

FINANCE/ACCOUNTING

Academic Fields: Business, Finance, Accounting

This is one of the most competitive sectors for internship candidates, yet also a strong sector with both international and domestic companies offering placements. Higher-level Accounting placements (i.e. auditing firms) may only accept interns who are bilingual in English and Mandarin Chinese. All other Finance internships can be completed in English. Intern tasks are usually related to financial/market research and data analysis. The most competitive Finance applicants have 1-2 prior years of prior job experience in the field, but placements are available for a broad range of applicants.

The ideal candidate for a **Finance/Accounting Placement** will have:

- Background in Economics, Accounting or Finance (Including relevant coursework)
- Competent in Microsoft Excel
- Desire to learn about the Chinese economy
- Ability to meet deadlines

This industry includes:

- Asset Management
- Investment Management/Advisory
- Wealth Management
- Private Equity
- Insurance

Typical industry tasks include:

- Financial research and analysis
- Market research
- Business development, client management and sales

BUSINESS

Academic Fields: Business and Marketing, Economics, Management, Human Resources, Business Administration

This sector covers everything from entrepreneurial start-ups to multinational corporations with management/strategy consultancy firms in between. We also work with chambers of commerce and international agencies. We can be quite specific on an intern's area of interest, depending on their strengths as a candidate. Ideal candidates for Business placements should have a clear goal of what they would like to accomplish during the program to help our China team place with our host companies.

The ideal candidate for a **Business Placement** will have:

- Background in Microsoft Office Suite (Word, PowerPoint, Excel)
- Clear goals for the program
- Driven, motivated, and interested in experiencing work life in another culture

Typical industry tasks include:

- Competitor research and analysis
- Market research
- Business development, client management and sales
- Project management
- Strategy and planning
- Marketing

GREEN-TECH, ENERGY AND ENVIRONMENTAL CONSULTANCY

Academic Fields: Business, Environmental Studies, Sciences and Math

Green placements are our fastest growing field in China. Placements include green tech development companies, consultancies that advise companies on how to be more sustainable and platforms for sustainability for individuals. Depending on an intern's qualifications and interest, there are more specific companies, such as companies related to Environmental Policy regarding clean water solutions, pollution and recycling. The city of Beijing has the majority of Environmental Policy placements, and Technical Engineering placements are mostly in Shenzhen. Applicants should have demonstrated desire in either sustainability or international business.

The ideal candidate for a **Green Tech** placement will have:

- An expressed interest to learn about the rising Green Technology sector in China
- Be interested in sustainability, sustainable design, Energy, or Green Energy

Green-Tech Energy and Environmental Consultancy Continued...

This industry includes:

- Sustainable Architecture and Design
- Environmental Consultancy
- Sustainable Energy (Wind, Solar etc.)

Typical industry tasks include:

- Project-Based, Technical Work
- Business Development Tasks
- Industry and Article Research

HOSPITALITY

Academic Fields: Hospitality and Tourism, Business and Marketing

Placements can be within a broad range of hotels in both Beijing and Shanghai. Although some of these are international hotel chains, most of our top hospitality placements are in boutique domestic hotels. Interns might be required to do shift work, so they should be reasonably flexible regarding working hours within this industry. We work with boutique hotels in Beijing and Shanghai. Interns are expected to have some interest in Hotel Management and sometimes are required to assist customers. Chinese nationals or bi-lingual students are preferred.

The ideal candidate for a **Hospitality** placement will have:

- Undergraduate degree in Hospitality or Tourism Management
- Ability to work flexible hours

This industry includes:

- Event Management
- Tourism-Travel Agency

Typical industry tasks include:

- Event Management
- Customer Service
- Front and Back work, Reception
- Sales, Marketing, and Business Development

LEGAL

Academic Fields: Law and Criminal Justice

Placements are available with large-scale law firms, all in corporate and commercial law. Many of the firms we work with are amongst the largest in Asia, but we also work with some specialized firms dealing with areas such as Intellectual Property. Ideal candidates for legal placements are either pre-law, or are currently pursuing a JD, and are strong researchers as well as writers.

The ideal candidate for a **Legal** placement will have:

- Strong proof-reading, editing, and writing skills
- Ability to handle multiple tasks at once
- Interest in international law

This industry includes:

- Corporate and Commercial law
- Intellectual Property Rights Law
- Foreign Direct Investment Law

Typical tasks include:

- Legal research
- Drafting and proof-reading legal documents and contracts
- Shadowing lawyers
- Giving input on cases/contracts

MARKETING, PR, AND ADVERTISING

Academic Fields: Business and Marketing, Visual Arts, Communication

A broad range of companies offering marketing placements are available. Placements can range from PR and advertising, or marketing for internationally renowned businesses. This industry also includes creative agencies and market research/intelligence specialists.

The ideal candidate for a **Marketing** placement will have:

- Ability to work in a deadline oriented field
- If the intern wants a design placement, background in creative software (i.e. website design, Adobe, Photoshop, Illustrator, etc.)
- Interest in content creation, event management, public relations, etc.

Typical tasks in this industry include:

- Online media marketing
- Events management
- Market research and strategy
- Client management (for agencies)
- Content writing for websites, blogs and newsletters
- Design work (If the intern has the necessary skills)

MEDIA AND CREATIVE INDUSTRIES

Academic Fields: Visual Arts/Communications and Journalism/Performing Arts/Arts and Humanities

This sector encompasses journalism, publishing, broadcasting (Mainly for TV) and media management/consultancy. The creative sector includes graphic design, product design, fashion design and other related industries.

The ideal candidate for a **Media and Creative Industries Placement** will have:

- Interest in editing, proofreading, and writing
- Creative background

Typical tasks in this industry include:

- Editorial Work
- Marketing/business tasks within media industries
- TV production
- Design Work

NGO, CHARITY, AND NOT FOR PROFITS

Academic Fields: Social Work/Political Science/Education

This sector includes Chambers of Commerce, consulting firms, and think tanks which are strong placements for applicants interested in International Relations. Internships are available with a variety of charities in all locations and interns should expect to be doing business development related tasks.

The ideal candidate for a **NGO, Charity, and Not for Profit** placement will have:

- Interest in fundraising, charities, and event management

Typical tasks in this industry include:

- Fundraising work
- Event management
- Relationship management with corporate and charity partners
- Project management and support
- Marketing tasks

PHARMACEUTICALS AND HEALTHCARE

Academic Fields: Health, Sciences and Math

This sector includes placements in private hospitals, and some in biomedical companies in Shanghai. Interns should expect to complete business development tasks as well as more technical work if qualified. Shadowing doctors and pharmaceutical lab work can be arranged but candidate are required to sign liability waivers.

The ideal candidate for a **Healthcare** placement will have:

- A pre-med background
- Lab background if wanting to work in technical pharmaceuticals
- An interest in learning about international health systems

Typical tasks in this industry include:

- Business development
- Marketing
- Shadowing doctors or healthcare staff
- Pharmaceutical lab work

REAL ESTATE AND ARCHITECTURE

Academic Fields: Architecture and Urban Planning

Placements are available in architecture firms, interior design companies, and property/real estate management firms. Candidates placed in real estate companies should expect to be open to traveling for site visits. Architectural candidates may need to submit a portfolio as well.

The ideal candidate for a **Real Estate and Architecture** placement will have:

- Interest in real estate, property management, or real estate investing
- An electronic portfolio to be submitted to potential host companies

Typical tasks in this industry include:

- Design and drawings for architectural studios
- Site visits and client relationship management
- Working with real estate agents to learn about property portfolios, sales, and lettings
- Working on property development projects