Civil Engineering and Development Department
Post-Secondary Student Summer Internship Programme and Vacation Training Scheme 2018

General Requirements:
(1) Applicants should be currently enrolled in full-time courses of post-secondary institutions locally or overseas.
(2) Applicants’ subjects of study for each post are specified below.
(3) Applicants should be fluent in both Cantonese and English.
(4) Applicants should produce transcripts issued by the appropriate authority of their post-secondary institutions certifying their academic status in the institutions.

<table>
<thead>
<tr>
<th>Allowance:</th>
<th>HK$9,800 per month</th>
</tr>
</thead>
<tbody>
<tr>
<td>Terms of Engagement:</td>
<td>Successful applicants will be engaged under non-civil service appointment terms.</td>
</tr>
<tr>
<td>Internship Period:</td>
<td>Around 8 weeks starting from July 2018.</td>
</tr>
</tbody>
</table>
| How to Apply:    | (1) Completed application forms with copies of academic transcripts and relevant certificates, such as the Hong Kong Certificate of Education Examination (HKCEE)/Hong Kong Diploma of Secondary Education Examination (HKDSE)/ International English Language Testing System (IELTS)/ the Test of English as a Foreign Language (TOEFL) or equivalent should be forwarded to the following address on or before the closing date of application. Please specify on the envelope ‘Application for Summer Intern’. If candidates fail to provide the required documents as requested by 18 May 2018, their applications will not be considered.  
(2) In view of the time required in overseas mailing, overseas applicants are advised to e-mail their completed application forms with ALL required supporting documents to appt3@cedd.gov.hk.  
(3) Each applicant should at most apply for ONE post. Otherwise, the applicant will not be considered.  
(4) Applications that are incomplete, late or without photocopies of academic transcripts and relevant certificates will also not be considered.  
(5) To facilitate communication, applicants are reminded to provide their e-mail addresses and contact telephone numbers on their application forms.  
(6) Selection interviews are not required and successful applicants will be notified separately. Those who have not received any notification from the Civil Engineering and Development Department by 1 July 2018 may assume their applications are unsuccessful. |
<p>| Address:         | Appointments Section, Civil Engineering and Development Department, 14/F, Civil Engineering and Development Building, 101 Princess Margaret Road, Kowloon, Hong Kong. |
| E-mail Address:  | <a href="mailto:appt3@cedd.gov.hk">appt3@cedd.gov.hk</a> |
| Enquiry Telephone: | +852 2762 5066 |</p>
<table>
<thead>
<tr>
<th>Closing Date of Application:</th>
<th>18 May 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>General Notes:</strong></td>
<td></td>
</tr>
<tr>
<td>(a) Candidates must be permanent residents of the Hong Kong Special Administrative Region at the time of appointment.</td>
<td></td>
</tr>
<tr>
<td>(b) As an Equal Opportunities Employer, the Government is committed to eliminating discrimination in employment. The vacancy advertised is open to all applicants meeting the basic entry requirement irrespective of their disability, sex, marital status, pregnancy, age, family status, sexual orientation and race.</td>
<td></td>
</tr>
<tr>
<td>(c) Non-civil service vacancies are not posts on the civil service establishment. Candidates appointed are not on civil service terms of appointment and conditions of service. Candidates appointed are not civil servants and will not be eligible for posting, promotion or transfer to any posts in the Civil Service.</td>
<td></td>
</tr>
<tr>
<td>(d) The entry pay, terms of appointment and conditions of service to be offered are subject to the provisions prevailing at the time the offer of appointment is made.</td>
<td></td>
</tr>
<tr>
<td>(e) Holders of academic qualifications other than those obtained from Hong Kong institutions/Hong Kong Examinations and Assessment Authority may also apply but their qualifications will be subject to assessments on equivalence with the required entry qualifications. They should submit copies of their official transcripts and certificates by mail to the enquiry address indicated.</td>
<td></td>
</tr>
<tr>
<td>(f) Please note that all underpaid or unpaid mail items will not be delivered to this Department and will be returned to the sender (if a return address is provided) or disposed of in accordance with laid down procedures of the Hongkong Post. It is therefore important that you affix sufficient postage to mail items addressed to this Department to avoid any possible non-delivery.</td>
<td></td>
</tr>
</tbody>
</table>
### Vacancy Details

**Job Title: Post 1 – Vacation Trainee (Pier Improvement Unit)**

| Entry Requirements | (a) Year 2/Year 3 in Civil Engineering Degree Course; and  
|                   | (b) Green card is required when reporting for duty. |
| Duties            | To assist in site supervision and contract administration of a new pier. |
| Normal Place of Work | Sai Kung                          |

**Job Title: Post 2 – Summer Intern (Landslip Preventive Measures Division 1)**

| Entry Requirements | (a) Year 2/Year 3 in Civil/Geotechnical Engineering Degree Course; and  
|                   | (b) Green card is required when reporting for duty. |
| Duties            | To carry out desk study, inspection and other matters related to landslide investigation. |
| Normal Place of Work | Ho Man Tin                |

**Job Title: Post 3 - Vacation Trainee (Landslip Preventive Measures Division 2)**

| Entry Requirements | (a) Year 2/Year 3 in Civil Engineering Degree Course; and  
|                   | (b) Green card is required when reporting for duty. |
| Duties            | To assist in slope design for Landslip Prevention and Mitigation features in Landslip Preventive Measures Division 2. |
| Normal Place of Work | Ho Man Tin                |

**Job Title: Post 4 - Vacation Trainee (Landslip Preventive Measures Division 3)**

| Entry Requirements | (a) Year 2/Year 3 in Civil Engineering Degree Course; and  
|                   | (b) Green card is preferred when reporting for duty. |
| Duties            | To assist geotechnical engineer/engineer in site supervision and contract administration of in house Landslip Prevention and Mitigation contract in Landslip Preventive Measures Division 3. |
| Normal Place of Work | Ho Man Tin                |
### Job Title: Post 5 – Summer Intern (Mines Division)

| Entry Requirements: | (a) Year 2/Year 3 in Landscape Architecture Degree Course;  
|                     | (b) Green card is required when reporting for duty; and  
|                     | (c) Have knowledge of tree identification/assessment. |
| Duties:             | To review the performance of the rehabilitation works at Lam Tei Quarry and others. |
| Normal Place of Work: | Kwun Tong |

### Job Title: Post 6 – Summer Intern (Planning Division)

| Entry Requirements: | (a) Year 2/Year 3 in Earth Sciences/Geology Degree Course; and  
|                     | (b) Knowledge of ArcGIS is preferred. |
| Duties:             | 1. To help digitising various geological/landslide/aerial photograph-related information held by the Planning Division.  
|                     | 2. To help setting up various geological/landslide/aerial photograph-related databases.  
|                     | 3. To label and archive rock samples in the rock sample warehouse of Planning Division. |
| Normal Place of Work: | Ho Man Tin |

### Job Title: Post 7 – Summer Intern (Planning Division)

| Entry Requirements: | (a) Year 2/Year 3 in Civil Engineering Degree Course; and  
|                     | (b) Familiarity with MS Excel is preferred. |
| Duties:             | 1. To help analysing the monitoring data of Po Shan Groundwater Regulation System.  
|                     | 2. To assist in conducting the technical study on underground quarrying. |
| Normal Place of Work: | Ho Man Tin |

### Job Title: Post 8 – Summer Intern (Planning Division)

| Entry Requirements: | (a) Year 2/Year 3 in Earth Science/Geology/Geographical Information System Degree Course; and  
|                     | (b) Knowledge of ArcGIS programming and MicroStation is required. |
| Duties:             | 1. To assist in tasks related to GIS applications in the Planning Division.  
|                     | 2. To assist in technical studies on applications of remote sensing data and geoinformatics development. |
| Normal Place of Work: | Ho Man Tin |
**Job Title: Post 9 – Summer Intern (Planning Division)**

<table>
<thead>
<tr>
<th>Entry Requirements:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) Year 2/Year 3 in Earth Sciences/Geology Degree Course; and</td>
<td>(b) Knowledge of ArcGIS and data management is a merit.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Duties:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. To assist in developing various datasets on a study on rock properties, and visit laboratory as necessary.</td>
<td></td>
</tr>
<tr>
<td>2. To assist in conducting various technical studies in the Planning Division.</td>
<td></td>
</tr>
<tr>
<td>3. To assist in tasks related to the aerial photograph library.</td>
<td></td>
</tr>
</tbody>
</table>

| Normal Place of Work:                                                                        | Ho Man Tin/Kowloon Bay                                                                    |

**Job Title: Post 10 – Summer Intern (Planning Division)**

<table>
<thead>
<tr>
<th>Entry Requirements:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) Year 2/Year 3 in Landscape Architecture/Urban Studies Degree Course; and</td>
<td>(b) Knowledge of ArcGIS is preferred.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Duties:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>To assist in tasks related to a feasibility study on underground space development.</td>
<td></td>
</tr>
</tbody>
</table>

| Normal Place of Work:                                                                        | Ho Man Tin                                                                            |

**Job Title: Post 11 – Summer Intern (Standards and Testing Division)**

| Entry Requirements:                                                                 | Year 3 in Civil Engineering Degree Course.                                               |

| Duties:                                                                                      | To assist in carrying out soil/rock tests and technical development of advance testing works. |

| Normal Place of Work:                                                                        | Kowloon Bay                                                                            |

**Job Title: Post 12 – Summer Intern (Standards and Testing Division)**

| Entry Requirements:                                                                 | Year 2 in Higher Diploma in Civil Engineering.                                           |

| Duties:                                                                                      | To assist in carrying out soil/rock tests and compilation of test data.                  |

| Normal Place of Work:                                                                        | Kowloon Bay                                                                            |

**Job Title: Post 13 – Summer Intern (Standards and Testing Division)**

| Entry Requirements:                                                                 | Year 2 / Year 3 in BEng(Hons) in Testing and Certification / BSc(Hons) in Testing and Certification. |

| Duties:                                                                                      | To assist in carrying out construction material tests and calibration.                   |

<p>| Normal Place of Work:                                                                        | Kowloon Bay                                                                            |</p>
<table>
<thead>
<tr>
<th>Job Title: Post 14 – Summer Intern (Standards and Testing Division)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Entry Requirements:</strong> Year 3 in Computer Science Degree Course.</td>
</tr>
<tr>
<td><strong>Duties:</strong> To assist in development of computer database for contract management.</td>
</tr>
<tr>
<td><strong>Normal Place of Work:</strong> Kowloon Bay</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Job Title: Post 15 - Summer Intern (Standards and Testing Division)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Entry Requirements:</strong> (a) Year 2 in Higher Diploma in Civil Engineering; and (b) Green card is required when reporting for duty.</td>
</tr>
<tr>
<td><strong>Duties:</strong> To assist data entry and assist Technical Officers to carry out test witnessing in contract laboratories.</td>
</tr>
<tr>
<td><strong>Normal Place of Work:</strong> Kowloon Bay</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Job Title: Post 16 – Summer Intern (Standards and Testing Division)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Entry Requirements:</strong> Year 2/Year 3 in Civil Engineering Degree Course.</td>
</tr>
<tr>
<td><strong>Duties:</strong> To assist in research and development in the field of geotechnical engineering in Earth Section, Slopes 1 Section and Slopes 2 Section.</td>
</tr>
<tr>
<td><strong>Normal Place of Work:</strong> Ho Man Tin</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Job Title: Post 17 – Summer Intern (Standards and Testing Division)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Entry Requirements:</strong> Year 2 /Year 3 in Computer Science/Information Systems Degree Course.</td>
</tr>
<tr>
<td><strong>Duties:</strong> To assist in development of computer programs to improve and maintain the GEO Raingauge System.</td>
</tr>
<tr>
<td><strong>Normal Place of Work:</strong> Ho Man Tin</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Job Title: Post 18 – Vacation Trainee (Sustainable Lantau Office)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Entry Requirements:</strong> (a) Year 2/Year 3 in Civil Engineering Degree Course; and (b) Green card is required when reporting for duty.</td>
</tr>
<tr>
<td><strong>Duties:</strong> To assist in checking submissions and compliance of design for Tung Chung New Town Extension project, monitoring the progress of works and checking site safety matters for the public housing development at Area 54, Tung Chung, liaising with the public, and performing any other duties as assigned by the supervising officers.</td>
</tr>
<tr>
<td><strong>Normal Place of Work:</strong> North Point or Tung Chung site office</td>
</tr>
</tbody>
</table>
**Job Title: Post 19 - Vacation Trainee (Sustainable Lantau Office)**

| Entry Requirements: | (a) Year 2/Year 3 in Civil Engineering Degree Course; and  
<table>
<thead>
<tr>
<th></th>
<th>(b) Green card is required when reporting for duty.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duties:</td>
<td>To assist in carrying out duties related to site supervision/contract administration as assigned by resident senior engineer. (Tai O Improvement project)</td>
</tr>
<tr>
<td>Normal Place of Work:</td>
<td>Tai O Site Office</td>
</tr>
</tbody>
</table>

**Job Title: Post 20 – Vacation Trainee (Sustainable Lantau Office)**

| Entry Requirements: | (a) Year 2/Year 3 in Civil Engineering Degree Course; and  
<table>
<thead>
<tr>
<th></th>
<th>(b) Green card is required when reporting for duty.</th>
</tr>
</thead>
</table>
| Duties:             | 1. To assist the Project Manager's Delegate in the daily contract administration of Contract No. IS/2015/02 Improvement Works at Mui Wo, Phase 2 Stage 1.  
|                     | 2. To assist in the preparation of Public Engagement activities for Mui Wo Facelift project. |
| Normal Place of Work: | Quarry Bay or Mui Wo site office. |

**Job Title: Post 21 - Summer Intern (Sustainable Lantau Office)**

<table>
<thead>
<tr>
<th>Entry Requirements:</th>
<th>Year 2/Year 3 in Environmental Science Degree Course/ Civil and Environmental Engineering Degree Course/ Urban Studies Degree Course or Year 1 in Urban Planning Master Degree Course.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duties:</td>
<td>To carry out general duties of Lantau development and conservation, including establishing database related to Lantau.</td>
</tr>
<tr>
<td>Normal Place of Work:</td>
<td>Quarry Bay</td>
</tr>
</tbody>
</table>

**Job Title: Post 22 - Summer Intern (Sustainable Lantau Office)**

<table>
<thead>
<tr>
<th>Entry Requirements:</th>
<th>Year 2 / Year 3 in Journalism/Creative Media Degree Course.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duties:</td>
<td>To assist in public relations tasks to promote the initiatives of the Sustainable Lantau Blueprint, including preparation of publicity/promotional materials such as promotional videos, newsletters and other publiciations.</td>
</tr>
<tr>
<td>Normal Place of Work:</td>
<td>Quarry Bay</td>
</tr>
</tbody>
</table>
### Job Title: Post 23 - Summer Intern (Survey Division)

| Entry Requirements: | (a) Year 2/Year 3 in Geomatics Degree Course (Land Surveying Stream or Geo-Information Technology Stream or Underground Utility Surveying Stream); and  
|                     | (b) Green card is required when reporting for duty.  
| Duties:            | 1. To act as observer and helper in discharging of land surveying duties in Survey Division  
|                    | 2. To act as helper in development and enhancement of Geographic Information System (GIS) applications.  
| Normal Place of Work: | Mongkok |

### Job Title: Post 24 - Vacation Trainee (Land Works Division)

| Entry Requirements: | (a) Year 2/Year 3 in Civil Engineering Degree Course; and  
|                     | (b) Green card is required when reporting for duty.  
| Duties:            | To assist in the daily contract administration of Contract No. CV/2016/06 - Widening of the Footbridge Connecting Pak Wo Road to MTR Fanling Station and its Associated Works.  
| Normal Place of Work: | Ho Man Tin and Fanling site office. |

### Job Title: Post 25 - Vacation Trainee (North Development Office)

| Entry Requirements: | Year 2/Year 3 in Civil Engineering Degree Course  
|                    | 2. To assist professionals in the office in handling the public opinions that may arise from the project  
| Normal Place of Work: | Kwai Fong |

### Job Title: Post 26 - Vacation Trainee (North Development Office)

| Entry Requirements: | Year 2/Year 3 in Civil Engineering Degree Course  
| Duties:            | To assist in tasks related to the handling of objections under the Roads (Works, Use and Compensation) Ordinance  
| Normal Place of Work: | Kwai Fong |
**Job Title: Post 27 - Vacation Trainee (North Development Office)**

<table>
<thead>
<tr>
<th>Entry Requirements:</th>
<th>Year 2/Year 3 in Civil Engineering Degree Course.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duties:</td>
<td>To assist in the research of cement solidification for high arsenic-containing soil, and checking of drainage, sewerage and highway structure designs for Kwu Tung North New Development Area.</td>
</tr>
<tr>
<td>Normal Place of Work:</td>
<td>Kwai Fong</td>
</tr>
</tbody>
</table>

**Job Title: Post 28 - Vacation Trainee (North Development Office)**

| Entry Requirements: | (a) Year 1/Year 2 in Civil Engineering Degree Course; and  
<table>
<thead>
<tr>
<th></th>
<th>(b) Green card is required when reporting for duty.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duties:</td>
<td>To assist in site supervision and contract administration of a site formation and roadworks contract.</td>
</tr>
<tr>
<td>Normal Place of Work:</td>
<td>Sha Tin</td>
</tr>
</tbody>
</table>

**Job Title: Post 29 - Vacation Trainee (North Development Office)**

| Entry Requirements: | (a) Year 1/Year 2 in Civil Engineering Degree Course; and  
<table>
<thead>
<tr>
<th></th>
<th>(b) Green card is required when reporting for duty.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duties:</td>
<td>To assist in site supervision and contract administration of a construction contract under the Signature Project Scheme in Sha Tin.</td>
</tr>
<tr>
<td>Normal Place of Work:</td>
<td>Sha Tin</td>
</tr>
</tbody>
</table>

**Job Title: Post 30 - Vacation Trainee (Fill Management Division)**

| Entry Requirements: | (a) Year 2/Year 3 in Civil Engineering Degree Course; and  
<table>
<thead>
<tr>
<th></th>
<th>(b) Green card is required when reporting for duty.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duties:</td>
<td>To assist in contract administration of public fill reception facilities.</td>
</tr>
<tr>
<td>Normal Place of Work:</td>
<td>Ho man tin, Tseung Kwan O and Tuen Mun</td>
</tr>
</tbody>
</table>

**Job Title: Post 31 - Vacation Trainee (Land Works Division)**

| Entry Requirements: | (a) Year 2/Year 3 in Civil Engineering Degree Course; and  
<table>
<thead>
<tr>
<th></th>
<th>(b) Green card is required when reporting for duty.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duties:</td>
<td>To assist in design, site supervision and contract administration of site formation and infrastructural works projects.</td>
</tr>
<tr>
<td>Normal Place of Work:</td>
<td>Tuen Mun/Ho Man Tin</td>
</tr>
<tr>
<td>Job Title: Post 32 - Vacation Trainee (West Development Office Division 3)</td>
<td></td>
</tr>
<tr>
<td>---------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td><strong>Entry Requirements:</strong></td>
<td>Year 2/Year 3 in Civil Engineering Degree Course.</td>
</tr>
<tr>
<td><strong>Duties:</strong></td>
<td>To assist in tasks related to a feasibility study on environmentally friendly transport services in Hung Shui Kiu New Development Area.</td>
</tr>
<tr>
<td><strong>Normal Place of Work:</strong></td>
<td>Sha Tin</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Job Title: Post 33 - Vacation Trainee (West Development Office Division 2)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Entry Requirements:</strong></td>
</tr>
<tr>
<td><strong>Duties:</strong></td>
</tr>
<tr>
<td><strong>Normal Place of Work:</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Job Title: Post 34 - Vacation Trainee (West Development Office Division 1)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Entry Requirements:</strong></td>
</tr>
<tr>
<td><strong>Duties:</strong></td>
</tr>
<tr>
<td><strong>Normal Place of Work:</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Job Title: Post 35 - Vacation Trainee (West Development Office Division 5)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Entry Requirements:</strong></td>
</tr>
<tr>
<td><strong>Duties:</strong></td>
</tr>
<tr>
<td><strong>Normal Place of Work:</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Job Title: Post 36 - Summer Intern (Safety and Environmental Advisory Unit)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Entry Requirements:</strong></td>
</tr>
<tr>
<td><strong>Duties:</strong></td>
</tr>
<tr>
<td><strong>Normal Place of Work:</strong></td>
</tr>
</tbody>
</table>