

# Workplace Attachment Programme 2010

## Foster Business Professionals

## Make Hong Kong an International Trading Hub

The programme is jointly organized by the Import/Export and Wholesale Trades Training Board of VTC, The Hong Kong Exporters' Association, The Hong Kong Chinese Importers' & Exporters' Association and IVE (Sha Tin & Haking Wong). It aims to assist students in strengthening their skill sets in the real world business environment and enhancing their employability in the market place. Moreover, the programme offers a good opportunity for companies to demonstrate how committed they are to corporate social responsibility in providing students first-hand working experience.

### \*\*Highlights of the programme \*\*

- 1) Host companies are expected to provide experienced personnel to guide and supervise students.
- 2) Host companies should keep records of the trainees' attendance. The Institutes will check the attendance records if necessary.
- 3) Period of the Programme: Mid June - Early September 2010 \*
- 4) Monthly allowance to each student: \$2,000 - \$3,000

\* Remarks : Duration of the training programme can be separately proposed by individual host company.

### **The Interns are studying in:**

- ▶ Higher Diploma in Purchasing & Supply Chain Management
- ▶ Diploma in Import and Export Studies
- ▶ Higher Diploma in Business with Design Management
- ▶ Higher Diploma in International Business



### **Students' sharing :**

- ▶ "We worked with a lot of nice colleagues; they offered us tremendous supports, encouragements and guidance. It's really a golden opportunity for us to apply our knowledge into the real practice."
- ▶ "I had the chance to explore my strengths and weaknesses so that I could determine which areas I needed to improve."

### **Highly recommended by employers :**

- ▶ "Students were trustworthy; they also possessed the sense of responsibilities and made every effort to complete the job on time."
- ▶ "Student brought us with many innovative and creative ideas."
- ▶ "Students were willing to learn and accept the new challenges."

### **For further details :**

#### **The Hong Kong Exporters' Association**

Tel:2730 9851 Email: exporter@exporters.org.hk

#### **The Hong Kong Chinese Importers' & Exporters' Association**

Tel:2544 8474 Email: info@hkciea.org.hk

### **Co-Sponsored by:**

The Chartered Institute of Purchasing and Supply (Hong Kong Branch)  
Chinese General Chamber of Commerce  
The Chinese Manufacturers' Association of Hong Kong  
Federation of Hong Kong Industries  
The Hong Kong Chamber of Small & Medium Business Ltd.

Hong Kong General Chamber of Commerce  
The Hong Kong Shippers' Council  
Institute for Supply Management of Hong Kong  
The Institute of Purchasing and Supply of Hong Kong  
Textile Council of Hong Kong Ltd.



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## Workplace Attachment Reply Slip

### Registration Form

Attn: Ms. Joanna So (Tel.: 2730-9851, email: jso@exporters.org.hk, fax: 2730-1869)

Ms. Kelian Yu (Tel.: 2544-8474, email: info@hkciea.org.hk, fax: 2581-4979)

|   |  |
|---|--|
| Company Name:   |  |
| Company Address:  |  |
| Number of Staff:  |  |
| Nature of Business:                                       |  |
| Number of Students Required:                              |  |
| Working Time and Period Required:                         |  |
| Brief Description of Work<br>to be Performed by Students: |  |
| Remuneration Offered:                                     |  |
| Contact Person:   |  |
| Contact Telephone Number:                                 |  |
| Contact Email:  |  |
| Fax Number:   |  |

Title: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

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