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Belong. Excel.

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Welcome

The Covid-19 coronavirus pandemic has created uncertainty for millions of people around the world. At Allen & Overy we have adapted so that we continue to serve our clients to our usual excellent standards, and support our people and the communities in which we operate. Our immediate focus was on the wellbeing of our people, however we are convinced that it is also critical to focus on the long term recovery of economies and societies. That is why we are taking steps to update our recruiting and engagement programmes, especially those focused on early careers.

Whilst economies are rebuilding after the immediate hit of the pandemic, we are still continuing to build for the future by recruiting and training the next generation of Allen & Overy lawyers. We have adapted to the new ways of working, introducing much more flexibility into where and how we work, both in the office and at home.

Hong Kong lies at a crossroads for international business, and our office here plays a key role in advising on some of the most significant cross-border and local matters. We are proud to service clients in every jurisdiction here in Asia-Pacific and across the globe. We believe that this environment will provide you with an outstanding legal and business grounding within a culture that supports your development, values your individuality and enables you to excel.

We are committed to delivering the very best service to our clients and constantly looking at ways to innovate – both in what we deliver to our clients, and also in the way we train, develop and nurture our people. Our focus remains on discovering the next generation of exceptional lawyers, who are looking to excel in their legal careers and who want to help us continue to serve our clients. I hope this brochure will help you to understand what we do and who we are, and decide whether A&O is the right place for you.

Cindy Lo

Partner, Banking & Graduate Recruitment, Hong Kong

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Belong to the firm at the cutting edge

We are an international firm with a global presence. With a network of thousands of experts across over 40 offices around the world, we work on some of the biggest deals. This international network is just one of our strengths that defines us and sets us apart.

Collaborating across seven global practices means that we have the skills and experience to handle complex, worldwide deals; over half of our transactions involve three or more jurisdictions, and nearly three-quarters of the work we do draws on the resources of two or more of our offices.

Throughout our 91-year history, we have led the market by finding new ways of meeting the challenges that our clients face.

Wherever your ambitions lie, we will provide you with the support, guidance and resources you need to make a difference – within the firm, the legal industry and the world around us.



Global snapshot 2022

Global leader



One of only six firms to act on more than USD1.3 trillion worth of deals globally in 2021*

* Data sources: Refinitiv and Dealogic. Based on data from the live database on 1 February 2022 therefore figures could differ from published press releases.



40+
Over 40 offices around the world

Disciplinary split by total number of lawyers (%)



Interest in legal technology and information remains high



Fuse
by ALLEN & OVERY



Employees



Full service offering

34

years in Hong Kong
(established in 1988)

28

partners in
Hong Kong

60%

of the newly promoted
partners in APAC in
2021 are female

Core practice areas in Hong Kong

Banking

Corporate

Regulatory

Litigation and Dispute Resolution

International Capital Markets

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Chambers
AND PARTNERS

Allen & Overy won **three law-firm level awards** at the Chambers Asia Pacific & Greater China Region Awards 2022, including the coveted **Asia-Pacific Law Firm of the Year** award. These awards are selected based on the Firm's outstanding work carried out across the region in the last 12 months, our impressive strategic growth and excellence in client service.

Allen & Overy won **six awards across multiple categories** at the International Financial Law Review (IFLR) Asia-Pacific Awards 2022, which celebrates legally innovative cross-border transactions closed in the region throughout 2021 and the teams behind them.

Hong Kong managing partner and co-head of our global Banking practice Vicki Liu commented:

“Winning these awards across a range of practices and jurisdictions is indicative of the breadth and depth of our expertise and the extent to which we continue to lead the Asia Pacific market. Having advised on several first-in-market transactions across the region, we are proud to have helped clients on their innovative accomplishments. 2022 continues to be a challenging year for many, and we look forward to a promising year ahead.”



Integrated Greater China team



39

partners in Beijing, Hong Kong and Shanghai



169

fee earners in our Greater China offices



75%

of our work is on cross-border mandates

- A collaborative platform for network clients
- Mobility of resources and expertise



38

times our lawyers were recognised in Chambers & Partners China 2021

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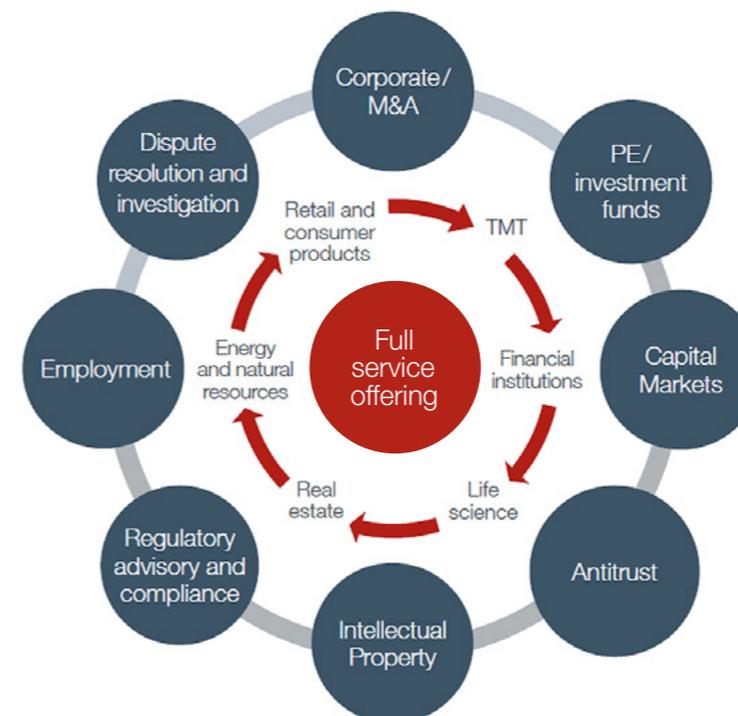
ALLEN & OVERY | 朗悦 LANG YUE | 安理国际律师事务所

Allen & Overy Lang Yue (FTZ) Joint Operation Office (Allen & Overy Lang Yue) is a joint operation in the China (Shanghai) Pilot Free Trade Zone established by Allen & Overy LLP and Shanghai Lang Yue Law Firm following approval by the Shanghai Bureau of Justice.

The joint operation means that Allen & Overy Lang Yue is truly a one-stop shop that can provide world class international and PRC law advice on a more efficient and effective basis than many other international firms which need to work with separate local firms in the PRC. By leveraging legal professionals, IT infrastructure and systems, training and other resources across the Allen & Overy global network, we can provide efficient and comprehensive legal services.

Through Allen & Overy Lang Yue, our clients have access to professional PRC law and international law advice across multiple practice areas and sectors globally.

As a trainee you may have an opportunity to work with our colleagues in Allen & Overy Lang Yue to support Chinese financial institutions and corporates on their global projects.





Our practice areas

Banking

Our Banking practice prides itself in being at the forefront of the industry in devising innovative solutions for clients on a daily basis to respond to developments in the financial market, not only in terms of deal structures but also in partnering with legal and financial technology companies to work in a better, smarter way. With over 1,000 lawyers worldwide, it is one of the largest and most successful in the industry. Few firms can match our top tier position across the full range of finance specialisms. Join us and you will work at the heart of the world's financial markets, advising leading global businesses and institutions on complex transactions and drawing on your experience to deliver commercial advantage for our clients.

The A&O difference

Global reach, local depth

We are **one of the largest law firms** in the world. Every day we combine our collective global resources to help our clients gain competitive advantage in the local markets in which they operate.

Lasting relationships, market leadership

We use leading legal insights with deep business know-how to **build long-term relationships** with our clients. Many of the world's leading businesses rely on us to solve their most complex legal challenges.

High-performance culture

Our clients **expect the highest standards** of service, and we have similarly high expectations of our people. We have created a supportive environment where the brightest and most talented legal minds can flourish.

“The first headline deal that I worked on as a trainee in the Banking department involved a refinancing for a listed company about to become insolvent, and the adrenaline rush and sense of satisfaction I had when the deal closed got me hooked. I was listened to – both my questions and my thoughts on the issues at hand – even as the most junior member on the team. What matters even more is the opportunity to work with and learn from the people, both in Hong Kong and beyond, that make A&O Banking the brand that it is, each unfazed by the time pressure and complexity of the deals and equally keen to discuss market development and the best staycation spots.”

Tiffany Tam
Senior Associate, Hong Kong



International Capital Markets

With over 440 lawyers around the world, our International Capital Markets team is at the heart of the world's banking and financial markets. We enjoy a top-tier position across the full range of capital markets product lines, and we have played a big part in almost every major development in our field. Rapidly changing economic, political and regulatory conditions have made the last few years challenging, and we have helped clients address the fallout from several sovereign debt crises. As our focus shifts towards big-picture, long-term projects, we increasingly work with colleagues from other practice areas to develop innovative solutions that incorporate complex financing techniques.



“The work in ICM is challenging yet satisfying. Trainees experience the “I” element of “ICM” (being “international”) through working hand in hand with the fantastic teams in Asia Pacific and other offices across the globe to resolve dynamic issues faced by our clients and meeting clients’ evolving cross-border needs. As we take part in landmark and first-of-its-kind projects, trainees can derive immense value from training at A&O with partners, trainers and other team members investing time and effort to foster growth in learning and promote the wellbeing of trainees.”

Charles Chiu
Associate, Hong Kong

Corporate

As part of our global Corporate and M&A practice, you will advise some of the world's most successful companies, commercial and investment banks and private equity firms, on all aspects of commercial law and corporate finance. Mergers and acquisitions are the bedrock of our work; you can expect to tackle everything from public takeovers, private M&A, the full range of equity financing structures and international equity offerings. Our work also includes joint ventures, disposals and corporate restructurings as well as day-to-day regulatory matters. Our lawyers combine excellent transactional skills with specialist expertise in areas such as antitrust, commercial, environmental, IP, tax, and employment.



“Here at A&O Corporate, you get to work alongside people of high calibre and competence that you are constantly challenged to better yourself. The corporate legal framework provides the basic code that governs how transactions should take place. However, this basic legal framework often does not anticipate the types of unique transactions and commercial intentions of clients. As a junior lawyer, I find myself constantly learning how my seniors are able to meticulously navigate these issues under the backdrop of such legal framework and ultimately offering a practicable and commercially sensible solution for clients and counterparties. Be prepared to be a sponge! Stay humble and try to become better by exposing yourself on a diverse range of transactions. Your attitude determines your altitude, and the sky's the limit!”

Michelle Tsang
Associate, Hong Kong

Litigation & Dispute Resolution

As one of the world's leading disputes practices, Allen & Overy has vast experience litigating, arbitrating and resolving corporate and commercial disputes across multiple jurisdictions for some of the world's leading companies. Our global practice is recognised for protecting clients' interests across the full range of contentious issues that a multinational business may encounter.

Become part of one of the world's leading litigation practices and you will advise global financial institutions, major corporates, governments, regulators and state bodies, supported by cutting-edge technology and world-class training.



"I was a trainee with the arbitration team from September 2019 to March 2020. It stood out to me that the team love what they do and have created an environment which encourages the exchange of knowledge and ideas. As a trainee, I would conduct research (often on novel legal points) and craft legal arguments, which together with the frequent dialogue within the team is a welcomed intellectual challenge. I was also responsible for case management, developing crucial organisational skills. Cases are often staffed across offices, affording the opportunity to work closely with colleagues across the A&O network. Due to the international nature of the cases, the team often travels and (Covid permitting!) I am looking forward to a hearing due to take place in Hawaii."

Carine Ha
Associate, Hong Kong

Regulatory

Regulatory changes are affecting all participants of the financial services sector, from banks and asset managers to insurers and market infrastructure providers. We help guide our clients through an increasingly complex regulatory landscape under a web of national and international regulations.

Our global cross-disciplinary approach combines the strength of experts in both contentious and non-contentious matters to protect our clients, enable them to navigate through regulatory risks and advise them on how to capitalise on emerging opportunities.



"Our regulatory practice, at its core, is advisory by nature. The practice requires mental agility, legal acumen and commercial awareness – areas which are important to develop for a junior lawyer. Each and every member of the Regulatory team had been a tremendous mentor during my training contract – they entrusted me with substantive responsibilities and invested their time in ensuring my learning and growth. Whilst the work had been undeniably challenging, the opportunity to train in the market's best regulatory team was an invaluable experience in my career."

Hysan Chan
Associate, Hong Kong



**Asia Pacific Law Firm
of the Year** – Chambers Asia
Pacific & Greater China Region
Awards 2022

**Ranked Band 1 in Banking &
Finance, Asia Pacific Region** –
Chambers Asia Pacific 2022

**Ranked Tier 1: Banking
and Finance, Hong Kong** –
The Legal 500 Asia Pacific 2022

**Ranked Tier 1: Structured
Finance and Securitisation,
Hong Kong** – The Legal 500
Asia Pacific 2022

**More Band 1 rankings
for Corporate/M&A and
Corporate & Finance
(International Firms) in ASEAN
than any other law firm** –
Chambers Asia Pacific 2022

**Tier 1 for Dispute
Resolution: Arbitration, China
(foreign firms)** – The Legal 500
Asia Pacific 2022

**Tier 1: Restructuring &
Insolvency, Hong Kong** –
The Legal 500 Asia Pacific 2022

Asia Pacific deals and case highlights 2021/2022



A club of 14 banks in relation to an up to USD3.2 billion sustainability linked fund financing facility for Baring Private Equity Asia.

A consortium of over 50 banks acting in various capacities including as joint global coordinators, joint lead managers and joint bookrunners on Industrial and Commercial Bank of China Limited's multi-branch carbon neutrality-themed green bond issuance.

A hedge fund on an investigation by the SFC into suspected insider dealing, including liaising with, and assisting with the preparation of responses to information requests from, the SFC.

A leading Mainland Chinese state-owned company in the energy, oil and gas sector, in an ICC arbitration with a foreign joint venture partner in relation to the delay or failure of a USD1.2bn project in a Central American country.

Asahi on its acquisition of Carlton & United Breweries, the Australian arm of Anheuser-Busch InBev, the world's largest brewer, for USD11.3bn.

Maersk on the USD3.6bn acquisition of LF Logistics.

Nissan Motor Company in a claim against the Union of India in connection with certain outstanding investment incentive sums owed to Nissan by the State Government of Tamil Nadu.

Successfully defended the **Republic of Korea** as the lead international counsel in an investment treaty dispute involving a Malaysian developer seeking compensation of USD3bn+.

The joint lead managers and joint bookrunners on the issuance of RMB5 billion (USD775 million) offshore multi-tranche RMB bonds by **the People's Government of Shenzhen Municipality of Guangdong Province of the People's Republic of China** (Shenzhen Municipal Government). This marks Shenzhen Municipal Government's first offshore bond offering, as well as the first time a PRC municipal government issues RMB-denominated offshore bonds in Hong Kong.

The joint lead managers and joint bookrunners on the sustainability re-linked bond offering by **Bank of China Limited, London Branch**. This marks the world's first sustainability re-linked bond issuance.

Tokopedia on its USD 18bn merger with Gojek, to create the largest technology group in Indonesia that encompass services from ride-hailing and food delivery to digital payments and e-commerce. At the time, the transaction was the largest merger in Indonesia. Best M&A Deal, The Asset Triple A Country Awards 2021.

United Overseas Bank Limited (UOB) on the acquisition of Citigroup's consumer banking franchise in Indonesia, Malaysia, Thailand and Vietnam for approximately SGD4.915bn.

Tech innovation

Fuse is designed to bring forward-thinking tech companies together with clients and A&O experts to develop practical solutions to legal, regulatory and deal-related issues.

As a leading law firm, we are creating solutions to some of the most intractable challenges faced by companies, financial institutions and law firms today. In the changing world around us, we are proud to have the vision, mind-set and ambition to build solutions for the future, whatever it may hold.

As the demand from clients to receive legal services in new and flexible ways grows, we are seeking to match these changing expectations.

Since opening in 2017, Fuse has engaged with over 10,000 external visitors, and has now launched its sixth cohort virtually. Each new cohort brings a range of companies into Fuse, with the primary aim of creating a multidisciplinary environment in which cohort members, clients and A&O lawyers can test solutions that bring together world-class legal analysis with best-in-class technology.



“Fuse empowers A&O to rethink. Working with LegalTech companies, we rethink how we do our work. The FinTechs nominated by our clients allow us to rethink what expertise we need to gain. With our fifth cohort, I hope to connect our lawyers and clients seamlessly with the best tools on the market - providing opportunities for us to learn, innovate and deepen our relationships across the ecosystem.”

Shruti Ajitsaria
Head of Fuse

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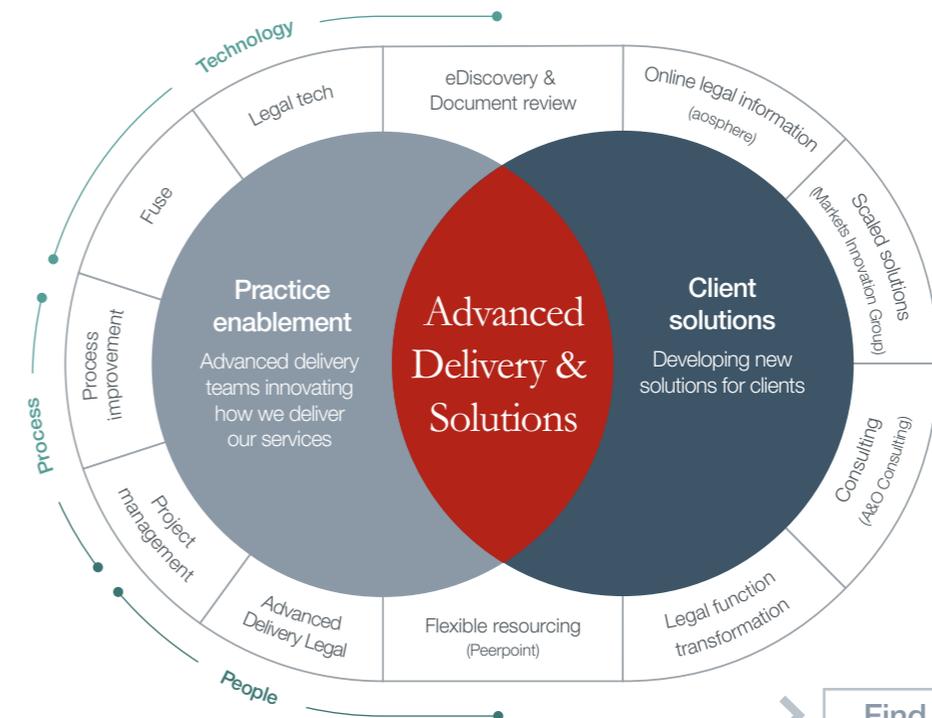
Advanced Delivery & Solutions

Allen & Overy is committed to being the world’s most advanced law firm. Equipping clients to meet the demands of today’s changing and challenging environment has prompted our growth into new complementary services.

Through Advanced Delivery & Solutions (AD&S) we provide technology, resourcing and end-to-end solutions. This includes delivering legal services in new and flexible ways, making the most of what legal tech has to offer, and providing specialist consulting and strategic advisory services to build strength and integrity into organisations.

This helps our clients embrace change and overcome the frustration of outdated and inefficient ways of working, enabling them to better manage risk, reduce cost and become more resilient. Ultimately it helps them reinvent their “business as usual” as well as drive change. We combine the reassurance of a global elite law firm with the innovation clients might expect from an alternative provider.

Whatever the challenges, we can bring together the right combination of skills to tackle them.



[Find out more here](#)

Diversity, Equity & Inclusion

We all thrive when what makes us different is embraced. At A&O, we know we cannot advance as a firm by all being the same, which is why diversity, equity and inclusion is one of our strategic priorities. It is central to the kind of firm we want to be.

Everyday, we are working hard to create an environment where everyone feels that they can bring their authentic selves to work, to thrive and achieve their potential. To feel like they belong. To be All In.

We know that by listening to our people and sharing experiences help to understand barriers that diverse colleagues face and works to create an inclusive environment. Building on this, our commitment extends beyond our walls, utilizing our expertise on a wide range of global issues in collaboration with clients and other organisations.

**ALL
IN**

➤ [Find out more here](#)

Diversity, Equity & Inclusion Committee – aims to raise awareness of the key DE&I areas and make positive changes in our office.

Gender – We are determined to achieve a better gender balance at all levels. We are taking steps from recruiting and retaining talented women, to supporting them through every stage of their careers to realise their ambition.

We are active participants in the Women's Foundation Male Allies and mentoring programme and Women on Boards series.

We have sponsored TEDxTinHauWomen every year since its inception in 2017 to raise awareness, and help address the issues and challenges facing women, as well as broader society.



“At A&O we recognise that people are different, in ways that we can see and ways that we can't. We think that is a good thing. As well as creating a rich working environment that makes our work more enjoyable, the business benefits are clear. In a fast moving and complex world being diverse and ensuring that we are inclusive helps us to attract the best people, innovate and understand and relate to our clients.”

Wim Dejonghe
Senior Partner



A&Out – A&Out is our global network for both staff that identify as LGBTQ+ and allies, who want to support and promote the equality of their LGBTQ+ colleagues. Globally, A&Out has over 100 LGBTQ+ members and over 700 allies. The purpose of A&Out is to raise awareness and to offer support and networking opportunities to A&O staff.

We are proud to have been awarded a gold award in 2021 *Community Business Hong Kong LGBTQ+ Inclusion Index*. This index is the only LGBTQ+ inclusion index in Asia and recognises the work we have done to support LGBTQ+ inclusion Hong Kong and in our workplace.

A&O has been recognised by Stonewall – a leading organisation that campaigns for LGBTQ+ rights – as one of only 17 Top Global Employers creating inclusive workplaces. A&Out was awarded Globally Ally Programme.



AccessAbility – We know that disabilities can be life long, short-term, life changing and can change over time. At A&O we're ensuring that whatever the nature, someone's disability shouldn't ever be a barrier to accelerating and experiencing a fulfilling career.

Social Mobility – Social inequality continues to restrict potential the world over, and we believe we have a key part to play in building a fairer society where opportunity is merit-based and accessible. Our backgrounds should be celebrated and shared, but should not define our experiences or limit our opportunities.



Pro bono and community investment

Pro bono and community investment (PBCI) work continues to be at the heart of our business in the region and globally. Join our Pro Bono committee led by **Catherine Husted**, Head of Pro Bono and Community Investment based in Hong Kong to support causes that matter to you.

People at Allen & Overy come from all kinds of backgrounds and we are determined to maintain an environment where everyone feels supported. We won **Pro Bono Team of the Year** for our unprecedented research, which identified over 100 occurrences across 21 areas of Hong Kong law and government policy of widespread and inconsistently applied instances of differential treatment according to relationship status. The report highlights that couples in same-sex relationships do not enjoy many of the same rights and benefits as people in opposite-sex relationships.

 <p>IFLR AWARDS 2020 ASIA WINNER Allen & Overy PRO BONO TEAM OF THE YEAR</p>	<p>Further reading</p> <p>Allen & Overy: The Recognition and Treatment of Relationships under Hong Kong law</p> <p>South China Morning Post: LGBT couples in Hong Kong are treated differently by the law in nearly 100 ways, report finds</p>
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“The report considers the recognition and treatment of different types of relationships across all areas of Hong Kong law.”

Matt Bower
Partner

[Find out more here](#)

Our Hong Kong office is actively engaged with **The Zubin Foundation (TZF)**, a local NGO involved in improving the lives of Hong Kong’s marginalised ethnic minorities by providing them with opportunities and reducing their suffering. We partnered with TZF to launch The Institute of Racial Equality in Hong Kong, and we hosted a number of webinars to raise awareness of the challenges low-income ethnic minorities face in Hong Kong, and how we and other businesses in Hong Kong can help.

“The Hong Kong Council of Social Service has recognised Allen & Overy as a Caring Company for the 20th year running. The Caring Company Scheme’s mission is to build a cohesive society by promoting strategic partnerships among business and social service partners, and inspiring corporate social responsibility through caring for the community, employees and the environment.



Allen & Overy has been voted **Corporate Citizenship Law Firm of the Year** for five consecutive years by Asian Legal Business (ALB) Hong Kong Law Awards 2017-2021



“This has been a difficult year for many NGOs who are facing increasing challenges to support their beneficiaries. The team at A&O continues to support those in need, working together with other law firms, our clients and our partner NGOs.”

Catherine Husted
Head of Pro Bono & Community Investment for Allen & Overy Hong Kong

Mental health and wellbeing

Minds Matter

Our Minds Matter programme encourages an open culture where we can discuss our mental health, provide support where it is needed and champion working practices which facilitate positive mental health for all. There are extensive resources available to all of our people including trainees.

In Hong Kong, A&O collaborates with ICAS to provide employees with free confidential mental health and wellbeing support through our new Employee Assistance Programme (EAP). All employees

globally have free access to wellbeing apps (Headspace and Unmind). There are more than 40 Mental Health Advocates – partners and senior support professionals - across the business globally. We are signed up to the Mindful Business Charter, provide online mental health awareness training globally and host a programme of wellbeing talks and seminars.

➤ [Find out more here](#)

Life at A&O

There is plenty going on beyond the legal work at A&O and there will be lots of opportunities to get involved in activities that enrich our culture and foster relationships. As a trainee, you are encouraged to participate in certain activities focused around the recruitment of future trainees, such as law fairs, information sessions and networking activities.

In addition to the events organised by our graduate recruitment team, you will be invited to take part in several office-wide social events during your time with us. Our annual office Christmas party, the Spring dinner and celebration on the A&O junk during the dragon boat race are just a few examples. The individual practice groups also arrange team socials and our firm's social committee organise ad hoc events from time to time.

Prior to starting your Training Contract with us, you will be invited to an ice-breaker event where you will have the chance to meet and get to know the rest of your cohort, as well as our current trainees. Future trainees are also invited to the office Christmas party.



➤ [Watch our video on YouTube](#)
Outside of work
<https://youtu.be/1EXKuJiW28I>



Your route to qualification



We recruit from a wide variety of campuses and we are interested in graduates from a broad range of disciplines. This diversity of background and skills is vital for our business, as the role of a lawyer evolves and our clients' needs become ever more sophisticated. The path to qualification looks broadly like this:

Law degree/JD

A&O events – Hong Kong

We usually organise events including recruitment talks, Open Days, and information sessions for junior law students and final year non-law students considering a career in law. These events currently take place in September/October in Hong Kong, November and February in the UK, and March/April in Australia.

Vacation Scheme

A four-week work placement with us in Hong Kong, in either June or July.

Studying for Juris Doctor?

The Vacation Scheme is for you too.

A&O Training Contract application

We primarily select our trainees from the Vacation Scheme and offer them a Training Contract two years in advance. We will, however, consider direct Training Contract applications on a case-by-case basis throughout the year, if vacancies are available.

PCLL

Postgraduate Certificate in Laws (PCLL)

You must complete the PCLL course at one of the university providers in Hong Kong – The Chinese University of Hong Kong, The City University of Hong Kong or The University of Hong Kong. The PCLL is a one-year full-time course which runs from September to June. This must be completed prior to starting your Training Contract.

If your law degree or JD is from an overseas university, you will need to complete PCLL conversion exams prior to starting the PCLL course. More information can be found online at pcea.com.hk

Trainee

Two-year A&O Training Contract

Divided into structured training placements (called 'seats'), usually including a six-month secondment to our London office.

Qualify as a solicitor

Non-law student requirements

Non-law students are required to attain a law degree or law compliance recognition qualification such as the Graduate Diploma in Law (GDL) in the UK, Common Professional Examination in Hong Kong or Juris Doctor in Hong Kong or Australia or a Bachelor of Laws (LLB) in Hong Kong, Australia or the UK (common law/commonwealth jurisdictions).

If you choose to do a GDL in the UK, you are welcome to apply for a Vacation Scheme in the final year of your undergraduate degree.

Opportunities

The start of your adventure

Your career is not a destination – it is a journey. And just like any journey, the first steps can seem daunting. Whether it is attending an event or participating in a vacation scheme, we offer a wide range of opportunities to help you to learn more about the firm, gain valuable experience and start your legal career.



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Starting out – A&O First

It's time to see the bigger picture

If you think a career in commercial law might be for you and are keen to find out more, then A&O First is a great place to start.

A&O First is much more than just work experience. It is a programme with various touch points over the year and gives you access to a global support network designed to give you all the information, contacts and experience you need to decide whether a legal career at A&O is right for you.

The programme is packed full of insights, experiences and exposure to the work we do through work-shadowing and networking. During the scheme, we look to boost the skills we look for in future trainees such as technology and commercial awareness.

As part of the scheme you will have:

- Access to our graduate recruitment team for advice and guidance
- One-day workshops in April and September where we will immerse you in the firm and all of our offerings
- Ongoing support from a trainee buddy
- Peer support – you will get to know students from other universities and degree disciplines also on the scheme

International A&O First

As one of the world's largest international law firms, we have a large global network, so it is important our people foster a global mind-set from day one. That is why we offer students attending A&O First the opportunity to apply for additional work experience in one of our international offices. This global experience will give you an international outlook and the opportunity to see how our teams collaborate across the globe. Please refer to our careers site for further details.

“First-year students are rarely given the chance to do hands-on work in a global law firm, so getting to do so through the A&O First was an extremely insightful experience. Not only was I able to dip my toes into the waters of reviewing legal documents, but I was also able to get a real sense of A&O's inclusive and collaborative culture by being in the office and chatting with people in the firm. The week-long programme was an excellent introduction to the type of work that A&O does and the skills that I picked up during it are sure to be beneficial in future vacation schemes. I would strongly recommend anyone interested in pursuing a career in commercial law to apply as the A&O First is a great opportunity to find out more as a first-year.”

Megan Kwek

A&O First 2022, Hong Kong

“A&O First offers a complete insight ‘package’ into the world of commercial law: spending a week in A&O's Hong Kong office immersed me in the friendly and all-inclusive culture at the firm, helping me discover the type of people I want to work with in the future; the opportunity to meet lawyers from a variety of practice areas helped me form a preliminary view of which area of law I might be interested in; the chance to get hands-on experience with real client work honed my ability to adhere to deadlines and gave me a taste of fulfilling responsibilities as well as a sense of achievement. All in all, A&O First is a must-go for first-year students looking to fast-track their career in commercial law.”

Oliver Lai

A&O First 2022, Hong Kong

Vacation schemes

Everything you are aiming for

It can be difficult trying to differentiate one firm from another. That is why our vacation scheme is a great way to experience our cutting-edge work and collaborative culture.

As part of the scheme, you will gain real and valuable experience from day one, working alongside our lawyers on live deals and cases. There will be a number of events and presentations to attend where you will learn about key elements of our practices while developing the skills you need to be a successful international commercial lawyer.

It is not all work and no play. There is plenty of time to socialise with fee earners as well as the other students on your scheme. These will broaden your knowledge of the firm and build your network.

All those successful at the interview and invited to participate in the vacation scheme will be considered for a training contract regardless of the format of the scheme (virtual, hybrid or in person). We have adapted the vacation scheme to equally benefit those who opt for virtual attendance, ensuring that they are able to fully participate in all aspects of the programme through our online platforms and enhanced technology options.

“The vacation scheme at Allen & Overy is very structured and comprehensive. During my time in Banking and Litigation, I had the opportunity to work on projects involving current clients, get hands-on experience and gain practical legal knowledge. Through the social events and networking activities, I was able to get to know the trainees, associates and partners across the firm. It was a great chance to build up my network, learn about the culture, the different practice areas, and gain insight into why people chose to work in the profession and specifically at Allen & Overy.”

Oriana Yeung

Trainee Solicitor, Hong Kong (2020 intake)

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Cedric's story

Cedric Tang joined as a trainee solicitor in the Hong Kong Office in August 2021. He received his Juris Doctor and PCLL from the University of Hong Kong. Prior to studying law, he obtained a Master of Pharmacy from University College London, and is a UK and Hong Kong qualified pharmacist.

My previous job at Pfizer, a multi-national pharmaceutical company, taught me one important thing – a good reputation speaks for itself. That is why A&O was my top choice when I applied for vacation schemes. Looking back, my positive experience throughout the process has gone above and beyond A&O's reputation and my own expectations.

During my vacation scheme, I was given real responsibilities throughout, such as exciting and interesting research on key legal issues, and the preparation of important transaction documents for active client cases. Complementing this were structured training sessions and seminars to help enhance my knowledge and provide a greater insight into the firm.

The buddy and mentor arrangements reflects A&O's collaborative people culture, ensuring that there was always someone approachable and keen to share their knowledge and experience with me.

I take comfort in knowing that A&O is always there for my professional career growth, and that I am empowered and well-equipped not only for the firm's success, but also my own development. A&O is invested in the holistic development of its junior lawyers, providing a clear framework for the training contract, internal seminars and formal training sessions, and an individual trainer for each seat to ensure a structured pathway to success. Future trainees are enrolled in the A&O LLM Commercial Legal Practice Course developed by the firm and BPP University in London. I was able to do the training modules and access the reference materials even before I started as a trainee. This was extremely helpful as it enhanced my business, finance and commercial knowledge as well as helping me to understand some of the practical know-how used by the firm.

A&O Training Contract

Starting a Training Contract with Allen & Overy is just the beginning of what will be a stimulating and rewarding legal career. Throughout the two years of your Training Contract, we will work closely with you to ensure you have the right support to develop into a successful commercial solicitor.



What will you do?

Your training will be based on four rotations (known as 'seats') in our core practice areas – Banking, Corporate, Dispute Resolution, International Capital Markets, and Regulatory. You will be assigned a trainer and you will be integral to the day-to-day operation of your department, working on transactions and cases, taking real responsibility and gaining plenty of client exposure.

Shortly before you start your A&O Training Contract, we will ask you to identify your two most preferred seats and you are guaranteed to sit in at least one of those during your Training Contract, and most people sit in both. Furthermore, one of your seats will be in the form of a six-month secondment to our London office, Covid-19 travel restrictions permitting. This London seat will help you to develop a broader perspective on the work of a lawyer and prepare you for life as a qualified solicitor, so it is no surprise that 100% of our trainees take advantage of this opportunity. London secondments typically take place in the penultimate or final seat.



Training and support

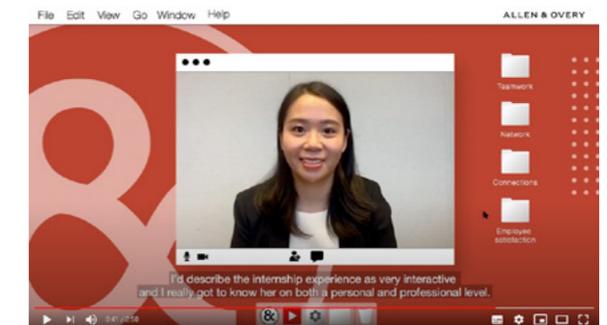
One of the things our trainees value most about being at Allen & Overy is the award-winning training they receive. In each seat, you will sit with a partner or associate who will provide you with support and guidance, and you will take an active and practical role in the department's work, with plenty of individual responsibility along the way.

In addition to learning practical skills such as drafting, transaction management, research and legal and office procedures, the experience you gain as a trainee will develop your professional conduct, particularly with respect to negotiation and communication with clients and colleagues.

You will receive training and support in a variety of ways, including mentoring from your supervisor. You will be given department-specific training at the start of each seat to ensure that you are well-equipped to make the most of your time there. You will also receive 'Know-How' and 'Professional Skills Training' from the Professional Support Lawyer in each department, which aims to build on the foundations you have established during the Postgraduate Certificate in Laws, and develop your ability to contribute to the teams you work with during your Training Contract.

Your professional development is a priority for us and you will have an unrivalled training experience that will set you up for the rest of your career wherever it takes you.

You will take on greater responsibility as you move through your seats and we will support you every step of the way.



▶ [Watch our video on YouTube](https://youtu.be/-nyNb6CDx1E)
A&O Buddy System explained
<https://youtu.be/-nyNb6CDx1E>



Hui Ling's story

Hui Ling recently qualified into the Banking practice in Hong Kong having joined A&O as a trainee solicitor in September 2019. She received her PCLL from the City University of Hong Kong and an LLB from the University of Birmingham in the UK.

I completed the Hong Kong vacation scheme in 2017. The scheme gave me a flavour of the calibre and variety of matters at A&O. Having done schemes with other firms, one thing that stood out was the generosity shown by partners and associates. Every lawyer took an active interest in us and actually took time out to educate interns, whether through casual chats or constructive feedback. It was clear to me then that this was a firm that valued development and growth.

A few years down the line, I can confirm the culture of nurture continues throughout your career with A&O. A&O operates and delivers at the highest standard, and the same is asked of our trainees. Even in the first months of my training contract, I was entrusted with a good amount of responsibility and assigned key work streams for independent handling. Working among some of the brightest in the industry really challenged me to develop my skill sets further and wider. Though I was often encouraged to take ownership of our work, I was never left to sink or swim. Each member of the team, be it a partner or an associate, is approachable and keen to provide the support and confidence we needed to push beyond our comfort zones.

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Departments run training sessions at the beginning of each seat to make sure trainees are well-equipped and comfortable to engage with tasks meaningfully. Each trainee is also assigned a senior lawyer to supervise on both work and personal well-being aspects of the training. In short, the firm is honest about the demands on our people, but in turn, it commits to creating an environment where you are given much room for growth.

As a junior lawyer, I wanted to gain as much exposure as possible in the widest variety of work. A&O is an excellent fit for this. Even in the first months of my training contract, I had already been involved in a variety of market-leading matters. Because of A&O's stellar reputation, trainees (and even interns) will have full access to the breadth of work that our teams are involved in. It has been the highlight of my traineeship to be able to work on matters with colleagues from our London, Bangkok, Sydney and Singapore offices. I have thoroughly enjoyed my experiences across all four seats and appreciate the breadth, depth and reach of the work I got to be a part of.

Contrary to popular myth, we are not always stuck to our desks as lawyers. There are a good variety of activities to get involved. As an intern, I had my first experience in woodwork at a local charity. As a trainee, I got to continue my passion for music as part of the Solicitor's Choral Service. Your legal career is a marathon, not a sprint, at A&O you can balance your work with your passions.



Beyond qualification

Training does not stop on qualification. At key points during your associate career, you will become eligible to attend the different stages of our bespoke global associate development programme, where you will be joined by colleagues from around the world. These sessions are run by internal and external experts, focusing on developing your strategic and commercial awareness and your ability to work effectively and with resilience. As you progress, the focus on managing client relationships and building a practice increases.

More reasons to apply

The best way to learn is from real-world experience. Even in the early stages of your career, you will be given genuine responsibility on client projects. That means that as a trainee, you will be making real contributions to real projects.

You will collaborate with senior lawyers, benefiting from a combination of support and autonomy; support and guidance is always available if you are unsure of something, but you will also be trusted to use your initiative to deliver innovative solutions on client matters.

With Allen & Overy, you will be given the support to help you flourish and the opportunity to make an impact on work that matters.

Law School

We have selected BPP as our law school partner to ensure you arrive here with the best possible grounding in legal knowledge and skills, and are ready to start working with our clients.

All trainees in Hong Kong are introduced to the selected modules of the A&O LLM Commercial Legal Practice Course offered by BPP University in London. These modules have been developed by A&O and BPP to ensure you are best equipped for what will be expected of you as a trainee. All of the modules are available online, where you can easily manage your pace of study alongside your work. The course is intended to bridge any gaps in knowledge between the PCLL and practice, and will be of great benefit to your day-to-day work.



The application process

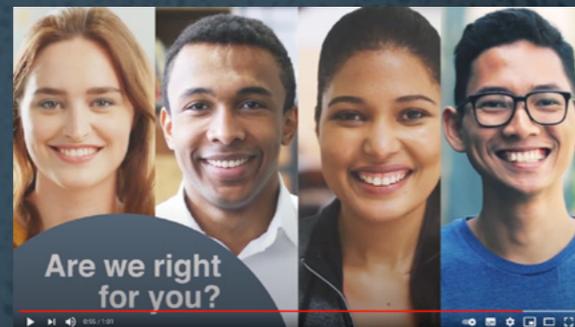


What we look for

We look for individuals with potential – people with open-mindedness, innovation and collaboration skills, critical thinking, resilience and technological awareness. These are the skills that will set your application apart and set you up for success. There is not one ‘type’ of person we are looking for: we welcome applications from all graduates who are passionate about commercial law and innovation, regardless of the university they attended.

Our clients rely on us for more than just outstanding legal advice – they trust us to guide them through uncertain times, deliver business growth and advise them on the future. If you have the ability, ambition and the determination to make that happen, then you will be a strong candidate for a Training Contract offer.

We are also looking for individuals who can demonstrate consistently strong academic performance, so we expect you to be heading for at least 2:1 or equivalent for your law degree or JD. To work in Hong Kong, you will also ideally possess Chinese (written and spoken) language skills.



▶ Watch our video on YouTube
“Are we right for you?”
<https://youtu.be/hfm1pP2tNPg>

Online Application Form – captures eligibility data, candidate profile and answers to some key student job response questions



Situational Judgement Test – Candidates undertake 12 job-related scenarios in an immersive video based assessment. These scenarios are designed to assess how a candidate responds to typical scenarios they may experience at A&O



Screening of candidate application based on online application form, answers to job response questions, CV, experience and academics



Offer decision is based on scores and feedback across all exercises



Individual candidate business case study. Candidates are tested on their commercial awareness, the ability to digest and present information and critical thinking skills



Structured competency and strengths based interview assessing candidates on key Lawyer of the Future attributes

Online application

The first stage is an online application form, which includes a cover letter and a CV. Once you have submitted your online application, you will be invited to complete an immersive video-based Situational Judgement Test (SJT); this takes around 20 minutes. The SJT takes the form of a series of filmed scenarios based on day-to-day tasks and challenges faced by trainees at A&O. After each one, you will be invited to select your answer as to what you would do in that situation if you were the trainee.



▶ [Watch our video on YouTube](https://youtu.be/1EXKuJiW28I)
A&O sample scenario
<https://youtu.be/1EXKuJiW28I>

HR scenario based interview

If your application is successful, the second stage will be an interview with the graduate recruitment team, which will assess your skills, knowledge, and motivation for a legal career at Allen & Overy. In addition, you will be asked a series of questions based on scenarios, which you may encounter as a trainee.

Business case study interview

Shortlisted candidates from the first two stages will be invited to the third stage of the process, which is a business case study with a lawyer at A&O. You will have a short time to work through the case study materials and prepare a brief presentation, which will be followed by a discussion with your interviewer. This exercise is aimed at assessing your interest in business, your commercial awareness, and ability to digest information and present your findings.

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Top tips for...

your application

- Understand our requirements – prepare some examples to show that you have the skills we are looking for.
- Make the most of your experiences – highlight what you have gained from your experiences, try to show your appetite for responsibility and capacity to influence events and outcomes.
- Be commercial – show an interest in the legal industry and what is going on in the world and how it might affect us and our clients.
- Focus on this firm – of course we expect you to apply to other firms, but make sure you tailor your answers to demonstrate why A&O is right for you.
- Be accurate – attention to detail is a fundamental skill of a lawyer



▶ [Watch our video on YouTube](https://youtu.be/4k_AIKF3GAQ)
A&O top tips
https://youtu.be/4k_AIKF3GAQ

your case study interview

- Read through the instructions carefully and really think about what is being asked
- Set time to work through the business case documents and write down key bullet points
- Use the questions being asked in the instructions to frame your presentation
- Be prepared for questions on what you have presented

Application timeline for 2023 summer vacation scheme

September

October

November

December

January

We welcome applications from 1 September to 2 December 2022

Scenario based and Partner case study interviews conducted on a rolling basis

What we offer

Our package of rewards and benefits will provide you with a range of financial benefits, facilities and services to help you develop a truly satisfying career, maximise your ability to support your clients, and enjoy a lifestyle that is as balanced as possible.



Salaries

- We review our starting salaries on an annual basis. Your salary will be confirmed before you join us. Your salary will also be reviewed at the end of the first year of your Training Contract and an increase may be awarded at this point



Health & wellbeing

- Mandatory Provident Fund Scheme – a pension scheme
- Group medical insurance
- Group life insurance
- Permanent health insurance
- Personal accident insurance
- Dental insurance
- Business travel insurance for trainees on secondment to London
- Wellbeing allowance of \$6000 per financial year for gym membership or other wellbeing activities



Time out

- 22 days leave for each year of your Training Contract
- Birthday leave
- Six weeks of unpaid qualification leave



Financial security

- PCLL course fees reimbursed in full. We require all of our future trainees to apply for the UGC funded (Government funded) PCLL space. If you receive a partial grant from the government, we will cover the balance. If your application for a government grant is rejected, we will cover the fees in full
- A maintenance grant of HKD70,000 towards your living costs during the PCLL year



Taxation

- Enrolment in our rental reimbursement scheme

Get in touch



Email hk.graduate.recruitment@allenoverly.com
or visit allenoverly.com/careers
(select 'Students and graduates in Hong Kong SAR')

For more information contact:

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Tel: +852 2974 7000



Global presence

Allen & Overy is an international legal practice with approximately 5,600 people, including some 580 partners, working in more than 40 offices worldwide. A current list of Allen & Overy offices is available at www.allenoverly.com/global_coverage.

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