

3/F WING ON HOUSE · 71 DES VOEUX ROAD CENTRAL · HONG KONG DX-009100 Central 1 香港中環復輔道中71號 永安幕團大廈3字標 TELEPHONE(電話): (852) 2846 0500 FACSIMILE(博真): (852) 2845 0387 E-MAIL(電子郵件): sg@hklawsoc.org.hk HOME PAGE(網頁): http://www.hklawsoc.org.hk

19 JUNE 2025

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19 June 2025

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SITUATIONS VACANT

19 June 2025

	COMPANY / FIRM	POSITION TITLE
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SITUATIONS VACANT

19 June 2025

LS01) THE LAW SOCIETY OF HONG KONG - ASSISTANT DIRECTOR (Ref. AD)



ASSISTANT DIRECTOR (Ref: AD)

The Law Society of Hong Kong invites applications from high-calibre candidates for the position of Assistant Director. The appointee will have overall responsibilities of leading a small team to organise events and activities as well as to devise strategic and operational plans to promote the image of the Law Society.

Job Duties:

- Organise events, exhibitions, visits and functions for members of the Law Society and for the public;
- Plan and execute the Law Society's strategies and activities;
- Plan and manage contracts and activities that are contracted out;
- Draft communications write-ups such as executive speeches, advertorials and feature articles;
- Oversee Law Society's publications, websites and digital media channels;
- Engage stakeholders, counterpart organisations as well as trade and industry associations to ensure corporate image and messages are presented effectively and properly;
- Provide strategic and implementation advice on media issues where necessary;
- Act as Secretaries to relevant committees and working groups (e.g., prepare meeting papers and minutes); and
- Perform any other duties as directed.

Requirements:

- A recognized university degree in mass communications, journalism, language or a related discipline;
- A minimum of 5 years of solid managerial experience in public relations, marketing and event management;
- Profound knowledge of multi-stakeholder communications, with excellent communication and interpersonal skills and the ability to work independently under tight deadlines;
- Excellent planning, organisation, and management skills;
- Proactive, result-oriented, creative and highly self-motivated;
- A team player who can work with colleagues, members and stakeholders; and
- Excellent command of written and spoken English and Chinese.

Interested parties please send your full curriculum vitae stating the reference number, current and expected salary to the Assistant Director, Administration and Human Resources, The Law Society of Hong Kong, 3/F, Wing On House, 71 Des Voeux Road, Central, Hong Kong., or via email to recruit@hklawsoc.org.hk. Please mark "Private and Confidential" on the envelope.

Personal data provided by job applicants will be used strictly in accordance with the Law Society's personal data policies as set out in the Personal Information Collection Statement. A copy of the Statement can be obtained from Assistant Director, Administration & Human Resources by calling 2846 0500. Applicants not invited for interview within 6 weeks may consider their applications unsuccessful.

THE LAW SOCIETY OF HONG KONG SITUATIONS VACANT

19 June 2025

LS02) THE LAW SOCIETY OF HONG KONG - ASSISTANT DIRECTOR, PRACTITIONERS AFFAIRS (Ref: ADPA)



ASSISTANT DIRECTOR, PRACTITIONERS AFFAIRS (Ref: ADPA)

We are looking for an enthusiastic, motivated and experienced person to fill the post of Assistant Director in the Practitioners Affairs Department.

The Assistant Director assists and attends upon various specialist committees of the Law Society to review legislative proposals, conduct researches, and prepare reports and submissions. The Assistant Director works with experienced practitioners to consider and to discuss a wide range of challenging and interesting legal issues. He or she would also have to liaise with various external bodies such as the Administration, the Judiciary and the Legislature.

The applicant must be able to demonstrate:

- extensive experience of law practice in Hong Kong, including conveyancing practice and procedure. Experience in project conveyancing is an advantage.
- knowledge and understanding of legislative process and policy formulation.
- strong communication and analytical skills.
- excellent standard of written and spoken English and Chinese.

As a guide the applicant should have not less than 5 years post qualification experience. Research experience is preferred.

Interested parties please send your full curriculum vitae stating the reference number, current and expected salary to the Assistant Director, Administration and Human Resources, The Law Society of Hong Kong, 3/F, Wing On House, 71 Des Voeux Road Central, Hong Kong., or via email to recruit@hklawsoc.org.hk. Please mark "Private & Confidential" on the envelope.

Personal data provided by job applicants will be used strictly in accordance with the Law Society's personal data policies as set out in the Personal Information Collection Statement. A copy of the Statement can be obtained from Assistant Director, Administration & Human Resources by calling 2846 0500. Applicants not invited for interview within 6 weeks may consider their applications unsuccessful.

THE LAW SOCIETY OF HONG KONG SITUATIONS VACANT

19 June 2025

LS03) THE LAW SOCIETY OF HONG KONG - ASSISTANT DIRECTOR, PRACTITIONERS AFFAIRS (Ref: ADPA/GC)



ASSISTANT DIRECTOR, PRACTITIONERS AFFAIRS (Ref: ADPA/GC)

We are looking for an enthusiastic, motivated and experienced practitioner to fill the post of Assistant Director.

The Assistant Director works with experienced practitioners to consider and to discuss a wide range of challenging and interesting legal issues, focusing on legal affairs related to Mainland China. He or she would also have to liaise with various external bodies.

The applicant must be able to demonstrate:

- extensive experience of law practice in Hong Kong. GBA Lawyer is an advantage.
- understanding of policy formulation
- strong communication and analytical skills
- excellent command of written and spoken English and Chinese.

As a guide the applicant should have not less than 5 years post qualification experience. Research experience is preferred.

Interested parties please send your full curriculum vitae stating the reference number, current and expected salary to the Assistant Director, Administration and Human Resources, The Law Society of Hong Kong, 3/F, Wing On House, 71 Des Voeux Road Central, Hong Kong., or via email to recruit@hklawsoc.org.hk. Please mark "Private & Confidential" on the envelope.

Personal data provided by job applicants will be used strictly in accordance with the Law Society's personal data policies as set out in the Personal Information Collection Statement. A copy of the Statement can be obtained from Assistant Director, Administration & Human Resources by calling 2846 0500. Applicants not invited for interview within 6 weeks may consider their applications unsuccessful.

SITUATIONS VACANT

19 June 2025

1) CHAN, TANG & KWOK - TRAINEE SOLICITOR



Our firm specialises in worldwide intellectual property right protection and enforcement, cross-border enforcement of mainland judgments and arbitration awards in Hong Kong and litigation support, cross-border probate and other related legal services. We invite applications for the following post:-

TRAINEE SOLICITOR

Our requirements are as follows:-

- Strong academic qualifications and good work attitude
- Good command in both written and spoken English and Chinese (Cantonese and Putonghua)
- Well-organised, self-motivated, good communication and interpersonal skills
- Second year trainee will also be considered

Please apply with full resume by email to <u>info@ctk-law.com.hk</u>. All applications will be treated in strict confidence. Personal data collected will be used for recruitment purpose only.

2) COLLIN NG & CO., SOLICITORS - CONSULTANT

COLLIN NG & CO., SOLICITORS is looking for the following positions Please contact Wilson Chan by 3575 8982 or email to wilson.chan@coyullp.com

(CONSULTANT)

- 1. China Appointed Attesting Officer; and
- 2. At least 10 year's post qualification's experience.

3) JIA YUAN LAW OFFICE - TRAINEE SOLICITOR

扁嘉源律师事务所 同 JIA YUAN LAW OFFICE

We are looking for talented corporate associates and paralegals to join our expanding Hong Kong office. You will be supporting the counsels and partners on a broad range of corporate finance matters.

Trainee Solicitor

- Good academic records;
- Strong sense of responsibility, Self-motivated; attention to detail and good team player; and
- Good command of both spoken and written English and Chinese, fluency in Putonghua is an advantage;
- Keen interest in commercial and corporate finance transactions, particularly in IPO, M & A, equity & debt financial and Listing Rules compliance matters.

实习律师

职位要求:

- 良好的学术成绩
- 具高度责任感、自我激励、注重细节,并具备良好的团队合作精神
- 良好的中英文书写及口语能力,能操流利普通话者优先
- 对商业及企业融资交易具有浓厚兴趣,领域包括首次公开招股(IPO)、并购(M&A)、股权及债务融资、上市规则合规事宜

Interested candidates please apply with full resume with expected salary to the recruiting partner by email at admin@jiayuanlaw.com.hk . All applications will be treated in strict confidence. Personal data collected will be used for our recruitment purpose only.

SITUATIONS VACANT

19 June 2025

4) JIA YUAN LAW OFFICE - CORPORATE ASSOCIATES & CORPORATE PARALEGALS & INTERN



We are looking for talented corporate associates and paralegals to join our expanding Hong Kong office. You will be supporting the counsels and partners on a broad range of corporate finance matters.

资本市场律师

工作内容:

- 协助香港 IPO 涉及的各项工作,包括但不限于进行法律尽职调查、验证/起草招股说明书以及参与交割;
- 协助上市公司和私营公司的合规工作;
- 协助起草一般信函以及法律和交易文件;
- 进行尽职调查和法律研究;
- 协助临时任务。

任职要求:

- 香港职业律师;
- 优秀的中英文书面和口语沟通能力; 流利的普通话是必须的;和
- 高度关注细节,能够管理多个优先事项并跟踪具体情况。

CORPORATE ASSOCIATES

Main duties and responsibilities

- Assisting in various tasks in Hong Kong IPOs, including but not limited to conducting legal due diligence, verification/ drafting of prospectus and attending to closing:
- Assisting in compliance work for public and private companies;
- Conducting due diligence investigation and legal research.

Skills and experience required:

- Hong Kong qualified lawyer;
- Excellent communication skills in both written and spoken English and Chinese; fluency in Mandarin is a must;
- Strong attention to detail with the ability to manage multiple priorities and track details.

资本市场律师助理

工作内容:

- 协助香港 IPO 涉及的各项工作,包括但不限于进行法律尽职调查、验证/起草招股说明书以及参与交割;
- 协助上市公司和私营公司的合规工作;
- 协助起草一般信函以及法律和交易文件;
- 进行尽职调查和法律研究;
- 协助临时任务。

任职要求:

- 大学毕业生,拥有2年以上知名地区或国际律师事务所或专业律师事务所工作的经验优先考虑;
- 优秀的中英文书面和口语沟通能力; 流利的普通话是必须的;和
- 关注细节,能够管理多个优先事项并跟踪具体情况。

CORPORATE PARALEGALS

Primary duties and responsibilities:

- Assisting in various tasks in Hong Kong IPOs, including but not limited to conducting legal due diligence, verification/ drafting of prospectus and attending to closing;
- Assisting in compliance work for public and private companies;
- Conducting due diligence work and legal researches

Skills and experience required:

- University graduate; those with 2+ years of experience from reputable regional or international law firm or professional firm will be considered first but not a must;
- Excellent communication skills in both written and spoken English and Chinese; in Mandarin is a must; and
- Strong attention to details with the ability to manage multiple priorities and track details.

实习生

业务领域:境外资本市场

工作内容:

- 参与各类资本市场项目;
- 参与尽职调查工作;
- 协助律师团队成员起草交易文件、管理项目文件进度、安排项目交割工作。
- 实习期间表现优异者有留用机会为实习律师

任职要求:

- 法律系在读学生,或即将就读 JD/LLM
- 踏实认真
- 成绩优异
- 能够展示对工作热诚及了解
- 富有团队精神和主动性
- 卓越的沟通技巧
- 优秀的英文读写能力
- 良好的决断能力
- 优秀的组织能力
- 托福 100+/雅思 7 分以上优先考虑

Interested candidates please apply with full resume with expected salary to the recruiting partner by email at admin@jiayuanlaw.com.hk . All applications will be treated in strict confidence. Personal data collected will be used for our recruitment purpose only.

SITUATIONS VACANT

19 June 2025

5)HONG & ASSOCIATES - ASSOCIATE

HONG & ASSOCIATES

Solicitors & Notaries

In order to cope with our expanding practice, we invite applications for the post of Litigation Solicitor of not less than 3 years' post-admission experience, in PI and EC works for insurers.

Please apply with full CV stating your relevant experience and current and expected salary to the Recruiting Principal by email to jh@hongandassociates.com. All applications will be treated in the strictest confidence.

6)LAM, LEE & LAI - TRAINEE SOLICITOR



We are a long established law firm with a diversified practice. To cater for our business expansion, we cordially invite application for 2026 Trainee Solicitor:

- > Foreign or local degree graduate
- > Good academic background with excellent English and Chinese including Putonghua
- > Good sense of responsibility, mature, self-motivated, good communication skills and enjoy teamwork

Comprehensive training under supervision will be provided to the successful candidate. The successful candidate will provide supports to lawyers in a variety of legal work including but not limited to civil, matrimonial, commercial and criminal litigation, conveyancing and probate, corporate and commercial work.

Interested parties please send full resume and expected salary to HR Department of Lam, Lee & Lai at info@lamleelai.com.hk. All applications will be treated in strict confidence.

7)KAO, LEE & YIP SOLICITORS - JUNIOR CORPORATE / COMMERCIAL LAWYER



JUNIOR CORPORATE / COMMERCIAL LAWYER

We are looking for a Junior Corporate lawyer with the following attributes:

- (1) 1-4 years PQE, most of which must be in Corporate /Commercial work.
- (2) Exposure to Conveyancing, land and property development a definite advantage.
- (3) Solid academic background and experience.
- (4) Good drafting and language skills.
- (5) Mature, communicative and a team player.

We provide a decent remuneration package, good quality work, and plenty of learning opportunities for the right candidate.

Please send your full CV with expected salary to the Senior Partner via email: ek@kly.com.hk. All applications will be treated in strict confidence.

SITUATIONS VACANT

19 June 2025

8) ZHONG LUN LAW FIRM LLP - CAPITAL MARKETS ASSOCIATE / IPO ASSOCIATE OR PARALEGAL / REAL ESTATE ASSOCIATE / BANKING AND FINANCE ASSOCIATE / ACCOUNTANT



Website: www.zhonglun.com.hk

Zhong Lun Law Firm is a leading Chinese law firm with over 400 partners and 2,200 professionals working in eighteen offices in China and offices in major financial centres around the world. We invite seasoned talents in the legal professions with the following qualifications to join our firm:

Capital Markets Associate (3 - 8 PQE)

- Solicitor with good credentials of 3 to 8 PQ experience with passion for equity capital market transactions such as HK IPOs and listed company annual compliance work etc, to join our existing team with experience in HK IPOs.
- Fluent verbal in Putonghua is a must. Travelling may be required.

IPO Associate or Paralegal

- At least 3 years working experience with reputable law firm in Hong Kong.
- Hong Kong solicitor qualification is not required.
- Solid experience in HK IPOs including prospectus drafting skills and Securities Act knowledge.
- Have passion for capital market transactions. A team player and can work under pressure.

Real Estate Associate (1-3 PQE)

- Solicitor with good credentials of 1 to 3 years quality PQ experience in all property related work such as project conveyancing, property litigation, property sale and purchase (conveyancing/asset deal), property holding company sale and purchase (share deal), tenancies, etc.
- Fluency in spoken and written English, Cantonese and Putonghua is essential and bilingual (Chinese and English) drafting skills is a must.

Banking and Finance Associate (1-3 PQE)

- Solicitor with good credentials of 1 to 3 years quality PQ experience in banking and finance related work such as loan agreements, security documents and debt restructuring documents.
- Good communication skills with commitment to high-quality work and attention to detail.
- Proficiency in English and Mandarin is essential.

Accountant

- Handle client monies and processing transactions in compliance with the Solicitors' Accounts Rules.
- Monitor and handle bank payment and receipt transactions and update ledger records accordingly on a timely hasis
- Proactively review and monitor cashflow and perform regular office/client accounts bank reconciliations and maintain accurate ledger records.
- Review and verify accuracy of bills prepared by secretaries and ensure that all bills issued in compliance with the Solicitors' Accounts Rules.
- Bachelor's Degree in Accounting / Finance / any other related disciplines.
- At least 5 years of working experience in law firms.
- Strong understanding of the Solicitors' Accounts Rules.
- Proficient in Microsoft Office Suite including Excel and Word.

All interested candidates are kindly asked to send their CV to 4/F Jardine House, 1 Connaught Place, Central, HK marked confidential to HR Department or email us at ZLHKHR@zhonglun.com.

SITUATIONS VACANT

19 June 2025

9) RAYMOND T. M. LAU & CO. - CONVEYANCING CLERKS

RAYMOND T. M. LAU & CO.

劉德銘律師行

(Working on Mondays to Fridays and Alternate Saturdays)

We have the following vacancy:

Conveyancing Clerks

- at least 3 years' relevant experience
- able to handle files independently
- stationed at Sheung Wan, Tai Po or Tsuen Wan branches

Applicants may send their full curriculum vitae (including home address) to 2nd Floor, O.T.B. Building, 259-265 Des Voeux Road Central, Hong Kong or email to hk03@raymondtmlau.com.hk

THE LAW SOCIETY OF HONG KONG SITUATIONS VACANT

19 June 2025

10)LEE CHAN CHENG - ASSISTANT SOLICITOR AND TRAINEE SOLICITOR

LEE CHAN CHENG

Lee Chan Cheng is a general practice law firm situated in Central prime location over 25 years. We now invite applications for the following posts: -

ASSISTANT SOLICITOR

- Ideal candidates should have at least one year PQE experience

TRAINEE SOLICITOR

Responsibilities:

- conduct legal research and draft contracts and court documents.
- assist solicitors in case preparation, client meetings, and court proceedings.

Interested parties, please send us your full resume with academic transcripts in your application via email: anitalee@leechancheng.com

11)NEO SOLICITORS LLP - TRAINEE SOLICITOR



This is an exciting opportunity to join the fast growing regional law firm, NEO Solicitors LLP. We are inviting applications for the position of Trainee Solicitor and the applicant should display the following:-

- Strong academic background;
- Strong communication and interpersonal skills;
- Strong research and drafting skills in Chinese and English; and
- Good time management, organized, diligent, responsible, a team player, and be driven under pressure.

If you are interested in being part of NEO Solicitors LLP's ambitious team, please submit your application with cover letter, CV, expected salary, notice period (if any) and available start date to: career@neollp.com.

All applications will be treated in strict confidence.

SITUATIONS VACANT

19 June 2025

12) STEVENSON, WONG & CO. - ASSOCIATE



In association with AllBright Law (Hong Kong) Offices LLP 錦天城 (香港) 律師事務所 有用法律責任会等

Stevenson, Wong & Co. is a dynamic, forward-looking, full-service law firm. We have been providing legal services to clients in Hong Kong and worldwide since 1978. Through our membership of the global legal network Interlaw and association with AllBright Law (Hong Kong) Offices LLP, we are able to offer our clients timely and seamless advice across all major jurisdictions.

Our award-winning teams are recognized by Asialaw Profiles, Al Leading Adviser, Asia Legal Business Hong Kong Law Award, Benchmark Litigation Asia-Pacific, Chambers & Partners, IFLR1000 and Legal 500.

We now invite a capable and energetic team player to join our expanding practice:

Corporate Finance Department - Associate

- 2 years PQE or above;
- LLB (or equivalent) or above;
- Experience in corporate finance matters (e.g., IPOs, M&As, listing compliance), and other general commercial work:

The successful candidate should:

- have a strong academic and training background;
- have a good command of written and spoken English and Chinese (Putonghua);
- be able to work independently with good analytical skills; and
- be able to work under pressure and as a team player.

Please apply with full resume to Recruit-AS@sw-hk.com or you can apply by post to The Office Manager at 39/F, Gloucester Tower, The Landmark, 15 Queen's Road Central, Hong Kong quoting present & expected salary. Candidates not invited for interviews within 6 weeks may consider their applications unsuccessful and all materials will be destroyed.

SITUATIONS VACANT

19 June 2025

13)Y.C. LEE, PANG & KWOK, SOLICITORS - ASSOCIATE SOLICITORS

Y.C. LEE, PANG & KWOK, SOLICITORS 李宇祥、彭錦輝、郭威、霍健琳律師事務所

- 1. We invite application for post(s) of Associate Solicitor for general practice to (1) handle general litigation cases including recovery of debts by banks and (2) handle commercial cases (including the preparation and approval of documents of sale and purchase of target companies) and (3) handle conveyancing cases (including sale and purchase of properties and mortgages). Applicant(s) should have good command of both English & Chinese languages (including Mandarin) and those with one or more of the above experience will be preferred.
- 2. We invite application for a post of Associate Solicitor to handle insurance cases relating to personal injuries claims involving traffic accidents, industrial and work-related accidents and public liability, employees' compensation claims, property damage claims and recovery claims. Applicant(s) should possess strong and effective negotiation skills and be able to manage substantial caseload independently under pressure. Those whose have the experience in advising insurers on the defence of claims will be preferred.

All candidates for the above posts should have at least 2 years' post-qualification experience.

Please apply with full resume and expected salary by email to Mr. William Kwok at wk@ycleepak.com.

All applications will be treated in strict confidence.

14)HO KAN LAWYERS - CONSULTANT / TRAINEE SOLICITOR / PARALEGAL / LEGAL CLERK



We are a boutique firm with a focus on litigation. We represent both private and corporate clients. We invite applications for the following positions:

Consultant

- Independent with client base

Trainee Solicitor

- Self-motivated and disciplined
- Well-organized and able to work independently

Paralegal / Legal Clerk

- At least 1-5 years' working experience in litigation
- Strong sense of responsibility

Immediate availability would be an advantage

Interested parties please send their full curriculum vitae and expected salary by email to kay@hokanlawyers.com. All applications will be treated in strict confidence. Personal data will be used for recruitment purpose only.

SITUATIONS VACANT

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15) IP & HEATHFIELD, SOLICITORS - ASSISTANT SOLICITOR



葉永青,稀蓮達律師行 IP & HEATHFIELD, Solicitors

are looking for applicants for the post of

ASSISTANT SOLICITOR

We require an assistant solicitor with the personality and maturity to work in a dynamic, busy and friendly office. Applicants should have at least 2 years PQE with strong academic background and relevant experience in matrimonial/family cases and civil litigation. Applicants should also be well-organized and have the ability to provide high standard service and work with minimal supervision, plenty of initiative and self-motivation. Excellent command of English and Chinese is essential. Great opportunities for advancement in a well established specialist practice.

Please apply with full resume, current and expected salary to 13/F, EC Healthcare Tower (Central), 19-20 Connaught Road Central, Hong Kong or email to mail@ihlaw.com.hk. All applications will be treated in strict confidence.

16) JUN HE LAW OFFICES - ASSISTANT SOLICITOR, TRAINEE SOLICITOR AND PARALEGAL



JUN HE LAW OFFICES is a full-service law firm headquartered in Beijing, with offices in major cities in the Mainland China, HK and overseas. We are inviting applications for the following positions.

Assistant Solicitor (Capital Markets)

- With solid experience in the field of equity capital markets (IPO and listing compliance)
- Newly Qualified (NQ) lawyer, 1-3 years PQE with reputable law firm

Paralegal / Trainee Solicitor

- Paralegal in the areas of corporate finance (ECM and DCM matters), M&A and general corporate practice
- The right candidate can be considered to transfer to Trainee Solicitor
- ➤ LLB / LLM / JD holder having completed PCLL

Requirements

- Strong academic records, proficiency in both written and spoken English and Chinese
- Diligent, dutiful, detail-oriented, self-motivated and able to work under pressure

We offer a competitive remuneration package to the right candidates. Interested candidates please submit your application with CV, transcripts and expected salary to Ms. Carly Chan, HR & Admin Manager by e-mail to carlychan@junhe.com.

For more information about us, please visit to our website: www.junhe.com

SITUATIONS VACANT

19 June 2025

17) LI & LAI - ASSISTANT SOLICITOR



LI & LAI solicitors 李賴律師事務所

We are a solicitors firm in Sheung Wan and cordially invite applications for the following position:

Assistant Solicitor - Civil and Commercial Litigation

- With at least 2 years' post qualification experience in civil litigation
- Experience in both EC and Personal Injuries practice is essential
- Occasional drafting of corporate/ commercial documents is required
- Ability to handle cases independently and pro-actively
- Good command of spoken English, Cantonese and Mandarin

Interested candidates please send full resume with expected salary by email to account@liandlai.com. All applications will be treated in strict confidence. Personal data collected will be used for recruitment purposes only.

18) DEANNIE YEW AND ASSOCIATES, SOLICITORS - SOLICITOR/LITIGATION CLERK

姚逸華律師事務所

DEANNIE YEW AND ASSOCIATES, SOLICITORS

We invite responsible and enthusiastic staff to join our growing firm and be part of our team.

SOLICITOR / LITIGATION CLERK

Job Responsibilities:-

- At least 2-3 years experience in litigation field
- Good knowledge of handling litigation procedures
- Able to handle the files independently

Requirements:-

Newly qualified Solicitors with solid experience in litigation works are also welcomed. Proficient in English and Cantonese. Self motivated, responsible and able to work independently.

Interested parties please email your full resume with expected salary and date of availability to acc@deannieyew.com

Personal data collected will be strictly used for recruitment purpose only.



3/F WING ON HOUSE · 71 DES VOEUX ROAD CENTRAL · HONG KONG DX-009100 Central 1 香港中環德輔道中71號永安幕團大廈3字標

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19 June 2025

CONTINUING PROFESSIONAL DEVELOPMENT

The Law Society and The Hong Kong Academy of Law offer the following CPD/RME course(s) from June to September 2025:

Date & Time	Course Title	CPD point(s)
19 June 2025 14:30-17:45	(Webinar) Common Pitfalls in Modern Commercial Drafting (Module 2)	3
20 June 2025 14:00-15:00	(Webinar) RME Elective - Mental Capacity Assessment for Advance Directives & Enduring Powers of Attorney - Session 1	1
24 June 2025 11:00-12:30	(Webinar) Solicitor/Client Taxations	1.5
24 June 2025 13:30-17:00	(Webinar) RME Elective - Mandatory Practice Management Course	4
25 June 2025 16:00-17:00	[Face-to-Face] Briefing Session on Electronic Filing via the integrated Court Case Management System and New Requirement of Providing Electronic Copy	1
25 June 2025 16:00-17:00	(Webinar) Briefing Session on Electronic Filing via the integrated Court Case Management System and New Requirement of Providing Electronic Copy	1
27 June 2025 9:30-12:45	(Webinar) Recent Developments in Insolvency & Receivership	3



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4 July 2025 11:00-12:00	(Webinar) Artificial Intelligence, eDiscovery, and Document Review	1
7 July 2025 14:00-15:00	(Webinar) RME Elective - Mental Capacity Assessment for Advance Directives & Enduring Powers of Attorney - Session 2	1
8 July 2025 11:00-13:00	(Webinar) Directors Who Misbehave	2
9 July 2025 15:00-16:30	(Webinar) Forensic Examination of Documents & Handwritings, and The Role of Forensic Accounting in Disputes & Litigation	1.5
14 July 2025 14:00-15:00	(Webinar) RME Elective - Mental Capacity Assessment for Advance Directives & Enduring Powers of Attorney - Session 3	1
15 July 2025 11:00-12:00	(Webinar) Exploring the Power of Generative AI for Legal Professionals	1
21 July 2025 14:00-15:00	(Webinar) RME Elective - Mental Capacity Assessment for Advance Directives & Enduring Powers of Attorney - Session 4	1
28 July 2025 14:00-15:00	(Webinar) RME Elective - Mental Capacity Assessment for Advance Directives & Enduring Powers of Attorney - Session 5	1
7 August 2025 14:30-17:45	(Webinar) Connected Transactions	3



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18 August 2025 16:00-17:00	(Webinar) Arbitration and Winding-up: A look at Lasmos in the aftermath of Sian Participation Corp	1
22 August 2025 11:00-12:00	(Webinar) Latest PRC Tax issues for China M&A Transactions	1
27 August 2025 9:30-12:45	(Webinar) Update on Intestate Succession (Module 1)	3
28 August 2025 16:00-17:30	(Webinar) RME Elective - Notification and Making a Claim for Indemnity under the PIS	1.5
29 August 2025 11:00-13:00	(Webinar) Update on Contract Cases 2025	2
1 September 2025 15:00-17:00	(Webinar) RME Elective - Understanding Sanctions and their Implications for the Legal Professionals	2
6 September 2025 14:00-16:00	(Webinar) RME Elective - Mental Capacity Assessment for Advance Directives & Enduring Powers of Attorney - Session 6	2
17 September 2025 9:30-12:45	(Webinar) Update on Testate Succession (Module 2)	3



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19 June 2025

Risk Management Education

Below are the RME core course(s) and elective course(s) from June to August 2025.

Core Course for Principals			
Date & Time	Course Title	Points	
23 Jul 2025	(Webinar) RME - Core Course for Principals Module 1A:	4	
09:00-12:30	Engagement Management	4	
23 Jul 2025	(Webinar) RME - Core Course for Principals Module 1B:	1	
13:30-17:00	Engagement Management	4	

Core Course for Trainee Solicitors		
Date & Time	Course Title	Points
16 Jul 2025	(Webinar) RME - Core Course for Trainee Solicitors Module 1	4
09:00-12:30	(Webhiai) Rivie - Core Course for Trainee Solicitors Module 1	4
12 Aug 2025	(Webinar) RME - Core Course for Trainee Solicitors Module 1	4
09:00-12:30	(Webhiai) Rivie - Core Course for Tramee Solicitors Module 1	4
12 Aug 2025	(Webinar) RME - Core Course for Trainee Solicitors Module 2	4
13:30-17:00	(Webinar) Rivie - Core Course for Trainee Solicitors Module 2	4

Core Course for Registered Foreign Lawyers		
Date & Time	Course Title	Points
19 Jun 2025	(Webinar) RME - Core Course for Registered Foreign Lawyers	4
09:00-12:30	Module 1	4
19 Jun 2025	(Webinar) RME - Core Course for Registered Foreign Lawyers	4
13:30-17:00	Module 2	4

First Elective Course for Trainee Solicitors			
Date & Time	Course Title	Points	
27 Jun 2025	(Webinar) RME - First Elective Course for Trainee Solicitors	1	
09:00-12:30	Module 1	4	
27 Jun 2025	(Webinar) RME - First Elective Course for Trainee Solicitors	4	
13:30-17:00	Module 2	4	
05 Aug 2025	(Webinar) RME - First Elective Course for Trainee Solicitors	4	
09:00-12:30	Module 1		
05 Aug 2025	(Webinar) RME - First Elective Course for Trainee Solicitors	4	
13:30-17:00	Module 2		
	Elective Course		
Date & Time	Course Title	Point(s)	
24 Jun 2025	(IA/ahinan) DME Elective Lightlitus (Lecal Developments	4	
09:00-12:30	(Webinar) RME Elective - Liability & Legal Developments		
03 Jul 2025	(Wahinar) PME Elective Conflicts of Interest & Confidentiality	4	
09:00-12:30	(Webinar) RME Elective - Conflicts of Interest & Confidentiality		



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08 Jul 2025 09:00-12:30	(Webinar) RME Elective - Risk Management & Cloud Computing	4
08 Jul 2025 13:30-17:00	(Webinar) RME Elective - Managing Human Capital	4
17 Jul 2025 09:00-12:30	(Webinar) RME Elective - Commercial Drafting - Mergers & Acquisitions	4
17 Jul 2025 13:30-17:00	(Webinar) RME Elective - Fraud Risk & the Modern Law Firm	4
19 Aug 2025 11:00-12:00	(Webinar) The Firm's Risk Management	1