German Industry and Commerce Ltd. | 2302, 23/F, COFCO Tower | 262 Gloucester Road | Hong Kong

Market Entry Trainee

Do you enjoy a challenge? Are you looking for an international experience?
Join our team at German Industry and Commerce Ltd. (GIC) – the official representation of German business in Hong Kong and a proud member of the global German Chambers of Commerce Abroad (AHK) network, with over 150 offices in 90 countries. We are a non-governmental, non-political organisation committed to strengthening bilateral trade and investment between Germany and Hong Kong.

At GIC, you'll experience a diverse range of business activities in a collaborative, fast-paced setting. Our work spans across market entry services, business partner searches, recruitment, market research, and event organisation – all tailored to support German companies operating or expanding in the region. We also deliver German Dual System Professional Training, offering hands-on training opportunities for local talents in partnership with German-standard training companies in Hong Kong.

As a Market Entry Trainee, you'll gain valuable exposure to international business development and the practicalities of entering new markets. You'll support our team in conducting market research, identifying potential business partners, and assisting German companies in exploring opportunities in Hong Kong and the region. You'll also be involved in preparing company profiles, coordinating delegation visits, and contributing to the execution of business matching activities – all while working closely with experienced consultants across departments.

In addition, GIC supports the German Chamber of Commerce, Hong Kong (GCC), fostering a strong membership community and promoting dialogue between German and Hong Kong businesses through numerous networking activities.

Join our Market Entry team and get hands-on experience supporting German companies in exploring one of the world's most dynamic business regions. You'll work at the intersection of international trade, business consulting, and cross-cultural collaboration.

Duties:

- Help handle trade and investment inquiries from Germany and Hong Kong by identifying client needs, conducting targeted research, evaluating potential solutions, and supporting the preparation of proposals
- Analyse and apply market research reports and industry data to support customized consulting projects across a variety of sectors
- Assist in coordinating and joining client appointments and delegation programmes on topics such as translation services, bank account opening, recruitment, and business missions

Day-to-day tasks focus on market entry support, including but not limited to:

- Business partner sourcing and sales support in Hong Kong & the Greater Bay Area
- Company background research and compatibility assessments
- Responding to inquiries on customs procedures, tariffs, and import regulations related to Hong Kong trade
- Scheduling appointments and providing operational assistance
- Industry and market trend research
- Support for investment projects, delegation visits (incoming/outgoing), event coordination, and special initiatives

Requirements:

- Native German speaker with fluent English; knowledge of Cantonese or Mandarin is a strong advantage
- Well-organized and able to manage tasks efficiently under pressure
- Independent and proactive working style with a hands-on attitude
- Detail-oriented with the ability to assess situations from multiple perspectives
- Open-minded with excellent communication and presentation skills
- Proficient in Microsoft Office applications (Word, Excel, PowerPoint, Outlook)
- Open to new technologies and motivated to actively develop and use AI and LLM tools in a business context.
- Previous experience in project work or relationship management is a plus
- Familiarity with agile work methods is an advantage

Salary: HKD 8,000.00- per month
Internship duration: 6 months starting in late February 2027
Application Deadline: 04th Dec 2026

How to apply: Please send us your application including a cover letter and resume in English, certificates from universities and high schools, as well as references from previous internships or jobs to Ms. Kate Hung (hung.kate@hongkong.ahk.de).

Please note that only short-listed candidates will be contacted after the application deadline.