

Hiring in Hong Kong

- Client Service Associate
- Client Protection Associate
- Summer Associate, Client Protection



Want to learn more?

Sign up for our online webinar to meet with **HKU Alumni - Yidy Ma, Client Service Team Manager**



香港大學

THE UNIVERSITY OF HONG KONG

Time: 12:30PM - 1:30PM HKT | Jan 25th 2022

Apply now: apps.cedars.hku.hk/registration

Virtual Recruitment Talk Announcement

Name of Employer :	AlphaSights
Date :	25 January 2022 (Tue)
Time :	12:30pm - 1:30pm
Platform :	Zoom
Language :	English
Registration :	Please register here by 24 January, 2:00pm HKT . The link will be sent to successful registrants before the session. <i>*Note: the talk may be cancelled due to low enrollment</i>

Company Information :	AlphaSights is the global leader in knowledge on-demand. We connect investment and business leaders with a dynamic network of industry professionals whose informed perspectives help our clients make superior investment and business decisions. With 1200+ employees and nine offices across the US, Europe, Middle East, and Asia, AlphaSights regularly ranks as one of the fastest-growing companies in the world.
Company Website :	Click here
Position(s) Offered :	<ul style="list-style-type: none"> • English Speaking - Client Service Associate, Graduate Program (Hong Kong / Shanghai / Seoul / Tokyo) • English Speaking Associate - US Rotational Program (Hong Kong) • Client Protection Associate (Legal & Compliance) (Hong Kong) • 2022 Summer Associate, Client Protection (Hong Kong)
No. of Vacancies :	30
Target Students :	<p><u>2022 Graduates</u></p> <ul style="list-style-type: none"> • English Speaking - Client Service Associate, Graduate Program (Hong Kong / Shanghai / Seoul / Tokyo) • English Speaking Associate - US Rotational Program (Hong Kong) • Client Protection Associate (Legal & Compliance) (Hong Kong) <p><u>Penultimate year students</u></p> <ul style="list-style-type: none"> • 2022 Summer Associate, Client Protection (Hong Kong) <ul style="list-style-type: none"> ○ only eligible for penultimate year students to apply
Job Specifications / Programme Summary :	Please find attached.

Application Method :	Apply online at company website: <ul style="list-style-type: none"> • English Speaking - Client Service Associate, Graduate Program (Hong Kong / Shanghai / Seoul / Tokyo) • English Speaking Associate - US Rotational Program (Hong Kong) • Client Protection Associate (Legal & Compliance) (Hong Kong) • 2022 Summer Associate, Client Protection (Hong Kong)
Application Deadline :	Hire on a rolling basis (April / July / September 2022 Intake)

Note

1. Please check your email regularly after applying for the job because the company may require you to respond to the next stage of selection or complete online assessment within a very short lead time after they have informed you via email.
2. Once you have received invitation from company for the next stage of selection, please feel free to make reservation on [One-on-One Career Advising Service](#) with our Career Consultants/ Student Advising Officers to arrange one-on-one consultation to get yourself prepared for the interview, assessment or any other career-related matters.
3. Please contact Careers and Placement, CEDARS by completing the [interview questions and reviews](#). We would highly appreciate if you would let us have your interview experience, we assure you that your responses are kept in strict confidence and will not be disclosed for students' reference until NEXT YEAR.

Juliann Ho
Student Advising Officer (Careers)
Centre of Development and Resources for Students (CEDARS), HKU
<http://cedars.hku.hk>



EXPERIENCE THE ASSOCIATE
PROGRAM AT ALPHASIGHTS

Springboard your career

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Work with some of the smartest people around the world

We look for driven individuals who possess a client-first mindset and are eager to deliver commercial impact. You'll join a high-performance, high-support organization and will collaborate with some of the smartest people from around the world, whether it's your colleagues, our top-tier clients, or the industry professionals we work with. Delivering excellent service to our clients requires hard work and grit, but is also highly rewarding.



In Client
Services,
you'll have the
opportunity to
manage your
own team in
2 - 3 years



Associate Program overview

The Associate Program is designed for ambitious people in their final year of university or recent graduates.

Your role

You'll work alongside top performing professionals in private equity, investment funds, management consultancies, corporations, and nonprofits to understand their knowledge needs, find experts, pitch tailored solutions, and lead project delivery. You'll serve as the connection point between our clients and the most targeted industry professionals, enabling clients to make better decisions and outperform the competition.

Accelerate your career

- In client service, you'll be expected to manage your own team within 2-3 years. We invest massively in your professional development through AlphaCurriculum and intensive on-the-desk coaching, preparing you early on for autonomy and continued responsibility down the line.
- We also offer clear transfer points if you're interested in specializing your career at AlphaSights outside of client service at a later point.

What you'll gain

| Business skills

You'll develop and hone foundational skills including business acumen, concise communication, critical thinking, negotiation, outreach, project management, relationship building, and sales.

| Commercial acumen

Learn to pitch complex solutions to demanding top-tier clients. You'll drive excellence and commercial impact by delivering solutions tailored for every client project.

| Client relationships

Master the art of breaking down a client's request, building and maintaining multiple professional relationships, and earning each individuals' trust through continued excellence in delivery.

Meet our people

We've got the best team in the industry and push each other to succeed. We select and hire high performers from diverse backgrounds and corners of the world who possess our five core values.

Want to hear more?

Listen to what our employees around the world have to say about The Associate Program.

www.alphasights.com



Our values:



Results-Oriented



Drive



Adaptability



Humility



Empathy

English Speaking - Client Service Associate, Graduate Program (Hong Kong / Shanghai / Seoul / Tokyo, 2022 Start)

Available Start Dates: April 4, 2022 / July 4, 2022 / September 5, 2022

Available Location: Hong Kong / Shanghai / Seoul / Tokyo

Looking for a commercial role with high autonomy and the ability to make an impact up front? Do you want to work in a high-performance, high-support environment where you manage blue-chip client relationships? If so, the Associate Program is for you.

About AlphaSights

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The Associate Role

You'll act as the connection point between our clients and industry professionals. Your role is to understand the knowledge our clients need and identify the industry professionals with the expertise to meet those needs. You'll spend considerable time on the phone and email reaching out to people and assessing whether they possess the knowledge our clients seek. Once you've found the right expert, you'll connect them with our clients across a variety of formats (interviews, in-person meetings, surveys, etc.).

This is a fast-paced, sales-oriented role where you'll work on several client requests at once. There is a clear focus on results and revenue generation — leading to transferable skill development in project management, sales, negotiation, client relationship building, and more.

Your Responsibilities

- Conduct high-level industry research to understand client requests
- Search extensively for industry professionals across internal databases and external recruiting platforms
- Recruit experts through warm and cold email and phone outreach
- Deliver excellent client service through proactive follow-ups and strategic recommendations

At AlphaSights we have two branches of our client service team that our Associates are placed into. Those who join our Associate Program may be hired into either of these teams, where you'll propel business growth and client success.

Core Service Team (CST): serves Corporate, Consulting, Private Equity, and Capital Market clients. Our CST members deeply understand their requests and knowledge needs and serve as clients' strategic partners to ensure they're well-equipped to leverage relevant perspectives across a wide variety of industries and regions. CST responsibilities include:

- Working on multiple client requests simultaneously
- Identifying industry experts and assessing their suitability for client needs
- Directly connecting industry experts with clients across service offerings (ie. 1:1 phone interviews, in-person meetings, etc.)

What We Look For

- **Results Orientation:** A clear focus on results, ability to look at every angle of a problem, and come up with actionable solutions. You're motivated by meeting monthly targets.
- **Drive:** Enjoy setting ambitious goals and embrace a whatever-it-takes mindset. You enjoy challenging yourself and have an innate curiosity about the business world.
- **Adaptability:** Ability to pivot quickly, think on your feet, and embrace ambiguity and change with confidence, rather than self-doubt.
- **Humility:** You approach every day with a growth mindset. A better version of yourself is always on the horizon.
- **Empathy:** You seek to understand others' experiences and perspectives and want to build lasting, trust-based relationships.

What We Offer

An enriching experience

- A comprehensive compensation package, including competitive base salary and monthly bonus, benefits, and perks
- Bright and driven peers that will push you to work hard and celebrate successes
- High responsibility and autonomy early in your career to work with our blue-chip clients
- A vibrant community built from the ground up that includes people of diverse backgrounds and experiences

Accelerated growth

- The opportunity to gain transferable skills helpful in this role and beyond
- The chance to manage your own team within 2-3 years and run your own multi-million book of business within 5-6 years. Learn more about our commercial career paths [here](#).

The Interview Process

1. Preliminary Assessment: digital interview or phone screen with Recruiting
2. First round video interview with Recruiting
3. Second round interview with client service management
4. Final round interview with leadership

Requirements

- 0+ years work experience
- Bachelor's degree, with strong academic credentials and noteworthy extracurricular activities
- Fluency in written and spoken English is essential and fluency in an Asian language is a plus

Please note that unfortunately, we are unable to sponsor visas for this position.

Diversity, Equity, & Inclusion at AlphaSights

At AlphaSights, we believe that investing in DEI is the right thing to do and is vital to driving progress. We go the extra mile to build teams of people with diverse backgrounds and experiences, because diversity of thought drives innovation and knowledge diffusion which creates value for our clients, employees, and society.

We are a people-centric company, where every person is evaluated based on their merit. Our action plan is clear: recruit top talent based on our core values, invest massively in people's development, and follow a structured DEI strategy so that everyone is always treated equitably and with respect.

Please apply through this link if you are interested: <https://grnh.se/90c0e0a11us>

English Speaking Associate – US Rotational Program (Hong Kong, 2022 Start)

Available Start Dates: April 4, 2022 / July 4, 2022 / September 5, 2022

Looking for a commercial role with high autonomy and the ability to make an impact up front? Do you want to work in a high-performance, high-support environment where you manage blue-chip client relationships? If so, the Associate Program is for you.

We are seeking a Client Service Associate fluent in English to participate in a unique global mobility program that offers you the opportunity to experience working within two of the AlphaSights' offices based in world-class cities:

- Rotation 1 (6-14 months): You'll work within our Hong Kong office Client Service for a 6-14 month immersive experience where you'll receive a crash course in the AlphaSights business, including significant sales and project management training and professional development coaching.
- Rotation 2 (18 months): You'll relocate to our growing New York office for an 18-month placement where you'll leverage your cross-cultural learnings to maximize client & firm outcomes.
- Rotation 3 (1+ years): You'll permanently relocate back to our Hong Kong office to further grow & develop your AlphaSights career.

The ideal candidate is authorized to work in the Hong Kong office. AlphaSights will sponsor US visas for your 18-month rotation in our New York office, but candidates authorized to work in the US are also welcome to apply.

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This is a fast-paced, sales-oriented role where you'll work on several client requests at once. There is a clear focus on results and revenue generation — leading to transferable skill development in project management, sales, negotiation, client relationship building, and more.

Your Responsibilities

As part of our core service team (CST), you'll be serving either Consulting, Private Equity, or Capital Market clients. Our CST members deeply understand their requests and knowledge needs and serve as clients' strategic partners to ensure they're well-equipped to leverage relevant perspectives across a wide variety of industries and regions. Responsibilities include:

- Working with either US or APAC based clients (geographical focus dependent upon team placement), where you'll be managing multiple client requests simultaneously
- Conducting high-level industry research to understand client requests

- Searching extensively for industry professionals across internal databases and external recruiting platforms
- Recruiting industry experts through warm and cold email/phone outreach, assessing their suitability for client needs
- Delivering excellent client service through proactive follow-ups and strategic recommendations
- Directly connecting industry experts with clients across service offerings (ie. 1:1 phone interviews, in-person meetings, etc.)
- Partnering and collaborating with internal teams across AlphaSights' US & APAC offices to drive positive client outcomes

What We Look For

- **Results Orientation:** A clear focus on results, ability to look at every angle of a problem, and come up with actionable solutions. You're motivated by meeting monthly targets.
- **Drive:** Enjoy setting ambitious goals and embrace a whatever-it-takes mindset. You enjoy challenging yourself and have an innate curiosity about the business world.
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Requirements

- 0+ years work experience
- Bachelor's degree, with strong academic credentials and noteworthy extracurricular activities
- Fluency in written and spoken English is essential and fluency in an Asian language is a plus

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Diversity, Equity & Inclusion

At AlphaSights, we believe that investing in DEI is the right thing to do and is vital to driving progress. We go the extra mile to build teams of people with diverse backgrounds and experiences, because diversity of thought drives innovation and knowledge diffusion which creates value for our clients, employees, and society.

We are a people-centric company, where every person is evaluated based on their merit. Our action plan is clear: recruit top talent based on our core values, invest massively in people's development, and follow a structured DEI strategy so that everyone is always treated equitably and with respect.

Please apply through this link if you are interested: <https://grnh.se/eb321a321us>

Client Protection Associate (Legal & Compliance) (Hong Kong, 2022 Start)

About AlphaSights

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Client Protection is a dynamic and autonomous function designed to help our clients use our services and access knowledge safely. Our team reports directly into the General Counsel of AlphaSights and partners closely with our world-class Legal team. We have a wide remit and visibility, operating cross-functionally on a variety of levels within the business and with our clients.

This is an exciting opportunity for meticulous team players with a background in operations, law, or risk management looking to transition into a high-growth commercial environment.

Learn more about our Client Protection team by watching this video [here](#).

Client Protection Associate Responsibilities

What do you want your career to look like? Are you looking for an introduction to the worlds of risk management, law and business and exposure to a wide variety of clients and industries? A role offering autonomy, high responsibility and personal impact from day 1? A clear path towards a manager role where you can lead your own team, partner with senior stakeholders globally, make decisions with global impact and manage client relationships?

If this resonates with you, read on.

AlphaSights is composed of ambitious professionals committed to accelerating progress for our clients and helping them make more informed decisions. As a Client Protection Associate, you will be joining a high-performing global team that works closely with our core service delivery teams to ensure our clients are always served to the highest compliance standards while enabling AlphaSights' fast-growing commercial success. You will monitor client requests, develop and implement new policies and compliance products, anticipate possible business roadblocks, train our employees, and provide guidance and advice to our delivery teams on a daily basis. You'll need to think quickly and critically, have meticulous attention to detail, and strong verbal and written communication.

You'll be working on several short term and long term requests at once, you'll quickly develop effective communication, prioritization and project and client management skills.

On a day-to-day basis, you will:

- Monitor active projects to flag and mitigate potential risks
- Provide guidance to delivery teams on the projects they are working on
- Work with the rest of your regional and global team on long-term projects to anticipate, develop and set cutting edge industry standards in this rapidly growing sector.
- Collaborate with key internal stakeholders globally to drive progress, behavioral and procedural enhancements
- Design and implement global operational policies and processes that protect our clients
- Create and deliver tailored in-person and e-learning trainings to our delivery teams

This is a fast-paced, cross-functional role with a clear focus on problem solving, attention to detail, creative thinking, innovation and results. Client Protection Associates who succeed at AlphaSights often embark on successful careers in compliance, risk or operational leadership.

What We Look For

AlphaSights welcomes candidates with different backgrounds and experiences. Here are some qualities that many of our successful applicants possess:

- The drive and resilience to deliver excellent service amidst tight timelines and changing circumstances
- Career maturity and alignment – clarity of direction, commitment to getting there and awareness of how Client Protection at AlphaSights fits with your journey
- People-oriented, emotionally intelligent team player – ability to de-escalate situations patiently and calmly, yet quickly and effectively
- Strong communication skills – ability to communicate complex topics clearly and effectively both in writing and in person
- Critical thinkers – comfortable assessing complex situations and making nuanced decisions based on policies and processes.

Requirements

- 0-2 years work experience; preferred in related fields such as law, risk management, consulting, operations or compliance. Fresh graduates with high potential are also welcomed
- Bachelor's degree, with strong academic credentials in any field and noteworthy extracurricular leadership
- Fluency in written and spoken English is essential and fluency in an Asian language is a plus

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Diversity, Equity & Inclusion

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We are a people-centric company, where every person is evaluated based on their merit. Our action plan is clear: recruit top talent based on our core values, invest massively in people's development, and follow a structured DEI strategy so that everyone is always treated equitably and with respect.

Please apply through this link if you are interested: <https://grnh.se/3709dc411us>

Summer Associate, Client Protection (Hong Kong, 2022)

Program Dates: June – August 2022

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Looking for an internship that teaches you about both law and business? Do you want your internship to involve real work?

The Client Protection team at AlphaSights is looking for driven, proactive, and results-oriented interns to join our team in Hong Kong in summer. Learn more about our Client Protection team by watching this video [here](#).

As a Client Protection (CP) intern, you'll learn and hone skills that will help you succeed in a number of future career paths, whether it be law, business, risk management, or in government. By the end of the internship, you'll be able to identify obstacles and brainstorm solutions, think and write critically, communicate and listen effectively, and build project management skills. The day-to-day of a CP team member is always changing, but here are a few of the typical responsibilities:

- Monitoring client requests
- Developing and implementing new policies
- Training our employees
- Ensuring that everyone plays by the rules

What we look for

To be successful in this role, you should display:

- Self-confidence – ability to thrive in a dynamic environment
- A proactive mindset – ability to think ahead and anticipate how issues can be prevented
- Innate curiosity – willingness to investigate and look for solutions when new challenges arise
- Agility – ability to execute on numerous workstreams within the same timeframe
- Emotional intelligence and exceptional team playing skills – ability to build relationships within the Client Protection team and work effectively with other stakeholders
- Strong communication skills – ability to speak and write clearly and effectively

Requirements

- Will attain bachelor's degree by 2023, demonstrating strong academic credentials in any field and noteworthy extracurricular leadership
- Previous internship/employment experience in a structured program preferred
- Strong interest in pursuing a professional career in law, operations or risk management
- Fluency in written and spoken English is essential and fluency in an Asian language is a plus

Please apply through this link if you are interested: <https://grnh.se/ee70f84c1us>