

**Business Development & Analytics Intern**  
**(Part-time or Full-time) (Under HYAB Youth Start-up**  
**Internship Programme (YSIP) 2025)**

**Company Name:**

ReCube Limited

**Office Address Address:**

Unit 522, Building 19W, No. 19 Science Park West Avenue, Hong Kong Science Park, Pak Shek Kok, N.T., Hong Kong

**Business Phone No.:**

67995634

**Website:**

<https://www.recube.hk>

**About us:**

ReCube Limited is a GreenTech startup incubated by Hong Kong Science and Technology Park. We create an innovative Reusable tableware rental system (<https://app.recube.hk>) that is convenient and easy, Reward program that saves cost and increases revenue, to reduce disposable tableware waste at source.

ReCube serves clients from restaurants, corporate canteens, conglomerates, NGOs with our reusable solution that has saved 30000+ disposable tableware waste since Mar 2023.

Are you looking for a job with a sense of purpose, a dynamic working environment and a lot of personal growth? Join **ReCube** to have a **Rewarding** career, and be a part of our **Reusable** tableware rental system that **Reduce** waste!

If you have any questions, Feel free to send us an email at [info@recube.hk](mailto:info@recube.hk)

**What we offer:**

- A sense of purpose to shape the future of the circular economy in Hong Kong
- Flexible working hours and a dynamic working environment
- Return offer for interns who have an outstanding performance

**Work Location:**

Hong Kong

**Application Method:**

<https://forms.gle/kCwdw7tJZQq6pQG4A>

**Target Students:**

2nd year - final year

HYAB Youth Start-up Internship Programme (YSIP) is Co-organised by Hong Kong Science and Technology Parks Corporation (HKSTP) and Home and Youth Affairs Bureau (HYAB), YSIP offers three to six months of internship opportunities for full-time students aged 18-30 to work at startups within HKSTP in Hong Kong.

You will be exposed to a variety of activities comprising workshops, social networking events and company visits to gain in-depth understanding of opportunities in Hong Kong's largest I&T ecosystem.

Get ready to immerse yourself in the I&T community and explore unlimited possibilities.

### **Intern Eligibility**

Aged between 18 and 30; and

(i) Hong Kong Permanent Identity Card holders who are students currently enrolled in full-time post-secondary programmes (including sub-degree, undergraduate or postgraduate programmes); or

(ii) Hong Kong Identity Card holders who are students currently enrolled in full-time post-secondary programmes in Hong Kong (including sub-degree, undergraduate or postgraduate programmes).

### **Program Highlight**

1. Gain early career exposure through real-world experience
2. Get deeper insights of the startups culture at Hong Kong Science Park
3. Acquire professional skills and knowledge via engagement activities including hands-on workshops and company visits
4. Expand your network with like-minded talent, professionals, and leaders in Hong Kong's largest I&T ecosystem
5. Experience HKSTP's unique Work. Live. Play. Learn. culture

### **Work Mode**

Full-time (Preferable), Part-time, Mix-mode (remain consistent within a calendar month)

### **Work Location**

Hong Kong Science Park (Pak Shek Kok)

## **Subsidy Allowance**

The amount of subsidy per eligible intern is capped at HK\$11,200 per month or HK\$64 per hour subject to the working mode.

## **Internship Period**

Initial 3-month internship period: between 1 March 2025 and 31 May 2025 (both dates inclusive)

Extended 3-month internship period (subject to approval): between 1 June 2025 and 31 August 2025 (both dates inclusive)

## **Responsibilities:**

- Support business development initiatives and assist in managing key client relationships with corporate and government sectors
- Conduct market research and analyze data to identify new business opportunities
- Assist in financial analysis, reporting, and budgeting for major projects
- Monitor and analyze operational metrics using various analytics tools (Google Analytics, Meta Business Suite)
- Help develop marketing materials and proposal documents for potential clients
- Assist in organizing and coordinating corporate events and government projects
- Support the execution of marketing campaigns and educational initiatives
- Assist in organizing and coordinating corporate events and government projects

## **Requirements:**

- Current university student or recent graduate in Business, Marketing, Environmental Science, or related fields
- Strong analytical and financial modeling skills
- Excellent written and verbal communication skills in English and Chinese (Cantonese)
- Proficiency in Microsoft Office Suite, particularly Excel and PowerPoint
- Experience in project management or event coordination is a plus
- Interest in sustainability and circular economy
- Self-motivated with strong attention to detail
- Ability to work in a fast-paced startup environment

## **Application Method:**

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