

Recruitment Notice
Water Supplies Department
Vacation Trainee (Vacation Training Scheme) 2025

Post Title	Entry Requirements	Duties	Place of Work
Vacation Trainee (Design Division)	<p>(i) Applicants should be full-time students pursuing accredited degree programme offered by post-secondary institutions who have completed year 3 for 4-year degree course or completed year 2 for 3-year degree course in Engineering or related disciplines.</p> <p>(ii) Applicants should have knowledge/skills of statistical analysis.</p>	<p>(i) To prepare analysis on productivity of the on-going risk-based water mains improvement works contracts.</p> <p>(ii) To assist in preparation of documents required for commencement of works contracts.</p> <p>(iii) To undertake other duties assigned by the supervisors.</p>	Wan Chai
Vacation Trainee (Construction Division)	Applicants should be full-time students pursuing accredited degree programme offered by post-secondary institutions who have completed year 3 for 4-year degree course or completed year 2 for 3-year degree course in Civil Engineering.	Assist in contract administration and site management.	Kowloon Bay Office / Site Office

Post Title	Entry Requirements	Duties	Place of Work
Vacation Trainee (Development (1) Division)	Applicants should be full-time students pursuing accredited degree programme offered by post-secondary institutions who have completed second year or above (but not yet completed the final year) of studies in Land Surveying and Geo-Informatics.	<ul style="list-style-type: none"> (i) To assist in the study of the application of technologies in Q-Leak. (ii) To assist in the analysis of the leak detection monitoring system. (iii) To assist in general administration work. (iv) To perform other duties as assigned by the Engineer/Waterworks Inspector. (v) Outdoor working is required. 	Wan Chai

Allowance:-

HK\$11,500 per month

Terms of Appointment:-

- (A) Vacation Trainees are engaged under non-civil service appointment.
- (B) Successful candidates will be appointed for a maximum of eight-week period under the Vacation Training Scheme. Except otherwise provided, rest days, statutory holidays, sickness days and sickness allowance, where appropriate, will be granted generally in line with the provisions of the Employment Ordinance (Cap. 57).

How to Apply:-

- (A) Application form can be downloaded from the Water Supplies Department website.
- (B) Hong Kong students studying in local post-secondary institutions should apply through the Student Affairs Offices/Career Centres of their respective institutions. They are advised to note the deadlines set by the respective institutions.
- (C) Students studying in non-local post-secondary institutions should forward the completed application forms together with copies of relevant certificates and academic transcripts by post to the following address, by fax to (852) 2583 9183 or by e-mail to internship@wsd.gov.hk on or before the closing date for application.
- (D) The post title should be clearly marked on the top of the application form.
- (E) No selection interview is required and successful candidates will normally be notified separately within four weeks from the closing date for application. Those normally are not notified may assume that their applications are unsuccessful.

Address:-

Recruitment Unit, Water Supplies Department, 48/F., Immigration Tower, 7 Gloucester Road, Wan Chai, Hong Kong

Enquiry Telephone:-

(852) 3974 5072

(852) 2294 2743

Closing Date for Application:-

2 May 2025