Auslandspraktikum
Praktikumsplatz-Angebot

für den Bereich
Real Estate Management

Land, Ort: China, Hong Kong
Einrichtung: Engel + Völkers
Ansprechpartner:
Telefon: 
Email: MidLevelsWest.Recruiting@engelvoelkers.com
Webseite: www.engelvoelkers.com
Start / Dauer: nach Absprache / nach Absprache
Beschreibung: ENGEL & VÖLKERS is an international market leader, specialising in high end residential and commercial real estate sales and leasing. Founded more than 30 years ago in Germany, ENGEL & VÖLKERS is one of the most successful and fastest growing real estate companies, operating in more than 600 locations in over 38 countries around the world.

In line with the opening of our flagship real estate office in Hong Kong, ENGEL & VÖLKERS is seeking qualified individuals to join a team focused on providing exceptional, bespoke services within the luxury residential property sector of Hong Kong.

To cope with our business growth and expansion, we are currently looking for an individual with high calibre to join our team.

Training Goal: The objective is to allow the trainee to gain meaningful working
experience at VJI Limited c/o Engel & Voelkers Hong Kong. The intern will be given training in different areas which is good start to a real work environment. The trainee should be able to understand the core procedures and elements in a real estate company after the training period.

Mode of Training:
In-house training courses and personal coaching

Main Responsibilities:
- Update Multiple Websites
- Assist on Marketing Campaigns
- Maintain contact with different Service Providers
- Team Work to accomplish Outdoor Activities
- Communicate effectively with the Whole Team
- Send Weekly Reports to Trainer
- Assist in writing about different topics for our Company blogs

Training Program:
The trainee will be rotated to different areas, upon completion of successful orientation, the intern should be able to:

Management:
- Deliver new staff orientation program
- Help to uptrain staff on new implementations/softwares
- Understand the overview of the organization’s structure, role and scope of services
- Be familiarized with general functions of Admin Department

Marketing:
- Understand the marketing management framework of a business organization
- Provide insights on how to develop marketing strategies, initiatives and programs to build and sustain a competitive market advantage
- Prepare marketing materials, such as: property listing expose, property flyer campaign, etc

Social Media:
- Gain insight on how to optimize our business’ online presence
- Update websites with maximum SEO result
- Support branding visibility throughout Social Networks

Real Estate Operations:
- Create, maintain and update property listings
- Take professional photographs of residential units
- Understand daily tasks of a real estate business
- Use specific tools to research and analyse the market

Human Resources:
- Assist in selection and interviewing of candidates
- Pipeline of candidates
- Orientation
- Processing visas

**Anforderungen:**  Main Requirements:

- English + Additional Language (Preferred)
- Motivated, committed and responsible
- Microsoft Office Tools (Word, Excel, PowerPoint)
- Detail-minded

Interested parties please send your CV to MidLevelsWest.Recruiting@engelvoelkers.com

Personal data collected will only be used for recruitment purposes.
If you do not hear from us within 2 weeks, please consider your application unsuccessful.

**Stipendium:**  Über die Fördermöglichkeiten für dieses Praktikum berät Sie das International Office.