



Conpak 康栢

Join Conpak

Conpak empowers  
your success!



# Company Introduction

## Conpak CPA Limited

Founded in Hong Kong, Conpak is a practicing accounting firm providing "one-stop" professional services. With support and trust from our clients, Conpak currently has offices in Hong Kong, Beijing, Shanghai and Shenzhen. The quality and standard of our professional services are highly recognised.

Focusing on the long-term growth of enterprises, we endeavor to devise the best tailor-made solutions for our domestic and overseas clients for the following businesses:

- Accounting
- Audit & Assurance
- Tax Advisory
- Management Consulting
- Patent Application


We also actively participate in community services such as charity, environment protection and voluntary works to fulfill our social responsibilities.

## Job Openings

### **Audit Associate / Intern**

- Plan effective auditing processes
- Audit financial statements and assess accounts for accuracy and regulatory compliance
- Inspect internal systems and controls
- Assess risk management tactics
- Report systematic errors or fraud indicators
- Investigate specific issues regulatory bodies bring forward
- Explain audit findings and recommend solutions

### **Intellectual Property Associate**

- Provide general clerical support in Intellectual Property Department
  - Handle filing, scanning, data-entry and email correspondences for the team
  - Distribute mail, answer phones, respond to customer/client/employee inquiries, and other office administrative duties as required
  - Other ad hoc tasks as assigned
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## Employee Benefits:

We offer year-end discretionary bonus, medical benefits, trip allowance, study and education leave, education subsidy, and good career prospects.

## How to Apply?

Interested parties, please send your resume at [hr@conpak.com](mailto:hr@conpak.com)

For enquires, please call **2666 2888**

For more information, please visit our website at [www.conpak.com](http://www.conpak.com)

