**HKSME Conference Volunteer Application Form**

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| Name:  Age:  Organization: | Formal Photo Here |
| Address：        Telephone Number:  Email Address: | |

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| What is your research interest? Please specify below. If you are undergraduate student, please specify your major. |
| Do you have any voluntary or charity experience? (past or ongoing)  Which period are you able to serve as volunteer? (circle your choice) |

**Conference Volunteer Application Notes**

*This information will allow you to understand how conference volunteer works and what HKSME achieves.*

**The Service**

The Hong Kong Society of Mechanical Engineers (HKSME) is a non-profit private association dedicated to the promotion of international education and university cooperation in the field of Mechanical Engineers. Through the organization of different international events, it brings together institutions, bodies and organizations from different countries of the world for discussion and cooperation. HKSME intends to achieve the mentioned objectives and get an international visibility by the organization of international conferences and by interacting with public and private organisms from all parts of the world.

**The Conferences**

Each month, we hold conferences in different places over the world. Most of conferences are on the topics like: Mechanical Engineering, Materials Engineering, Electrical and Electronic Engineering, Power and Energy Engineering, Control and Automation, Robotics, Computer Science and Technology, Software and Communication, *etc*. More information about the past or upcoming conferences can be found at: [www.smehk.org](http://www.smehk.org).

**Conference Volunteers**

We are recruiting 2-3 conference volunteers during the above periods. The candidates should be undergraduate students, graduate students, phd students, teacher, researchers, and engineers. The candidate must be able to speak more than 2 languages (English is the official language during the conference).HKSME will award certificate to each volunteer.

**Other Important Info**

All positions are voluntary (no-one in the organization gets paid) and you must be over 18 years old. Unfortunately, we cannot accept any requests for Work Experience or Placements. Sorry.

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**CONTACT**

[info@smehk.org](mailto:info@smehk.org)

All positions are voluntary