

香港專業聯盟

The Hong Kong Coalition of Professional Services

榮譽贊助人：香港特別行政區行政長官梁振英先生

Honorary The Chief Executive of the Hong Kong Special Administrative Region

Patron : The Honorable C Y Leung, GBM, GBS, JP

**Hong Kong Coalition of Professional Services  
Yuen Long District Secondary School Student Internship Programme 2014**

**Brief**

In the past few years, the Coalition and the Headmasters' Association of the Yuen Long District Secondary Schools together provided a few hundred placements for Form 5 students for two weeks. The placements were provided by several dozens professional practices and commercial firms. The opportunities to work in a business environment help broaden the horizon of the young people in the neighbourhoods, and help build self-confidence. It is also a precious opportunity for them to go beyond the Yuen Long District and experience working in the business center of Hong Kong.

The programmes in past few years were commended by the interns, the teachers and the participating firms alike. With your support, the Coalition would continue to organize the internship programme this year and aim at providing 200 placements.

***Reminders for the employers***

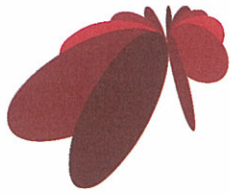
1. Internship period
  - Recommended to be between 14 July and 25 July 2014 for 2 weeks
  - Employers can negotiate with the interns directly for extension of internship period. Daily allowance in the extended period should not be less than HK\$30 per hour
2. Allowance for the interns
  - Allowances in the two-week internship period should be no less than HK\$1,200 per week
  - The employers should coordinate with the interns for the payment method
  - Employers are recommended to pay the interns weekly
3. Early termination
  - If the employer and intern agreed to terminate the internship programme earlier than the schedule abovementioned, the allowance should be paid according to the days worked.
4. Contact person
  - Ms. Pamela Ku                      Tel: 2169 3128                      Fax: 2169 3730
  - Ms. Janice Lam                      Tel: 2231 9115                      Fax: 2169 3730
5. Reply deadline
  - On or before 9 May 2014



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## 香港專業聯盟元朗區中學生 2014 年暑期見習計畫

### 簡要介紹

專業人士不以錢賺錢，而以專業知識謀取有一定水平的生活，同時堅守專業操守，為客戶服務，因此是年青人的良好學習榜樣。

在過去數年，「香港專業聯盟」與「元朗區中學校長會」為數百名元朗中五生安排了為期 2 個星期的見習，共有百多家律師、大律師、會計、醫療、建築、工程、園境、規劃、測量等專業事務所及商業機構為學生提供了見習機會。該區學生與專業人士接觸的機會較少，因此見習不僅讓學生瞭解各專業領域，並體會到專業人士處理人際關係的基本技巧，更讓他們走出元朗、走進更廣闊的「社會大學」。

過去數年的見習計劃，獲得各同學、家長、老師以至專業事務甚高的評價。今年專業聯盟決定繼續舉辦計劃，希望得到業界支持，覓得 200 個見習職位。

### 「香港專業聯盟元朗區中學生 2014 年暑期見習計畫」僱主注意事項

#### 1. 活動時間

- 建議安排在 2014 年 7 月 14 日至 25 日共 2 個星期
- 僱主可在原定見習期結束後，繼續聘用該學生。具體事宜，由僱主和該學生直接商權，之後聘用期間每日津貼不可低於每小時 30 元港幣

#### 2. 見習津貼

- 2 星期見習中，僱主至少向學生提供每週 1,200 元港幣津貼，以符合最低工資規定
- 支付方式由雙方同意
- 建議僱主按周支付津貼

#### 3. 提前終止

- 若雙方同意縮短見習，津貼按日支付

#### 4. 聯絡人

- 古小姐 (Pamela) 電話：2169 3128 傳真：2169 3730
- 林小姐 (Janice) 電話：2231 9115 傳真：2169 3730

#### 5. 回覆

- 請於 2014 年 5 月 9 日或以前回覆



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