

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 (Crime Wing - Cyber Security and Technology Crime Bureau, Cyber Training, Forensics & Training Division)

暑期實習生(刑事部 - 網絡安全及科技罪案調查科 法理鑑證及訓練組)

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, preferably from disciplines of Computer Science, Information Technology, Multimedia, Creative Media, Digital Design, Journalism, Communication Studies, or other relevant design-related programs;
為專上院校全日制學生，就讀電腦科學、資訊科技、多媒體、創意媒體、數碼設計、新聞學、傳播研究學系或其他相關設計課程將獲優先考慮；
- (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：

The primary responsibilities will include the following:

1. System Assessment and Testing
 - Conduct comprehensive assessments and testing of the Technology Crime Investigation and Response Cadre (TCIRC) System to identify and report bugs, errors, or usability issues
 - Provide detailed documentation of findings and work with relevant stakeholders to resolve identified problems
2. Training Material Development
 - Assist in the design and production of training materials, including documents, presentations, and multimedia content, to enhance user understanding and efficiency
 - Ensure that all materials are accurate, engaging, and user-friendly

3. Collaboration with the Management Team and Vendor

- Collaborate with the TCIRC Management Team and system vendor to ensure the effective organisation of resources and easy accessibility for system users
- Participate in discussions to gather feedback and suggestions for system improvements

4. Technical Support

- Provide basic technical support during training sessions to ensure smooth operation and address any immediate issues related to the TCIRC System

5. Infographic Design

- Design and produce infographic materials to promote and introduce the TCIRC System across various platforms
- Ensure that visual content is clear, professional, and aligned with the system's objectives

主要職責包括以下幾點：

1. 系統評估與測試

- 對 TCIRC 系統進行全面評估與測試，以識別並報告錯誤、誤差或可用性問題。
- 詳細紀錄評估結果，並與相關持份者合作解決已發現的問題。

2. 培訓素材開發

- 協助設計和製作培訓素材，包括文件、簡報和多媒體內容，以提高用戶的理解能力和使用效率。
- 確保所有素材內容準確並具吸引力及方便使用。

3. 與管理團隊和供應商合作

- 與 TCIRC 管理團隊和系統供應商合作，確保能有效組織資源及令用戶容易使用系統。
- 參與討論，收集反饋意見和系統改進建議。

4. 技術支援

- 在訓練課程中提供基本技術支援，以確保順利運作，並解決任何與 TCIRC 系統相關的即時問題。

5. 資訊圖表設計

- 設計並製作資訊圖表資料，以在各種平台上推廣並介紹 TCIRC 系統。
- 確保視覺內容清晰、專業並與系統目標一致。

Place of Work 工作地點： Wanchai 灣仔

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：

- (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 ip-sip-trg-1-ftd-cstcb@police.gov.hk to obtain the application form. Completed application form should be sent to the address below by post 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 mid of July 2025 may assume that their applications are unsuccessful.

在海外專上院校就讀的學生，應電郵 ip-sip-trg-1-ftd-cstcb@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 2025 年 7 月中前 仍未接獲面試通知，則可視作經已落選。

Address 地址：

22/F, Cyber Security and Technology Crime Bureau, Arsenal House, Police Headquarters, 1 Arsenal Street, Wanchai

灣仔 軍器廠街 1 號 警察總部 警政大樓 22 樓 網絡安全及科技罪案調查科

Enquiry Telephone 查詢電話：

[2860 2849](tel:28602849) / [2860 2905](tel:28602905)

Closing Date for Applications 截止申請日期： 13.5.2025 (2025 年 5 月 13 日)