

## Hong Kong Police Force 香港警務處

### Post-Secondary Student Summer Internship Programme 2025

#### 專上學生暑期實習計劃 2025

#### Summer Intern (New Territories North Region - Emergency Unit)

暑期實習生(新界北總區 - 衝鋒隊)

#### 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;  
為專上院校的全日制學生；
- (c) possess good knowledge in 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 provide administrative support to the “Project SMARTTROOP” of the Emergency Unit New Territories North Region, which aims to enhance support for frontline staff  
為新界北總區衝鋒隊旨在加強對前線支援的「精警計劃」提供行政支援
- To assist in identifying other suitable initiatives to be applied in the “Project SMARTTROOP” through understanding the frontline in handling emergency situation and large scale exercise  
透過了解前線如何處理緊急及大型演習，協助發掘其他適用於「精警計劃」中的構思
- To assist in data analysis and comparison for reviewing the “Project SMARTTROOP”  
協助進行數據分析及比較以審視「精警計劃」的成效
- To communicate with stakeholders (including Frontline officers, Junior Police Officers’ Association representatives and service/equipment providers)  
與各持份者(包括前線人員、香港警察隊員佐級協會代表及設備供應商)溝通
- To prepare correspondence and possible presentation or research related to the “Project SMARTTROOP”  
準備與「精警計劃」相關的函件及簡報或研究資料

**Place of Work 工作地點：** Tai Po 大埔

**Allowance :** HK \$11,500 per month

**津貼：** 每月港幣 11,500 元

**Employment Period 聘用期：**

July to August 2025 (2025 年 7 月至 8 月)

**How to Apply 申請手續：**

Students studying in local or overseas post-secondary institutions should download the application form at the website of Civil Service Bureau – Post-Secondary Student Summer Internship Programme (<https://www.csb.gov.hk/english/admin/appoint/782.html>).

Completed application form together with other supporting document (if any) should be sent to [ip-sip-hq-eu-ntn@police.gov.hk](mailto:ip-sip-hq-eu-ntn@police.gov.hk) by email on or before the closing date for application.

在本地或海外專上院校就讀的學生，請到公務員事務局互聯網站的專上學生暑期實習計劃 ([https://www.csb.gov.hk/tc\\_chi/admin/appoint/782.html](https://www.csb.gov.hk/tc_chi/admin/appoint/782.html)) 下載申請書，填妥的申請書連同其他相關文件等(如有)須於截止申請日期或之前電郵至 [ip-sip-hq-eu-ntn@police.gov.hk](mailto:ip-sip-hq-eu-ntn@police.gov.hk)。

Late applications will not be considered. Candidates who are not invited for interview by end of May 2025 may assume that their applications are unsuccessful.

逾期申請，恕不受理。如申請人於 2025 年 5 月底前 仍未接獲面試通知，則可視作經已落選。

**Address 地址：**

Emergency Unit, 2/F, New Territories North Regional Headquarters, 6 On Po Lane, Tai Po  
大埔 安埔里 6 號 新界北總區總部 2 樓 衝鋒隊

**Enquiry Telephone 查詢電話：**

3661 3133 / 3661 3137

**Closing Date for Applications 截止申請日期：** 6.5.2025 (2025 年 5 月 6 日)