**Ricoh Hong Kong Limited (RHK)**

**Company Background:**

Ricoh Hong Kong Limited (RHK) is a leading information and communications technology (ICT) provider specializing in document consultancy and IT services. The company is a subsidiary of Ricoh Company Ltd headquartered in Japan. 

Established over 50 years, RHK provides professional consultancy, IT and document solutions to customers through a wide range of products including multifunction document systems, laser printers, projectors and unified communication systems. We are the No. 1 market leader in digital multifunction systems for 20 years in HK.  
  
RHK is committed to create customer value by offering top quality professional services. This includes Managed Document Services, Production Printing, Document Process Outsourcing as well as Managed IT Services. Our aim is to help companies optimize resources, streamline business workflow and to improve office efficiency.

**Target students:**

University student in BSc (Hons) in Computer Science, Business Computing and Data Analytics, Information Systems and Business Intelligence or related disciplines

**Job Description:**

**Position name:** Business Solution QA Tester (Vacancy: 1)

**Job Responsibilities:**

* Understand business process of a workplace solution provider
* Support users in user acceptance test on ERP system
* Assist in documentation of standard operation procedures
* Localize training material and internal communication

**Job Requirements:**

* University student in BSc (Hons) in Computer Science, Business Computing and Data Analytics, Information Systems and Business Intelligence or related disciplines
* Strong analytical, organizational, and problem-solving skills
* Detail-oriented, self-motivated
* Good verbal and written communication skill

**Duration: within June – August 2021**

**Application Method:**

Interested parties please forward your full resume (in Microsoft Word or PDF format) with current and expect salary to the Human Resources & Facilities Services, Ricoh Hong Kong Limited, by email to [Human.resources@ricoh.com.hk](mailto:Human.resources@ricoh.com.hk)