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Office of the Government Chief Information Officer (OGCIO)

Post Title	No. of Post	Workplace	Expected Period of Internship	Brief Job Descriptions	Additional Requirements
CSD Division – (SEC)11 Team	1	Cyberport	July to August 2023 (around 2 months)	(a) To conduct research on industry best practices and emerging security threats to inform policy development; (b) To assist in the preparation and update of cyber security-related documents and materials; and (c) To provide administrative support to the daily operation of the IT Security Team.	(a) Excellent command of English and Chinese (spoken and written); (b) Familiar with basic concepts of cyber security; and (c) Strong analytical and research skills.
CSD Division – (SEC)12 Team	1	Cyberport	July to August 2023 (around 2 months)	(a) To perform collection and analysis of cyber threat information; (b) To provide support in web application security testing including vulnerability scanning; and (c) To provide administrative support to the daily operation of the team.	(a) Basic knowledge of information security, computer networking and web technology; (b) Basic skills in programming (e.g. Python); (c) Strong interest in information security; and (d) Excellent command of English and Chinese (spoken and written).

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CSD Division – (SEC)41 Team	1	Cyberport	July to August 2023 (around 2 months)	(a) Design user interface and web layout using HTML/CSS; (b) Work with external vendors to develop new web content; (c) Design thematic websites / infographics for raising the awareness of cyber security; (d) Assist in promotional activities to raise the cyber security awareness of internal staff; (e) Conduct technical research and prepare briefs related to information technology and cyber security; and (f) Perform other related tasks as assigned.	(a) Basic knowledge of using Adobe Illustrator and Photoshop; (b) Familiar with web programming languages (e.g. HTML5, JSON, CSS, Git, etc.); (c) Proficient in Microsoft Office applications (e.g. Word, Excel, etc.); and (d) Proficient in English and Chinese (spoken and written).

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G&R Division – (G&R)31 Team	1	Cyberport	July to August 2023 (around 2 months)	(a) To assist in the day-to-day operation of the Smart Government Innovation Lab (Smart Lab), including website administration, showcases set up, e.g. 4D immersive CAVE, VR applications, IoT equipment, robots, TV wall, etc.; (b) To assist in demonstrating the showcases and provide guided tours to visitors of the Smart Lab; (c) To assist in exploring local innovative products and solutions to facilitate adoption by B/Ds; and (d) To assist in miscellaneous duties of the team as assigned by supervisor.	(a) Good web and client programming skills (e.g. Java, HTML, Javascript, CSS, ASP.NET); (b) Basic knowledge of web, mobile and cloud technologies; (c) Basic knowledge of advanced technologies, such as artificial intelligence, machine learning, big data, blockchain, cloud computing, robotics technologies, video analytics; and (d) Good command of English and Chinese(spoken and written).

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G&R Division – (G&R)32 Team	1	Cyberport	July to August 2023 (around 2 months)	(a) To conduct demonstration of I&T solutions, e.g. robots, drones, 4D immersive CAVE, VR applications, IoT equipment, Automatic Speech Recognition, etc.; (b) To assist in organising events to promote the Government IT initiatives and foster engagement of the IT Sector; (c) To assist in exploring local innovative products and solutions with a view to facilitate adoption by the Government; (d) To assist in preparing documents and presentation slides as required; and (e) To assist in miscellaneous duties of the team as assigned by supervisor.	(a) Experience in using image / video editing tools such as Adobe Photoshop, Illustrator, InDesign and Premiere Pro is preferred; (b) Basic knowledge of advanced technologies, such as artificial intelligence, machine learning, big data, blockchain, cloud computing, robotics technologies, video analytics; (c) Desire to learn new technologies, IT event management and promotion; (d) Good communication skills; and (e) Good command of English and Chinese (spoken and written).

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G&R Division – (G&R)6 Team	1	Wanchai	July to August 2023 (around 2 months)	(a) To assist in the System Analysis and Design stage of an IT project by collecting, validating and documenting user requirements, as well as coordinating interviews / meetings with users, project teams and IT contractors, etc.	(a) General knowledge of information systems; and (b) Soft skills such as problem-solving, client management, teamwork and multitasking.
ID Division – (SC)3 Team	15	- Wanchai; - GovWiFi venues; and - Study rooms and youth service centres operated by NGOs	July to August 2023 (around 2 months)	(a) To perform public Wi-Fi service checks at all Government Wi-Fi (GovWiFi) venues, as well as study rooms and youth service centres operated by Non-governmental Organisations (NGOs) located in 18 districts; and (b) To assist in miscellaneous / ad-hoc duties of the team as assigned by supervisor.	(a) Knowledge of Wi-Fi Internet access and Wi-Fi configuration; (b) Familiar with at least one of the following operating systems: MS Windows, Mac OS, especially how to connect to Wi-Fi; (c) Familiar with Android or iOS mobile devices (e.g. smartphones and tablets), especially how to connect to Wi-Fi; and (d) Good communication and interpersonal skills.