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| Company Name: | K. C. NG & Company |
| Posting Date: | 25 June 2024 |
| Category: | ITC STEM Internship Scheme |
| Company Overview: | K. C. NG & Company provide comprehensive audit and assurance solutions. The company offer a wide range of services including financial statement audits, operational audits, compliance reviews, and risk assessments. The mission of the company is to help clients navigate the complex regulatory landscape, identify areas to improvement, help them to make informed decisions and achieve their strategic objective. We utilize specialized audit software to streamline our processes and provide efficient, data-driven insights to clients. |
| Position/Title: | Summer Audit Trainee |
| No. of vacancy(ies): | 1 |
| Proposed Internship Duration: | 56 days |
| Job Description & Requirements: | <p>Assist audit senior to perform audit of private limited in Hong Kong by using audit software as Caseware Audit working paper as well as Microsoft office etc</p> <p>Job Description:</p> <ul style="list-style-type: none"> • assist in analyzing client financial data by using Excel (such as PivotTable) before importing into CaseWare Working Papers software; • assist in importing the financial data into the CaseWare Working Paper software; • assist in performing analytical review procedures by using computer assisted software; • assist in identifying and assess risk of material misstatement (inherent risk and control risk) after performing analytical review procedures; • assist in calculation of materiality level and calculation of sample size of individual audit area, and assist in sorting out the required sample for substantive tests of the transactions; • assist in doing any other ad hoc information or analytical review on financial data by using computer, such as ageing of trade receivable, trade payable and other seasonal trend of the sale, etc.; • assist in computing the client's audited financial data before tagging into IRD e-filing standard templates; • assist in importing and tagging audited financial data by using IRD iXBRL Data Preparation Tools before e-filing of tax return to IRD; and • assist in upload the required forms and supporting documents through IRD e-tax services. <p>Job Requirement:</p> <ul style="list-style-type: none"> • Good computer skill with analytical mind. • hardworking and good accounting knowledge. |
| Internship Period: | <p>Summer Term 2024</p> <p>Full-time placements with a duration of no less than 4 consecutive weeks (28 calendar days)</p> |
| How to Apply: | <p>Please read the application guidelines to ensure that you could fulfill the scheme requirements prior to applying for the intern(s).</p> <p>Interested students should submit your application directly to the employer with your CV at your earliest convenience.</p> <p>Email to tn@kcngcpa.com.hk</p> |

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| | Application Deadline: 15/07/2024 |
| Salary / Hourly Rate: | <p>HK\$11,190 per month, capped at three months (i.e. 90 days, maximum at HK\$33,570) in one academic year under ITC STEM Internship Scheme</p> <p>For Summer 2024 Internships, the allowance is estimated to be disbursed in December 2024.</p> <p>HK\$11,800 monthly honorarium ON TOP of the allowance under the Scheme</p> |
| Once confirm the internship offer: | <p>Student interns who confirm the internship offer are required to*:</p> <ol style="list-style-type: none"> (1) submit declaration form which is available on SDSC's website before the commencement of internship; (2) declare as “Student Interns” or “Work Experience Students” if applicable for exemption of minimum wage requirement before the commencement of internship; (3) report to SDSC via online registration form with supporting document(s) before the commencement of internship; (4) submit the duly completed Assessment/Evaluation Form to SDSC for processing the allowance upon completion of the whole internship period or the submission deadline, whichever is earlier. <p><i>*Details please refer to the email “Internship - Guidelines and Procedures (Summer Term 2024)” sent on 17 May 2024</i></p> |