

Hong Kong Police Force 香港警務處

Post-Secondary Student Summer Internship Programme 2022

專上學生暑期實習計劃 2022

Summer Intern (Police Public Relations Branch - Media Support Division)

暑期實習生(警察公共關係科 - 傳媒支援分課)

Entry Requirements 入職條件：

Applicants should 申請人必須 –

- (a) be permanent residents of the Hong Kong Special Administrative Region;
為香港特別行政區永久性居民；
- (b) be full-time students of post-secondary institutions from disciplines of Communication, New Media or Communication & Digital Design;
為專上院校傳播學、新媒體或傳播及數碼設計學系的全日制學生；
- (c) possess good knowledge of and skills in computer applications, digital design, social media platforms, photo shooting and video production and be proficient in related software (e.g. Microsoft Word, Excel, PowerPoint etc); and
具備良好的電腦應用、數碼設計、社交媒體平台、攝影和影片製作知識及技巧並通曉相關軟件(如 Microsoft Word、Excel、PowerPoint)；以及
- (d) be able to speak fluent Cantonese and English.
操流利粵語及英語。

Duties 職責：

- To formulate Good Citizen Award(GCA) publicity plan and design promotional materials
為好市民獎設計宣傳計劃及物品
- To liaise with vendors, working partners and awardees
與供應商、合作伙伴及得獎人聯絡
- To handle the logistics of the GCA Campaign and Presentation Ceremony
處理與好市民獎勵計劃以及頒獎典禮相關的物流工作
- To conduct research on the effectiveness of GCA re-branding and the effectiveness of different publicity methods with recommendations
為好市民獎的品牌重塑及宣傳工作的成效進行分析及提供意見
- To assist in preparation and running of GCA publicity activities
協助籌備及安排好市民獎的宣傳活動
- To design and create graphics/videos
設計及製作圖像和影片
- To support indoor and outdoor video productions
協助室內及戶外影片拍攝
- To provide logistic support in daily operations
為日常工作提供後勤支援

Place of Work 工作地點： Admiralty 金鐘

Allowance : HK \$10,500 per month

津貼： 每月港幣 10,500 元

Employment Period 聘用期：

July to August 2022 (2022 年 7 月至 8 月)

How to Apply 申請手續：

(a) Hong Kong students studying in local post-secondary institutions should apply through the Student Affairs Offices/Career Centres of their respective institutions. You are advised to note the deadlines set by the respective institutions.

就讀於本地專上院校的學生須經所屬院校的學生事務處/就業輔導中心遞交申請。請留意所屬院校訂出的截止報名日期。

(b) Students studying in non-local post-secondary institutions should send e-mail to oc-gr-pprb@police.gov.hk to obtain the application form. Completed application form should be sent to the address below on or before the closing date for applications (according to postmark). Applicants should ensure that sufficient postage is affixed before posting so as to avoid unsuccessful delivery of application. Mail items bearing insufficient postage will NOT be received by us and will be handled by the Hong Kong Post in accordance with the Post Office Ordinance. Candidates who are not invited for interview by end of July 2022 may assume that their applications are unsuccessful.

在海外專上院校就讀的學生，應電郵 oc-gr-pprb@police.gov.hk 以索取申請書。填妥的申請書須於截止申請日期或之前寄往下列地址(以郵戳為準)。申請人請在投寄前確保郵件已貼上足夠郵資，以避免申請未能成功遞交。所有郵資不足的郵件將不會郵遞到下列地址並會由香港郵政根據郵政署條例處理。如申請人於 2022 年 7 月底前仍未接獲面試通知，則可視作經已落選。

Address 地址：

Police Public Relations Branch, 11/F, Arsenal House, Police Headquarters, 1 Arsenal Street, Wanchai

灣仔軍器廠街 1 號警察總部警政大樓 11 樓警察公共關係科

Enquiry Telephone 查詢電話：

2860 6154

Closing Date for Applications 截止申請日期： 11.5.2022 (2022 年 5 月 11 日)

Hong Kong Police Force 香港警務處

Post-Secondary Student Summer Internship Programme 2022

專上學生暑期實習計劃 2022

Summer Intern (Police Public Relations Branch - Media Relations Division)

暑期實習生(警察公共關係科 - 傳媒關係分課)

Entry Requirements 入職條件：

Applicants should 申請人必須 –

- (a) be permanent residents of the Hong Kong Special Administrative Region;
為香港特別行政區永久性居民；
- (b) be full-time students of post-secondary institutions, preferably from disciplines of Journalism, Communication or Language;
為專上院校全日制學生，新聞系、傳播學系及語文系的學生將獲優先考慮；
- (c) possess good knowledge of computer applications; and
具備良好的電腦應用知識；以及
- (d) be able to speak fluent Cantonese and English.
操流利粵語及英語。

Duties 職責：

- To conduct research for OffBeat Special Edition and other publicity materials
為警聲特刊及其他宣傳品作資料搜集
- To conduct research on the effectiveness of OffBeat with recommendations
為警聲的成效進行分析及提供意見
- To conduct media related researches and surveys
進行媒體相關的研究及調查
- To provide logistic support in daily operations
為日常工作提供後勤支援

Place of Work 工作地點： Admiralty 金鐘

Allowance : HK \$10,500 per month

津貼：每月港幣 10,500 元

Employment Period 聘用期：

Mid-June to Mid-August 2022 (2022 年 6 月中至 8 月中)

How to Apply 申請手續：

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就讀於本地專上院校的學生須經所屬院校的學生事務處/就業輔導中心遞交申請。請留意所屬院校訂出的截止報名日期。

- (b) Students studying in non-local post-secondary institutions should send e-mail to oc-gr-pprb@police.gov.hk to obtain the application form. Completed application form should be sent to the address below on or before the closing date for applications (according to postmark). Applicants should ensure that sufficient postage is affixed before posting so as to avoid unsuccessful delivery of application. Mail items bearing insufficient postage will NOT be received by us and will be handled by the Hong Kong Post in accordance with the Post Office Ordinance. Candidates who are not invited for interview by end of June 2022 may assume that their applications are unsuccessful.

在海外專上院校就讀的學生，應電郵 oc-gr-pprb@police.gov.hk 以索取申請書。填妥的申請書須於截止申請日期或之前寄往下列地址(以郵戳為準)。申請人請在投寄前確保郵件已貼上足夠郵資，以避免申請未能成功遞交。所有郵資不足的郵件將不會郵遞到下列地址並會由香港郵政根據郵政署條例處理。如申請人於 2022 年 6 月底前仍未接獲面試通知，則可視作經已落選。

Address 地址：

Police Public Relations Branch, 11/F, Arsenal House, Police Headquarters, 1 Arsenal Street, Wanchai

灣仔軍器廠街 1 號警察總部警政大樓 11 樓警察公共關係科

Enquiry Telephone 查詢電話：

2860 6154

Closing Date for Applications 截止申請日期： 11.5.2022 (2022 年 5 月 11 日)

Hong Kong Police Force 香港警務處

Post-Secondary Student Summer Internship Programme 2022

專上學生暑期實習計劃 2022

Summer Intern (Police Public Relations Branch – Junior Police Call & Youth Liaison Section)

暑期實習生 (警察公共關係科 - 少年警訊及青少年聯絡組)

Entry Requirements 入職條件：

Applicants should 申請人必須 –

- (a) be permanent residents of the Hong Kong Special Administrative Region;
為香港特別行政區永久性居民；
- (b) be full-time students of post-secondary institutions from disciplines of Journalism, Communication, New Media or Communication, Digital Design, Physical Education and Sports Science, Gerontology, Applied Aging Studies, Psychology or relevant programmes;
為專上院校新聞、傳播學、新媒體或傳播、數碼設計、體育及運動科學、老人學、應用老年學、心理學或相關學科學系的全日制學生；
- (c) possess good knowledge of and skills in computer applications, digital design and social media platforms, photo shooting and video production and be proficient in related software (e.g. Microsoft Word, Excel, PowerPoint); and
具備良好的電腦應用、數碼設計、社交媒體平台、攝影和影片製作知識及技巧並通曉相關軟件 (如 Microsoft Word、Excel、PowerPoint)；以及
- (d) be able to speak fluent Cantonese and English.
操流利粵語及英語。

Duties 職責：

To assist in planning and organising the following Junior Police Call events and support the logistic arrangement and publicity work: -

- The 2nd STEM-Up HK Innovation and Technology Competition
- Junior Police Call Summer Camp 2022
- Cross-disciplined Forces Training Programme for Ethnic Minority Youth
- Junior Police Call Annual General Meeting

協助計劃及組織以下少年警訊活動，提供後勤支援及協助宣傳工作：-

- 第二屆 STEM-Up 香港創新科技大賽
- 少年警訊夏令營 2022
- 跨紀律部隊少數族裔青少年訓練計劃
- 少年警訊週年大會

Place of Work 工作地點： Wanchai 灣仔

Allowance : HK \$10,500 per month

津貼： 每月港幣 10,500 元

Employment Period 聘用期：

4 July to 31 August 2022 (2022 年 7 月 4 日至 8 月 31 日)

How to Apply 申請手續：

(a) Hong Kong students studying in local post-secondary institutions should apply through the Student Affairs Offices/Career Centres of their respective institutions. You are advised to note the deadlines set by the respective institutions.

就讀於本地專上院校的學生須經所屬院校的學生事務處/就業輔導中心遞交申請。請留意所屬院校訂出的截止報名日期。

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在海外專上院校就讀的學生，應電郵 oc-gr-pprb@police.gov.hk 以索取申請書。填妥的申請書須於截止申請日期或之前寄往下列地址(以郵戳為準)。申請人請在投寄前確保郵件已貼上足夠郵資，以避免申請未能成功遞交。所有郵資不足的郵件將不會郵遞到下列地址並會由香港郵政根據郵政署條例處理。如申請人於 2022 年 7 月底前仍未接獲面試通知，則可視作經已落選。

Address 地址：

Police Public Relations Branch, 11/F, Arsenal House, Police Headquarters, 1 Arsenal Street,
Wanchai

灣仔軍器廠街 1 號警察總部警政大樓 11 樓警察公共關係科

Enquiry Telephone 查詢電話：

2860 6154

Closing Date for Applications 截止申請日期： 11.5.2022 (2022 年 5 月 11 日)

Hong Kong Police Force 香港警務處

Post-Secondary Student Summer Internship Programme 2022

專上學生暑期實習計劃 2022

Summer Intern (Police Public Relations Branch, Senior Police Call & Elderly Engagement Section)

暑期實習生(警察公共關係科 耆樂警訊及長者聯絡組)

Entry Requirements 入職條件：

Applicants should 申請人必須 –

- (a) be permanent residents of the Hong Kong Special Administrative Region;
為香港特別行政區永久性居民；
- (b) be full-time students of post-secondary institutions from disciplines of Journalism, Communication, New Media or Communication, Digital Design, Physical Education and Sports Science, Gerontology, Applied Aging Studies, Psychology or relevant programmes;
為專上院校新聞、傳播學、新媒體或傳播、數碼設計、體育及運動科學、老人學、應用老年學、心理學或相關學科學系的全日制學生；
- (c) possess good knowledge of and skills in computer applications, digital design, social media platforms, photo shooting and video production and be proficient in related software (e.g. Microsoft Word, Excel, PowerPoint etc); and
具備良好的電腦應用、數碼設計、社交媒體平台、攝影和影片製作知識及技巧並通曉相關軟件(如 Microsoft Word、Excel、PowerPoint)；以及
- (d) be able to speak fluent Cantonese and English.
操流利粵語及英語。

Duties 職責：

- To conduct researches and surveys
進行研究及調查
- To design and create graphics/videos for social media platforms
為社交媒體平台設計及製作圖像和影片
- To conduct statistical analysis for social media platforms
為社交媒體平台進行數據分析
- To support indoor and outdoor video productions
協助室內及戶外影片拍攝
- To provide logistic support in daily operations
為日常工作提供後勤支援

Place of Work 工作地點： Wanchai 灣仔

Allowance : HK \$10,500 per month

津貼： 每月港幣 10,500 元

Employment Period 聘用期：

July to August 2022 (2022 年 7 月至 8 月)

How to Apply 申請手續：

(a) Hong Kong students studying in local post-secondary institutions should apply through the Student Affairs Offices/Career Centres of their respective institutions. You are advised to note the deadlines set by the respective institutions.

就讀於本地專上院校的學生須經所屬院校的學生事務處/就業輔導中心遞交申請。請留意所屬院校訂出的截止報名日期。

(b) Students studying in non-local post-secondary institutions should send e-mail to oc-gr-pprb@police.gov.hk to obtain the application form. Completed application form should be sent to the address below on or before the closing date for applications (according to postmark). Applicants should ensure that sufficient postage is affixed before posting so as to avoid unsuccessful delivery of application. Mail items bearing insufficient postage will NOT be received by us and will be handled by the Hong Kong Post in accordance with the Post Office Ordinance. Candidates who are not invited for interview before 1 July 2022 may assume that their applications are unsuccessful.

在海外專上院校就讀的學生，應電郵 oc-gr-pprb@police.gov.hk 以索取申請書。填妥的申請書須於截止申請日期或之前寄往下列地址(以郵戳為準)。申請人請在投寄前確保郵件已貼上足夠郵資，以避免申請未能成功遞交。所有郵資不足的郵件將不會郵遞到下列地址並會由香港郵政根據郵政署條例處理。如申請人於 2022 年 7 月 1 日前仍未接獲面試通知，則可視作經已落選。

Address 地址：

Police Public Relations Branch, 11/F, Arsenal House, Police Headquarters, 1 Arsenal Street, Wanchai

灣仔軍器廠街 1 號警察總部警政大樓 11 樓警察公共關係科

Enquiry Telephone 查詢電話：

2860 6154

Closing Date for Applications 截止申請日期： 11.5.2022 (2022 年 5 月 11 日)

Hong Kong Police Force 香港警務處

Post-Secondary Student Summer Internship Programme 2022

專上學生暑期實習計劃 2022

Summer Intern (Police Public Relations Branch – Pat Heung Youth Development Division)

暑期實習生 (警察公共關係科 – 八鄉青少年發展分課)

Entry Requirements 入職條件：

Applicants should 申請人必須 –

- (a) be permanent residents of the Hong Kong Special Administrative Region;
為香港特別行政區永久性居民；
- (b) be full-time students of post-secondary institutions from disciplines of Journalism, Communication, New Media or Communication, Digital Design, Physical Education and Sports Science or relevant programmes;
為專上院校新聞、傳播學、新媒體或傳播、數碼設計、體育及運動科學或相關學科學系的全日制學生；
- (c) possess good knowledge of and skills in computer applications, digital design, social media platforms, photo shooting and video production and be proficient in related software (e.g. Microsoft Word, Excel, PowerPoint); and
具備良好的電腦應用、數碼設計、社交媒體平台、攝影和影片製作知識及技巧並通曉相關軟件 (如 Microsoft Word、Excel、PowerPoint)；以及
- (d) be able to speak fluent Cantonese and English.
操流利粵語及英語。

Duties 職責：

- To conduct researches and surveys on youth development training programmes and innovative facilities
為青少年訓練計劃和創新設施項目進行研究及調查
- To design youth training programmes suiting the utilisation of innovative facilities
配合創新設施，設計青少年訓練計劃
- To devise an implementation plan for the innovative youth training programmes
為創新青少年訓練計劃製定推行方案
- To prepare report / presentation for the findings, analysis and recommendation
為調查結果、分析和建議準備報告及簡報

Place of Work 工作地點： Pat Heung, Yuen Long 元朗八鄉

Allowance : HK \$10,500 per month

津貼： 每月港幣 10,500 元

Employment Period 聘用期：

July to August 2022 (2022 年 7 月至 8 月)

How to Apply 申請手續：

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Address 地址：

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灣仔軍器廠街 1 號警察總部警政大樓 11 樓警察公共關係科

Enquiry Telephone 查詢電話：

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