



**Graduate  
Recruitment**

**Aug 2023**

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▾ independent ▾ international experience ▾ local knowledge

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## About us

We are an independent, full service Hong Kong Law Firm. We currently have 30 partners, 5 consultants and approximately 200 staff in total. We offer a congenial, supportive working environment with a strong work ethic. We have an open-door policy and readily welcome questions, suggestions and ideas.

*"Lawyers here have a great passion for what they are doing and I can feel their genuine dedication and sincerity in their work. Working with them I am motivated to do my utmost and strive for excellence for clients". HW Intern*



## Practice Areas

We have a wide range of practice areas to offer our trainees:



### Banking and Finance

Our Banking & Finance practice primarily covers general transaction banking and advisory works with a specialisation in corporate lending and international trade finance. We represent banks, licensed money lenders, listed companies, securities firms, funds, financial advisors, institutional investors in financing transactions and product reviews, as well as a wide variety of borrowers operating in many different businesses and industries.



### Capital Markets

Our full service capital markets team provides services in the areas of equity capital markets (ECM) and debt capital markets (DCM). We advise companies with Hong Kong, PRC and Southeast Asia backgrounds as well as underwriters and other financial institutions on local and international capital markets transactions. Our capital markets team has the following industry experience: asset management, automotive, banking, construction, food & beverage, education, entertainment, healthcare & life sciences, industrial, information technology, logistics, manufacturing, retail, securities, telecommunications, media and technology (TMT), and others. We constantly engage with regulators, industry bodies and leading players in reviewing and enhancing the regulatory regime.



### China Practice

Howse Williams has entered into a formal Association with Sundial Law Firm (Hong Kong) to further enhance and expand our China practice and services on PRC legal matters.

The Howse Williams China practice team consists of Chinese-qualified and Mandarin-speaking practitioners. On the corporate side, our team has extensive experience in assisting PRC and Hong Kong companies and foreign investors. We assist with capital markets transactions for PRC companies and companies in Hong Kong with PRC connections.

 廣東信達律師事務所(香港)  
SUNDIAL LAW FIRM (HONG KONG)

[www.sundiallawfirm.com](http://www.sundiallawfirm.com)



## **Clinical Negligence and Healthcare**

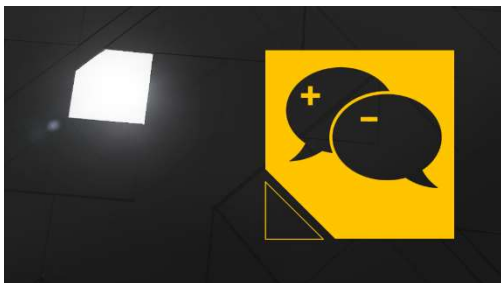
Our medico-legal team advises doctors, dentists, nurses, midwives, physiotherapists, pharmacists, chiropractors, osteopaths and their indemnity providers and other healthcare professionals. We also advise private hospitals, medical group practices, corporate healthcare providers and pharmaceutical companies on issues relating to the import and distribution of drugs and pharmaceutical products, drug liability claims and other regulatory matters.

Our team has unrivalled expertise and is widely respected as being a leader in medico-legal and pharmaceutical markets in Hong Kong. Two of our partners are dual-qualified as lawyers and medical practitioners.



## **Corporate and Commercial**

Our team advises clients on a diverse range of matters, including mergers and acquisitions, corporate finance, direct investment, capital markets and securities, private equity and venture capital, shareholder/joint venture agreements, corporate governance and general commercial matters and corporate restructuring/reorganisation.



## **Dispute Resolution**

We specialise in dispute resolution both in Hong Kong and internationally. The firm handles complex, multi-jurisdictional commercial cases involving sale of goods; trade finance; media law; fraud; shareholder, joint venture, employment, property and franchise disputes; injunction proceedings; jurisdictional challenges; public inquiries and judicial reviews.



## **Distressed Debt**

Our restructuring, insolvency and special situations practice provides clients including investors, boards and shareholders of distressed corporate debtors, insolvency office holders, financial institutions, hedge funds, private equity funds and official and ad hoc committees, financial restructuring legal solutions. We are a cross-departmental practice that draws on the expertise of our corporate / M&A, dispute resolution, insolvency and banking practices to provide seamless service to our clients covering the Hong Kong aspects of cross border restructuring situations. Our formal association with Sundial Law Firm (Hong Kong) allows us to provide enhanced and expanded services on PRC legal matters.



## **Employment**

Our team provides contentious and non-contentious employment advice to both employers and employees in Hong Kong. We advise on all aspects of the fast changing contractual, common law and statutory law employment framework.



## **Family and Matrimonial**

We cover Matrimonial and relationship breakdown; Probate, Wills and Estate Planning; Trusts, usually arising in the context of the above. Our cases often involve families with assets in multiple jurisdictions. Our children cases often cover the circumstances of international child abduction or applications for permanent relocation of children to other countries. The vast majority of our cases cover assets in multiple jurisdictions around the world, ranging from modest assets to families with complex commercial structures and high net worth.



## **Fraud and Investigation**

Our team advises on domestic and international disputes arising from allegations of fraud and asset misappropriation. We act swiftly and efficiently to help trace and recover assets. We also provide advice on investigations and court proceedings.



## **Insurance and professional indemnity insurance**

Our insurance team acts for underwriters, brokers and intermediaries, principally regarding policy issues, coverage disputes as well as personal injury and employee compensation claims. We provide a full service in respect of insurance and reinsurance matters, including policy drafting and interpretation, coverage issues, contracts, regulatory advice and crisis management. Our diverse international clients include insurance and reinsurance companies, brokers, Lloyd's syndicates, corporate and individual policyholders, administrators and liquidators. To best assist our clients, we leverage our in-depth knowledge in drafting and interpreting policy terms as well as handling non-marine and marine insurance and reinsurance disputes in litigation, arbitration and mediation. We are accustomed to working with liquidators and administrators in the insurance industry when they encounter financial difficulties.



## **Notarisations and China Attestation**

We have an in-house Notary Public who is a member of the Hong Kong Society of Notaries. We also have two partners who are China-Appointed Attesting Officers and members of the Association of China-Appointed Attesting Officers Limited. Their scope of business includes attesting and certifying acts, matters and documents of legal significance occurring in or emanating from Hong Kong and such attested documents are for use in Mainland China.



## **Property**

Our clients include some of the largest international real estate service agencies, listed property developers, international and local building management companies, quasi - government bodies, property investment funds; incorporated owners of commercial / residential buildings; commercial and individual landlords and tenants in Hong Kong.



## Regulatory and Compliance

Our regulatory team advises on both contentious and non-contentious matters, and often in both capacities for the same clients; therefore, making us unique in our ability to work with clients on all of their regulatory and compliance needs. Our clients include banks, brokers, listed

companies, asset managers, financial advisors, start-ups, "fintech" companies, insurance companies and established businesses. We also advise senior management such as directors, responsible and executive officers, chief executives and licensed individuals.



## Shipping and International Trade

Our shipping practice specialises in maritime dispute resolution; mergers and acquisitions; competition and regulation and infrastructure.

Our shipping team handles a wide range of disputes both in Hong Kong and throughout Asia.

The team (which includes solicitors with seagoing experience) has considerable experience in all types of wet and dry shipping litigation. We handle shipbuilding, sale and purchase, collision, salvage, wreck removal and pollution cases, as well as charterparty, bill of lading and other contract of affreightment disputes. We advise ship-owners, P&I Clubs, Hull and Machinery insurers, salvors, charterers and freight forwarders. The team has particular expertise in handling problems arising from the shipment of steel, coal, iron ore, nickel ore and fluorspar.

Our clients include charterers, shipowners and their insurers (P&I Clubs), cargo owners, freight forwarders, recovery agents, logistic companies, godowns, terminals, port authorities, commodity traders and their insurers and other organisations in the marine transport and insurance industries.

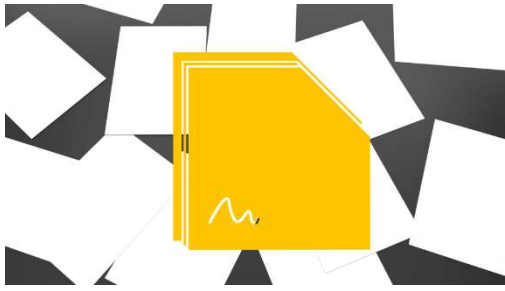


## Trusts and Wealth Preservation

Our team has extensive experience advising high and ultra high net worth individuals and their families, entrepreneurs, family businesses and trustees from Hong Kong, the PRC, or internationally. We are trusted legal advisers providing advice and support to our clients on a

wide range of contentious and non-contentious wealth preservation, inheritance and succession matters. Our private clients range from high profile to discreet individuals. Our team includes solicitors who are full members of the Society of Trust and Estate Practitioners (STEP) and are registered Trust and Estate Practitioners.





## **Wills, Probate and Estate Administration**

The firm handles wills, probate, estate management and general civil litigation matters.

## Intern Programme

***"From inception to completion my experience has been fantastic ..... from day one I was made to feel a part of the team. I was given work which was in equal parts engaging, demanding and important. At all times I felt like my contribution was valued. Most importantly, the team were very supportive and a pleasure to work with."*** HW Intern

We offer summer and winter intern placements, usually to law undergraduates who are in their final year of study or other students applying for training contracts. The internships are generally for three weeks. Interns work directly with partners and/or senior associates in one of our practice areas.

## Training Programme

***"Throughout my training contract, I was trained with immediate and continuous guidance from my supervising partners. The structured training programme undoubtedly enables its trainees to experience a wide range of practice areas, discover their paths and ultimately embark on their legal career equipped with promising abilities and skills."*** HW Trainee

***"I recommend Howse Williams' Training Programme to all future candidates with an aspiration to become part of a vibrant team"*** HW Trainee

Our Training Programme is normally divided into four six-month seats giving trainees practical, hands-on experience in different areas of law. Wherever possible, our trainees sit in the same room as their supervising partner. This gives trainees the opportunity to learn by example, build a relationship with their supervising partner and get immediate and ongoing guidance. In addition, our trainees have mentors who provide support and practical day to day advice. Our trainees make a real contribution to the service we offer our clients. When it comes to seat rotations we consult our trainees and make every effort to accommodate specific requests.

We host regular Continuing Professional Development (CPD) and Risk Management Education (RME) seminars and workshops internally to which trainee solicitors are invited. The courses cover a wide range of legal topics and skills based training. In addition, the firm offers additional adhoc training on a variety of subjects.

## Training Contracts

*"In my opinion there is no better firm to train at" HW Trainee*

*"You will gain substantial exposure and involvement with client matters from start to finish" HW Trainee*

We generally recruit 8 trainee solicitors each year and have 16 trainees in rotation. We are looking for enthusiastic applicants with excellent academic and personal achievements.



## Terms

We offer an attractive salary and benefits package that is competitive with international law firms.

## Our Culture

*"I absolutely love the office culture of this firm. Everyone here has been very welcoming and friendly from the moment I stepped in, and they are always happy to take my questions and help me with anything"* HW Trainee

We offer a congenial, supportive working environment with a strong work ethic. The partners and associates have an open door policy and readily welcome questions, suggestions and ideas. Trainees are invited to regular social events such as firm dinners, drinks, junk trips, sporting events and a variety of charity events.

The partners encourage trainees to take on as much responsibility as they think they are capable of whilst providing guidance and support as needed.

## 100% Retention

We aim to retain all of our trainees on completion of their training contracts.



## Life as a Trainee by Maythavee Liu



**Maythavee Liu**  
*Trainee Solicitor*  
(2021-2023)

***"I have received unparalleled training from day one."***

As a trainee at Howse Williams, I have received unparalleled training from day one. Through a structured four-seat rotation, trainees have the opportunity to gain experience in the wide range of practice areas that the firm specialises in, such as medical negligence, shipping, property, and corporate (just to name a few!).

The firm fosters an approachable and positive working environment, where I am not afraid to ask questions, and have sat with my supervising partners whenever possible. Other team members are also always happy to take time out from their busy schedules to offer advice and guidance.

During my seats, I have been welcomed by each team and given the chance to assist on complex cases and transactions. I have gained valuable hands-on experience through tasks such as legal research, drafting, and attending court hearings. Team bonding activities and attending CPDs offered by the firm on a wide range of subjects has also expanded my legal knowledge and professional development.

The high level of responsibility and variety of learning experiences afforded to me has widened my exposure, and helped me develop the legal skills and abilities in preparation for the transition from trainee to associate.

Life as a trainee at Howse Williams has been fruitful and rewarding. In my opinion, there is no better firm to train at.

Maythavee is delighted to join HW's Regulatory practice on completion of her training contract in September 2023.

## Life as a Trainee by Sammi Yeung



**Sammi Yeung**  
Trainee Solicitor  
(2021-2023)

***"I have gradually developed not only legal knowledge and business acumen, but also my interpersonal and client management skills."***

I joined Howse Williams as a corporate paralegal and gained valuable experience in primary and secondary listings on the Hong Kong Stock Exchange, mergers and acquisitions and general compliance matters for listed companies.

Starting my traineeship with the Litigation Department, I was actively involved in cases ranging from civil and commercial matters, such as debt recovery, cargo claims and property disputes to criminal matters, such as internet fraud and driving offences. Rotating to my second seat with the Clinical Negligence and Healthcare Department, I worked closely with the handling solicitors on a wide range of medico-legal matters, including the Medical Council and Dental Council disciplinary proceedings, clinical negligence claims and complaints, criminal proceedings and other regulatory and advisory work. As for my current seat with the Property Department, I have been actively involved in land compulsory sale applications and other property matters such as bulk acquisitions for redevelopment purpose, commercial real estate and property-related litigation.

Throughout my traineeship, I have been trained to handle client matters under supervision on a day-to-day basis and my responsibilities have increased over time. My daily tasks include drafting and reviewing documents, conducting legal research and due diligence exercise, liaising with clients, various working parties and regulatory authorities as well as attending and even appearing in court hearings myself. I appreciate our firm in offering a supportive work environment where colleagues are very helpful and welcome questions and suggestions. I am able to receive constructive feedback and learn how to strategise on case development by working directly with partners and associates. I have gradually developed not only legal knowledge and business acumen, but also my interpersonal and client management skills.

Overall, I am grateful to be valued as a team member in making real contribution to the services we offer to our clients from the beginning. The variety of practice areas that I have been exposed to and the responsibilities that I have been taken on have equipped me with the essential skills and knowledge to be a competent and well-rounded associate in future.

Sammi is delighted to join HW's Property practice on completion of her training contract in September 2023.

## ▼ What our interns had to say about us

- ▼ "Compared with other intern programs that only assign repetitive and relatively unimportant work to interns, I was given work which was intellectually demanding and meaningful at Howse Williams."
- ▼ "I enjoyed being treated like a full time employee [and] being able to work on real projects."
- ▼ "The internship offered me the opportunity to improve my technical legal skills and communication skills to work effectively in a team."
- ▼ "My team members were very approachable and they were able to give me clear guidance and constructive feedback."
- ▼ "Analysing the complex case facts has allowed me to understand both the plaintiff's and defendant's side of the story, and I almost felt like I was reading a novel!"
- ▼ "I found my tasks engaging and diverse, crucial for a successful internship"
- ▼ "The hands on approach made all the difference"
- ▼ "I felt at home and an integral part of the team. Everyone is supportive, enthusiastic and encouraging."
- ▼ "I was particularly proud when my research/advice proved to be useful to the team and I was subsequently recognised and praised for my efforts."
- ▼ "It's an educational, rewarding and extremely insightful experience".



- ▼ "I have been able to develop softer skills such as time-management, attention to detail, and clarity of written communication"
- ▼ "I enjoyed talking to the lawyers in the firm as they were very willing to help me out and offer advice"
- ▼ "The friendly environment ensured that I could speak my mind and contribute freely."
- ▼ "I really enjoyed the mentorship from the team, especially from my senior associate ...who was ever so helpful and made an effort to teach me."
- ▼ "I really felt as though my colleagues were happy"
- ▼ "It was fun participating in ongoing projects, being given responsibilities and having to take the initiative"
- ▼ "I enjoyed being part of the family"
- ▼ "All members of the litigation team have been supportive throughout my stay, and I really appreciate that I was given the chance to work hands-on"
- ▼ "[I learned to] be proactive and always prepare a proposed solution before you reach out to your supervising partner about an issue"
- ▼ "All team members are friendly, competent and able to give clear instructions and guidance to interns"
- ▼ " I really liked the HK coffee machine - it was one of the highlights of being able to come into work every day"



## Howse Williams in the Community

We are committed to investing in Hong Kong. We seek out ways to use our legal expertise, energy and team spirit to help the community in which we live and work. Our corporate social responsibility activities include pro bono work; working in partnership with local organisations; charitable work and promoting environmental awareness.

**Pro bono:** The partners take on a number of pro bono projects every year either to assist clients who are not financially able to pay legal fees or where the work is for charitable or quasi charitable organisations.

**Local partnerships:** We are proud to be the long term financial sponsor of local rugby club, the Tsuen Wan Rugby Football Club (TWRFC). Unlike many of the better known rugby clubs with multiple sponsors, the TWRFC had never previously received any sponsorship since their establishment in 2003. The Club encourages 6 to 18 year old local children, primarily from the New Territories, to get involved in rugby. In addition, the firm has established links with local schools, universities and colleges, to give support including seminars, advice, guidance and internships.

**Charitable work:** We get involved in a wide range of charitable events. We host regular fund raising breakfasts in the office to help local charities.

**Environment:** We work hard to raise awareness of environmental issues in Hong Kong. Our staff, clients, friends and families take part in beach clean-ups and other activities to raise awareness in Hong Kong.



## Our Events





## How to Apply

Further information about the firm and our practice areas can be found at [www.howsewilliams.com](http://www.howsewilliams.com).

For further assistance please contact: Helen Rogers  
Email: [helen.rogers@howsewilliams.com](mailto:helen.rogers@howsewilliams.com)  
Tel: 852-2803-3628

