

## **Link REIT - 2025 Summer Internship Programme**

### **Introduction:**

Every summer we offer undergraduate students the unique opportunity to work at Link Asset Management Limited ("Link") to experience working in one of the leading REIT in the world.

We designed our internship programme to give our interns an immersive experience that we believe will help them in their career development. During our 8-week internship programme, our interns will be given various learning opportunities and exposure. They will have the chance to learn from and work with our professional team to develop their talents, interpersonal skills and commercial knowledge. We will also organize events and activities, such as site tours, cross companies visit, assessments, training workshops, networking events and many more, to complete the whole experience.

For our programme, we have a tradition where our interns get invited to deliver a presentation to our senior management members at the end of their tenure. This will enable them to receive valuable feedback and insights from our leaders, and many considered this to be one of their most rewarding, inspiring and memorable moments during their journey with us. Summer Interns with outstanding performance (who meet our eligibility criteria) may be invited to apply for our graduate trainee programme.

### **Departments hiring Summer Interns:**

- Asset Management
- Corporate Affairs
- Capital Transactions
- Compliance
- Corporate Finance
- Human Resources
- Internal Audit
- Investment (Asia)
- Information Technology
- Legal
- Marketing
- Project & Engineering
- Property & Car Park Management
- Repair & Maintenance
- Risk Governance
- Sustainability

### **Responsibilities:**

- Provide general administration and support to the team or department;
- Maintain and update filing, inventory, mailing, and database systems;
- Support stakeholders in handling enquiries;
- Conduct research and surveys;
- Undertake other duties as assigned.

**Requirements:**

- Undergraduates and postgraduates of relevant disciplines to the departments;
- Interest and prior exposure in real estate/asset management are a definite advantage;
- Good PC skills (Word, Excel, PowerPoint, Outlook, and Chinese Word Processing);
- Strong interpersonal and communication skills with a proactive mindset;
- Motivated, enthusiastic with a can-do attitude.