

RTSTT Internship

Role: Project Management

Projects Overview:

Our races are now opening up an exclusive chance for students to be a part of this internship program. You will be learning about how to organize a race in Hong Kong and how to engage leading professionals from the corporate scene of Hong Kong. The interns will work closely with the HQ staff for the Peak Race.

Tasks:

1. Assisting project managers with project planning, scheduling, and coordination.
2. Gathering and organizing project data and documentation.
3. Tracking project progress and updating project schedules.
4. Assisting with stakeholder communication and coordination.
5. Participating in project meetings and taking meeting minutes.
6. Contributing to the development of project plans and reports.
7. Conducting research or analysis to support project decision-making.
8. Learning about project management tools and software to support project activities.