

**Company Background**

Carrefour Global Sourcing (**GS**) is the entity of the Carrefour Group dedicated to sourcing and developing non-food Carrefour products with Asian suppliers for its markets (mostly Europe, Brazil, and Middle East). Product categories range from hardgoods, to house ware, textile and electronics products.

**2021 Internship – Finance Department – IT Intern (3 months – June to August)**

Our opportunity aims to provide a platform for getting hands-on experience, to get a chance of what it’s like to best shape your career at a global company. You will be involved in a complete picture from different IT operations, to a higher level of workflow streamlining projects to broaden your exposure in the IT field.

On day-to-day, you will be working closely with the Hong Kong office's IT team, but not limited to your exposure to our other offices or even cross-team functions.

You are expected to:

**Assist IT Team on their daily workflow**

* Assist in various reporting and provide administrative support to the team
* Work with Finance team for the IT Assets
* Assist in different IT／IS projects
* Proactively provide creative and innovative ideas to the team
* Provide daily operations support to the team
* Providing Level 1 support to our internal / oversea staff
* Other Administration work in IT team

**Desired Background**

* Major in Computer Systems, Computer Engineering or equivalent is preferred
* Basic knowledge of IT world
* Proficiency in MS office (Excel, Word, PowerPoint)
* Experience in Google App (Google Drive, Gmail, Google Doc) is a plus
* Good skills in reporting and documents.
* Possess with positive attitude and enthusiasm and is a good team player
* A creative problem solver at heart
* Proficient in spoken & written English & Chinese, Putonghua is a plus