



RESET CHAPTER 16 - FREEDOM TO MOVE ON

Embrace a forward-looking mentality rather than being stuck in the past

> SECTION 1



CAREER TRACKER

Keep up with latest corporate appointments

> SECTION 1





香港個人資料私隱專員公署
Office of the Privacy Commissioner
for Personal Data, Hong Kong



Join Us to Protect Personal Data Privacy

The Office of the Privacy Commissioner for Personal Data, Hong Kong (PCPD), an independent regulatory body established to monitor, supervise, enforce and promote compliance with the Personal Data (Privacy) Ordinance (PD(P)O), invites high calibre candidates who have a passion to serve Hong Kong to join the PCPD in its work.

Senior Legal Counsel (Prosecutions)

Requirements

- a) A good Bachelor's Degree in Law from a recognised university in Hong Kong or a university in a common law jurisdiction;
- b) A Level 2 result in the Use of English paper and a Level 2 result in the Use of Chinese paper in the Common Recruitment Examination, or preferably Grade "B" or above in Use of English in the Hong Kong Advanced Level Examination (HKALE), or equivalent, or a minimum overall band score of 7.5 in the International English Language Testing System (IELTS) with the Writing Sub-test score not lower than 7; good command of written and spoken Chinese, preferably Grade "B" or above in Chinese Language in the Hong Kong Certificate of Education Examination (HKCEE), or equivalent;
- c) Solicitor or barrister admitted to practice in Hong Kong; and
- d) A minimum of 7 years of post-qualification experience of which at least 5 years are in criminal practice.

Expectations

- a) A broadly based practising and advocacy experience, including that of prosecution, advising on the implementation of statutory functions and exercise of statutory powers by a law enforcement agency or regulatory authority;
- b) Proven capability in advocacy in court and providing legal advice in respect of legislative and regulatory review / reform and legislative amendments;
- c) A strong analytical ability to make independent judgement with a high level of acumen in social and political issues;
- d) Positive, diligent and self-motivated with good inter-personal skills; and
- e) Excellent presentational skills in both written and oral English and Chinese.

Major Duties

- a) To handle criminal proceedings and prosecute offences in respect of contraventions of the PD(P)O in Magistrates' Court;
- b) To provide advisory support on investigation and enforcement matters;
- c) To prepare, formulate and revise internal guidelines or procedures in relation to investigations and prosecutions; and
- d) To liaise and work with external parties to assist with the conduct of criminal investigations and prosecutions;
- e) To provide legal advice on proposed legislative amendments of the PD(P)O, the implementation and enforcement of the provisions of the PD(P)O; and
- f) To vet and provide legal advice on responses to media enquiries, public enquiries and the handling of complaints and data breach incidents.

Remuneration Package

The successful candidate will be rewarded with commensurate remuneration package with monthly salary ranging from \$117,580 to \$135,470. He or she will be appointed on 2 years' contract terms. In addition to a 5-day week, we provide annual leave, medical and dental insurance benefits, cash allowance and a gratuity on satisfactory completion of the contract which, when added to the employer's contribution to a Mandatory Provident Fund scheme, is up to 15 % of the total basic salary for the contract period.

Points to Note

Close of Applications:
14 July 2021 (Wednesday) at 11:59pm

Application Procedures:
Interested candidates may apply in confidence by 1) providing a detailed resume, 2) completing the job application form available on the PCPD's website (https://www.pcpd.org.hk/english/about_pcpd/career/career.html), and 3) providing a cover letter in English or Chinese, stating the candidate's suitability for the job, all of which should be sent to the Human Resources Section of the PCPD by email (email address: hr@pcpd.org.hk).

Applications without all prescribed documents will not be considered.

Applicants who do not hear from us within six weeks from the date of the close of applications should consider their applications unsuccessful. All applications will be treated in strict confidence. Personal data provided will be used for recruitment purpose only and in accordance with the Code of Practice on Human Resource Management issued by the PCPD, which can be downloaded from the PCPD's website. In accordance with our data retention policy, the personal data of unsuccessful candidates collected for this recruitment exercise will be kept for 12 months from its completion and thereafter the data will be destroyed.

For enquiries, please call Ms Wan at 3423 6657.

The PCPD is an Equal Opportunity Employer.

www.pcpd.org.hk





HONG KONG MONETARY AUTHORITY

The Hong Kong Monetary Authority (HKMA) is charged with the responsibility for maintaining the stability and integrity of the monetary and financial systems of Hong Kong.

The HKMA currently embarks on a multi-year Digitalisation Programme that cuts across multiple functions, including banking and anti-money laundering supervision, financial stability surveillance, research and investment, with the aim of using technologies and data science to help us identify emerging risks and trends in a more forward-looking manner.

There is now an excellent opportunity for eligible candidates to apply for the following position to work under the Digitalisation Programme:

Manager (Research) – Digitalisation Programme

Key Responsibilities

- Develop and implement big-data analytical tools for the Research Department
- Perform data-update process, database management and visualisation into automated procedures
- Build dissemination tools to effectively distribute the products within and outside of the HKMA
- Assist in developing overall strategy and roadmap for data science lab and web portal
- Coordinate with multiple parties to implement the strategy and monitor outcomes

Requirements

- University degree in data science, computational economics/finance, computer science, information systems or related fields
- At least 3 years of solid work experience in big-data analytics, report automation and data management
- Good experience in data visualisation tools (e.g. Tableau), and data and statistical software (e.g. R, Python, SAS, etc.)
- Good knowledge of economics and finance
- Good knowledge of Agile project development methodology an advantage
- Highly motivated with good communication skills
- Good command of English

(Candidates with less experience may be considered for an offer of appointment at Assistant Manager level.)

Closing Date for Application: **17 July 2021.**

Please visit our website at www.hkma.gov.hk for more information about the position.

The West Kowloon Cultural District, located on a dramatic harbour-front site in the heart of Hong Kong, is one of the largest cultural projects in the world, blending art, education and open space.

We are currently recruiting the following position to join the Authority.

General Manager, Marketing and Customer Experience (Ref: R2624)

Reporting to the Chief Business Development Officer of WKCD, the incumbent will:

- lead and oversee the development of the overall Marketing and Customer Experience strategy for the Authority through establishing a strong marketing infrastructure, developing the brands of West Kowloon Cultural District (WKCD) and its artistic venues, defining the on-site brand experience, defining digital strategy across the organisation and leveraging web and digital platforms to create digital content, social media presence of WKCD;
- develop on-going, overarching marketing strategy to deliver a well-orchestrated and consistent brand experience for the overall district, artistic venues (i.e. M+ Museum, Hong Kong Palace Museum, relevant art forms (i.e. Performing Arts) and commercial components, including audience/customer development, event marketing, branding development, campaign management and content development and editorial;
- formulate a district-wide ticketing strategy and system to facilitate effective data management focusing on customer relationship management, district-wide revenue generating and sales options;
- lead overall visitor and customer relationship strategy to improve engagement, retention and experience across the customer and visitor journey and develop a strong customers/visitors database that can define customer segmentations, service profiles and development needs;
- develop digital marketing strategy for WKCD and drive the continued growth of the digital portfolio for maximising marketing impact across all digital platforms and lead digital transformation to improve marketing effectiveness and enhance customer experience; and
- develop membership programme, member acquisition strategy and membership engagement plan for membership growth, retention and relationship management.

The ideal candidate should have:

- 1) University degree or equivalent with professional qualifications in Marketing or related fields;
- 2) At least 15 years relevant experience in marketing from strategy setting to implementation, of which 10 years at senior management level;
- 3) Solid experience in marketing and sales with large scale organisations, preferable in arts and cultural sector;
- 4) Experience in digital marketing, Customer Relationship Management, visitor experience, ticketing, membership programmes and dealing with a broad range of stakeholder relations in both public and private sectors;
- 5) Excellent communication and presentation skills in both written and spoken English and Chinese (Cantonese and Putonghua);
- 6) Strong brand building capability with good commercial sense and creativity, capable of utilizing data-driven approach for decision making and problem solving;
- 7) Strategic and yet hands-on aptitude, with proven experience in digital and e-commerce platforms and data analytics; and
- 8) A team-oriented approach with solid managerial, interpersonal, stakeholder management and people engagement skills.

For interested parties, please submit your application letter on or before 10 July 2021 along with your CV outlining your suitability for the role, expected salary and earliest availability. Applicants are encouraged to submit their applications as soon as possible via WKCD.GMMCE@kornferry.com. Applications will be considered until the post is filled.

For more information, please visit <https://www.westkowloon.hk/en> or contact Jenny Chung of Korn Ferry at +(852) 2971 2700

Data collected will only be used for job application processing. Your data may be accessed by our appointed recruitment consultants who have agreed to keep confidence of all personal data in not less than the standards applicable to us. Applicants not being invited for interview within 4 weeks from the submission date may assume their applications unsuccessful.

All related information will be kept up to 24 months and all personal data will be destroyed afterwards.



The West Kowloon Cultural District, located on a dramatic harbour-front site in the heart of Hong Kong, is one of the largest cultural projects in the world, blending art, education and open space.

We are currently recruiting the following position to join the Authority.

Chief Business Development Officer (Ref: R2275)

Reporting to the Deputy Chief Executive Officer (District Development) of WKCD, the incumbent will:

- develop the overall strategy for the property development of WKCD covering Hotel, Office and Residential and Retail, Dining and Entertainment (RDE) as well as the revenue streams of business development of WKCD, including those outside Hong Kong;
- establish a KPI framework to manage the performance of the revenue generation programmes;
- oversee the leasing strategy for RDE to maximise rental income and prioritise pipeline of business development for WKCD, including but not limited to commercial venue hiring, e-commerce, loyalty programme, food and beverage business opportunities, and property use;
- establish strategic partnerships with leasing agencies and formulate strategy and policy for property leasing to maximise occupancy and financial performance of the leasing activities;
- formulate marketing and customer experience strategy to direct marketing and public relations campaigns and build the brand across multiple channels, with the purpose of boosting foot traffic of the District and maximising business opportunities;
- develop and maintain external relationship with prospective customers, regulators, and key trade associations in order to secure value for the business;
- manage district operations and preparing business/corporate plans to maximise commercial opportunities through enhancing the quality of WKCD facilities and ensuring long-term financial sustainability; and
- handle any critical issues impacting the handover of the physical sites and establishing WKCD as a destination of choice for Hong Kong citizens and international visitors.

The ideal candidate should have:

- 1) A University degree with minimum 20 years of post-qualification experience, of which at least 10 years at a senior executive level in a multi-faceted environment covering strategic development, revenue generation, marketing and operations;
- 2) Proven track record in commercial operations management of large-scale premium venues/property assets that deliver superior customer experience; experience in start-up/development projects will be highly preferred;
- 3) Solid capability in developing strategies and achieving commercial success in relation to property development, leasing, business development, marketing and brand building and customer experience; demonstrable expertise in leading operations and facility services as well as effective management of strategic business partners and service providers;
- 4) High level of creativity, entrepreneurship and resourcefulness, and proven success in originating and commercializing new ideas; savviness in the application of technology to generate business;
- 5) Strong business and financial management experience, and a track record of commercial success particularly through sustainable revenue generation and quality execution;
- 6) Excellent stakeholder management experience and maturity to effectively deal with a broad range of stakeholders and business partners;
- 7) A good balance of strategic and implementation capabilities, with a strong focus on results and quality; and
- 8) Excellent leadership, interpersonal, communication and negotiation skills.

For interested parties, please submit your application letter on or before 10 July 2021 along with your CV outlining your suitability for the role, expected salary and earliest availability. Applicants are encouraged to submit their applications as soon as possible via WKCD.CBDO@kornferry.com. Applications will be considered until the post is filled.

For more information, please visit <https://www.westkowloon.hk/en> or contact Jenny Chung of Korn Ferry at +(852) 2971 2700

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POWER PROFILE



RESET Chapter 16 - Freedom to move on

CAREER DOCTOR

The two women sat across from each other in the cat cafe, mother and daughter both mindful of the disaster of their last encounter. Olivia had chosen a cute cat cafe in Kowloon for them to meet as they both loved cats, and she hoped the calming distraction of the cat cafe's many resident cats and kittens would help mellow their energies. She regretted the harsh note they had both left their last meeting with, and was quietly hopeful today wouldn't end the same way.

Fanny broke the silence first, choosing her words carefully as she slowly petted a Persian that had plumped itself down on her lap. "I'm sorry if I haven't been the best mother, and if we didn't give you the most normal childhood. I was always so committed to my career, and the kids and families I worked with, that I didn't truly stop to think about whether I was paying the best attention to my own daughter."

Olivia didn't disagree with her mother's admission, but she gently conceded "it can't have been easy for you though with all those assignments, and the emergency

fosters the department sent your way."

"Yes, but those children weren't just being sent my way. They were coming into our home, and I should have been more mindful of the effect this would have had on you. You were always just a quiet child, and you'd always retreat into yourself. So I never really paid any attention to your development."

Olivia chuckled. "Well then can you really blame me for being so invested in charity work, and leaving Canada to come back to Asia? I think I'm actually much more like you than either of us ever realised. I want to help people."

Fanny shook her head. "It was stupid of me to want to stop you. It's just...I just wanted you to have a comfortable life so you'd never get into the kind of situations I saw on a daily basis on the job. And with all the difficulties for us to emigrate to Canada, it really pained me that you'd leave so soon before your status in Canada was approved."

Olivia sighed in regret. "That I have to

own up to. I know how important it was for you and dad to leave Hong Kong so you could help him look after his parents in Canada, and I know you only ever meant the best for me. But the opportunity at the NGO came up and I felt that my calling was back here. Hong Kong is Asia's hub, and to be honest I think there are people on this continent that need my help much more than Canadians do."

Fanny nodded in agreement, pride swelling at just how similar the two truly were. At the very least, Olivia had learned from her example of wanting to serve society. Fanny only hoped she hadn't bequeathed her drama too. "I was orphaned quite young, and I worked with broken families. So I didn't really have any model of being a great parent. But I want us to be able to move on, and put the past behind us. I'm not trying to make excuses for my own failures, but we can't change the past. I can only apologise for my part in it, and hope we can have a healthier future."

Olivia couldn't help but smile as a couple of kittens by their low table tumbled playfully. She'd always wanted to be able

to reset her relationship with her mother.

"I'd like that."

The two women felt at peace.

Food for thought: Why is it important to be able to move on, and to embrace a forward-looking mentality rather than being stuck in the past?



Avary Chong as founder of code-R, a NGO promoting Purposeful Living

CAREER TRACKER



Ying Teoh
HSBC Life

HSBC Life, HSBC Group's insurance business, has appointed Ying Teoh as Global Head of Customer Proposition, HSBC Life and Insurance Partnerships, based in Hong Kong.

With over 25 years of experience in the insurance industry, Ying has worked in several markets across Asia, Australia and New Zealand and in various senior management roles. In her new role, Ying will lead HSBC Life's Product Strategy, Proposition and Governance teams, reinsurance capabilities, and Bermuda captive business. She will lead the rapid evolution of HSBC Life's nascent Health and Employee Benefits platforms, shape the business' sustainability agenda, and Embed a systematic customer-centric design culture in both our products and platforms.



Michael Yue
Google Hong Kong

Google announced Michael Yue was named as the General Manager, Sales & Operations at Google Hong Kong. In this role, he will be responsible for overseeing Google's sales and operations in Hong Kong. Michael joined Google in 2011 and has held sales leadership and strategic partnership positions. With a strong business acumen and entrepreneurial mindset, he has been partnering with businesses across retail, ecommerce, media and entertainment, and financial services sectors on digital strategy in APAC. Most recently, Michael was the global head of sales strategy and enablement responsible for the development and growth of Google's advertising sales force.



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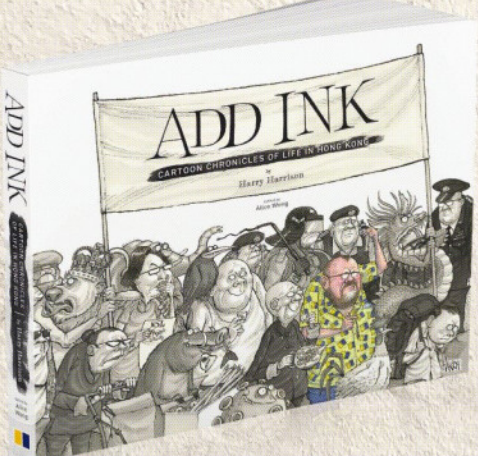
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Harry Harrison personifies editorial cartooning at its best: graphic mastery, pointed humour, and a political sense that hits right on target. His cartoon collection is a delight

Patrick Chappatte
Editorial cartoonist, formerly with The New York Times



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by Harry Harrison

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Published by:  South China Morning Post



 South China Morning Post

EDUCATION



YMCA of Hong Kong Christian College
港青基信書院

The YHKCC is a Direct Subsidy Scheme Secondary School for students aged 11–18 years old. The College provides an international style education and offers both the Hong Kong and IGCSE/GCE A-level curricula. Students are educated in a multi-cultural environment based on strong Christian values. Approximately 70% of students and 50% of teachers are from international backgrounds.

Applications are invited from caring, qualified and experienced teachers who are supportive of our vision, mission and Christian ethos. The school is looking for good team players with a proven track record and willingness to contribute to the development of the subject/department and promote Christian values in the school. We are now inviting applications for the following positions:

TEACHING POSITION

TEACHING ASSISTANTS – CHINESE HISTORY / SCIENCE

- Bachelor's degree in a relevant discipline
- PGDE or equivalent qualification an advantage
- Experience of classroom teaching and/or supervision a definite asset

NON-TEACHING POSITIONS:

LABORATORY TECHNICIAN / ASSISTANT

- Experience of Physics and Chemistry laboratory management preferred
- Experience of both the HKDSE and GCE curricula preferred
- Laboratory and First Aid certificates required
- Diligent and with pleasant personality
- Able to work independently and as part of a team
- Experience of working in a school environment a definite asset

EXECUTIVE OFFICER

- Bachelor's degree preferred
- Good in both spoken & written English and Chinese
- Proficient in MS Office
- Able to work independently and as part of a team
- Experience of working in a school environment a definite asset

RECEPTIONIST

- Good in both spoken & written English and Chinese
- Proficient in MS Office
- Diligent and with pleasant personality
- Able to work independently and as part of a team
- Good manners and communication skills
- Experience of working in a school environment a definite asset

Please send a CV and covering letter with email addresses and phone numbers of two referees, one of whom should be your current employer, to: recruitment@yhkcc.edu.hk or post to 2 Chung Yat Street, Tung Chung by 14th July, 2021. Please state the position applied for on the envelope.

Diocesan Boys' School

Applications are invited for the following full-time position:

Financial Controller

Job Duties:

i) Report to the School Committee; ii) Oversee the full range of financial, payroll and related functions of the School (including Secondary, Primary Divisions, the boarding school, catering operation) and DBS Foundation Limited; iii) Manage and report on the finances of the School and Foundation Limited, including preparation of relevant financial statements and required returns; iv) Develop & recommend operational budgets and capital expenditure proposals to meet the operating objectives and plans of the School; v) Manage the School's cash & funding position as well as handling treasury functions; vi) Oversee the School's system of internal controls, and ensure effectiveness & compliance; ensure the integrity of the accounting system (policies & procedures, systems and records); vii) Act as Company Secretary of the Foundation Limited.

Requirements:

i) A degree in Finance & Accounting discipline with a recognized professional accounting qualification (HKICPA, ACCA); ii) A minimum of 10 years experience in managing the finance function of an organization of comparable size to the School; iii) With previous experience in an educational institution and/or a non-profit making organization preferred; iv) Solid experience in business planning & analysis, and financial evaluation of capital expenditure proposals; v) Impeccable integrity, and strong leadership, interpersonal, presentation and analytical skills; vi) Good PC working knowledge, and familiarity with financial application; vii) Strong written & verbal communication skills, and fluency in English & Cantonese are required.

Applicants should send their CVs and cover letters with expected salary to **The Headmaster, Diocesan Boys' School (Secondary Division), 131 Argyle Street, Kowloon, Hong Kong** on or before **30 July 2021**. Please state the position applied for on the envelope.

All personal data collected will be used only for the purposes of recruitment at Diocesan Boys' School.



香港中文大學
The Chinese University of Hong Kong

CUHK
VICE-CHANCELLOR
EARLY CAREER
PROFESSORSHIPS



A Civic University
of Global Reach

The Chinese University of Hong Kong (CUHK) is a forward-looking comprehensive research university ranked among the best and the most international in the world.

We invite outstanding young talents from around the world to join us as Assistant Professor or Associate Professor under the University's new flagship Vice-Chancellor Early Career Professorship Scheme. Candidates interested in the following four interdisciplinary research areas are especially encouraged to apply, although applications in other research fields are also welcome.

- China: Tradition and Modernity
- Innovative Biomedicine
- Information and Automation Technology
- Environment and Sustainability

The new CUHK Strategic Plan 2021-2025, "CUHK 2025: Excellence with Purpose and Responsibility", may now be viewed at <https://www.cuhk.edu.hk>.

Successful candidates will be offered:



Named tenure-track appointment as "Vice-Chancellor Assistant Professor" or "Vice-Chancellor Associate Professor"



Basic salary of not less than HK\$1 million per annum plus one-off start-up fund of up to HK\$2 million



Benefits such as relocation support, housing allowance, leave, medical benefits and retirement benefits



Teaching load reduction for the first two years and abundant opportunities for interdisciplinary or cross-Faculty collaboration

Come & Join Us!

Applications

Interested parties are welcome to visit our website at <https://www.hrc.cuhk.edu.hk/en-gb/career/vc-early-career-professorships> for details. Applicants should submit the application materials via the online application system including a curriculum vitae, a research plan, a teaching statement, and contact information of three referees.



GENERAL



Environmental Protection Department

Senior Executive Manager
(Non-civil Service Vacancy)

Salary: HK\$93,710 per month

Closing Date for Application: 5 July 2021

Enquiry Tel.: 2835 1034

Please visit GovHK at <http://www.gov.hk> or download "Government Vacancies" Mobile Application at Google Play/Apple App Store for information about the vacancy.

HOUSING DEPARTMENT

Assistant Clerk of Works
(Civil Service Vacancy)

Salary : Master Pay Scale Point 13 (HK\$28,780 per month) to Master Pay Scale Point 23 (HK\$46,655 per month)

Closing Date for Application : 16 July 2021 (Applicants must submit the required supporting documents)

Tel. Enquiry : 2761 6660

Please visit GovHK at <http://www.gov.hk> or download "Government Vacancies" Mobile Application at Google Play/Apple App Store for information about the post.



FIRE SERVICES DEPARTMENT
(Non-Civil Service Vacancy)

Part-time Contract Official Languages Officer I
(Salary: HK\$308 to HK\$352 per hour, depending on length of relevant experience)

Closing Date for Application: 15 July 2021

Tel. Enquiry: 2733 5850

Please visit GovHK at <http://www.gov.hk> or download "Government Vacancies" Mobile Application from Google Play/Apple App Store for information about the posts.



Architectural Services Department

Project Administrative Assistant
(Non-Civil Service Vacancy)

Salary : HK\$34,835 per month

Closing Date for Application: 9 July 2021

Tel. Enquiry: 2867 5320

Please visit GovHK at <http://www.gov.hk> or download "Government Vacancies" Mobile Application at Google Play/Apple App Store for information about the posts.



AGRICULTURE, FISHERIES AND CONSERVATION DEPARTMENT

Contract Field Officer
(Non-Civil Service Vacancy)

Salary: \$18,145/month

Closing Date for Application: 16 July 2021

Tel. Enquiry: 2150 6685

Please visit GovHK at <http://www.gov.hk> or download "Government Vacancies" Mobile Application at Google Play/Apple App Store for information about the post.



INTELLECTUAL PROPERTY DEPARTMENT

Post (1) Chief Patent Examiner
(Non-Civil Service Vacancy)
Salary: \$117,580 per month

Post (2) Senior Patent Examiner
(Non-Civil Service Vacancy)
Salary: \$80,905 per month

Closing Date for Application: 29 July 2021 (HK Time 6:00 pm)

Tel. Enquiry: 2961 6887 / 2961 6814

Please visit Civil Service Bureau's website at <http://www.csb.gov.hk> or download "Government Vacancies" Mobile Application at Google Play/Apple App Store or Intellectual Property Department's website at <http://www.ipd.gov.hk> for information about the post.

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South China Morning Post



Join us and help lead the global conversation about China

Who are we?

The South China Morning Post is a leading news media company that has reported on China and Asia for more than a century with global impact. Founded in 1903, SCMP is headquartered in Hong Kong, where it is the city's newspaper of record, with a growing correspondent staff across Asia and the United States. Our vision is to "Elevate Thought", and our mission is to "Lead the global conversation about China". In 2020, SCMP became the first news organisation in Asia to join the Trust Project, a consortium of top news companies developing global transparency standards for credible journalism.

What do we do?

The South China Morning Post is a global digital news leader with a unique role in championing the plurality of voices in Asia through its breadth and depth of news coverage. SCMP is committed to informing and inspiring through journalism of the highest standards. Apart from its flagship newspaper, SCMP also publishes news 24/7 on SCMP.com. Additionally, SCMP publishes a portfolio of premium lifestyle and fashion titles in Hong Kong including Cosmopolitan, ELLE, Esquire and, Harper's BAZAAR. SCMP is also home to Abacus, a digital news brand focused on China's tech industry; Inkstone, a daily news brief for those curious about China's growing impact around the world; and Goldthread, a content platform with a focus on food, travel and culture in China.

Who should join us?

You should join us because you're looking for more than just a job. Because making a positive impact and contributing to something bigger than yourself keeps you engaged, focused, and most importantly, helps you realise your full potential.

You're passionate about work, and also curious about experimenting and breaking the mould. You believe that sharing knowledge is more conducive than withholding it. You can operate independently with speed and productivity, but you never forget that collective success is most important.

What appeals to you most is a workplace culture, like ours, that encourages learning and ingenuity, and values both ownership and teamwork. At SCMP, you will find career growth that is supported by the encouragement of company leaders, established development programmes, an exciting environment, attractive remuneration and benefits, as well as a dynamic organisational structure.

What are our company values?

SCMP cares deeply about the interactions we have with our readers, partners, and employees. These six company value statements define what we stand for:

- Passionate
- Focused on Those We Serve
- Curious & Courageous
- Agile & Dynamic
- Together, Transparent, & Trustworthy
- Diverse, Vibrant, & Joyful

As SCMP grows, we are looking for talented people to come build with us. Are you ready for the challenge?

Audience Growth

1. Digital Marketing Executive, Content Growth (Ref: AG-9)

Purpose of the Position:
To support SCMP's sustainable new readership growth via organic platforms including search, Google Discover and social platforms, the candidate will be responsible: to analyze content performance, to identify content optimization opportunities, to execute content optimization initiatives, and to establish a structured process for on-going content promotion initiatives. Bridging digital marketing and Editorial content production, the candidate will work closely with the Editorial team to implement content growth insights and integrate digital marketing tactics to improve organic audience reach of SCMP content.

Job Responsibilities:

- Work closely with Product, Editorial and Digital Marketing Teams to plan and execute all aspects of content SEO, content packaging and content marketing projects to ultimately grow SCMP content's readership
- Hands-on executions to support content growth projects, including, but not limited to, end-to-end process from keyword research, competitive analysis, content optimization insights, content performance analysis to reporting
- Support the development and implementation of SEO initiatives to improve search rankings for key content topics
- Operate digital marketing tools and platforms to support the content promotion campaigns through paid search, programmatic and social media marketing channels
- Leverage web analytic data to identify key content topics for optimizations that could move the needle on SCMP's organic traffic
- Work closely with Editorial Team to share organic traffic and marketing promotion insights and identify opportunities to integrate insights into the content production process
- Working closely with members of the Digital Marketing Team to integrate paid and non-paid tactics to maximize results of the content growth initiatives
- Work closely with Data, Product, Editorial Teams to communicate digital marketing perspectives and priorities that drive sustainable SEO operations

Job Requirements:

- University graduate in Digital Marketing, Journalism, Marketing Communications, program with 2+ years in digital marketing / content marketing / content optimization / SEO at publications, hospitality, travel, or digital agencies
- At least 1 year of hands-on experience in managing digital marketing campaigns with focus on content marketing
- Hands-on experience technologies and tools including web analytics, SEO and social media analytics tools would be crucial. Including, but not limited to, Google Analytics, Google Trends, Google Search Console, SEMRush, Moz, Google Ads, Facebook Ads, Tableau and other social listening platforms
- Experience in managing paid media campaigns including paid search and social at digital/media agencies would be an asset
- Passion in content or the digital media, or have experience in digital content creation for work or leisure
- Professional proficiency in English language, both verbal and written communications
- Enjoy working in the best of both worlds - Content Marketing and Digital Marketing. Discovering data insights in content performance for optimization opportunities that could move the needle for overall site traffic
- Good organization and project management skills and able to multitask and meet various deadlines
- Strong interpersonal skills and the ability to analyze and present complex ideas and content performance data in simple messages
- Independent and comfortable working in a fast-paced, agile, dynamic and transparent culture.
- Enjoy working with dynamic teams with specialized expertise and industry knowledge

2. Sales Manager, Events & Conferences (Ref: AG-8)

Job Responsibilities:

- Fulfill monthly sales target by pitching compelling and creative sponsorship proposals for SCMP-branded events to target clients, and closing the deal
- Conduct client visits and presentation, proposals, and value propositions to the assigned client accounts. This involves applying a consultative approach using a proven selling process to analyze the customer's business requirements, match them to the portfolio of SCMP events, and articulate the benefits of a sponsorship with SCMP with conviction and flair
- Achieves marketing and sales operational objectives by contributing market intelligence, creative references and informed suggestions to the operations of the events team
- Identifies marketing opportunities by analyzing consumer requirements and industry trend, defining market, competitor's share, and competitor's strengths and weaknesses; forecasting projected business
- Sustains rapport with key accounts by making periodic visits; exploring specific needs; anticipating new business opportunities

Job Requirements:

- Prior experience in selling events and conferences, with expertise in particular sectors will be highly advantageous
- Minimum of 3 years of event sponsorship experience; those without but has media sales experience and lesser years of experience can also be considered
- Proven track record acquiring new customers through research, networking and cold-calling, as well as ability to nurture and grow existing account
- Self-disciplined and self-motivated team player, able to work well independently within a close-team collaboration environment
- Prior experience in using Salesforce would be beneficial but not necessary
- Proficient command of English (spoken and written) and Chinese

Advertising & Marketing Solutions

3. Commercial Data Analyst (Ref: AMS-66)

Job Responsibilities:

- Maintain daily reporting and insights across the digital business and provide recommendations on optimization
- Effectively communicate daily trends that impact revenue to the executive team and other internal stakeholders
- Work proactively with vendors internally and externally to optimize revenue, including but not limited to price floors, rate cards and profit margin
- Collaborate with Ad operations, Ad solutions, product and technology teams to push the boundaries of programmatic Ad and direct Ad efficiencies
- Support internal teams by creating dashboards and visualizations to support all business needs
- Work with finance on month-end revenue reconciliations
- Put mechanisms in place to review margins across all SCMP advertising business units

Job Requirements:

- Minimum 3 years of experience in a related role
- Highly proficient in Excel & google sheets
- Data Extraction/Querying - SQL experience greater than 3 years
- BI/Visualizations experiences - especially these tools: Tableau/Google Data Studio
- Strong communication/interpersonal skills
- Fluency in statistics - distributions, statistical testing, regression analysis etc
- Ability to create and present commercial insights
- Bachelor's Degree in Business or equivalent experience

CEO Office

4. Personal Assistant to Chief Executive Officer (Ref: CEO-1)

Purpose of the Position:

Provide full secretarial and administrative support to the CEO and coordinate with both internal and external parties for business related matters.

Job Responsibilities:

- Provide full spectrum of secretarial and administrative support to CEO in both business and personal matters
- Schedule appointments and manage the CEO's calendar (across multiple time zones)
- Handle travelling and meeting arrangements/logistics
- Coordinate business matters with both internal & external parties, including but not limited to the Board of Directors, Operating Committee members, Department Heads and other secretaries, media partners, and associations
- Prepare correspondence, memorandum and other business documents
- Collating and filing expenses
- Take up any ad-hoc project as required
- Provide secretarial and administrative support to the Head of Strategy and Chief of Staff on matters related to the CEO

Job Requirements:

- Fluent in speaking, reading, and writing English, Cantonese and Mandarin
- Proficient in Google Suite and Microsoft Office tools (e.g. Word, Excel, PowerPoint)
- Meticulous, organized, flexible, independent and willing to work in a fast-paced environment
- Strong time management skills
- High professional standard of integrity and confidentiality
- Excellent communication, interpersonal skills and ability to multitask

Enterprise Subscriptions & Partnerships

5. Marketing Manager (Student Business) (Ref: ESP-16)

Job Responsibilities:

- Research, conceptualize and develop educational product for the primary and secondary school students
- Plan and execute full spectrum of marketing plan of educational products, including budget, brand management, product or services costing and pricing, advertising, and marketing programs
- Develop and liaise strategic partnership to increase brand visibility and business revenue
- Develop creative visuals and communications for promotion material for web and print, including graphic design and video editing
- Track the campaign result and evaluate the programme effectiveness

Job Requirements:

- Degree or above qualification in Marketing or related disciplines
- With at least 5+ years of experience in marketing communications and digital marketing
- Solid experience in leading marketing programs, integrated communication, media plans, digital and social media campaigns
- Excellent interpersonal, communication, presentation skills and project management experience
- Organized with strong sense of responsibility
- Able to work under pressure and remain calm in stressful situations
- Native in English and Chinese
- Candidate with less work experience will be considered as Assistant Marketing Manager



Visit scmp.com/careers for details

South China Morning Post

6. Sales Manager/Asst. Sales Manager, Enterprise Subscriptions (Ref: ESP-17)

Purpose of the Position:

- Retain and develop corporate clients to achieve sales targets in Hong Kong and Asia
- Understand the needs of key clients and propose suitable subscription offers
- Generate quality sales leads and drive high conversions
- Provide excellent sales service to the corporate clients and maintain strong relationship with them

Job Responsibilities:

- Retain and expand client base and achieve aggressive revenue targets of corporate sales in HK and Asia
- Actively reach out to new clients through various offline and online channels or platforms to generate sales leads and lead to sales conversion
- Manage client activities including calls, sales presentations, sales pipeline and sales solutions, and negotiate on pricing and product offering plan with clients
- Build strong relationship with key clients and continue to expand revenue potential of the key accounts
- Maintain strong relationship with overseas resellers to ensure revenue targets would be delivered
- Work cross-functionally to plan and participate in sales & marketing activities and events to promote and increase company exposure and generate more leads
- Keep track with key clients' business needs and requirement and thus, provide input to product, content, and marketing teams to improve future product offerings
- Provide up-to-dated market information to management for business development planning

Job Requirements:

- BA/BS degree or higher
- 3+ years of experience working in a B2B sales role; existing corporate client networks in the business intelligence or subscription business a plus
- Strong sales technique, communication and presentation skills, and interpersonal skills; able to build strong professional relationships
- Experience in working independently and deliver on sales targets
- Experience in cross-functional collaborations, both internally and externally
- Excellent command of written and spoken Cantonese and English

7. Customer Services Executive (3 months Contract)

Job Responsibilities:

- Follow up customers' request
- Subscription order processing
- Relay subscribers' request to delivery agent
- Provide clerical support on subscription matter

Job Requirements:

- Matriculated or above
- 1 Years relevant experience
- Excellent communication and interpersonal skills
- Good command of spoken Cantonese and English
- High level of accuracy in work, attentive to details
- Hard working, responsible & independent
- Knowledge in PC applications

Facilities Management

8. Office Assistant (Ref: FM-15)

Job Responsibilities:

- Distribute mails/ courier/ newspaper & magazines
- Perform outdoor jobs (delivery / collection of documents, visa application, etc)
- Maintain the franking machine balance for daily postage and organize and maintain office-related stocks and supplies (stationery, copy paper, distilled water, pantry items, etc)
- Assist in organizing company events / staff activities and perform ad hoc projects and duties as assigned
- Responsible for all-rounded office administration and providing clerical support as assigned

Job Requirements:

- Form 5 - 7 or DSE
- Minimum 2 years of relevant experience in sizeable company
- Good command of spoken and written English and Chinese
- Good communication skills
- Proficiency in G-suite is an advantage
- Independent, well-organized, detail-oriented and willing to develop in a professional career
- Adaptable, pro-active and willing to learn, can work under pressure to meet tight schedule

People

9. Manager, People Partner (Ref: PPL-15)

Purpose of the Position:

- Strategic partner to Department heads, helping them to effectively lead, motivate, develop and retain their people
- Trusted partner to all teams in their perimeter, helping them throughout the employment journey

Job Responsibilities:

- Partner with Department Heads to develop a highly efficient workforce via talent acquisition
- Recruit and retain top notch talent review, performance management and manpower planning
- Recruit and retain top notch talents. Handle end-to-end recruitment process in an efficient manner while providing good candidate experience and building candidate pipeline
- Conduct talent review with Department heads in an effective manner, follow up on succession planning actions and/or talent development actions
- Support people managers and team members in the performance management cycle, from a process and tool stand point as well as identifying and handling low performance and low productivity cases
- In charge of annual budget process, monitor and control staff cost

Job Requirements:

- Degree in Human Resources Management or related disciplines
- 8-10 years generalist human resources experience, in knowledge service/media/technology industries would be a plus
- Solid experience in talent acquisition
- Good working knowledge of Hong Kong employment law
- Meticulous, well-organized, self-motivated, resourceful and creative
- Good problem-solving and analytical skills
- Ability to facilitate resolution of sensitive and/or difficult employee-related issues
- Good communication and influencing skills
- Good command of English and Chinese

Work location will be at Causeway Bay office.

Interested parties please send curriculum vitae with full career details, salary history, availability and expected salary to:

People Department

19 Floor, Tower One, Times Square,
1 Matheson Street, Causeway Bay,
Hong Kong
OR

Applications to Careers page scmp.com/career

Please mark 'Private & Confidential' and quote reference.



Visit scmp.com/careers for details

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EDUCATION



香港浸會大學
HONG KONG BAPTIST UNIVERSITY

PLANNING OFFICE FOR THE CHINESE MEDICINE HOSPITAL

Hong Kong Baptist University (HKBU) has been providing quality Chinese medicine (CM) service to the community for years. HKBU was recently awarded by the Hong Kong Government for the operation of a Chinese Medicine Hospital (CMH) in Tseung Kwan O. The CMH will provide predominantly Chinese medicine clinical services. The CMH will seek to offer quality Chinese medicine services meeting the healthcare needs of Hong Kong with patient safety and experience being the top priorities. The CMH will also be a change driver promoting the health values of Chinese medicine, provide a platform for education and training, innovation and research. It will adopt a public-private partnership model, and its patient services will comprise both Government-subsidised services and add-on market-oriented services.

It is the target for the CMH to commence services by phases from the second quarter of 2025. HKBU is setting up a project team to take forward the commissioning work of the CMH.

1. Head (Project Team) (PR0458/20-21)

Reporting to the Vice-President (Administration) and Secretary, the appointee will lead the Project Team to support the commissioning work of the CMH. The appointee is expected to ensure the fulfillment of the obligations of HKBU in the commissioning work of the CMH as stipulated in the Service Deed with the Government; collaborate and coordinate with the concerned departments of HKBU and external stakeholders and professional experts to facilitate and support the commissioning work of the CMH; support and facilitate the School of Chinese Medicine in the planning and development of services for the CMH; provide executive support to the Board of Directors and Committees of the CMH; prepare regular reports to the Government, HKBU Council or Committees, and Board of Directors of the CMH on the progress of the commissioning work; monitor the budget for the commissioning work of the CMH; and undertake any other duties as assigned.

Applicants should have a postgraduate degree with at least 15 years of work experience in hospitals or healthcare services, of which at least 5 years' experience in senior hospital management including experience in the commissioning of a hospital in Hong Kong; an excellent command of written and spoken English and Chinese; mature and detail-minded; and highly motivated with strong communication and problem-solving skills.

2. Senior Manager (Nursing) (PR0459/20-21)

The appointee will assist the Head (Project Team) to support the commissioning work of the CMH. He/She will provide advice and coordinate users' input in the planning and commissioning of the CMH, particularly on the hospital premises design, accommodation, furniture and equipment requirements, and operational workflows etc.; provide expert advice, coordinate and liaise with various internal and external stakeholders regarding nursing manpower planning, education and training matters to facilitate the operation of the CMH; support and facilitate the School of Chinese Medicine in the planning and development of services for the CMH; assist the Head to ensure the key milestones of the commissioning work are achieved; and undertake any other duties as assigned.

Applicants should have a postgraduate degree; a Certificate of Registration and a valid Practising Certificate issued by the Nursing Council of Hong Kong; a qualification in advanced nursing practice, i.e. post-registration certificate, or post-graduate certificate/diploma course in nursing, or master in nursing or related discipline; at least 12 years of work experience in hospitals or healthcare services, of which at least 5 years' experience in senior hospital management including experience in the commissioning of a hospital in Hong Kong; an excellent command of written and spoken English and Chinese; mature and detail-minded; and highly motivated with strong communication and problem-solving skills.

3. Senior Manager (Administration) (PR0460/20-21)

The appointee will assist the Head (Project Team) to support the commissioning work of the CMH. He/She will provide advice and coordinate users' input in the planning and commissioning of the CMH, particularly on the hospital premises design, premises and facilities management, information technology, logistic workflows, furniture and equipment planning and procurement etc.; provide expert advice, coordinate and liaise with various internal and external stakeholders on hospital administrative services, non-clinical supporting services, human resources management to facilitate the operation of the CMH; support and facilitate the School of Chinese Medicine in the planning and development of services for the CMH; assist the Head to ensure the key milestones of commissioning work are achieved; provide executive support to the Board of Directors and Committees of the CMH; and undertake any other duties as assigned.

Applicants should have a postgraduate degree with at least 12 years of work experience in hospitals or healthcare services, of which at least 5 years' experience in senior hospital administration position, and experience in the commissioning of a hospital in Hong Kong; an excellent command of written and spoken English and Chinese; mature and detail-minded; and highly motivated with strong communication and problem-solving skills.

4. Manager (PR0461/20-21)

The appointee will assist the Head (Project Team) to support the commissioning work of the CMH. He/She will provide advice and coordinate users' input in the commissioning work of the CMH, and ensure the requirements of the service providers/users are met; prepare various reports, documents and presentation materials; be responsible for effective communication of the progress of the commissioning of CMH and liaison with the internal and external stakeholders; provide secretarial support to the Board of Directors and Committees of the CMH; assist the Head to ensure the key milestones of the commissioning work are achieved; and undertake any other duties as assigned.

Applicants should have a bachelor's degree, preferably a postgraduate qualification with at least 8 years of work experience in hospitals or healthcare services, including at least 3 years' experience in management position; and an excellent command of written and spoken English and Chinese.

For posts 1 to 3:

- Shortlisted candidates will be invited to give a presentation in the selection interview; and
- Initial appointment will be made on a fixed-term contract of two years.

For post 4:

- Shortlisted candidates will be invited to attend a written assessment; and
- Initial appointment will be made on a fixed-term contract of two years. Reappointment thereafter is subject to mutual agreement and availability of funding.

Salary will be commensurate with qualifications and experience.

Application Procedure:

Applicants are invited to submit their applications at the HKBU e-Recruitment System (jobs.hkbu.edu.hk). Those not invited for interview 4 months after the closing date may consider their applications unsuccessful. Details of the University's Personal Information Collection Statement can be found at <http://hro.hkbu.edu.hk/pics>.

The University reserves the right not to make an appointment for the posts advertised, and the appointment will be made according to the terms and conditions then applicable at the time of offer.

Review of applications will begin immediately and will continue until the positions are filled.

GENERAL



PLANNING DEPARTMENT

Contract Assistant Landscape Officer
(Non-Civil Service Vacancy)

Salary : HK\$33,485 per month

Closing Date for Application: 9 July 2021

Tel. Enquiry: 2231 5017

Please visit GovHK at <http://www.gov.hk> or download “Government Vacancies” Mobile Application at Google Play/Apple App Store for information about the post.



Alltronics Holdings Limited

We are an Electronics manufacturer, Listed on The Hong Kong Stock Exchange. We are currently recruiting the right applicants for the following position:-

Sales / Marketing Manager

- Diploma holder or above
- Good knowledge in Solenoids
- 10 years or above solid experience in Solenoids field
- Fluency in spoken and written English & Mandarin
- Good PC knowledge
- Stationed in Hong Kong & China (Jiangxi Yichun)

Group medical & 13 Months salary

Interested parties please E-mail your resume and salary expected to the personnel dept, E-mail address: personnel@alltronics.com.hk

Classified Post

readers are confident, competent and career-oriented

Classified Post



Under the auspices of the Federation, the Hong Kong Anti-Doping Committee (HKADC) is responsible for planning and implementing the anti-doping programme in the territory. We are now looking for the right candidate to fill up the post of Head of HKADC Office on contract basis, which is renewable subject to the prevailing conditions.

Duties

The H(KHADC) will mainly be responsible:

- (a) To contribute proactively to the development of effective strategies in promoting a drug free sport in Hong Kong;
- (b) To plan and implement the HKADC anti-doping programmes according to the Anti-Doping Rules of SF&OC & HKADC;
- (c) To ensure that work and practice of the HKADC comply with the World Anti-Doping Agency (WADA) guidelines;
- (d) To coordinate Result Management for doping cases and TUE applications;
- (e) To prepare meetings of HKADC and its related panels;
- (f) To serve as Secretary in the HKADC and the Therapeutic Use Exemption Panel;
- (g) To be responsible for the human resources management of the staff members of HKADC Division and the pool of part-time Doping Control Officers; and
- (h) To perform any other duties as assigned by the seniors.

Requirements

Applicants should have:

- (a) a post-graduate degree, preferably PhD, in sports management, legal studies, or relevant science disciplines of chemicals or drugs;
- (b) a minimum of 5 years' solid working experience at supervisory level of the relevant disciplines; experience in anti-doping or laboratory field preferred;
- (c) good command of Chinese and English;
- (d) good knowledge of and working experience in common computer applications, and
- (e) good at public speaking and written communication

All short-listed applicants will be invited to attend a written test.

Remuneration

Successful candidate will be appointed on contract basis with monthly basic salary plus gratuity equals to 5% of the total basic salary drawn during the period of contract upon satisfactory completion of the contract. Fringe benefits include MPF, medical, paid leave and employee's insurance.

Application

Interested parties should send full resume with current and expected salary to the Hon. Treasurer, Sports Federation & Olympic Committee of Hong Kong, China, 2/F, Olympic House, 1 Stadium Path, So Kon Po, Causeway Bay, Hong Kong on or before 9 August 2021. Please mark [Ref. H(KHADC)] on the envelope.

All applications will be treated in the strictest confidence. Personal data provided will be used strictly in accordance with the Personal Data Policies. Applicants who do not hear from us within 4 weeks after the closing date may assume their applications unsuccessful. All information on unsuccessful candidates will be destroyed within 6 months.

ECONOMIC SPECIALIST

The U.S. Consulate General is looking for a high-caliber individual with strong English skills to join our Economic/Political Section.

For more information and to apply, visit our website: <https://hk.usconsulate.gov/consulate/jobs/>

Excellent benefits include annual leave, sick leave, medical and life insurance, U.S. and local holidays, year-end bonus, and provident fund. Applicants must possess a valid Hong Kong resident permit. Applications must be received by July 7, 2021.

The U.S. Mission in Hong Kong is an Equal Opportunity Employer, and we encourage qualified women and members of minority communities to apply.

EDUCATION



香港中文大學
The Chinese University of Hong Kong

Applications are invited for:-

Department of Geography and Resource Management

(1) Assistant Professor

(Ref. 2100015K) (Closing date: July 30, 2021)

The Department invites applicants who (i) possess a doctoral degree; (ii) specialize in data science research; and (iii) have solid academic work in at least one of the following areas: geospatial and big data analytics, geo-computation, smart and sustainable city development, statistical analysis and artificial intelligence. The appointee is expected to (a) teach courses in data analytics in smart and sustainable city, statistics in geography, and research design and methodology for both undergraduate and postgraduate programmes; (b) conduct research; and (c) undertake some academic administrative service.

Appointment will normally be made on contract basis for up to three years initially commencing August 2022, which, subject to performance, budget and mutual agreement, may lead to longer-term appointment or substantiation later.

(2) Assistant Professor

(Ref. 2100015M) (Closing date: July 30, 2021)

The Department invites applicants who (i) possess a doctoral degree; (ii) specialize in environmental management; and (iii) have solid academic work in at least one of the following areas: air, water and noise pollution, waste management, environmental impact assessment as well as strategic environmental assessment. The appointee should possess profound research and knowledge in not only the science, technology and innovation pertinent to environmental science but also the policy and planning in environmental management at various levels.

The appointee is expected to (a) teach courses related to urban environmental problems, environmental planning and assessment; (b) conduct research; and (c) undertake some academic administrative service.

Appointment will normally be made on contract basis for up to three years initially commencing August 2022, which, subject to performance, budget and mutual agreement, may lead to longer-term appointment or substantiation later.

Office of University General Education

(3) Lecturer

(Ref. 21000176) (Closing date: July 26, 2021)

The Office is inviting applications for a Lectureship ("In Dialogue with Humanity") under the General Education Foundation Programme.

As part of the University's four-year undergraduate curriculum, the Programme (further information at <http://www.cuhk.edu.hk/oge/gef>) requires students to read primary texts extracted from influential classics and adopts a seminar approach to teaching. It comprises two courses focusing on issues and classics in the humanities and the natural sciences.

Applicants should have (i) a higher degree (at least at MPhil level) in arts or social sciences; (ii) proficiency in both Chinese and English; (iii) experience in teaching the humanities as general-education subjects at tertiary level; and (iv) good knowledge of and interests in classics in the humanities. Proven record of teaching excellence and experience in leading small-group seminars will be advantageous.

The appointee will be mainly responsible for teaching the course "In Dialogue with Humanity," and may be assigned to teach other general-education courses. He/she will be expected to contribute to curriculum development and enhancement of teaching and learning in general education.

Appointment will initially be made on contract basis for two years commencing August 2021, renewable subject to performance, funding and mutual agreement.

The Jockey Club School of Public Health and Primary Care

(4) Administrative Officer

(Ref. 2100017E) (Closing date: July 16, 2021)

The Jockey Club School of Public Health and Primary Care of CUHK is a leading school of public health in the Asia-Pacific region, committed to excellence in education and research in public health and family medicine that impact on the society and the profession, with extensive international partner network. Further information about the School is available at <http://www.sphpc.cuhk.edu.hk>.

The School is looking for a high-calibre professional for the post of Administrative Officer.

Applicants should have (i) a Bachelor's degree, preferably with a postgraduate degree; (ii) at least seven years' post-qualification experience in managerial position in higher education or healthcare sector; (iii) an excellent command of written and spoken English and Chinese (Cantonese and Putonghua); (iv) exceptional organisational, project management, multi-tasking and decision-making skills and a strong sense of integrity; (v) high motivation to complete tasks independently and punctually; (vi) outstanding communication and people skills; (vii) experience in leading teams as well as working with multinational staff and students; (viii) creative mindset and the ability to pay attention to details; and (ix) demonstrated leadership and proven experience in one or more of the following areas are essential: human resources, financial management, research administration, teaching and learning, strategic planning and development, events and external communications, and general services.

The appointee will work closely with the School Director and play a vital role to ensure the effective management and development of the School. Duties include (a) acting as the line manager for the administrative team; (b) assisting in the School's development; (c) implementing and monitoring new initiatives; (d) managing personnel and financial matters; (e) providing secretarial support to committees; (f) overseeing the School's premises and space allocation; and (g) undertaking other tasks as assigned. Working outside office hours on weekends may be required.

Appointment will initially be made on contract basis for two years commencing early October 2021, renewable subject to satisfactory performance and mutual agreement. Shortlisted candidates will be invited for a written test and interview.

Application Procedure

The University only accepts and considers applications submitted online for the posts above. For more information and to apply online, please visit <http://career.cuhk.edu.hk>.



LECTURER IN PERFORMING ARTS RESEARCH

In a city renowned for its international outlook and connections, the Hong Kong Academy for Performing Arts plays a unique and influential role in developing future generations of performing artists that include performers, practitioners, designers and technicians. The Academy's six Schools: Chinese Opera, Dance, Drama, Film & Television, Music, and Theatre & Entertainment Arts create a vibrant centre of practice, production, teaching and practice-as-research. Its outstanding reputation is reinforced by the quality of its performers and its partnerships with other centres of excellence locally, regionally and internationally. With international residencies, visiting artists and alumni, which include some of the most respected professionals in their disciplines, the Academy is committed to the training of future world-class performers and practitioners.

The Academy is unique in that performance and production outcomes are central to its programmes. Practice-as-Research is encouraged for its contribution to enhancing educational and performance outcomes. The Academy established a Centre for Performing Arts Research in 2018 to embed Practice-as-Research into the undergraduate and postgraduate curricula. Now working under the Centre for Education and Research (CER), Performing Arts Research Unit (PAR) provides professional development to the Academy staff to encourage research into their own practice through the investigative and reflective processes of practice-based inquiry.

The postholder will report to the Head of Performing Arts Research and Postgraduate Studies Coordinator to assist in the development of Practice-as-Research (PaR) at the Academy. He/She is responsible for the delivery of staff professional development workshops in PaR, and collaborating and advising staff and students undertaking research projects. He/She will take part in organising PaR events and preparing PaR resources for staff and students as well as to support teaching staff to generate research outputs and build research profiles. Subject to negotiation, expected commencement date will be by August 2021/September 2021.

Required Qualifications:

- (a) A relevant Doctorate degree and/or MFA/MA degree with an extensive professional training/experience in the various disciplines of Performing Arts at an equivalent level.
- (b) Significant professional experience and proven track record in Practice Research/academic research.
- (c) Relevant teaching experience in a Performing, Creative or Technical Arts context, preferably at master's level.
- (d) At least four years of experience in pedagogy and research at Higher Education.
- (e) Relevant experience in curriculum design, writing and implementation.
- (f) Extensive experience in performing arts research design, writing and implementation.
- (g) Ability to contribute to the development of undergraduate and postgraduate programmes with experience in executing teaching and learning synchronously and asynchronously.
- (h) Extensive knowledge and experience in digital technology/literacy for the performing arts.
- (i) Fluency in spoken and written English.

Desirable Criteria

- (j) Experience in teaching in a multi-cultural context.
- (k) Fluency in spoken and written Chinese.

TERMS OF APPOINTMENT

Appointment will be on a 2-year contract. A gratuity payment equal up to 15% of basic salary earned during the contract period will be payable upon satisfactory completion of contract. Fringe benefits include leave, medical and dental benefits. Starting salary will be commensurate with qualifications and experience.

APPLICATIONS

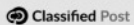
Interested parties should forward their applications with detailed curriculum vitae to:

The Human Resources Office
The Hong Kong Academy for Performing Arts
No.1 Gloucester Road, Wanchai, Hong Kong
Email: hro@hkapa.edu

Closing date for application is 31 July 2021. For further details about the Academy, please visit its website at www.hkapa.edu. Please quote the reference code 'L(PAR)' on the application.

Personal data collected will be used for recruitment-related purposes.

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香港中文大學
The Chinese University of Hong Kong

Applications are invited for:-

Interdisciplinary Artificial Intelligence Research Institute

(1) Professor / Associate Professors / Assistant Professors

(Ref. 210001AB / 210001AA / 210001AY)

Interdisciplinary Artificial Intelligence Research Institute (IAIRI) is set up jointly by The Chinese University of Hong Kong (CUHK) and Shanghai Artificial Intelligence Laboratory in 2021, with the aim to encourage and promote interdisciplinary research utilizing AI technology. The Institute is supported by Faculty of Engineering, Faculty of Science and Faculty of Medicine. The Institute is now seeking dedicated and creative scholars to help build up its newly established Institute through active research and strong commitment to teaching and mentoring of students.

The Institute invites applications from outstanding academics in emerging fields with potential for scientific and scholarly breakthroughs above and beyond its existing recruitment to join CUHK at the level of Assistant Professor, Associate Professor or Professor. Multiple posts in the general area of artificial intelligence and its applications, including machine learning, computer vision, natural language processing, and AI applications in various domains are available. Outstanding candidates from diverse disciplines in computing, distributed systems, statistics, optimization, applied mathematics, medicine and other related areas are also welcome. Successful candidates will be jointly appointed by the Institute and the Faculties to best align with the candidate's work.

This is a broad search open to all areas of data science including but not limited to databases and systems, fundamental machine learning, interface between optimization and machine learning, natural language processing, visions and robotics, Bayesian learning, causal inference, and decision making under uncertainty. Research collaboration across borders are highly encouraged and abundant research resources will be matched to facilitate the related research.

Applicants are encouraged to apply by July 31, 2021 to ensure earlier consideration, but the search will continue until posts are filled. To apply online, please complete the on-line application form together with a cover letter, curriculum vitae, research statement, teaching statement, 2 or 3 most significant research publications, and contact information for at least three referees.

Faculty of Business Administration

(2) Functional Manager (Marketing and Student Recruitment)

(Ref. 210001BZ)

The CUHK Business School is a leading business school and a pioneer in business education in Hong Kong. Since its establishment in Hong Kong in 1963, the CUHK Business School has gained world recognition of nurturing business leaders with immense contributions in Asia Pacific. The School has been offering a comprehensive range of undergraduate and postgraduate programmes (MBA, MSc, MAcc, EMBA, MPhil, PhD) with over 4,800 students, as well as executive education. It has one of the most extensive alumni networks in the region, with over 40,000 alumni around the world.

Among all the master's programmes offered by the School, the full-time MBA is a highly selective programme and is ranked globally. The students are an internationally diverse group of highly motivated professionals. The part-time MBA programme caters to the needs of working professionals in Hong Kong, Greater China and the region whose needs are centred on leadership development. These students often have high expectations on application and admissions experience besides the learning experience and development during their journey of studies. The School now seeks to appoint a high calibre candidate to the post of Functional Manager (Marketing and Student Recruitment).

Reporting to the Executive Director of MBA Programmes, the appointee is expected to supervise a specialised team in Communication, Marketing and Student Recruitment for MBA programmes and to:

- (a) develop and execute strategic marketing campaigns that are tracked and measured on all output while optimising advertising spending;
- (b) oversee all content creation, including curating and sharing information, to reach and engage global and regional audience effectively via various recruitment marketing channels such as search engines, social media, mobile apps, EDM, etc.;
- (c) generate a pipeline of qualified leads and actively convert them into applicants;
- (d) proactively communicate with and engage applicants and leads and increase the yield rate;
- (e) oversee/lead the team in developing and adopting a systematic approach to manage applicants' journey while cultivating programme ambassadors to partner with;
- (f) manage technological infrastructure development of the programmes, including websites and CRM systems;
- (g) work closely with the Student Experience and Development Team in the screening and selection of candidates to ensure pre- and post-admissions experience is thoughtfully managed and well-aligned;
- (h) collaborate with Career Management and Alumni Engagement Team on development of students societies, business competitions, student-led conferences, business practicums, career treks, etc. and work closely with alumni teams within the Programme Office, School as well as University, to leverage alumni resources for candidate referral and engagement;
- (i) oversee preparation of budgets and annual reports; and
- (j) perform other impromptu duties.

Working at flexible hours and travelling will be required.

The ideal candidate should have the following qualifications, skills and attributes:

- (i) a Master's degree, preferably an MBA;
- (ii) a minimum of ten years' post-degree work experience, including experience in marketing, admission, students recruitment, etc. in tertiary education sector;
- (iii) be passionate about higher education and believe that education can equip business leaders to be more efficient and effective;
- (iv) a gift for storytelling;
- (v) excellent interpersonal and verbal communication skills to interact and form lasting relationships with students, alumni and senior business leaders;
- (vi) demonstrated good team management and organisation skills to lead and collaborate with dynamic teams;
- (vii) able to work independently with minimum supervision to deliver results while being an effective contributor as part of a close-knit team environment; and
- (viii) an excellent command of written and verbal communication in English and Chinese, both Cantonese and Putonghua.

Appointment will initially be made on contract basis for two years commencing as soon as possible, renewable subject to mutual agreement.

Review of applications will begin in mid-July 2021, and will continue until the post is filled. Shortlisted candidates may be invited for informal discussions, on campus visits, interviews and written test subsequently, as appropriate.

Independent Learning Centre

(3) Senior Lecturer / Lecturer

(Ref. 210001B1) (Closing date: July 30, 2021)

The Chinese Section of the Independent Learning Centre is looking for a suitable candidate to fill the post of Senior Lecturer/ Lecturer.

Applicants should (i) have a Master's degree or above in Chinese Language and Literature and/or Teaching Chinese as a Second Language (CSL); (ii) have appropriate teaching experience at tertiary level (at least four years' post-Master teaching experience for appointment at Lecturer rank or ten years' post-Master teaching experience for appointment at Senior Lecturer rank); (iii) have a strong background in typing and pinyin; (iv) be fluent in spoken Cantonese and Putonghua and highly proficient in English; and (v) be flexible, adaptable and willing to work in a team.

The appointee will (a) teach spoken Cantonese and Putonghua to English speakers; (b) teach Chinese grammar and writing-related workshops; (c) develop classroom-based teaching materials and resources for undergraduate and postgraduate students; (d) develop online and web-based learning resources; and (e) organize learning activities for the students.

Appointment will initially be made on contract basis for two years, which may be renewable subject to mutual agreement. Applicants who have responded to the advertisement in May 2021 need not re-apply.

Application Procedure

The University only accepts and considers applications submitted online for the posts above. For more information and to apply online, please visit <http://career.cuhk.edu.hk>.



香港中文大學
The Chinese University of Hong Kong

Applications are invited for:

Office of Research and Knowledge Transfer Services

(1) Executive Officer I (Ref. 210001SJ) (Closing date: July 6, 2021)

The appointee will (a) develop Intellectual Property (IP) related projects, handle patent prosecution and conduct technology licensing activities; and (b) work closely with Faculty and research staff, the industry and other external organisations in IP protection and commercialisation of technology.

Applicants should have (i) a good Bachelor's degree or above in Science, preferably in the fields of Engineering and Information Technology; (ii) fulfilled the English language requirements set out on the website: <https://www.hro.cuhk.edu.hk/en-gb/languagefore>; (iii) an excellent command of spoken and written English and Chinese (including Putonghua); (iv) at least 8 years' post-qualification executive experience, including 3 years' relevant experience in commercialisation of scientific research and development, and technology transfer; (v) knowledge of and training in IP management; (vi) strategic and analytical skills; (vii) a strong sense of responsibility and initiative; (viii) good communication and interpersonal skills; (ix) the ability to work as a good team member; and (x) high computer literacy in computer applications (including MS Word) and Chinese word-processing.

Applicants must submit copies of certificates showing that they have fulfilled the language requirements and academic qualifications stated above, otherwise their applications may NOT be considered.

Appointment will initially be made on contract basis for up to 2 years (with contract-end gratuity for a 2-year contract), renewable subject to good performance and mutual agreement.

Application Procedure

The University only accepts and considers applications submitted online for the posts above. For more information and to apply online, please visit <http://career.cuhk.edu.hk>.

Concordia International School

Candidates are invited to apply for the following teaching positions for Gr. 7-12 (inclusive) in 2021 – 22:

• History, Social Studies, and English

Please apply to the Principal with your full CV. Candidates with a PGCE/B.Ed. and degree in relevant subject with 1 - 2 years of teaching experience preferred.

• Applicants with a background in Science and Math are also invited for the full-time post of Laboratory Technician and Teaching Assistant

Email: office@concordiaintl.edu.hk

Address: 68 Begonia Road, Yau Yat Chuen, Kowloon, Hong Kong

1. French/Japanese/German/Spanish Speaking Teachers
2. Native English Speaking Teacher

As a Direct Subsidy School pioneering in global education, we are expanding our language and arts programmes and are inviting applications for the above posts for 2021/2022. We offer all staff one incremental salary point higher than the Government Master Pay Scale. Please send application to St. Margaret's Co-educational English Secondary and Primary School via Email (recruitment@smcpsps.edu.hk) or by post (33 Sham Mong Road, West Kowloon). (Please quote the post in the application and on the envelope.) (Information submitted will be used for recruitment purpose only.)

Po Leung Kuk Grandmont Primary School
Contract Native Speaking English Language Teacher (Not under EDB NET Scheme)

Applicant should: - be a native-speaker of English or possess native-speaker English competence - be a bachelor's degree holder with relevant training in TEFL/TESOL - be a holder of HKID or a valid working permit/ visa - be self-motivated and enthusiastic in promoting a language-rich learning environment - preferably have a minimum of two-year experience in teaching primary school students

Please send the application with full resume and expected salary to the Principal, Po Leung Kuk Grandmont Primary School, 180 Po Kong Village Road, Wong Tai Sin, Kowloon or by email pikgsprecruit@gmail.com

Information provided will be used for recruitment purpose only.

英華小學誠聘以下教職

(2021年9月到職)

(1) English Language Teacher

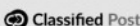
- Well-qualified, creative, organized, committed and diligent; (speech & drama/debating experience is an advantage)
- Experienced teaching in Primary/Secondary schools
- Good team player and enjoy teaching BOYS

(2) 全職教學助理

- 負責製作教材和一般文書處理
- 熟識拍攝、錄影、剪接軟件操作如 Adobe Premiere Pro 及圖像設計更佳
- 適合修讀多媒體製作課程之畢業生
- 負責任、富工作熱誠、喜歡團隊工作、懂3D立體打印優先

有意者請函附履歷相片寄九龍深水埗英華街三號英華小學陳校長收或電郵至 school@yingwa.hk (申請人所提供的資料將予保密及只作招聘有關職位用途)

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PROPERTY & CONSTRUCTION



Drainage Services Department
Contract No. DC/2018/11
Upgrading of Central and East Kowloon Sewerage – Phase 3

Atkins China Limited invites application for the following Resident Site Staff positions. The works comprise upgrading of existing sewers in San Po Kong, Kowloon City, To Kwa Wan, Hung Hom and Tsim Sha Tsui areas. The works have commenced for completion by 2024Q1.

Resident Survey Officer (Quantity) (Ref No.: UCEKS3_RSO(Q))

Candidates should have:

- Diploma or Higher Certificate from a Construction Industry Council / Hong Kong Institute of Construction / Hong Kong Polytechnic / Polytechnic University, the Hong Kong Institute of Vocational Education or a technical institute / college or equivalent in an appropriate discipline; and
- The language proficiency requirements of Level 2 or above in Chinese Language and English Language in HKDSEE / HKCEE or equivalent.

Appointment will be made on contract term in accordance with the prevailing Government's conditions and terms applicable for Resident Site Staff. The incumbents will be required to work irregular hours, overtime and shifts (including Saturdays, Sundays and public holidays) and to carry out supervision duties in Mainland China or overseas if necessary.

Interested candidates please email to recruit.rs@atkinsglobal.com (with relevant reference number) for on-line application on or before 23 July 2021.

Applications will be treated in confidence and collected personal data will be used for recruitment purposes only. Applicants not being invited for interview within 3 months may consider their applications unsuccessful.





Drainage Services Department
Contract No. DC/2019/07
Outlying Islands Sewerage Stage 2
– Upgrading of Cheung Chau Sewage Treatment and Disposal Facilities

Atkins China Limited invites applications for the following Resident Site Staff positions under Contract No. DC/2019/07 Outlying Islands Sewerage Stage 2 – Upgrading of Cheung Chau Sewage Treatment and Disposal Facilities. The works comprise upgrading of Cheung Chau Sewage Treatment Works to increase its treatment capacity to 9,800m3/day and to upgrade its treatment standard to secondary level, and upgrading of the existing Pak She Sewage Pumping Station to increase its capacity from 29,000m3/day to 42,000m3/day and its associated facilities. The works commenced in 4th quarter of 2020 for completion by 2026. We are now inviting applications for the following positions:

Senior Resident Engineer (Civil) (Ref No.: CCSTW_SRE(C))

Candidates should have:

- Corporate Membership of the Hong Kong Institution of Engineers or equivalent in an appropriate discipline; and
- Minimum 5 years' relevant post professional qualification experience; and
- NEC ECC knowledge or working experience will be an advantage.

Resident Inspector of Works (E&M) (Ref No.: CCSTW_RIOW(E&M))

Candidates should have:

- Diploma or Higher Certificate from Construction Industry Council in Hong Kong / Hong Kong Institute of Construction / Hong Kong Institute of Vocational Education / Technical Institute / Technical College / Polytechnic University or equivalent in an appropriate discipline; and
- Minimum 8 years' relevant post qualification experience; or
- Minimum 5 years' relevant experience as Resident Assistant Inspector of Works or equivalent in public works projects; and
- The academic qualification of Degree, Certificate or Diploma in occupational safety and health, or construction safety is preferable.

The language proficiency requirements of Level 2 [Note 1] or above in Chinese Language and English Language in HKDSEE / HKCEE or equivalent shall be met.

Resident Assistant Inspector of Works (E&M) (Ref No.: CCSTW_RAIOW(E&M))

Candidates should have:

- Diploma or Higher Certificate from Construction Industry Council in Hong Kong / Hong Kong Institute of Construction / Hong Kong Institute of Vocational Education / Technical Institute / Technical College / Polytechnic University or equivalent in an appropriate discipline; and
- Minimum 3 years' relevant post qualification experience; or
- Minimum 5 years' relevant experience inclusive of 1 year' relevant experience as Resident Works Supervisor I or equivalent in public works projects; and
- The academic qualification of Degree, Certificate or Diploma in occupational safety and health, or construction safety is preferable.

The language proficiency requirements of Level 2 [Note 1] or above in Chinese Language and English Language in HKDSEE / HKCEE or equivalent shall be met.

Resident Works Supervisor I (E&M) (Ref No.: CCSTW_RWS(E&M))

Candidates should have:

- Certificate from Construction Industry Council in Hong Kong / Hong Kong Institute of Construction / Hong Kong Institute of Vocational Education / Technical Institute / Technical College / Polytechnic University or equivalent in an appropriate discipline; or
- Successfully completed a recognised technician apprenticeship in an appropriate discipline; or
- Successfully completed a recognised craft apprenticeship with 2 years' experience as a skilled worker in an appropriate discipline; or
- Minimum 5 years' experience as a skilled worker in an appropriate discipline; and
- Minimum 3 years' relevant post qualification experience; or
- Minimum 3 years' relevant experience as Resident Works Supervisor II or equivalent in public works projects.

Attained a level of proficiency in Chinese and English Languages equivalent to Secondary 3 standard or above.

Resident Works Supervisor II (Civil) (Ref No.: CCSTW_RWS(C))

Candidates should have:

- Certificate from Construction Industry Council in Hong Kong / Hong Kong Institute of Construction / Hong Kong Institute of Vocational Education / Technical Institute / Technical College / Polytechnic University or equivalent in an appropriate discipline; or
- Successfully completed a recognised technician apprenticeship in an appropriate discipline; or
- Successfully completed a recognised craft apprenticeship with 2 years' experience as a skilled worker in an appropriate discipline; or
- Minimum 5 years' experience as a skilled worker in an appropriate discipline.

Attained a level of proficiency in Chinese and English Languages equivalent to Secondary 3 standard or above.

Resident Technical Officer (Civil) (Ref No.: CCSTW_RTO(C))

Candidates should have:

- Diploma or Higher Certificate from Construction Industry Council in Hong Kong / Hong Kong Institute of Construction / Hong Kong Institute of Vocational Education / Technical Institute / Technical College / Polytechnic University or equivalent in an appropriate discipline.

The language proficiency requirements of Level 2 [Note 1] or above in Chinese Language and English Language in HKDSEE / HKCEE or equivalent shall be met.

Resident Survey Officer (Engineering) (Ref No.: CCSTW_RSO(E))

Candidates should have:

- Diploma or Higher Certificate from Construction Industry Council in Hong Kong / Hong Kong Institute of Construction / Hong Kong Institute of Vocational Education / Technical Institute / Technical College / Polytechnic University or equivalent in an appropriate discipline.

The language proficiency requirements of Level 2 [Note 1] or above in Chinese Language and English Language in HKDSEE / HKCEE or equivalent shall be met.

Resident Survey Officer (Quantity) (Ref No.: CCSTW_RSO(Q))

Candidates should have:

- Diploma or Higher Certificate from Construction Industry Council in Hong Kong / Hong Kong Institute of Construction / Hong Kong Institute of Vocational Education / Technical Institute / Technical College / Polytechnic University or equivalent in an appropriate discipline; and
- NEC ECC knowledge or working experience will be an advantage.

The language proficiency requirements of Level 2 [Note 1] or above in Chinese Language and English Language in HKDSEE / HKCEE or equivalent shall be met.

[Note 1] Attained Grade E in Chinese Language and English Language (Syllabus B) in the HKCEE before 2007 are accepted administratively as comparable to Level 2 respectively in Chinese Language and English Language in the 2007 HKCEE and henceforth.

Applicants may also consider to refer the other requirement of the above opening(s) stipulated in Appendix 7.4 of "Management Handbook for Direct Employment of Resident Site Staff by Consultants for Public Works Projects" from the webpage of Development Bureau.

Appointment will be made on contract term in accordance with the prevailing Government of the HKSAR's conditions and terms applicable for Resident Site Staff. The incumbents will be required to work irregular hours, overtime and shifts (including Saturdays, Sundays and public holidays) and to carry out supervision duties in Mainland China or overseas if necessary.

Interested candidates please email to recruit.rs@atkinsglobal.com (with relevant reference number) for on-line application on or before 16 July 2021.

Applications will be treated in strict confidence and collected personal data will be used for recruitment purposes only. Applicants not being invited for interview within 6 months may consider their applications unsuccessful.



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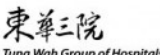
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 **Classified Post**



Project Manager (Building Surveyor) (REF: A3/PM(BS)/PD/SCMP)

Location: Sheung Wan

Roles & responsibilities:

- Perform direct site supervision, attend site meetings, prepare monthly financial and progress reports, and liaise with Government authorities and professional consultants;
- monitor and evaluate professional consultants and construction contractors' performance at different stages in a project cycle (designing stage, tendering stage, implementation stage and work completion stage);
- plan and implement TWGHs' annual renovation and improvement programs for all investment properties;
- invite tenders for renovation projects according to pre-defined policies and guidelines, and then analyze, shortlist and recommend tenders received;
- prepare contract documents and drawings according to established policies, procedures and legal ordinances for submission to various Government authorities for superior's comments and approval;
- provide professional training and guidance to subordinates and supervise subordinates in daily operations;
- provide professional advice on renovation and maintenance projects as well as the cost estimate for the works to related Divisions; and
- approve payments of work and recommend payments for superior's approval.

The ideal candidate should possess:

- a recognized degree in Building Surveying or equivalent;
- at least Level 4 in English Language and Chinese Language in the HKDSEE or equivalent;
- at least 3 years of relevant working experience of which 2 years of practicum experience and 1 year of relevant post-qualification experience;
- (a) membership of the Hong Kong Institute of Surveyors (MHKIS) in Building Surveying Division plus 1 year of post-qualification experience in building surveying or equivalent; or
- (b) membership of the Hong Kong Institute of Architects (MHKIA) plus 1 year of post-qualification experience in building surveying or equivalent; and
- preferably 2 years of commercial and private investment experience.

(Please specify in the resume or application form the relevant academic results/qualifications and working experience you have attained in detail.)

Compensation & employment terms:

The successful candidate will initially be offered a 3-year contract with a remuneration package which will be commensurate with his/her background and experience. The continuation of employment and employment terms thereafter will be subject to mutual agreement. Apart from contributions to the MPF Scheme, other benefits include paid annual leave, medical services, a dental scheme and training sponsorships. The incumbent will normally work under a 5-day week schedule subject to operational needs and exigencies of the service.

Application:

Please send your resume or a completed application form (F601(n)) with indication of your current and expected salaries to the Head of Human Resources Division, Tung Wah Group of Hospitals at 4/F., Wong Fung Ling Memorial Building, 12 Po Yan Street, Hong Kong by **19 July 2021**. The reference code should be marked both in the letter and on the envelope. Application forms are obtainable in person or can be downloaded from <http://www.tungwah.org.hk>. Personal data provided by applicants will be used strictly for recruitment purpose only and in accordance with the Tung Wah's personal data policy. Applicants not invited to attend an interview by 31 October 2021 may assume that their applications are unsuccessful.

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Water Supplies Department
Water Supply to New Housing Developments
in Sheung Shui and Fanling

Atkins China Limited invites applications for the following Resident Site Staff positions. The proposed works mainly comprise construction of a new fresh water reservoir at Tong Hang, laying of about 14km water mains in Sheung Shui and Fanling areas and upgrading of the existing Tai Po fresh water pumping station. The works contracts in New Engineering Contract (NEC) form have commenced for phased completion before 2024.

Resident Engineer (Electrical & Mechanical) (Ref No.: WSSSF_RE(E&M))

Candidates should have:

- Corporate Membership of the Hong Kong Institution of Engineers (Electrical or Mechanical Discipline) elected after 5th December 1975 or equivalent; and
- Grade E or above in English (Syllabus B) Language and Chinese Language in the Hong Kong Certificate of Education Examination, or equivalent; and
- At least 3 years of working experience following attainment of Corporate Membership of which 2 years shall be as Resident Engineer or above with relevant experience.

Assistant Resident Engineer (Civil) (Ref No.: WSSSF_ARE(C))

Candidates should have:

- Degree in an appropriate engineering discipline from a university in Hong Kong or equivalent; and
- Grade E or above in English (Syllabus B) Language and Chinese Language in the Hong Kong Certificate of Education Examination, or equivalent; and
- At least 3 years of relevant post qualification working experience.

Resident Inspector of Works (Civil) (Ref No.: WSSSF_RIOW(C))

Candidates should have:

- Diploma or Higher Certificate in an appropriate engineering discipline from a Hong Kong Polytechnic or a technical institute or equivalent; and
- Grade E or above in English (Syllabus B) Language and Chinese Language in the Hong Kong Certificate of Education Examination, or equivalent; and
- At least 8 years of relevant post-qualification working experience in an appropriate engineering discipline of which 4 years shall be in a position equivalent to Assistant Inspector of Works or above in a Government or quasi Government project.

Resident Assistant Inspector of Works (Civil) (Ref No.: WSSSF_RAIOW)

Candidates should have:

- Diploma or Higher Certificate in an appropriate engineering discipline from a Hong Kong Polytechnic or a technical institute or equivalent; and
- Grade E or above in English (Syllabus B) Language and Chinese Language in the Hong Kong Certificate of Education Examination, or equivalent; and
- At least 4 years of relevant post-qualification working experience in an appropriate engineering discipline of which 1 year shall be in a position equivalent to Works Supervisor I or above in a Government or quasi Government project.

Resident Survey Officer (Engineering) (Ref No.: WSSSF_RSO(E))

Candidates should have:

- Diploma or Higher Certificate obtained from Construction Industry Council / Hong Kong Institute of Construction / Hong Kong Polytechnic / Hong Kong Polytechnic University / Hong Kong Institute of Vocational Education / technical institute / technical college or equivalent in an appropriate discipline; and
- Grade E or above in English (Syllabus B) Language and Chinese Language in the Hong Kong Certificate of Education Examination, or equivalent; and
- At least 1 year of relevant post-qualification working experience in land surveying.

Appointment will be made on contract term in accordance with the prevailing Government's conditions and terms applicable for Resident Site Staff. The incumbents will be required to work irregular hours, overtime and shifts (including Saturdays, Sundays and public holidays) and to carry out supervision duties in Mainland China or overseas if necessary.

Interested candidates please email to recruit.rs@atkinsglobal.com (with relevant reference number) for on-line application on or before 8 July 2021.

Applications will be treated in confidence and collected personal data will be used for recruitment purposes only. Applicants not being invited for interview within 6 months may consider their applications unsuccessful.



ENGINEERING & TECHNOLOGY



Drainage Services Department
Contract No. DC/2018/08
Inter-reservoirs Transfer Scheme –
Water Tunnel between Kowloon Byewash Reservoir and Lower Shing Mun Reservoir

The Hong Kong office of BINNIES (formerly known as BLACK & VEATCH) is now seeking applicants to fill the following site staff post for Contract No. DC/2018/08 - Inter-reservoirs Transfer Scheme – Water Tunnel between Kowloon Byewash Reservoir and Lower Shing Mun Reservoir. The works comprise construction of a water tunnel of about 2.8 kilometres with 3 metres diameter from the Kowloon Byewash Reservoir to the Lower Shing Mun Reservoir; construction of an intake structure at the Kowloon Byewash Reservoir; construction of an outfall structure at the Lower Shing Mun Reservoir; and ancillary works including slope upgrading works, landscaping works and associated roadworks.

A. RESIDENT SENIOR SURVEY OFFICER (QUANTITY)
(Ref: IRTS/RSSO(Q)/314/2021)

Candidates should have (a) a Diploma or Higher Certificate from Construction Industry Council in Hong Kong (CIC)/ Hong Kong Institute of Construction (HKIC)/ Hong Kong Institute of Vocational Education (IVE)/ Technical Institute or college (T/TC)/ Hong Kong Polytechnic University / Polytechnic (Poly) or equivalent in an appropriate discipline; and
(b) at least 7 years' relevant post-qualification experience; or
(c) at least 7 years' relevant experience as Resident Surveying Officer or equivalent in public works projects or recognized projects listed in Section 4.5.2 of the RSS Management Handbook.

B. RESIDENT TECHNICAL OFFICER
(Ref: IRTS/RTO/315/2021)

Candidates should have (a) a Diploma or Higher Certificate from CIC/HKIC/IVE/T/TC/Poly or equivalent in an appropriate discipline; and
(b) at least 1 year's relevant post-qualification experience

C. RESIDENT SURVEY OFFICER (ENGINEERING)
(Ref: IRTS/RSO(E)/316/2021)

Candidates should have (a) a Diploma or Higher Certificate from CIC/HKIC/IVE/T/TC/Poly or equivalent in an appropriate discipline; and
(b) at least 1 year's relevant post-qualification experience

D. RESIDENT WORKS SUPERVISOR II
(Ref: IRTS/RWSII/317/2021)

Candidates should have (a) a Certificate from CIC/HKIC/IVE/T/TC/Poly or equivalent in an appropriate discipline; or
(b) completed a recognized technician apprenticeship in an appropriate discipline; or
(c) completed a recognized craft apprenticeship with 2 years' experience as a skilled worker in appropriate discipline; or
(d) 5 years' experience as a skilled worker in appropriate discipline; and
(e) a proficiency in English and Chinese languages equivalent to Form 5 standard in Hong Kong; or
(f) minimum Form 3 Education with 5 years' appropriate experience and service; and
(g) at least 1 year's relevant experience as Resident Works Supervisor or equivalent in public works projects or recognized projects listed in Section 4.5.2 of the RSS Management Handbook.

Remarks:
Applicants may also consider to refer to the other requirements of the above post(s) stipulated in Appendix 7.4 of "Management Handbook for Direct Employment of Resident Site Staff by Consultants for Public Works Projects" (RSS Management Handbook) from the webpage of the Development Bureau

The possession of Level 2 or above in Chinese Language and English Language in Hong Kong Diploma of Secondary Education Examination / Hong Kong Certificate of Education Examination, or equivalent is required for positions (A), (B) & (C).

The possession of a Construction Industry Safety Training Certificate or equivalent certification is required for above positions. In addition, candidates for above positions C & D should possess Certified Worker Certificate (Confined Space) before appointment.

The incumbents of above position D will be required to work irregular hours, overtime and shifts (including Saturdays, Sundays and public holidays) and to carry out supervision duties in Mainland China or overseas if necessary.

We offer salary and benefits in accordance with the conditions of employment promulgated by the Government of the Hong Kong Special Administrative Region at the time of employment. Personal information contained in applications received will be used for employment-related purposes, and details of suitable candidates will be referred to the relevant Government Department for consideration. A copy of our Personal Information Collection Statement Pertaining to Recruitment will be supplied upon written request. Please send full resume stating earliest availability, present salary, contact telephone number and our reference code, and copies of qualification certificates and employment references to:

Human Resources Department
Binnies Hong Kong Limited
43/F, AIA KOWLOON TOWER, 100 HOW MING STREET,
KWUN TONG, HONG KONG
or via fax: 2693 1231 or via email: careerhk@binnies.com
Website: <https://binnies.com>

HEALTHCARE



Extending the Healing Ministry of Christ
Hong Kong Adventist Hospital – Tsuen Wan will offer strengthened services in various specialties, while its diagnostic facilities and backup support are being constantly upgraded to serve a wider range of specialist services. The hospital is inviting high calibre candidate(s) to fill the following position(s):

Consultant Radiologist (s)

- Medical qualification registrable in Hong Kong
- Fellowship of the Hong Kong Academy of Medicine
- Specialist registration in Radiology
- Minimum 5 years of post fellowship clinical experience
- Good experience in organ imaging and common interventional procedures
- Fluency in Cantonese and English
- Candidates with less experience are also welcome to apply
- Guarantee income is negotiable

Equal employment opportunities apply to all applicants. Please submit your resume, and your salary expectations, to **Human Resources Department, Hong Kong Adventist Hospital – Tsuen Wan, 199 Tsuen King Circuit, Tsuen Wan, N.T.** or by fax 2275 6426 or by email humres@twah.org.hk

All information received will remain confidential and will be destroyed after 6 months.
Data collected will be used for recruitment purpose only



PROPERTY & CONSTRUCTION

Rocco Design Architects Limited is seeking resident site staffs for the "East Kowloon Cultural Centre" project (Contract No. SS E510) in Kowloon Bay, Hong Kong. The minimum qualifications required for the posts shall be as follows:

Resident Architect (RA)

- Full member or Fellow of the Hong Kong Institute of Architects (HKIA) or equivalent or a Registered Architect under the Architects Registration Board of Hong Kong.
- Minimum 1 year's post-qualification experience as an architect (in architecture). Experience of large scale projects and at least 10 years of experience in architectural practice with minimum 3 years in the capacity of a Resident Architect is highly preferred.
- Met the language proficiency requirements of Level 2* or above in English Language and Chinese Language in Hong Kong Certificate of Education Examination (HKCEE) /Hong Kong Diploma of Secondary Education Examination (HKDSEE), or equivalent.

[*Notes :
Grade E in Chinese Language and English Language (Syllabus B) in previous HKCEE are accepted administratively as comparable to Level 2 in Chinese Language and English Language in the 2007 HKCEE and henceforth.]

Employment will be on contract basis tentatively commencing from July 2021. Please refer to the HKSAR government rules on Resident Site Staff (RSS) employment for terms and conditions of employment.

Interested parties, please send full resume giving details of qualification and experience, expected salary, date available and contact number to **Human Resources Department, Rocco Design Architects Limited, 32/F Citicorp Centre, 18 Whitfield Road, North Point, Hong Kong** or email to careers@rocco.hk not later than 12 July 2021.

Information provided will be used for the purpose of employment application only. All personal data of unsuccessful applicant will be destroyed within one year from date of receipt.



Civil Engineering and Development Department Contract No. GE/2018/02
Landslip Prevention and Mitigation Programme, 2013, Package G, Landslip Prevention and Mitigation Works

AECOM Asia Company Limited is part of AECOM, who is a global provider of professional technical and management support services to a broad range of markets, including transportation, facilities, environmental, energy, water and government. We are now inviting applications for the following Resident Site Staff position(s) for the construction of slope upgrading works to slopes and retaining walls and natural terrain hazard mitigation works to hillside catchments. These contracts will adopt the New Engineering Contract (NEC) with Term Service Contract (TSC) Option A as the form of contract. Construction works commenced in October 2018 and is anticipated to be completed in February 2022.

#Resident Works Supervisor I Ref. No: RWS/12536/GEO

Candidates should have:

- Certificate from the Construction Industry Council in Hong Kong/ Hong Kong Institute of Construction/ Hong Kong Institute of Vocational Education/ technical institute/ technical college/ a Hong Kong polytechnic university/ polytechnic or equivalent in an appropriate discipline; or
- Completed a recognized technician apprenticeship in an appropriate discipline; or
- Successfully Completed a recognized craft apprenticeship with 2 years' experience as a skilled worker in an appropriate discipline; or
- 5 years' experience as a skilled worker in an appropriate discipline; and
- At least 3 years' relevant post-qualification experience; or
- At least 3 years' relevant experience as Resident Works Supervisor II or equivalent in public works projects or those listed in Section 4.5.2 of the RSS Management Handbook.

#Resident Works Supervisor II Ref. No: RWS/12537/GEO

Candidates should have:

- Certificate from the Construction Industry Council in Hong Kong/ Hong Kong Institute of Construction/ Hong Kong Institute of Vocational Education/ technical institute/ technical college/ a Hong Kong polytechnic university/ polytechnic or equivalent in an appropriate discipline; or
- Successfully Completed a recognized technician apprenticeship in an appropriate discipline; or
- Successfully Completed a recognized craft apprenticeship with 2 years' experience as a skilled worker in an appropriate discipline; or
- 5 years' experience as a skilled worker in an appropriate discipline.

Attained a level of proficiency in Chinese and English Languages equivalent to Secondary 3 standard or above.

Applicants may also refer to the other requirement(s) of the above opening(s) stipulated in Appendix 7.4 of "Management Handbook for Direct Employment of Resident Site Staff by Consultants for Public Works Projects" from the webpage of Development Bureau.

Conditions: Appointments will be made on Agreement Terms with **AECOM Asia Company Limited** in accordance with the prevailing Government's terms and conditions. Salary will commensurate with qualifications and experience.

Where a large number of candidates meet the specified entry requirements, we may devise shortlisting criteria to select the better qualified candidates for further processing. In these circumstances, only shortlisted candidates will be invited to attend recruitment interview.

Interested persons should send full resume with date of availability, contact telephone no. and salary expected by **9 July 2021** to the Human Resources Department, AECOM, 12/F Grand Central Plaza, Tower 2, 138 Shatin Rural Committee Road, Shatin, NT. or email to siterecruiter-hk@aecom.com.

(Please quote the **REF NO.** on the application letter and envelope)

Personal data collected will be used for recruitment purposes only. The Company will retain the applications for a maximum period of 12 months after which their personal data will be destroyed.



WSP (Asia) Limited has been appointed by the Highways Department as the consultant for Provision of Barrier-free Access Facilities at Public Footbridges, Elevated Walkways and Subways, which includes the retrofitting works and upgrading of existing access facilities for the disabled for footbridges, elevated walkways and subways either by the provision of ramps or lifts.

We now invite applications for the following Resident Site Staff position:

Resident Assistant Inspector of Works, Civil (Job ID# 49006)

- a Diploma or Higher Certificate from Construction Industry Council in Hong Kong / Hong Kong Institute of Construction / Hong Kong Institute of Vocational Education / Technical Institute or Technical College of Vocational Training Council in Hong Kong / Polytechnic University / Polytechnic in Hong Kong or equivalent in an appropriate discipline with either
- (i) at least 3 years of relevant post-qualification experience;
- or (ii) at least 5 years of relevant experience inclusive of 1 year as Resident Works Supervisor or equivalent in appropriate discipline in public works projects or those listed in Section 4.5.2 of the RSS Management Handbook;
- or (iii) at least 3 years of relevant experience inclusive of 1 year as Resident Works Supervisor I or equivalent in appropriate discipline in public works projects or those listed in Section 4.5.2 of the RSS Management Handbook

Applicants may also refer to the other requirement(s) of the above opening(s) stipulated in Appendix 7.4 of "Management Handbook for Direct Employment of Resident Site Staff by Consultants for Public Works Projects" from the webpage of Development Bureau.

If you meet the above job requirements, you are invited to present your application via our job application system. Please visit our WSP website at www.wsp.com. Click "CAREERS" "JOB OPPORTUNITIES"; and enter the Job ID# and then submit your resume stating contact numbers and availability. OR post your resume quoting the Job ID# on the application and envelope to The Human Resources Department, WSP, 7/F, One Kowloon, 1 Wang Yuen Street, Kowloon Bay, Hong Kong on or before 9 July 2021.

All applications will be treated in strict confidence and only be used for recruitment related purpose.



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ENGINEERING & TECHNOLOGY



Water Supplies Department
Agreement No. CE 64/2019 (WS)
Risk-Based Improvement of Water Mains on Hong Kong & Islands and New Territories West – Investigation, Design and Construction

The Hong Kong office of BINNIES (formerly known as BLACK & VEATCH) is now seeking applicants to fill the following site staff posts for the Agreement No. CE 64/2019 (WS). The works of the project include improvement of existing water mains, condition assessment of water mains and other improvement measures for water mains on Hong Kong & Islands and New Territories West.

1. SENIOR RESIDENT ENGINEER (Ref: RBI/SRE/272/2021)

- Candidates should have:
- (a) Corporate Membership of the Hong Kong Institution of Engineers or equivalent in an appropriate discipline; and
 - (b) At least 5 years' relevant post-qualification experience in laying of water mains in both rural and urban areas, and experience in traffic management and traffic control for mainlaying works at locations with difficult traffic conditions; and
 - (c) Relevant experience in administering NEC contracts is preferable.

2. RESIDENT ENGINEER (Ref: RBI/RE/247/2021)

- Candidates should have:
- (a) Corporate Membership of the Hong Kong Institution of Engineers or equivalent in an appropriate discipline; and
 - (b) Relevant experience in laying of water mains in both rural and urban areas, and experience in traffic management and traffic control for mainlaying works at locations with difficult traffic conditions; and
 - (c) The academic qualification of Degree, Certificate or Diploma or equivalent certification in occupational safety and health, or construction safety is preferable; and
 - (d) Relevant experience in administering NEC contracts is preferable.

3. ASSISTANT RESIDENT ENGINEER (Ref: RBI/ARE/248/2021)

- Candidates should have:
- (a) Bachelor's degree from the university in an appropriate discipline or equivalent, with formal training pre-approved by appropriate professional institution/institute and at least 3 years' relevant post-qualification experience; or
 - (b) Bachelor's degree from the university in an appropriate discipline or equivalent, with at least 5 years' post-academic qualification experience in the professional field and level.

4. RESIDENT INSPECTOR OF WORKS (Ref: RBI/RIOW/249/2021)

- Candidates should have:
- (a) Diploma or Higher Certificate from Construction Industry Council in Hong Kong (CIC) / Hong Kong Institute of Construction (HKIC) / Hong Kong Institute of Vocational Education (IVE) / Technical Institute (TI) / Technical college (TC) / Polytechnic university / polytechnic in Hong Kong (Poly) or equivalent in an appropriate discipline; and
 - (b) The academic qualification of Degree, Certificate or Diploma or equivalent certification in occupational safety and health, or construction safety is preferable; and
 - (i) At least 8 years' relevant post-qualification experience; or
 - (ii) At least 5 years' relevant experience as Resident Assistant Inspector of Works or equivalent in public works projects or those listed in Section 4.5.2 of the RSS Management Handbook, including experience in laying of water mains in both rural and urban areas.

5. RESIDENT ASSISTANT INSPECTOR OF WORKS (Ref: RBI/RAIOW/250/2021)

- Candidates should have:
- (a) Diploma or Higher Certificate from CIC/HKIC/IVE/TI/TC/Poly or equivalent in an appropriate discipline; and
 - (b) The academic qualification of Degree, Certificate or Diploma or equivalent certification in occupational safety and health, or construction safety is preferable; and
 - (i) At least 3 years' relevant post-qualification experience including experience in laying of water mains in both rural and urban areas; or
 - (ii) At least 5 years' relevant experience inclusive of 1 year's relevant experience as Resident Works Supervisor or equivalent in appropriate discipline in public works projects or those listed in Section 4.5.2 of the RSS Management Handbook including experience in laying of water mains in both rural and urban areas; or
 - (iii) At least 3 years' relevant experience inclusive of 1 year's relevant experience as Resident Works Supervisor I or equivalent in appropriate discipline in public works projects or those listed in Section 4.5.2 of the RSS Management Handbook including experience in laying of water mains in both rural and urban areas.

6. RESIDENT WORKS SUPERVISOR I (Ref: RBI/RWSI/251/2021)

- Candidates should have:
- (a) Certificate from CIC/HKIC/IVE/TI/TC/Poly or equivalent in an appropriate discipline; or
 - (b) Completion of recognized technician apprenticeship in an appropriate discipline; or
 - (c) Completion of recognized craft apprenticeship with 2 years' experience as a skilled worker in appropriate discipline; or
 - (d) 5 years' experience as a skilled worker in appropriate discipline; and
 - (i) At least 3 years' relevant post-qualification experience; or
 - (ii) At least 3 years' relevant experience as Resident Works Supervisor II or equivalent in public works projects or those listed in Section 4.5.2 of the RSS Management Handbook including experience in laying of water mains in both rural and urban areas.

7. RESIDENT WORKS SUPERVISOR II (Ref: RBI/RWSII/252/2021)

- Candidates should have:
- (a) Certificate from CIC/HKIC/IVE/TI/TC/Poly or equivalent in an appropriate discipline; or
 - (b) Completion of recognized technician apprenticeship in an appropriate discipline; or
 - (c) Completion of recognized craft apprenticeship with 2 years' experience as a skilled worker in appropriate discipline; or
 - (d) 5 years' experience as a skilled worker in appropriate discipline.

8. RESIDENT SENIOR SURVEY OFFICER (ENGINEERING) (Ref: RBI/RSSO(E)/253/2021)

- Candidates should have:
- (a) Diploma or Higher Certificate from CIC/HKIC/IVE/TI/TC/Poly or equivalent in an appropriate discipline; and
 - (i) At least 7 years' relevant post-qualification experience; or
 - (ii) At least 7 years' relevant experience as Resident Survey Officer or equivalent in public works projects or those listed in Section 4.5.2 of the RSS Management Handbook.

9. RESIDENT SENIOR TECHNICAL OFFICER (Ref: RBI/RSTO/254/2021)

- Candidates should have:
- (a) Diploma or Higher Certificate from CIC/HKIC/IVE/TI/TC/Poly or equivalent in an appropriate discipline; and
 - (i) At least 7 years' relevant post-qualification experience; or
 - (ii) At least 7 years' relevant experience as Resident Technical Officer or equivalent in public works projects or those listed in Section 4.5.2 of the RSS Management Handbook.

10. RESIDENT SURVEY OFFICER (ENGINEERING) (Ref: RBI/RSO(E)/255/2021)

11. RESIDENT TECHNICAL OFFICER (Ref: RBI/RTO/256/2021)

- Candidates should have a Diploma or Higher Certificate from CIC/HKIC/IVE/TI/TC/Poly or equivalent in an appropriate discipline.

12. RESIDENT CLERICAL OFFICER (LIAISON OFFICER) (Ref: RBI/RCO(LO)/257/2021)

- Candidates should have:
- (a) Level 2 or equivalent or above in five subjects in Hong Kong Diploma of Secondary Education Examination (HKDSEE) or equivalent; or
 - (b) Level 2 / Grade E or above in five subjects in Hong Kong Certificate of Education Examination (HKCEE) or equivalent; and
 - (c) Knowledge in application of common business software (e.g. Microsoft Word and Excel); and
 - (d) At least 8 years' relevant experience with preferably 3 years' relevant experience in handling public enquiries and relation matters.

13. RESIDENT ASSISTANT CLERICAL OFFICER (LABOUR RELATIONS) (Ref: RBI/RACO(LR)/258/2021)

- Candidates should have:
- (a) Level 2 or equivalent or above in five subjects in HKDSEE or equivalent; or
 - (b) Level 2 / Grade E or above in five subjects in HKCEE or equivalent; and
 - (c) Knowledge in application of common business software (e.g. Microsoft Word and Excel); and
 - (d) Full-time working experience on personnel management or human resources related duties and preferably with post-secondary certificate on personnel management or human resources.

Remarks:
The job requirement of the above post(s) should be referred to the minimum qualification required and minimum experience listed in Appendix 7.4 of RSS Management Handbook in the webpage of the Development Bureau.

The possession of Level 2 or above in Chinese Language and English Language in Hong Kong Diploma of Secondary Education Examination / Hong Kong Certificate of Education Examination, or equivalent is required for positions (4) - (5) and (8) - (13).

The possession of a level of proficiency in Chinese and English Languages equivalent to Secondary 3 standard or above is required for positions (6) - (7).

The possession of a Construction Industry Safety Training Certificate or equivalent certification is required for the above positions.

The incumbents of positions (1) - (7) are expected to work irregular hours, overtime and shifts (including Saturdays, Sundays and public holidays) and to carry out supervision duties in Mainland China or overseas if necessary.

We offer salary and benefits in accordance with the conditions of employment promulgated by the Government of the Hong Kong Special Administrative Region at the time of employment. Personal information contained in applications received will be used for employment-related purposes, and details of suitable candidates will be referred to the relevant Government Department for consideration. A copy of our Personal Information Collection Statement Pertaining to Recruitment will be supplied upon written request. Please send the application letter with full resume stating earliest availability, present salary, contact telephone number and our reference code, and copies of qualification certificates and employment references to:

Human Resources Department
Binnies Hong Kong Limited
43/F, AIA KOWLOON TOWER, 100 HOW MING STREET,
KWUN TONG, HONG KONG
or via fax: 2693 1231 or via email: careerrhk@binnies.com
Website: <https://binnies.com>



C M WONG & ASSOCIATES LTD
黃志明建築工程師有限公司

CEDD Contract No. GE/2020/08
Landslip Prevention and Mitigation Programme, 2017, Package E,
Landslip Prevention and Mitigation Works

This Contract forms part of the works under the Landslip Prevention and Mitigation Programme (LPMitP) Project. C M Wong & Associates Ltd has been appointed by the Geotechnical Engineering Office (GEO) of the Civil Engineering and Development Department (CEDD) for the investigation, design and supervision of upgrading works under this Contract (CEDD Contract No. GE/2020/08) aiming to mitigate the natural terrain hazards to 2 natural hillside study areas at King's Park and Shouson Hill, upgrade some 23 government slopes in Hong Kong Island, Kowloon and the New Territories and relocation works for Public Works Regional Laboratory (Tsuen Wan). This Contract has commenced in February 2021 and is anticipated to be completed by November 2023.

Under the above Contract, we have vacancies for the following posts of resident site staff who meet the minimum qualification and experience requirements and are competent to carry out the assigned duties with consistently high standards of performance and conduct:-

Resident Assistant Inspector of Works (Safety)
(RAIOW(SAFETY)/GE/2020/08)

Employment Period : 12 months

Minimum Qualification and Experience:

- (a) Diploma or Higher Certificate from Construction Industry Council in Hong Kong (CIC)/Hong Kong Institute of Construction (HKIC)/Hong Kong Institute of Vocational Education (IVE)/Technical Institute which was/is a member of VTC (TI)/Technical College which was/is a member of VTC (TC)/Polytechnic University/Polytechnic in Hong Kong (Poly) or equivalent in an appropriate discipline; and
- (b) Minimum of 3 years' relevant post-qualification experience; or
- (c) Minimum of 5 years' relevant experience inclusive of 1 year's relevant experience as Resident Works Supervisor or equivalent in appropriate discipline in public works projects or those listed in Section 4.5.2 of the RSS Management Handbook; or
- (d) Minimum of 3 years' relevant experience inclusive of 1 year's relevant experience as Resident Works Supervisor I or equivalent in appropriate discipline in public works projects or those listed in Section 4.5.2 of the RSS Management Handbook.

Resident Works Supervisor Class I (Safety) (RWSI(SAFETY)/GE/2020/08)

Employment Period : 12 months

Minimum Qualification and Experience:

- (a) Certificate from Construction Industry Council in Hong Kong (CIC)/Hong Kong Institute of Construction (HKIC)/Hong Kong Institute of Vocational Education (IVE)/Technical Institute which was/is a member of VTC (TI)/Technical College which was/is a member of VTC (TC)/Polytechnic University/Polytechnic in Hong Kong (Poly) or equivalent in an appropriate discipline; or
- (b) Completed a recognized technician apprenticeship in Civil Engineering; or
- (c) Successfully completed a recognized craft apprenticeship with two years' experience as a skilled worker in Civil Engineering; or
- (d) Minimum of 5 years' experience as a skilled worker in Civil Engineering; and
- (e) Minimum of 3 years' relevant post-qualification experience; or
- (f) Minimum of 3 years' relevant experience as a Resident Works Supervisor Class II or equivalent public works projects or those listed in Section 4.5.2 of the RSS Management Handbook.

Resident Works Supervisor Class I (RWSI/GE/2020/08)

Minimum Qualification and Experience:

- (a) Certificate from Construction Industry Council in Hong Kong (CIC)/Hong Kong Institute of Construction (HKIC)/Hong Kong Institute of Vocational Education (IVE)/Technical Institute which was/is a member of VTC (TI)/Technical College which was/is a member of VTC (TC)/Polytechnic University/Polytechnic in Hong Kong (Poly) or equivalent in an appropriate discipline; or
- (b) Completed a recognized technician apprenticeship in Civil Engineering; or
- (c) Successfully completed a recognized craft apprenticeship with two years' experience as a skilled worker in Civil Engineering; or
- (d) Minimum of 5 years' experience as a skilled worker in Civil Engineering; and
- (e) Minimum of 3 years' relevant post-qualification experience; or
- (f) Minimum of 3 years' relevant experience as a Resident Works Supervisor Class II or equivalent public works projects or those listed in Section 4.5.2 of the RSS Management Handbook.

Resident Works Supervisor Class II (RWSII/GE/2020/08)

Minimum Qualification and Experience:

- (a) Certificate from Construction Industry Council in Hong Kong (CIC)/Hong Kong Institute of Construction (HKIC)/Hong Kong Institute of Vocational Education (IVE)/Technical Institute which was/is a member of VTC (TI)/Technical College which was/is a member of VTC (TC)/Polytechnic University/Polytechnic in Hong Kong (Poly) or equivalent in an appropriate discipline; or
- (b) Successfully completed a recognized technician apprenticeship in Civil Engineering; or
- (c) Successfully completed a recognized craft apprenticeship with two years' experience as a skilled worker in Civil Engineering; or
- (d) Minimum of 5 years' experience as a skilled worker in Civil Engineering.

Applicants may also refer to the other requirement(s) of the above opening(s) stipulated in Appendix 7.4 of "Management Handbook for Direct Employment of Resident Site Staff by Consultants for Public Works Projects" from the website of Development Bureau.

The candidates should have minimum academic/professional qualification requirements of the above posts.

Terms of Appointment:

The duration of appointment of the above posts, except RAIOW(SAFETY)/GE/2020/08 and RWSI(SAFETY)/GE/2020/08, is anticipated to be about 25 months. The duration of appointment of RAIOW(SAFETY)/GE/2020/08 and RWSI(SAFETY)/GE/2020/08 is 12 months. Successful candidates will be employed under the prevailing civil service practices.

Please send confidential applications, including full details of academic qualifications and working experience, copies of qualification certificates and employment references, availability, contact telephone number and quoting the reference code on the letter and envelope to C M Wong & Associates Ltd, 11/F Universal Trade Centre, 3-5A Arbutnot Road, Central, Hong Kong, for the attention of the Administrative Manager or Email to hr@cmwal.com on or before 9 July 2021.



Ove Arup & Partners Hong Kong Limited

MOTT M
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The leading international consulting engineering companies have been appointed by the Highways Department as the Consultants for Agreement No. CE43/2010 (HY) – Central Kowloon Route – Design and Construction Assignment.

Central Kowloon Route (CKR) is a 4.7 km long dual 3-lane trunk road in Central Kowloon linking Yau Ma Tei Interchange in West Kowloon with the road network on Kai Tak Development and Kowloon Bay in East Kowloon. The works in this Project has commenced in stages for commissioning by 2025.

We now invite applications for the following Resident Site Staff positions which will be filled gradually in this project. The incumbents may be required to work irregular hours, overtime, at night and on shifts including Saturdays, Sundays and public holidays and to carry out supervision outside Hong Kong when required.

Candidate who has applied for the Resident Site Staff of CKR after 27 February 2021 does not need to apply for the same rank.

ASSISTANT RESIDENT ENGINEER (Civil/Structural/Geotechnical/Programme/
Contract/General) (Job Number: 51285BR)

Qualifications & Experience required

- University Degree in an appropriate discipline from a Hong Kong institution or an equivalent institution, with formal training pre-approved by appropriate professional institution/institute and with at least 3 years of relevant post-qualification experience; OR
- University Degree in an appropriate discipline from a Hong Kong institution or an equivalent institution, with at least 5 years of relevant post-academic qualification experience in professional field and level

RESIDENT WORKS SUPERVISOR I (Structural/ABWF/Civil/Tunnel/Geotechnical)
(Job Number: 51293BR)

Qualifications & Experience required

- Certificate from Construction Industry Council in Hong Kong/Hong Kong Institute of Construction/Hong Kong Institute of Vocational Education/Technical Institute/Technical College/Polytechnic University/Polytechnic in Hong Kong or equivalent in an appropriate discipline, OR
- Completed a recognised technician apprenticeship in an appropriate discipline, OR
- Successfully completed a recognised craft apprenticeship with 2 years' experience as a skilled worker in an appropriate discipline, OR
- At least 5 years' experience as a skilled worker in an appropriate discipline; AND
- At least 3 years of relevant post-qualification experience, OR
- At least 3 years of relevant experience as Resident Works Supervisor II or equivalent in public works projects or those listed in Section 4.5.2 of the RSS Management Handbook

RESIDENT WORKS SUPERVISOR II (Structural/ABWF/Civil/Tunnel/Geotechnical)
(Job Number: 51296BR)

Qualifications & Experience required

- Certificate from Construction Industry Council in Hong Kong/Hong Kong Institute of Construction/Hong Kong Institute of Vocational Education/Technical Institute/Technical College/Polytechnic University/Polytechnic in Hong Kong or equivalent in an appropriate discipline, OR
- Successfully completed a recognised technician apprenticeship in an appropriate discipline, OR
- Successfully completed a recognised craft apprenticeship with 2 years' experience as a skilled worker in an appropriate discipline, OR
- At least 5 years' experience as a skilled worker in an appropriate discipline

RESIDENT TECHNICAL OFFICER (BIM/Draughting & IT/Material) (Job Number: 51308BR)

Qualifications & Experience required

- Diploma or Higher Certificate from Construction Industry Council in Hong Kong/Hong Kong Institute of Construction/Hong Kong Institute of Vocational Education/Technical Institute/Technical College/Polytechnic University/Polytechnic in Hong Kong or equivalent in an appropriate discipline

All of the above technical ranks (except Resident Works Supervisor I (RWSI) and Resident Works Supervisor II (RWSII)) should have met the language proficiency requirements of Level 2 or above in Chinese Language and English Language in the HKDSEE or HKCEE, or equivalent. For RWSI and RWSII, a level of proficiency in Chinese and English Languages equivalent to Secondary 3 standard or above shall be attained.

Appointment will be made on contract term with Ove Arup & Partners Hong Kong Limited or Mott MacDonald Hong Kong Limited in accordance with the prevailing government's terms and conditions.

For interested applicants, please apply online via our career website at <https://www.mottmac.com/careers/> search, click "Login or Register" and search above Job Numbers on or before 13 July 2021.

Personal data collected will be used for recruitment purpose only.

Candidates who are selected for interview will normally receive an invitation within eight weeks from the closing date for application. Those who are not invited for interview may assume that their applications are unsuccessful.

ENGINEERING & TECHNOLOGY

GENERAL



LEIGH & ORANGE LTD.

Leigh & Orange Ltd., leading a multi-disciplinary sub-consultant team is looking for suitable applicants to take up the following positions for the Consultancy Agreement no. 90D113 for the Kai Tak Sports Park Project of the Home Affairs Bureau, HKSAR Government.

Occupying 28 hectares of land, the project comprises a Main Stadium, a Public Sports Ground, an Indoor Sports Centre, extensive landscaped area and other ancillary facilities such as retail. (reference is available in the project website: <https://www.kaitaksportspark.hk/en/index.html>)

Senior Resident Structural Engineer (SRSE)
(Ref : SRSE-KT-202106SC)

- Registered Professional Engineer (Civil or Structural discipline) and corporate member of a professional institution recognized for corporate membership of the Hong Kong Institution of Engineers (Civil or Structural discipline) elected after 5th December 1975. For holders of qualification in the field of Civil Engineering discipline, appropriate experience in structural engineering design and practice is required.
- At least 10 years' relevant post-qualification experience in the field of large scale structural engineering projects and with site experience in supervision and co-ordination of construction works and management of sub-ordinates.
- With relevant experience in site safety supervision. Candidates with Degree certificate, Diploma or Higher Diploma in Occupational Safety and Health or in Construction Safety are preferred.
- Met the language proficiency requirements of Level 2^o or above in English Language and Chinese Language in Hong Kong Certificate of Education Examination (HKCEE) / Hong Kong Diploma of Secondary Education Examination (HKDSEE), or equivalent.
- BIM knowledge and local experience are considered as merits for consideration.
- Duration: 24 months employment contract with further extension as appropriate.

[Note *Grade E in Chinese Language and English Language (Syllabus B) in previous HKCEE are accepted administratively as comparable to Level 2 in Chinese Language and English Language in the 2007 HKCEE and henceforth.]

Resident Architect (RA) (Ref: RA-KT-202106SC)

- Member of the Hong Kong Institute of Architects (HKIA) and equivalent or Registered Architect of the Architects Registration Board of Hong Kong.
- At least 1 year's relevant post-qualification experience as architect in architectural design, and with site experience in supervision and co-ordination of large scale construction works.
- With relevant experience in architectural design coordination.
- Met the language proficiency requirements of Level 2^o or above in English Language in Hong Kong, Certificate of Education Examination (HKCEE) / Hong Kong Diploma of Secondary Education Examination (HKDSEE), or equivalent. Those applicants with Chinese language proficiency of Level 2^o or above will have priority.
- BIM knowledge and local experience are considered as merits for consideration.
- Duration: 24 months employment contract with further extension as appropriate.

[Note *Grade E in Chinese Language and English Language (Syllabus B) in previous HKCEE are accepted administratively as comparable to Level 2 in Chinese Language and English Language in the 2007 HKCEE and henceforth.]

Assistant Resident Architect (ARA)
(Ref: ARA-KT-202106SC)

- Master degree from university or equivalent in Architectural Studies.
- At least 1 year's relevant post-qualification experience.
- With relevant experience in architectural design coordination.
- Met the language proficiency requirements of Level 2^o or above in English Language in Hong Kong Certificate of Education Examination (HKCEE) / Hong Kong Diploma of Secondary Education Examination (HKDSEE), or equivalent. Those applicants with Chinese language proficiency of Level 2^o or above will have priority.
- BIM knowledge and local experience are considered as merits for consideration.
- Duration: 24 months employment contract with further extension as appropriate.

[Note *Grade E in Chinese Language and English Language (Syllabus B) in previous HKCEE are accepted administratively as comparable to Level 2 in Chinese Language and English Language in the 2007 HKCEE and henceforth.]

Assistant Resident Building Services Engineer
(ARBSE) (Ref: ARBSE-KT-202106SC)

- A Bachelor's degree in Building Services, Electrical or Mechanical Engineering.
- Completed a formal training pre-approved by an appropriate professional institution / institute or
- At least 4 years' relevant post-qualification experience in building services engineering, electrical engineering or mechanical engineering.
- With relevant experience in building services engineering, electrical engineering or mechanical engineering design coordination.
- Met the language proficiency requirements of Level 2^o or above in English Language and Chinese Language in Hong Kong Certificate of Education Examination (HKCEE) / Hong Kong Diploma of Secondary Education Examination (HKDSEE), or equivalent.
- BIM knowledge and local experience are considered as merits for consideration.
- Duration: 24 months employment contract with further extension as appropriate.

[Note *Grade E in Chinese Language and English Language (Syllabus B) in previous HKCEE are accepted administratively as comparable to Level 2 in Chinese Language and English Language in the 2007 HKCEE and henceforth.]

Resident Building Services Inspector (RBSI)
(Ref: RBSI-KT-202106SC)

- Diploma or Higher Certificate in Building Services Engineering or Electrical Engineering or Mechanical Engineering from the Hong Kong Polytechnic / Hong Kong Polytechnic University / Hong Kong Technical College / Hong Kong Technical Institute / Hong Kong Institute of Vocational Education, or equivalent.
- At least 8 years' relevant experience, including 4 years' working experience in the capacity of Assistant Building Services Inspector, or equivalent.
- With relevant experience in site safety supervision. Candidates with Degree certificate, Diploma or Higher Diploma in Occupational Safety and Health or in Construction Safety are preferred.
- Met the language proficiency requirements of Level 2^o or above in English Language and Chinese Language in Hong Kong Certificate of Education Examination (HKCEE) / Hong Kong Diploma of Secondary Education Examination (HKDSEE), or equivalent.
- BIM knowledge and local experience are considered as merits for consideration.
- Duration: 24 months employment contract with further extension as appropriate.

[Note *Grade E in Chinese Language and English Language (Syllabus B) in previous HKCEE are accepted administratively as comparable to Level 2 in Chinese Language and English Language in the 2007 HKCEE and henceforth.]

Resident Clerk of Works (RCOW)
(Ref: RCOW-KT-202106SC)

- Diploma or Higher Certificate in Building Studies from the Construction Industry Council in Hong Kong / Hong Kong Institute of Construction / Hong Kong Polytechnic / Hong Kong Polytechnic University / Hong Kong Technical College / Hong Kong Technical Institute / Hong Kong Institute of Vocational Education, or equivalent.
- At least 6 years' relevant post-qualification experience in the capacity of Clerk of Works.
- With relevant experience in site safety supervision. Candidates with Degree certificate, Diploma or Higher Diploma in Occupational Safety and Health or in Construction Safety are preferred.
- Met the language proficiency requirements of Level 2^o or above in English Language and Chinese Language in Hong Kong Certificate of Education Examination (HKCEE) / Hong Kong Diploma of Secondary Education Examination (HKDSEE), or equivalent.
- BIM knowledge and local experience are considered as merits for consideration.
- Duration: 24 months employment contract with further extension as appropriate.

[Note *Grade E in Chinese Language and English Language (Syllabus B) in previous HKCEE are accepted administratively as comparable to Level 2 in Chinese Language and English Language in the 2007 HKCEE and henceforth.]

Resident Assistant Clerk of Works (RACOW)
(Ref: RACOW-KT-202106SC)

- Diploma or Higher Certificate in Building Studies from the Construction Industry Council in Hong Kong / Hong Kong Institute of Construction / Hong Kong Polytechnic / Hong Kong Polytechnic University / Hong Kong Technical College / Hong Kong Technical Institute / Hong Kong Institute of Vocational Education, or equivalent.
- At least 3 years' relevant post-qualification experience.
- With relevant experience in site safety supervision. Candidates with Degree Certificate, Diploma or Higher Diploma in Occupational Safety and Health or in Construction Safety are preferred.
- Met the language proficiency requirements of Level 2^o or above in English Language and Chinese Language in Hong Kong Certificate of Education Examination (HKCEE) / Hong Kong Diploma of Secondary Education Examination (HKDSEE), or equivalent.
- BIM knowledge and local experience are considered as merits for consideration.
- Duration: 24 months employment contract with further extension as appropriate.

[Note *Grade E in Chinese Language and English Language (Syllabus B) in previous HKCEE are accepted administratively as comparable to Level 2 in Chinese Language and English Language in the 2007 HKCEE and henceforth.]

Resident Works Supervisor I (Building Services)
(RWSI (Building Services)) (Ref: RWSI(BS)-KT-202106SC)

- A Certificate in Building Services Engineering or Electrical Engineering or Mechanical Engineering from Hong Kong Polytechnic / Hong Kong Polytechnic University / Hong Kong Technical College / Hong Kong Technical Institute / Hong Kong Institute of Vocational Education, or equivalent, or 5 years' experience as a skilled worker in Building Services Engineering or Electrical Engineering or Mechanical Engineering, or Completed a recognized Technician Apprenticeship in Building Services Engineering or Electrical Engineering or Mechanical Engineering, or Completed a recognized craft apprenticeship with two years' experience as a skilled worker in Building Services Engineering or Electrical Engineering or Mechanical Engineering
- 3 years' relevant post-qualification experience of site supervision of building services and E&M installations.
- A knowledge of English and Chinese equivalent to Form 3 (before 2012) / Secondary 3 standard.
- Duration: 24 months employment contract with further extension as appropriate.

Resident Works Supervisor I (RWSI)
(Ref: RWSI-KT-202106SC)

- A Certificate in Building or Building Studies from Hong Kong Polytechnic / Hong Kong Polytechnic University / Hong Kong Technical College / Hong Kong Technical Institute / Hong Kong Institute of Vocational Education, or equivalent, or 5 years' experience as a skilled worker in Building, or Completed a recognized Technician Apprenticeship in Building, or Completed a recognized craft apprenticeship with two years' experience as a skilled worker in Building
- 3 years' relevant post-qualification experience of site supervision of building works.
- A knowledge of English and Chinese equivalent to Form 3 (before 2012) / Secondary 3 standard.
- Duration: 24 months employment contract with further extension as appropriate.

Resident Senior Field Officer (RSFO)
(Ref: RSFO-KT-202106SC)

- Diploma and Higher Certificate in Horticulture, Botany or Biology or appropriate related discipline from a Hong Kong recognized institution or university, or equivalent.
- At least 7 years' relevant post-qualification experience of landscape construction projects, flora / field surveys and landscape works management.
- Met the language proficiency requirements of Level 2^o or above in the English Language and the Chinese Language in the Hong Kong Certificate of Education Examination (HKCEE) / the Hong Kong Diploma of Secondary Education Examination (HKDSEE), or equivalent.
- Relevant experience of projects of similar complexity of landscape works. Experience in the design, implementation and supervision of hard and soft landscape works would be an advantage.
- With relevant experience in coordination and liaison with other related disciplines, e.g. B.S., architectural and structural for the implementation of landscape works are preferred.
- Exposure in collaborative and diverse professional team environment, and able to delegate self-motive and organizational skill for driving high quality project outcome are preferred.
- BIM knowledge and local experience are considered as merits for consideration.
- Duration: 24 months employment contract with further extension as appropriate.

[Note *Grade E in Chinese Language and English Language (Syllabus B) in previous HKCEE are accepted administratively as comparable to Level 2 in Chinese Language and English Language in the 2007 HKCEE and henceforth.]



AGRICULTURE, FISHERIES AND
CONSERVATION DEPARTMENT

Field Officer II
(Conservation and Country Parks)
(Civil Service Vacancy)

Salary: Master Pay Scale Point 8 (HK\$21,340 per month) to Master Pay Scale Point 21 (HK\$42,545 per month)

Closing Date for Application: 9 July 2021

Tel. Enquiry: 2150 6687

Please visit GovHK at <http://www.gov.hk> or download “Government Vacancies” Mobile Application at Google Play/App Store for information about the post.



AGRICULTURE, FISHERIES AND
CONSERVATION DEPARTMENT

Ecological Surveyor
(Non-civil Service Vacancy)

Salary: \$22,910/month

Closing Date for Application: 9 July 2021

Tel. Enquiry: 2150 6685

Please visit GovHK at <http://www.gov.hk> or download “Government Vacancies” Mobile Application at Google Play/App Store for information about the post.



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Appointment of candidates will be made in accordance with the prevailing Government's terms and conditions for the employment of Resident Site Staff. Please send resume together with expected salary to the Human Resources Department, Leigh & Orange Ltd., 801, Dorset House, Tai Koo Place, 979 King's Road, Hong Kong or e-mail to hr.ktp@leighorange.com. Closing Date for Application: 25 July 2021. Candidates who are selected for interview will normally receive an invitation within 8 weeks from the closing date for application. Those who are not invited for interview may assume that their applications are unsuccessful.

(L&O is an equal opportunity employer and welcome applications from all qualified candidates. All applications will be treated in the strictest confidence. Personal data provided will be used for recruitment purpose only. We do not assume any risks of disclosure of personal information prior to receipt of applications. Under the Personal Data (Privacy) Ordinance, you may request access to, and/or correction of your personal data in relation to your submitted application. If you wish to do so, please email to us)

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GOVERNMENT APPOINTMENTS

NON-CIVIL SERVICE VACANCY

Department: Food and Health Bureau

Division/Section/Unit: Voluntary Health Insurance Scheme Office

Job title: Manager (Voluntary Health Insurance Scheme)

Salary: HK\$58,635 to HK\$67,295 per month (commensurate with experience)

Entry Requirements:

The candidate should have –

1. a bachelor's degree from a Hong Kong university, or equivalent;
2. language proficiency at Level 3 or above in English Language (Syllabus B before 2007) and Chinese Language in the Hong Kong Certificate of Education Examination (HKCEE) or the Hong Kong Diploma of Secondary Education Examination (HKDSEE), or equivalent ^(Note 1);
3. at least six years' work experience in publicity and promotion, event management, marketing and/or public relations ^(Note 2);
4. good analytical, presentation and interpersonal skills ^(Note 3); and
5. ability to work under pressure and in a fast-paced environment.

Note 1: Grade C in English Language (Syllabus B) and Chinese Language in previous HKCEE are accepted administratively as comparable to "Level 3" in English Language and Chinese Language in the 2007 HKCEE and henceforth. (Candidates who do not possess Level 3 but obtained Level 2 in Chinese Language (or equivalent) may also apply.)

Note 2: Frontline sales experience is not considered relevant. Preference will be given to those candidates also with solid work experience in the insurance sector especially the health insurance market segment.

Note 3: Shortlisted candidates will be invited to attend a written test and an interview.

Duties:

The Candidate is required to –

1. execute the publicity and promotional campaigns for the Voluntary Health Insurance Scheme (VHIS) that cover social media, online media, publicity events, and consumer education programmes;
2. assist in the content development for the VHIS official website, Facebook, YouTube and other publicity materials including booklet, pamphlet, advertorials and online videos;
3. assist in procuring outsourced services in respect of social media management, publication and event organisation, and coordinate with service providers and monitor their performance to ensure their satisfactory delivery of services;
4. assist in organising consumer education programmes such as roving exhibitions and storytelling sessions in public libraries and schools; and
5. perform other duties assigned by the supervisors (including scheme enforcement, complaint handling) as and when necessary.

Background

Voluntary Health Insurance Scheme (VHIS) is a policy initiative implemented by the Food and Health Bureau (FHB) in respect of individual indemnity hospital insurance products. The scheme is based on voluntary participation by insurers and consumers. Under the scheme, the participating insurers offer individual indemnity hospital insurance plans that are certified by FHB to be compliant with the scheme requirements. It is voluntary for consumers to purchase the plans.

The VHIS Office is a regular office set up under the FHB to implement the VHIS. Its duties include registration of the participating insurers, vetting of individual indemnity hospital insurance plans for certification of compliance status, enforcement of scheme rules, undertaking of publicity and consumer education programs, monitoring of scheme performance, information dissemination and compilation of statistics, as well as handling of enquiries and complaints, etc.

Terms of Appointment:

The successful candidate will be appointed on non-civil service contract terms for 18 months. The contract will be subject to renewal at the discretion of FHB.

Fringe Benefits:

1. Rest days, statutory holidays, annual leave, maternity leave, paternity leave, sickness allowance, where appropriate, will be granted on terms not less favourable than the provisions of the Employment Ordinance.
2. An end-of-contract gratuity may be granted upon satisfactory completion of the contract. Such gratuity, if granted, plus any contribution made by the Government to a Mandatory Provident Fund (MPF) scheme in respect of the appointee as required by the MPF Schemes Ordinance, will be equal to 10% of the total basic salary drawn during the contract period.

General Notes:

1. Candidates must be permanent residents of the Hong Kong Special Administrative Region at the time of appointment unless specified otherwise.
2. As an Equal Opportunities Employer, the Government is committed to eliminating discrimination in employment. The vacancy advertised is open to all applicants meeting the basic entry requirement irrespective of their disability, sex, marital status, pregnancy, age, family status, sexual orientation and race.
3. Non-civil service vacancies are not posts on the civil service establishment. Candidates appointed are not on civil service terms of appointment and conditions of service. Candidates appointed are not civil servants and will not be eligible for posting, promotion or transfer to any posts in the Civil Service.
4. The entry pay, terms of appointment and conditions of service to be offered are subject to the provisions prevailing at the time the offer of appointment is made.
5. Where a large number of candidates meet the specified entry requirements, the recruiting department may devise shortlisting criteria to select the better qualified candidates for further processing. In these circumstances, only shortlisted candidates will be invited to attend recruitment examination and/or selection interview.
6. It is Government policy to place people with a disability in appropriate jobs wherever possible. If a disabled candidate meets the entry requirements, he/she will be invited to recruitment examination and/or selection interview without being subject to further shortlisting. Applicants who have declared disabilities found suitable for appointment may be given an appropriate degree of preference over other applicants whose suitability for appointment is considered comparable to that of the former. The Government policy and other related measures on employment of persons with disabilities are set out in the booklet "Employ People Based on Their Abilities – Application for Government Jobs by Persons with Disabilities" which is available for reference on the Civil Service Bureau's website at <https://www.csb.gov.hk> under "Administration of the Civil Service – Appointments".
7. The personal data provided by job applicants will be used by Food and Health Bureau for recruitment and employment-related purposes. It may be provided to government departments and other organisations or agencies authorised to process the information for purposes relating to recruitment by and employment with the Government e.g. qualifications assessment, medical examination, employer reference and integrity checking, etc. as may be necessary. For correction of or access to personal data, please write to the Data Protection Officer of Food and Health Bureau by fax at 2541 3352, by email to enquiry@fhb.gov.hk, or by post to 18/F, East Wing, Central Government Offices, 2 Tim Mei Avenue, Tamar, Hong Kong. Please visit Food and Health Bureau's website (<https://www.fhb.gov.hk>) for its personal data privacy protection policy.
8. Holders of academic qualifications other than those obtained from Hong Kong institutions/Hong Kong Examinations and Assessment Authority may also apply but their qualifications will be subject to assessments on equivalence with the required entry qualifications. They should submit copies of their official transcripts and certificates by post to the enquiry address below.

How to Apply:

1. Application Form [G.F. 340 (Rev. 3/2013)] is obtainable from any Home Affairs Enquiry Centres of District Offices, Home Affairs Department or any Job Centres of the Employment Services Division, Labour Department. The said form can also be downloaded from the Civil Service Bureau's website (<https://www.csb.gov.hk>).
2. Completed application form, together with copies of public examination results, academic certificates, qualification certificates, employment proof as well as other supporting documents should reach the address stated below on or before the deadline for application, with the envelope clearly marked with "Application for the position of Manager (Voluntary Health Insurance Scheme)" (The postmark will be referred to for the submission date of the application by mail). **On-line applications are NOT accepted.** If a candidate submits more than one applications, only the latest one received before the deadline will be considered.
3. If candidates fail to provide the supporting documents as requested, their applications will not be considered. Applications which are not made in the prescribed form, incomplete, submitted late or submitted by fax or email will **NOT be considered.**
4. To avoid delayed or unsuccessful delivery of applications by post, please ensure that the correct address is clearly printed or written on the envelope and sufficient postage has been affixed before posting. Mail items bearing insufficient postage will be returned to the senders or disposed of by the Hongkong Post. Applications returned to the sender due to insufficient postage must be resubmitted on or before the closing date and time.
5. Candidates who are selected for recruitment examination and/or selection interview will normally receive an invitation (by email or by post) in about four to six weeks from the deadline for application. Those who are not invited for recruitment examination and/or selection interview within six weeks from the deadline may assume that their applications are unsuccessful. All applications will be treated in strict confidence.

Postal Address for Submission of Application:

Voluntary Health Insurance Scheme Office, Unit 2902, Millennium City 6, 392 Kwun Tong Road, Kowloon, Hong Kong

Enquiry Telephone: 2205 2368

Deadline for Application: 8 July 2021 (Thursday) at 6:00 p.m. Hong Kong Time

Application submitted after the deadline will NOT be accepted.

GOVERNMENT APPOINTMENTS

Civil Service Vacancy
Water Supplies Department

Waterworks Chemist

Salary : Master Pay Scale Point 27 (\$55,995 per month) to Master Pay Scale Point 44 (\$110,170 per month)

- Entry Requirements :**
Candidates should have -
- (a) (i) a First or Second Class Honours degree in Chemistry from a Hong Kong university or equivalent with at least ½ of the total number of units or papers taken in Chemistry; and
(ii) two years' relevant post-graduate experience in chemical testing or chemistry related field;
OR
(i) a First or Second Class Honours degree in Chemistry from a Hong Kong university or equivalent with at least ½ of the total number of units or papers taken in Chemistry; and
(ii) a Master degree in Chemistry from a Hong Kong university or equivalent;
 - (b) a 'Pass' result in the Aptitude Test in the Common Recruitment Examination (CRE) (See Note (a)); and
 - (c) met the language proficiency requirements of 'Level 1' results in the two language papers (Use of Chinese and Use of English) in the CRE or equivalent (See Note (a)).

- Notes :**
- (a) The results of the Aptitude Test (AT) paper in the CRE are classified as Pass or Fail.

The results of the Use of Chinese (UC) and Use of English (UE) papers in the CRE are classified as Level 2, Level 1 or Fail, with Level 2 being the highest.

For civil service appointment purpose, Level 5 or above in Chinese Language of the Hong Kong Diploma of Secondary Education Examination (HKDSEE); or Grade C or above in Chinese Language and Culture or Chinese Language and Literature of the Hong Kong Advanced Level Examination (HKALE), are accepted as equivalent to Level 2 in the UC paper of the CRE. Level 4 in Chinese Language of the HKDSEE; or Grade D in Chinese Language and Culture or Chinese Language and Literature of the HKALE, are accepted as equivalent to Level 1 in the UC paper of the CRE.

Level 5 or above in English Language of the HKDSEE; or Grade C or above in Use of English of the HKALE; or Grade C or above in English Language of the General Certificate of Education (Advanced Level) (GCE A Level), are accepted as equivalent to Level 2 in the UE paper of the CRE. Level 4 in English Language of the HKDSEE; or Grade D in Use of English of the HKALE; or Grade D in English Language of the GCE A Level, are accepted as equivalent to Level 1 in the UE paper of the CRE.

Applicants with an overall band of 6.5 or above with no subtest score below band 6 obtained in the same sitting in the Academic Module of the International English Language Testing System (IELTS) within the two-year validity period of the test result are accepted as equivalent to Level 2 in the UE paper of the CRE. The IELTS test result must be valid on any date during the application period.

- (b) Candidates should attach copies of their CRE/HKDSEE/HKALE/IELTS results, official transcripts and degree certificates together with a detailed account of their academic/professional qualification and relevant working experience to their applications.
- (c) For the purpose of heightening public awareness of the Basic Law (BL) and promoting a culture of learning of BL in the community, applicants for civil service jobs will be assessed on their BL knowledge. The BL test result will constitute an appropriate weighting in a candidate's overall assessment.

Duties : A Waterworks Chemist is mainly deployed on (a) supervising the work and staff of unit/water science laboratory, conducting chemical, bacteriological, biological and radiological examinations, monitoring water quality, advising on and controlling of treatment processes at waterworks installations; (b) carrying out water analysis and investigating into various aspects of water safety, water quality or treatment problems; (c) undertaking radiation measurement and monitoring of water quality, advising on statutory procedures, handling of radioactive substances and radiological protection matters; (d) training staff in laboratory and field work; and (e) performing other duties as assigned by the Chief Waterworks Chemist.

Terms of Appointment : A new recruit will be appointed on civil service probationary terms for three years. Upon passage of probation bar, he/she may be considered for appointment on the prevailing permanent terms.

Contact Address and Enquiry Telephone No.: Recruitment Unit, Water Supplies Department, 48/F, Immigration Tower, 7 Gloucester Road, Wan Chai, Hong Kong. Tel: 2829 5635

Closing Date for Application : 9 July 2021

How to Apply : Application Forms G.F. 340 (Rev. 3/2013) are obtainable from any Home Affairs Enquiry Centre of District Offices, Home Affairs Department or any Job Centre of the Employment Services Division, Labour Department. The said form can also be downloaded from the Civil Service Bureau's website (<http://www.csb.gov.hk>).

Completed forms, together with the required documents mentioned in Notes item (b) submitted in person or by post should reach the contact address on or before 9 July 2021. Please specify **'Application for Waterworks Chemist' on the envelope**. To avoid delayed or unsuccessful delivery of applications by post, please ensure that the correct address is clearly printed or written on the envelope and sufficient postage has been affixed before posting. **Mail items bearing insufficient postage will not be delivered to this Department** and will be returned to the sender or disposed of by the Hongkong Post, where appropriate. Applicants will bear any consequences arising from paying insufficient postage. Online application can also be made through the Civil Service Bureau's website (<http://www.csb.gov.hk>). Candidates who apply online should submit the required documents mentioned in Notes item (b) by mail to the contact address indicated on or before 16 July 2021. The on-line application number should be quoted on the envelope and every page of the copies of the required documents. **If Applications are late, incomplete, not made in the prescribed form, submitted by fax or email or you fail to provide copies of the required supporting documents are received after the above specified dates or are insufficient, such applications will NOT be considered.** Candidates who are selected for interview will normally receive an invitation in about six to ten weeks from the closing date for application. Those who are not invited for interview may assume that their applications are unsuccessful.

- General Notes :**
- (a) Candidates must be permanent residents of the Hong Kong Special Administrative Region at the time of appointment unless specified otherwise.
 - (b) As an Equal Opportunities Employer, the Government is committed to eliminating discrimination in employment. The vacancy advertised is open to all applicants meeting the basic entry requirement irrespective of their disability, sex, marital status, pregnancy, age, family status, sexual orientation and race.
 - (c) Civil service vacancies are posts on the civil service establishment. Candidates selected for these vacancies will be appointed on civil service terms of appointment and conditions of service and will become civil servants on appointment.
 - (d) The entry pay, terms of appointment and conditions of service to be offered are subject to the provisions prevailing at the time the offer of appointment is made.
 - (e) The information on the maximum pay point is for reference only and may be subject to changes.
 - (f) Fringe benefits include paid leave, medical and dental benefits, and where appropriate, assistance in housing.
 - (g) Where a large number of candidates meet the specified entry requirements, the recruiting department may devise shortlisting criteria to select the better qualified candidates for further processing. In these circumstances, only shortlisted candidates will be invited to attend recruitment examination and/or interview.
 - (h) It is Government policy to place people with a disability in appropriate jobs wherever possible. If a disabled candidate meets the entry requirements, he/she will be invited to attend the selection interview/written examination without being subject to further shortlisting. Applicants who have declared disabilities found suitable for appointment may be given an appropriate degree of preference over other applicants whose suitability for appointment is considered comparable to that of the former. The Government policy and other related measures on employment of persons with disabilities are set out in the booklet *"Employ People Based on Their Abilities – Application for Government Jobs by Persons with Disabilities"* which is available for reference on the Civil Service Bureau's website at <http://www.csb.gov.hk> under "Administration of the Civil Service – Appointments".
 - (i) Holders of academic qualifications other than those obtained from Hong Kong institutions/Hong Kong Examinations and Assessment Authority may also apply but their qualifications will be subject to assessments on equivalence with the required entry qualifications. They should submit copies of their official transcripts and certificates by mail to the above contact address.
 - (j) Civil service vacancies information contained in this column is also available on the GovHK on the Internet at <http://www.gov.hk>.
 - (k) Towards the application deadline, our on-line system would likely be overloaded due to large volume of applications. To ensure timely completion of your on-line application, it is advisable to submit the application as early as possible.

Civil Service Vacancy
Water Supplies Department

Post (1): Technical Officer (Instrumentation)

Salary : Master Pay Scale Point 9 (\$22,725 per month) to Master Pay Scale Point 22 (\$44,555 per month)

Entry Requirements : Candidates should have (a) a Diploma or Higher Certificate in Electrical or Electronic Engineering from a Hong Kong polytechnic/polytechnic university, the Hong Kong Institute of Vocational Education or technical institute/technical college, or equivalent; and (b) met the language proficiency requirements of Level 2 or above in Chinese Language and English Language in the Hong Kong Diploma of Secondary Education Examination (HKDSEE) or Hong Kong Certificate of Education Examination (HKCEE), or equivalent^{Note 1}.

(Note: (1) For civil service appointment purpose, "Grade C" and "Grade E" in Chinese Language and English Language (Syllabus B) in the HKCEE before 2007 are accepted administratively as comparable to 'Level 3' and 'Level 2' respectively in Chinese Language and English Language in the 2007 HKCEE and henceforth. (2) All qualifications required should be obtained on or before the application deadline. Qualifications obtained after the application deadline will not be considered.)

Duties : A Technical Officer (Instrumentation) is mainly deployed on (i) installing and maintaining electrical/electronic/mechanical instruments including control, monitoring and telemetry equipment; and (ii) carrying out workshop repair and calibrating instrumentation equipment.

(Note: May be required to work in remote areas, work irregular hours or shifts.)

Post (2): Technical Officer Trainee (Instrumentation)

Salary : Training Pay Scale Point 4 (\$14,935 per month) to Training Pay Scale Point 6 (\$16,945 per month)

Entry Requirements : Candidates should have (a)(i) a Certificate in Electrical or Electronic Engineering from a Hong Kong polytechnic/polytechnic university, the Hong Kong Institute of Vocational Education or technical institute/technical college, or equivalent; or (ii) Level 3 or above in Mathematics and Level 2 or equivalent or above in four other subjects^{Note 1,2} including Physics or Combined Science (Physics & Chemistry with the Physics component at Level 2 or above) or Combined Science (Physics & Biology with the Physics component at Level 2 or above) or Integrated Science; and one other Science / Technology / Engineering related subject in the Hong Kong Diploma of Secondary Education Examination (HKDSEE), or equivalent; or (iii) Grade C or above in Mathematics and Level 2 / Grade E or above in four other subjects^{Note 2,3} including Physics and one other Science subject in the Hong Kong Certificate of Education Examination (HKCEE), or equivalent; and (b) met the language proficiency requirements of Level 2 or above in Chinese Language and English Language in HKDSEE or HKCEE, or equivalent^{Note 3}.

(Note: (1) For civil service appointment purpose, "Attained with Distinction" in Applied Learning subjects (subject to a maximum of two Applied Learning subjects), and Grade C in Other Language subjects in the HKDSEE are accepted as equivalent to Level 3 in the New Senior Secondary subjects in the HKDSEE. "Attained" in Applied Learning subjects (subject to a maximum of two Applied Learning subjects), and Grade E in Other Language subjects in the HKDSEE are accepted as equivalent to Level 2 in the New Senior Secondary subjects in the HKDSEE. (2) The subjects may include Chinese Language and English Language. (3) For civil service appointment purpose, "Grade C" and "Grade E" in Chinese Language and English Language (Syllabus B) in the HKCEE before 2007 are accepted administratively as comparable to 'Level 3' and 'Level 2' respectively in Chinese Language and English Language in the 2007 HKCEE and henceforth.

(All qualifications required should be obtained on or before the application deadline. Qualifications obtained after the application deadline will not be considered.)

Duties : A Technical Officer Trainee (Instrumentation) is required to undergo training for a period of three years and is mainly deployed on (i) installing and maintaining electrical/electronic/mechanical instruments including control and telemetry equipment; and (ii) carrying out workshop repair and calibrating instrumentation equipment.

(Note: May be required to work in remote areas, work irregular hours or shifts.)

Posts (1) to (2)

(Remarks: For the purpose of heightening public awareness of the Basic Law (BL) and promoting a culture of learning of BL in the community, applicants for civil service jobs will be assessed on their BL knowledge. The BL test result will constitute an appropriate weighting in a candidate's overall assessment.)

Terms of Appointment : A new recruit will normally be appointed on civil service probationary terms for three years. Upon passage of probation bar, he/she may be considered for appointment on the prevailing permanent terms.

Contact Address and Enquiry Telephone : Recruitment Unit, Water Supplies Department, 48/F, Immigration Tower, 7 Gloucester Road, Wan Chai, Hong Kong. Tel: 2829 4380

Closing Date for Application : 9 July 2021

How to Apply : Application Forms (G.F. 340 (Rev. 3/2013)) are obtainable from any Home Affairs Enquiry Centres of District Offices, Home Affairs Department or any Job Centres of the Employment Services Division, Labour Department. The said form can also be downloaded from the Civil Service Bureau's website (<http://www.csb.gov.hk>).

Completed application forms together with photocopies of supporting documents of the entry requirements (a) and (b) submitted in person or by post should reach the above contact address. Please specify **"For Application of Post Title"** on the envelope. To avoid delayed or unsuccessful delivery of applications by post, please ensure that the correct address is clearly printed or written on the envelope and sufficient postage has been affixed before posting. **Mail items bearing insufficient postage will not be delivered to this Department** and will be returned to the sender or disposed of by the Hongkong Post, where appropriate. Applicants will bear any consequences arising from paying insufficient postage.

On-line application can also be made through the Civil Service Bureau's website (<http://www.csb.gov.hk>). Candidates who apply on-line should submit copies of the required supporting documents by hand or by post to the above contact address on or before 16 July 2021. The on-line application number should be quoted on the envelope and on every page of the copies of the supporting documents.

If applications are late, incomplete, not made in the prescribed form, submitted by fax or email or you fail to provide copies of the required supporting documents or the required supporting documents are received after the above specified dates or are insufficient, such applications will NOT be considered. Candidates who are selected for interview will normally receive an invitation in about six to ten weeks from the closing date for application. Those who are not invited for interview may assume that their applications are unsuccessful.

- General Notes :**
- (a) Candidates must be permanent residents of the Hong Kong Special Administrative Region at the time of appointment unless specified otherwise.
 - (b) As an Equal Opportunities Employer, the Government is committed to eliminating discrimination in employment. The vacancy advertised is open to all applicants meeting the basic entry requirement irrespective of their disability, sex, marital status, pregnancy, age, family status, sexual orientation and race.
 - (c) Civil service vacancies are posts on the civil service establishment. Candidates selected for these vacancies will be appointed on civil service terms of appointment and conditions of service and will become civil servants on appointment.
 - (d) The entry pay, terms of appointment and conditions of service to be offered are subject to the provisions prevailing at the time the offer of appointment is made.
 - (e) The information on the maximum pay point is for reference only and may be subject to changes.
 - (f) Fringe benefits include paid leave, medical and dental benefits, and where appropriate, assistance in housing.
 - (g) Where a large number of candidates meet the specified entry requirements, the recruiting department may devise shortlisting criteria to select the better qualified candidates for further processing. In these circumstances, only shortlisted candidates will be invited to attend recruitment examination and/or interview.
 - (h) It is Government policy to place people with a disability in appropriate jobs wherever possible. If a disabled candidate meets the entry requirements, he/she will be invited to attend the selection interview/written examination without being subject to further shortlisting. Applicants who have declared disabilities found suitable for appointment may be given an appropriate degree of preference over other applicants whose suitability for appointment is considered comparable to that of the former. The Government policy and other related measures on employment of persons with disabilities are set out in the booklet *"Employ People Based on Their Abilities – Application for Government Jobs by Persons with Disabilities"* which is available for reference on the Civil Service Bureau's website at <http://www.csb.gov.hk> under "Administration of the Civil Service – Appointments".
 - (i) Holders of academic qualifications other than those obtained from Hong Kong institutions/Hong Kong Examinations and Assessment Authority may also apply but their qualifications will be subject to assessments on equivalence with the required entry qualifications. They should submit copies of their official transcripts and certificates by mail to the above address.
 - (j) Civil service vacancies information contained in this column is also available on the GovHK on the Internet at <http://www.gov.hk>.
 - (k) Towards the application deadline, our on-line system would likely be overloaded due to large volume of applications. To ensure timely completion of your on-line application, it is advisable to submit the application as early as possible.



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GOVERNMENT APPOINTMENTS

GOVERNMENT LABORATORY

Chemist (Civil Service Vacancy)

Salary: Master Pay Scale Point 27 (\$55,995) per month to Master Pay Scale Point 44 (\$110,170) per month

Entry Requirements: Candidates should have:

- (a) (i) a first or second class honours Bachelor Degree in Chemistry, Biochemistry or Forensic Science (major subject for the Bachelor Degree should be Chemistry, Biochemistry or Forensic Science, i.e. with 2/3 of the total number of units or papers taken in Chemistry, Biochemistry or Forensic Science) from a Hong Kong university or equivalent and a Master Degree in Chemistry, Biochemistry, Forensic Science, Food Science or Environmental Science from a Hong Kong university or equivalent; or
- (ii) a first or second class honours Bachelor Degree in Chemistry, Biochemistry or Forensic Science from a Hong Kong university or equivalent and two years' relevant post-graduate experience; and
- (b) a pass result in the Aptitude Test in the Common Recruitment Examination (CRE) [see Note (1)]; and
- (c) met the language proficiency requirements of 'Level 1' results in the two language papers (Use of Chinese and Use of English) in the CRE or equivalent [see Notes (2) to (5)].

- [Notes: (1) Candidates' result in the Aptitude Test (AT) paper are classified as pass or fail.
- (2) The results of the Use of Chinese (UC) and Use of English (UE) papers in the Common Recruitment Examination (CRE) are classified as Level 2, Level 1 or Fail, with Level 2 being the highest.
- (3) For civil service appointment purpose, Level 5 or above in Chinese Language of the Hong Kong Diploma of Secondary Education Examination (HKDSEE); or Grade C or above in Chinese Language and Culture or Chinese Language and Literature of the Hong Kong Advanced Level Examination (HKALE), are accepted as equivalent to Level 2 in the UC paper of the CRE. Level 4 in Chinese Language of the HKDSEE; or Grade D in Chinese Language and Culture or Chinese Language and Literature of the HKALE, are accepted as equivalent to Level 1 in the UC paper of the CRE.
- (4) Level 5 or above in English Language of the HKDSEE; or Grade C or above in Use of English of the HKALE; or Grade C or above in English Language of the General Certificate of Education (Advanced Level) (GCE A Level), are accepted as equivalent to Level 2 in the UE paper of the CRE. Level 4 in English Language of the HKDSEE; or Grade D in Use of English of the HKALE; or Grade D in English Language of the GCE A Level, are accepted as equivalent to Level 1 in the UE paper of the CRE.
- (5) Applicants with an overall band of 6.5 or above with no subtest score below band 6 obtained in the same sitting in the Academic Module of the International English Language Testing System (IELTS) within the two-year validity period of the test result are accepted as equivalent to Level 2 in the UE paper of the CRE. The IELTS test result must be valid on any date during the application period.
- (6) For the purpose of heightening public awareness of the Basic Law (BL) and promoting a culture of learning of BL in the community, applicants for civil service jobs will be assessed on their BL knowledge. The BL test result will constitute an appropriate weighting in a candidate's overall assessment.

Duties: Mainly deployed on conducting scientific, analytical and investigatory work, supervising and training staff and other management duties in the Government Laboratory or in other Government departments. (He/She may be subject to cross-divisional postings in Government Laboratory.)

Terms of Appointment: A new recruit will normally be appointed on civil service probationary terms for three years. Upon passage of probation bar, he/she may be considered for appointment on the prevailing permanent terms.

How to Apply: Completed application forms [G.F. 340 (Rev. 3/2013)] together with copies of (a) certificates and transcripts in support of the academic qualifications (including photocopies of certificates and transcripts showing the results achieved in Chinese and English languages); and (b) support documents of relevant working experience should be sent to the enquiry address on or before the closing date for application. Please mark on the envelope "Application for the post of Chemist". Applications which are incomplete or late will not be accepted. If the application is submitted by post, the postmark date on the envelope will be regarded as the date of application. Applicants should ensure that sufficient postage is paid to avoid unsuccessful delivery of application. Any underpaid mail items will be returned or disposed of by the Hongkong Post. Application forms are obtainable from any Home Affairs Enquiry Centre of District Offices, Home Affairs Department or any Job Centre of the Employment Services Division, Labour Department. The said form can also be downloaded from the Civil Service Bureau's website at <http://www.csb.gov.hk>. On-line application can also be made through the Civil Service Bureau's website. Candidates who apply online should submit the copies of all relevant documents to the enquiry address on or before 22 July 2021. The online application number should be quoted on the envelope and the copies of supporting documents. If candidates fail to provide the supporting documents as requested on or before 22 July 2021, their applications will not be considered. Candidates who are selected for interview will normally receive an invitation in about eight to ten weeks from the closing date for application. Those who are not invited for interview may assume that their applications are unsuccessful.

Address and Enquiry Tel.: Personnel Office, Government Laboratory, 7/F, Ho Man Tin Government Offices, 88 Chung Hau Street, Homantin, Kowloon (Tel. no.: 2762 3724 / 2762 3720).

Closing Date for Application: 15 July 2021

NOTES:

- (a) Candidates must be permanent residents of the Hong Kong Special Administrative Region at the time of appointment unless specified otherwise.
- (b) As an Equal Opportunities Employer, the Government is committed to eliminating discrimination in employment. The vacancy advertised is open to all applicants meeting the basic entry requirement irrespective of their disability, sex, marital status, pregnancy, age, family status, sexual orientation and race.
- (c) Civil service vacancies are posts on the civil service establishment. Candidates selected for these vacancies will be appointed on civil service terms of appointment and conditions of service and will become civil servants on appointment.
- (d) The entry pay, terms of appointment and conditions of service to be offered are subject to the provisions prevailing at the time the offer of appointment is made.
- (e) The information on maximum pay point is for reference only and may be subject to changes.
- (f) Fringe benefits include paid leave, medical and dental benefits, and where appropriate, assistance in housing.
- (g) Where a large number of candidates meet the specified entry requirements, the recruiting department may devise shortlisting criteria to select the better qualified candidates for further processing. In these circumstances, only shortlisted candidates will be invited to attend recruitment examination and/or interview.
- (h) It is Government policy to place people with a disability in appropriate jobs wherever possible. If a disabled candidate meets the entry requirements, he/she will be invited to attend the selection interview/written examination without being subject to further shortlisting.
- (i) Holders of academic qualifications other than those obtained from Hong Kong institutions/ Hong Kong Examinations and Assessment Authority may also apply but their qualifications will be subject to assessments on equivalence with the required entry qualifications. They should submit copies of their official transcripts and certificates by mail to the above enquiry address.
- (j) Civil service vacancies information contained in this column is also available on the GovHK on the Internet at <http://www.gov.hk>.
- (k) Towards the application deadline, our on-line system would likely be overloaded due to large volume of applications. To ensure timely completion of your on-line application, it is advisable to submit the application as early as possible.



HONG KONG MONETARY AUTHORITY

The Hong Kong Monetary Authority (HKMA) is charged with the responsibility for maintaining the stability and integrity of the monetary and financial systems of Hong Kong. There is now an excellent opportunity for eligible candidates to apply for the following positions:

Senior Economist (Market Research)

Key Responsibilities

- Lead a team of economists in conducting in-depth research on financial stability issues for major economies including Hong Kong
- Analyse global and local non-bank financial sector development and provide assessment on their implications for financial stability
- Prepare reports and briefing materials on financial stability issues
- Represent the HKMA to contribute to working groups of international organisations

Requirements

- Postgraduate degree in economics or finance. Chartered Financial Analyst (CFA) qualification and/or PhD a definite advantage
- At least 5 years' solid experience in conducting in-depth empirical research (applied econometric analysis) gained in central banks, universities / international organisations. Specialisation in research that is relevant to a central bank a definite advantage
- Experience in conducting research on non-bank financial sectors and/or the Mainland economy gained in central banks / international institutions an advantage
- Good economic sense; excellent command of English, writing and presentation skills

Manager (Financial Stability Surveillance)

Key Responsibilities

- Monitor global financial markets and economies within the context of financial stability
- Conduct analysis of financial and macroeconomic data
- Produce presentations and briefs on topics related to financial stability

Requirements

- University degree in economics or related fields
- At least 3 years' experience in fields relevant to the HKMA's work; research experience gained in private sector or policy institutions preferred
- Proficiency in Bloomberg
- Proficiency in Excel VBA and/or analytical tools (e.g. R, Power BI or Python) an advantage
- Good interpersonal and communication skills
- Good command of both written and spoken English; proficiency in Chinese an advantage

Systems Analyst (Information Technology)

Key Responsibilities

- Support software development and maintenance for the Business Intelligence System and other in-house applications of the HKMA
- Coordinate and supervise IT vendors to translate the requirements into effective technological solutions
- Conduct research and proof-of-concept for the latest and emerging technologies

Requirements

- University degree in information technology or related fields
- At least 2 years' relevant experience in Data Warehouse and Business Intelligence System, preferably with working experience in relational Database
- Programming experience in Java, Python and PL/SQL
- Knowledge of open source databases (e.g. PostgreSQL and MySQL) and Restful API
- Technology-focused with good capacity to evaluate and learn new technologies
- Good interpersonal and communication skills
- Good command of both written and spoken English and Chinese

Assistant Officer (Administration)

Key Responsibilities

- Liaise with building management on the provision of building services
- Monitor the conditions of air-conditioning system, fire and power system, and lift and escalator; coordinate with contractors for maintenance
- Supervise the services of Office Assistant for logistics and facilities support
- Supervise cleaning, pantry supplies and other services provided by contractors
- Monitor the performance of cleaners, tea ladies and contractors
- Assist in the coordination of evacuation drills and the implementation of the evacuation plan

Requirements

- University degree
- At least 1 year's solid work experience in procurement or administrative duties
- Mature and independent with good communication skills
- Fluent Cantonese, good command of English and Putonghua
- Knowledge of MS Word, Excel, PowerPoint and Chinese word-processing
- Willing to work in different office locations and overtime when required

Assistant Officer (Enforcement)

Key Responsibilities

- Provide administrative and clerical support to the division
- Liaise with other departments in relation to administrative, security and maintenance issues of the office
- Schedule, coordinate and supervise the works of a team of coordinators
- Oversee the filing system of the division
- Undertake data-inputting and other duties as assigned

Requirements

- University degree preferred
- At least 1 year's experience in administrative duties
- Good command of both written and spoken English and Chinese
- Good communication, time-management and organisational skills

Co-ordinator (Settlement)

Key Responsibilities

- Support daily settlement operations such as cash transfer, fixed income, foreign exchange, interest rate swaps, and futures and options
- Work closely with stakeholders and external parties (e.g. counterparties, custodians and Nostro banks etc.) to ensure smooth settlement
- Perform other trade processing and settlement functions such as corporate actions, trade confirmation matching, reconciliation and static data maintenance, etc.
- Support system and process improvement initiatives by participating in User Acceptance Test, production rollout, etc.
- Assist in the preparation of Management Information System reports and monthly statistic reports
- Participate in regular Business Continuity Planning drills
- Perform other back office operational and administrative tasks

Requirements

- Five subjects, including Chinese Language and English Language ("Syllabus B" before 2007), at Level 2 / Grade E or above in the Hong Kong Certificate of Education Examination, or at Level 2 or equivalent or above in the Hong Kong Diploma of Secondary Education Examination
- At least 1 year's work experience in settlement / back office operations / correspondent banking services for a wide range of financial products and markets
- Basic knowledge of settlement practices and SWIFT message standards
- Hands-on experience/ knowledge of settlement and other operating systems such as SWIFT, RTGS, RIS, EasyWay, confirmation matching system and reconciliation system, and conversant with MS Excel an advantage
- Good command of written and spoken English
- A good team player and attentive to details
- Ability to manage multiple tasks and work under pressure to meet various settlement deadlines
- Need to work irregular hours as and when required

Closing Date for Application: 10 Jul 2021.

Please visit our website at www.hkma.gov.hk for more information about the positions.

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GOVERNMENT APPOINTMENTS

INNOVATION AND TECHNOLOGY COMMISSION (ITC)

Biotechnology Director

(Salary: HK\$179,350 – HK\$196,050 per month)

Entry Requirements:

Candidates are required to have:

- (a) a **PhD Degree** in the field of life science or biotechnology;
- (b) a **minimum of 10 years' relevant post-qualification experience** at a senior management level in a scientific or corporate setting;
- (c) strong research or technical background in biotechnology and related areas (preferably enjoy recognised international standing in his/her own specialist field); good scientific and/or business networks; competency in research and development and/or business and product development; and understanding of current trends in technology and market (familiarity with the development and commercial application of biotechnology in the Mainland will be an advantage); and
- (d) strong command of both written and spoken English. Preference will be given to candidates who are also proficient in Putonghua and Cantonese.

Duties:

Biotechnology Director is a non-civil service position responsible for providing expert technology-related advice in biotechnology and related fields to the Commissioner for Innovation and Technology. He/She is required to lead a team of professional staff to provide assistance to the Innovation and Technology Commission (the Commission) in developing solicitation themes, undertaking project assessment, monitoring progress and evaluating the programmes in related fields under the Innovation and Technology Fund and other funding schemes administered by the Commission. He/She is also expected to maintain contacts with academia, research institutes, industries and other relevant bodies, liaising and supporting the activities of other government departments/organizations in the biotechnology field, and undertaking ad hoc activities related to the Commission's operation and strategic development in this aspect.

Terms of Appointment: The successful candidate will be appointed on non-civil service agreement terms for three years.

Fringe Benefits:

- (a) An end-of-contract gratuity may be granted upon satisfactory completion of the contract. The amount of gratuity payable will be the sum, which, when added together with the Government's contribution to the Mandatory Provident Fund scheme, equals 25% of the total basic salary drawn during the contract period; and
- (b) vacation leave with leave passage allowance, housing benefits in the form of non-accountable cash allowance and other benefits subject to the meeting of the eligibility criteria as stipulated in the regulations relating to the provision of such benefits.

How to Apply:

Candidates should apply in writing with a completed application form [G.F.340 (Rev.3/2013)], obtainable from any Home Affairs Enquiry Centres of District Offices, Home Affairs Department or any Job Centres of the Employment Services Division, Labour Department, or by downloading from the Civil Service Bureau's website (<http://www.csb.gov.hk>), and a full curriculum vitae giving a detailed account of employment records with description of duties and past experience in research/project administration/product development in related fields. Copies of academic qualification certificates and record of previous employment should also be provided. Applications should reach the following mailing or email address on or before the closing date for application (according to postmark). Candidates who are selected for interview will normally receive an invitation for interview in about six to eight weeks after the closing date for application. Those who are not invited for interview may assume that their applications are unsuccessful. Interviews are tentatively scheduled to be conducted in Hong Kong in August/September 2021 (subject to change at the discretion of the Government without prior notification to applicants). Applicants should make themselves available for the interview during that period.

Contact Address and Enquiry Telephone: Odgers Berndtson (Hong Kong) Limited, Suite 1602 Wheelock House, 20 Pedder Street, Central, Hong Kong. For enquiries, please call Mr. Colin Wong at (852) 2215 8618 or send email to ITC_BD@odgersberndtson.com.

Closing Date for Application: 16 July 2021

General Notes:

- (a) As an Equal Opportunities Employer, the Government is committed to eliminating discrimination in employment. The vacancy advertised is open to all applicants meeting the basic entry requirement irrespective of their disability, sex, marital status, pregnancy, age, family status, sexual orientation and race.
- (b) Non-civil service vacancies are not posts on the civil service establishment. Candidates appointed are not on civil service terms of appointment and conditions of service. Candidates appointed are not civil servants and will not be eligible for posting, promotion or transfer to any posts in the civil service.
- (c) Persons who are not permanent residents of the Hong Kong Special Administrative Region may also apply for the post but will be appointed only when no suitable and qualified candidates who are permanent residents are available.
- (d) Where a large number of candidates meet the specified entry requirements, shortlisting criteria may be devised to select the better qualified candidates for further processing. In these circumstances, only shortlisted candidates will be invited to attend the interview.
- (e) It is Government policy to place people with a disability in appropriate jobs wherever possible. If a disabled candidate meets the entry requirements, he/she will be invited to attend the selection interview without being subject to any further shortlisting criteria. Applicants who have declared disabilities found suitable for appointment may be given an appropriate degree of preference over other applicants whose suitability for appointment is considered comparable to that of the former. The Government policy and other related measures on employment of persons with disabilities are set out in the booklet "*Employ People Based on Their Abilities – Application for Government Jobs by Persons with Disabilities*" which is available for reference on the Civil Service Bureau's website at <http://www.csb.gov.hk> under "Administration of the Civil Service – Appointments".
- (f) The entry pay, terms of appointment and conditions of service to be offered are subject to the provisions prevailing at the time the offer of appointment is made.
- (g) Holders of academic qualifications other than those obtained from Hong Kong institutions/ Hong Kong Examinations and Assessment Authority may also apply but their qualifications will be subject to assessments on equivalence with the required entry qualifications. They should submit copies of their official transcripts and certificates by post or email to the above contact address.
- (h) Non-civil service vacancy information contained in this advertisement is also available on the GovHK on the Internet at <http://www.gov.hk> and ITC's website at <http://www.itc.gov.hk>.

EDUCATION BUREAU

Assistant Education Officer

(Civil Service Vacancy)

Subjects for Application:

(A) Chinese Language	(B) English Language	(C) Mathematics
(D) Physics	(E) Chemistry	(F) Biology
(G) Chinese History	(H) Design and Applied Technology	(I) Geography
(J) Music	(K) Physical Education	(L) Technology and Living (Food Science and Technology)

Salary : Master Pay Scale Point 15 (HK\$ 31,750 per month) to Master Pay Scale Point 33 (HK\$ 73,775 per month)

Closing Date for Application: 23 July 2021 (Friday)

Telephone Enquiry : 2892 5958 or 2892 5705

Please visit the Education Bureau website (<http://www.edb.gov.hk> > About EDB > Bureau's Information > EDB Recruitment); "GovHK" at (<http://www.gov.hk>) or download "Government Vacancies" Mobile Application at Google Play/Apple App Store for information and application procedures about the post.

(Remark: For each subject applied for, candidates are required to complete one application form with a duly completed Supplementary Information Form (SIF) and to submit copies of all supporting documents along with the application form. SIF can be downloaded from the aforesaid Education Bureau website.)

EDUCATION BUREAU

Non-Civil Service Contract Vacancies

Kindergarten Education Division

Post : Part-time Project Officer

EDB Job Code : EDB/KGE/135/21

Salary : \$480 per hour (Contract Period : 1 year) (Required to work not more than 18 hours per week)

Duties : (a) To assist in administering various subsidies/grants to kindergartens (KGs) joining the kindergarten education scheme, including disbursement of subsidies/grants, adjustment calculation and monitoring and clawback arrangements; (b) To work with Information Technology Management Division to set up or enhance the related systems, including the relevant part on the EDB website as appropriate and to support the administration of the various grants under the new policy; to review the administrative workflow and security control to ascertain that the administration of the system is in line with the relevant audit requirements; (c) To assist in drawing up administration guidelines and operation manual on various KG matters for compliance by KGs joining the kindergarten education scheme; (d) To assist in performing various duties in relation to the new policy, including processing of various grants for KGs, processing applications for provision of funding for non-attendance of an entire month, checking of headcount, etc.; (e) To provide support to ad hoc tasks, including data analysis, development of new functions arising from new initiatives and the provision of Information Technology and administrative support to new tasks as and when necessary; and (f) To perform other duties as required by the seniors.

Entry Requirements : (a) A Hong Kong bachelor's degree, or equivalent; (b) A certificate in education from a Hong Kong tertiary educational institution, or equivalent; (c) Met the language proficiency requirements of Level 2 [Note] or above in Chinese Language and English Language in the Hong Kong Diploma of Secondary Education Examination (HKDSEE) or the Hong Kong Certificate of Education Examination (HKCEE), or equivalent; (d) At least 15 years' relevant experience in education administration, including at least two years' experience in formulating, planning and administration of education policies in particular those relating to Direct Subsidy Scheme / Pre-primary Education Voucher Scheme / kindergarten education scheme in the last five years of services; and (e) Expertise on information technology is an advantage.

Note : For appointment purpose, 'Grade C' and 'Grade E' in Chinese Language and English Language (Syllabus B) in the HKCEE before 2007 are accepted administratively as comparable to 'Level 3' and 'Level 2' respectively in Chinese Language and English Language in the 2007 HKCEE and henceforth.

Closing date of application : 8 July 2021

How to apply : You may obtain an application form [G.F. 340 (Rev.3/2013)] from any Home Affairs Enquiry Centre of District Offices, Home Affairs Department or any Job Centre of the Employment Services Division, Labour Department. You may also download the application form from the Civil Service Bureau's Internet website (<http://www.csb.gov.hk>). To apply, please send the completed application form to the address below **on or before the closing date for application**. To avoid delayed or unsuccessful delivery of applications by post, please ensure that the correct address is clearly printed or written on the envelope and sufficient postage has been affixed before posting. Mail items bearing insufficient postage will not be delivered to this Bureau and will be returned to the sender or disposed of by the Hongkong Post, where appropriate. Applicants will bear any consequences arising from paying insufficient postage. Bilingual advertisements of the post, including other information such as gratuity (if any) and fringe benefits etc. are available at the Civil Service Bureau's Internet website (<http://www.csb.gov.hk>).

Address and Enquiry Telephone : Kindergarten Administration 2 Section, Kindergarten Education Division, Education Bureau, Room 1402, 14/F, Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong (Tel : 2892 6669)



HONG KONG MONETARY AUTHORITY

The Hong Kong Monetary Authority (HKMA) is charged with the responsibility for maintaining the stability and integrity of the monetary and financial systems of Hong Kong. There is now an excellent opportunity for eligible candidates to apply for the following positions:

Senior Manager (Technology Risk Management)

Key Responsibilities

- Review banks' technology-related initiatives, including the implementation of Artificial Intelligence (AI), Regulatory Technology (Regtech) and Open Application Programming Interface (API)
- Establish and maintain collaborative relationship with the banking industry and other stakeholders in encouraging the adoption of Regtech
- Manage promotional activities to facilitate the adoption of Regtech in the banking industry (such as organising promotional events, issuing insight reports and publications, and developing supervisory guidance)
- Conduct research on technology trends, including development around digital assets, and devise appropriate supervisory measures
- Assist in the implementation of Supervisory Technology (Suptech) and collaborate with relevant stakeholders
- Lead a team to supervise banks' management of technology risk, cyber security, electronic banking services and business continuity planning
- Develop and conduct periodic reviews of the HKMA's technology risk management policies and guidelines

Requirements

- University degree in computer science, information systems, data science or related disciplines
- At least 5 years of relevant experience in finance, technology audits, cyber security, and/or technology risk management. Knowledge of banking business an advantage
- Strong technology background and risk management sense with solid and in-depth knowledge of Fintech, AI, Regtech, Open API, digital assets and related fields
- A self-starter with high adaptability to changing priorities. Flexible and with ability to multitask in a fast-paced environment
- Good interpersonal and communication skills

(Candidates with less experience may be considered for an offer of appointment at Manager level.)

Officer (Settlement)

Key Responsibilities

- Perform day-to-day settlement operations such as cash transfers, fixed income, foreign exchange, loans and deposits, interest rate swaps, and futures and options
- Work closely with stakeholders and external parties (e.g. custodian agents, Nostro banks and counterparties) to ensure smooth settlement
- Carry out other settlement and trade processing functions such as corporate actions, trade confirmation matching, failed trade management, incident investigation, etc.
- Support system and process improvement initiatives by participating in User Acceptance Test, production rollout, etc.

Requirements

- University degree
- At least 2 years of work experience in settlement / back office operations / correspondent banking services for a wide range of financial products and markets
- Good knowledge of settlement practices and SWIFT message standards
- Hands-on experience / knowledge of settlement systems such as SWIFT, RTGS, Easyway, confirmation matching system and treasury management system an advantage
- Good interpersonal and analytical skills

Closing Date for Application: 17 July 2021.

Please visit our website at www.hkma.gov.hk for more information about the positions.

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GOVERNMENT APPOINTMENTS

NON-CIVIL SERVICE VACANCY

Department: Food and Health Bureau

Division/Section/Unit: Voluntary Health Insurance Scheme Office

Job title: Chief Manager (Voluntary Health Insurance Scheme)

Salary: HK\$117,580 to HK\$126,220 per month (commensurate with experience)

Entry Requirements:

The Candidate should have –

1. a bachelor's degree from a Hong Kong university, or equivalent;
2. language proficiency at Level 3 or above in English Language (Syllabus B before 2007) and Chinese Language in the Hong Kong Certificate of Education Examination (HKCEE) or the Hong Kong Diploma of Secondary Education Examination (HKDSEE), or equivalent^(Note 1);
3. at least 13 years' work experience in the financial sector specialising in product development, legal and compliance, operation management and/or regulatory management^(Note 2);
4. solid background in handling complex issues or innovative projects;
5. strong leadership with excellent analytical, presentation and interpersonal skills^(Note 3); and
6. ability to work under pressure and in a fast-paced environment.

Note 1: Grade C in English Language (Syllabus B) and Chinese Language in previous HKCEE are accepted administratively as comparable to "Level 3" in English Language and Chinese Language in the 2007 HKCEE and henceforth. (Candidates who do not possess Level 3 but obtained Level 2 in Chinese Language (or equivalent) may also apply.)

Note 2: Preference will be given to candidates with managerial or professional experience in insurance sector especially the health insurance segment.

Note 3: Shortlisted candidates will be invited to attend a written test and an interview.

Duties:

The Candidate is required to –

1. assist Head (Voluntary Health Insurance Scheme) in implementation of the Voluntary Health Insurance Scheme (VHIS);
2. oversee the operation of vetting and approving applications for company registration as VHIS Providers and certification / re-certification of insurance plans as VHIS Certified Plans according to the scheme rules;
3. formulate and implement enforcement and supervision measures to ensure that the business practices of VHIS Providers concerning VHIS Certified Plans comply with the scheme rules;
4. foresee and resolve regulatory issues under the aegis of VHIS;
5. develop key performance indicators to monitor the performance of VHIS;
6. coordinate technical support to review of compliance requirements of VHIS from time to time and formulation of strategy to foster long-term development of VHIS;
7. liaise with stakeholder organisations, government departments and regulatory bodies in handling and coordinating matters related to VHIS implementation; and
8. perform other duties as assigned by the supervisors (including those in relation to complaint handling and scheme promotion) as and when necessary.

Background

Voluntary Health Insurance Scheme (VHIS) is a policy initiative implemented by the Food and Health Bureau (FHB) in respect of individual indemnity hospital insurance products. The scheme is based on voluntary participation by insurers and consumers. Under the scheme, the participating insurers offer individual indemnity hospital insurance plans that are certified by FHB to be compliant with the scheme requirements. It is voluntary for consumers to purchase the plans.

The VHIS Office is a regular office set up under the FHB to implement the VHIS. Its duties include registration of the participating insurers, vetting of individual indemnity hospital insurance plans for certification of compliance status, enforcement of scheme rules, undertaking of publicity and consumer education programs, monitoring of scheme performance, information dissemination and compilation of statistics, as well as handling of enquiries and complaints, etc.

Terms of Appointment:

The successful candidate will be appointed on non-civil service contract terms for 18 months. The contract will be subject to renewal at the discretion of FHB.

Fringe Benefits:

1. Rest days, statutory holidays, annual leave, maternity leave, paternity leave, sickness allowance, where appropriate, will be granted on terms not less favourable than the provisions of the Employment Ordinance.
2. An end-of-contract gratuity may be granted upon satisfactory completion of the contract. Such gratuity, if granted, plus any contribution made by the Government to a Mandatory Provident Fund (MPF) scheme in respect of the appointee as required by the MPF Schemes Ordinance, will be equal to 15% of the total basic salary drawn during the contract period.

General Notes:

1. Candidates must be permanent residents of the Hong Kong Special Administrative Region at the time of appointment unless specified otherwise.
2. As an Equal Opportunities Employer, the Government is committed to eliminating discrimination in employment. The vacancy advertised is open to all applicants meeting the basic entry requirement irrespective of their disability, sex, marital status, pregnancy, age, family status, sexual orientation and race.
3. Non-civil service vacancies are not posts on the civil service establishment. Candidates appointed are not on civil service terms of appointment and conditions of service. Candidates appointed are not civil servants and will not be eligible for posting, promotion or transfer to any posts in the Civil Service.
4. The entry pay, terms of appointment and conditions of service to be offered are subject to the provisions prevailing at the time the offer of appointment is made.
5. Where a large number of candidates meet the specified entry requirements, the recruiting department may devise shortlisting criteria to select the better qualified candidates for further processing. In these circumstances, only shortlisted candidates will be invited to attend recruitment examination and/or selection interview.
6. It is Government policy to place people with a disability in appropriate jobs wherever possible. If a disabled candidate meets the entry requirements, he/she will be invited to recruitment examination and/or selection interview without being subject to further shortlisting. Applicants who have declared disabilities found suitable for appointment may be given an appropriate degree of preference over other applicants whose suitability for appointment is considered comparable to that of the former. The Government policy and other related measures on employment of persons with disabilities are set out in the booklet "Employ People Based on Their Abilities – Application for Government Jobs by Persons with Disabilities" which is available for reference on the Civil Service Bureau's website at <https://www.csb.gov.hk> under "Administration of the Civil Service – Appointments".
7. The personal data provided by job applicants will be used by Food and Health Bureau for recruitment and employment-related purposes. It may be provided to government departments and other organisations or agencies authorised to process the information for purposes relating to recruitment by and employment with the Government e.g. qualifications assessment, medical examination, employer reference and integrity checking, etc. as may be necessary. For correction of or access to personal data, please write to the Data Protection Officer of Food and Health Bureau by fax at 2541 3352, by email to (enquiry@fhb.gov.hk), or by post to 18/F, East Wing, Central Government Offices, 2 Tim Mei Avenue, Tamar, Hong Kong. Please visit Food and Health Bureau's website (<https://www.fhb.gov.hk>) for its personal data privacy protection policy.
8. Holders of academic qualifications other than those obtained from Hong Kong institutions/Hong Kong Examinations and Assessment Authority may also apply but their qualifications will be subject to assessments on equivalence with the required entry qualifications. They should submit copies of their official transcripts and certificates by post to the enquiry address below.

How to Apply:

1. Application Form [G.F. 340 (Rev. 3/2013)] is obtainable from any Home Affairs Enquiry Centres of District Offices, Home Affairs Department or any Job Centres of the Employment Services Division, Labour Department. The said form can also be downloaded from the Civil Service Bureau's website (<https://www.csb.gov.hk>).
2. Completed application form, together with copies of public examination results, academic certificates, qualification certificates, employment proof as well as other supporting documents should reach the address stated below on or before the deadline for application, with the envelope clearly marked with "Application for the position of Chief Manager (Voluntary Health Insurance Scheme)" (The postmark will be referred to for the submission date of the application by mail). **On-line applications are NOT accepted.** If a candidate submits more than one applications, only the latest one received before the deadline will be considered.
3. If candidates fail to provide the supporting documents as requested, their applications will not be considered. Applications which are not made in the prescribed form, incomplete, submitted late or submitted by fax or email **will NOT be considered.**
4. To avoid delayed or unsuccessful delivery of applications by post, please ensure that the correct address is clearly printed or written on the envelope and sufficient postage has been affixed before posting. Mail items bearing insufficient postage will be returned to the senders or disposed of by the Hongkong Post. Applications returned to the sender due to insufficient postage must be resubmitted on or before the closing date and time.
5. Candidates who are selected for recruitment examination and/or selection interview will normally receive an invitation (by email or by post) in about four to six weeks from the deadline for application. Those who are not invited for recruitment examination and/or selection interview within six weeks from the deadline may assume that their applications are unsuccessful. All applications will be treated in strict confidence.

Postal Address for Submission of Application:

Voluntary Health Insurance Scheme Office, Unit 2902, Millennium City 6, 392 Kwun Tong Road, Kowloon, Hong Kong

Enquiry Telephone: 2205 2367

Deadline for Application: 8 July 2021 (Thursday) at 6:00 p.m. Hong Kong Time

Application submitted after the deadline will NOT be accepted.

SOCIAL SERVICES

International Social Service Hong Kong Branch

Invites applications for the following posts

Administering and Delivery of Assistance for Non-refoulement Claimants

Post (A) Social Workers / Counsellors

Duties: (a) Conduct assessment of eligibility for different types and levels of assistance for needy non-refoulement claimants; administer and the delivery of the assistance implementation plan. (b) Provide casework, counselling, intake, referrals and crisis intervention and management for needy children, families and individuals.

Requirements for Social Workers: (a) R.S.W. with a recognized degree in Social Work is required. (b) 1 year casework experience with children, families, women and men is preferred; experience with ethnic minorities, migrants, asylum-seekers and refugees will be a distinct advantage.

Requirements for Counsellors: (a) A recognized degree in Counselling/Psychology/Psychiatry is required. (b) At least 2 years work experience with the most vulnerable and displaced migrants is preferred.

*Priority will be given to the hiring of registered social workers and counsellors with backgrounds and work experience in dealing with most vulnerable clients. For successful candidate who require working visa in Hong Kong, ISS-HK will assist in the application.

Post (B) Assistant Unit Manager (Security Unit)

Duties: (a) Assist the Unit Manager in the day-to-day security operation in the designed service centres. (b) Undertake situation and security risk assessments on an ongoing basis. (c) Monitor staff compliance with security procedures. (d) Assist to supervise and manage security guards and receptionists to ensure the high standard of security image and customer service. (e) Submission of incident reports. (f) Design and implement strategies and approaches for ensuring staff safety and security. (g) Monitor the security situation to home visit arrangement and provide immediate support and coordination to the staff when necessary.

Requirements: (a) Tertiary education or above. (b) Minimum 5 years relevant work experience in security industry, in which 2 years' at supervisory level. (c) Holder of valid Security Personnel Permit, certificate of first aid/safety supervisor is an advantage. (d) Background in disciplinary work force is preferred. (e) Good leadership with practical knowledge and good problem-solving skills. (f) Strong analytical mind with good communication and interpersonal skills.

Post (C) Investigator (Internal Audit & Investigation Unit)

Duties: (a) Develop a plan and lead objective and timely investigations into allegations and complaints of fraud/ misuse/ abuse, in the use of accommodation, food, and other humanitarian assistance. (b) Initiate background check, investigations and lead the fact-finding procedures for collection and evaluation of evidence including but not limited to checking of case folders and documents. (c) Conduct site inspections and interviews with related parties to collect required information/ evidence in proceeding with an investigation of complaint/ fraud/ misuse/ abuse. (d) Maintain timely and accurate documentation, thorough record of investigation and formulate detailed monthly reports.

Requirements: (a) Tertiary education or above. (b) Two years of experience as fraud investigator, examiner, insurance claims investigator, law enforcement agent, auditor or relevant supervisor role is preferable. (c) Strong knowledge of standards, procedures, and general auditing policies is an advantage. (d) Excellent interviewing, observational, analytical and organizational skills. (e) A high level of integrity, self-discipline, and confidentiality and able to adhere to regulations and its total compliance is a must. (f) Outdoor work is required.

Post (D) Assistant Investigator (Internal Audit & Investigation Unit)

Duties: (a) Perform objective and timely investigations into allegations and complaints of fraud/ misuse/ abuse, in the use of accommodation, food, and other humanitarian assistance as assigned. (b) Perform fact-finding procedures for collection and evaluation of evidence including but not limited to checking of case folders and relevant documents. (c) Conduct site inspections and interviews with related parties to collect, analyze and interpret relevant data, information, documents, evidence in response to complaints and detection of suspected fraud/ misuse/ abuse. (d) Conduct spot checks to the accommodation of service users in the assigned service regions to assess and monitor conditions of the accommodation and its compliance with the Project's accommodation assistance requirements.

Requirements: (a) Completed Form 5 or DSE or equivalent. (b) Relevant work experiences in the field of fraud/ complaint investigation/ examiner/ insurance claims investigation/ law enforcement agent/ auditing is preferable. (c) Good interviewing, observational, analytical and organizational skills. (d) Ability to adhere to high levels of confidentiality and data/information security standards. (e) Frequent outdoor work is required.

Other requirements for Post (C) and (D): (a) Good command of oral and written English. (b) Able to read, write, and effectively communicate in Chinese and/or any EM languages is an advantage. (c) Demonstrate positive and self-motivated attitude, and ability to work independently with minimum supervision. (d) Ability to work under pressure and meet tight deadlines. (e) Ability to work in multi-cultural team and work environment. (f) Proficiency in computer skills and knowledge, e.g. Microsoft Word, Excel, etc.

Post (E) IT Developer and Programmer

Duties: (a) Implement systems and test programming for in-house software programs. (b) Assist in operation and maintenance of systems and application. (c) Troubleshoot system bugs and issues. (d) Respond immediately to technical support requests from staff. (e) Conduct end-user training upon completion of software.

Requirements: (a) Bachelor's Degree in Computer Science, Computer Programming or related field. (b) At least 2 years' software development experience in PHP Programming and MySQL database. (c) Javascript, HTML and CSS experience preferred. (d) Knowledge in Linux (Ubuntu) environment is a distinct advantage. (e) Ability to focus on multiple projects and to troubleshoot problems quickly.

Post (F) Accounts Clerk (Finance Unit)

Duties: (a) Process cash payments transaction with services users at the counter. (b) Responsible for data entry into the system and reports preparation.

Requirements: (a) Completed Form 5 or equivalent. (b) Good proficiency in using Excel functions (pivot tables, vlookup, etc). (c) At least 1 year experience in accounting. (d) Knowledge with LCC elementary level preferred. (e) Strong sense of responsibility and accuracy. (f) Good customer service skills and attentive to details.

Post (G) Project Assistant (Accommodation Unit)

Duties: (a) Provide practical accommodation assistance to eligible service users. (b) Assist in the retrieval of rental deposit and related accommodation matters.

Requirements: (a) Completed Form 5 or equivalent. (b) Ability to speak, read and write in Chinese, English and any of these languages (Hindi/Urdu/Bahasa Indonesia/Nepali/Arabic/any African language) is a distinct advantage. (c) Good working knowledge of Hong Kong's community resources and public services. Fluency in written and spoken Chinese is an advantage.

Post (H) Project Assistant (Food and Toiletries Unit)

Duties: (a) Provide food assistance through an electronic system and in-kind toiletries and clothing assistance to eligible service users. (b) Constantly monitor the service users' needs and quality of assistance.

Requirements: (a) Completed Form 5 or equivalent. (b) Ability to speak, read and write in Chinese, English and any of these languages (Hindi/Urdu/Bahasa Indonesia/Nepali/Arabic/any African language) is a distinct advantage. (c) Good working knowledge of Hong Kong's community resources and public services. (d) Fluency in written and spoken Chinese is an advantage. (e) Strong sense of responsibility and accuracy. (f) Good customer service skills and attentive to details. (g) Proficiency in using Microsoft Excel function.

Post (I) Project Worker (Shelter Service)

Duties: (a) Provide physical and basic care to service users. (b) Keep records on individual service user, including daily observations and information about activities, meals served, and medications administered. (c) Escort service users to school, medical consultations/check-ups or other functions as arranged. (d) Exercise proper control and discipline over the service users, be observant of behavioural problems arising.

Post (J) Project Assistant (Shelter Service)

Duties: (a) Provide administrative and logistics supports to the daily operation of the shelter. (b) Organize and store shelter materials to ensure order in activity area. (c) Liaise with the relevant Building Management Office. (d) Perform procurement functions for the shelter. (e) Maintain proper and accurate of shelter's equipments and fixtures. (f) Perform assigned household duties and assist in urgent duties in the shelter as the need arise.

Requirements of Post (I) and (J): (a) Completed secondary education level or equivalent. (b) Good communication and interpersonal skills. (c) Ability to work well with service users and be patient with them. (d) Willing to work in shift duty, weekend and holiday shifts. (e) Relevant education qualification and/or training in early childhood education, child care education, etc. are a distinct advantage. (f) Relevant work experience in child care service/setting is preferable. (g) Possess knowledge of basic child care and feeding, as well as an understanding of infant and child development.

Other requirements for the posts (A) to (J): (a) Good command of oral and written English; fluency in at least one minority language and/or ability to communicate in Chinese is a distinct advantage. (b) Computer literate. (c) Experience working in a cross-cultural working environment. (d) Have a valid work visa and flexibility to work in Kowloon and New Territories Regions. **Post (A) to (J) will be on contract basis.**

HOPE Support Service Centre for Ethnic Minorities (Wanchai)

(Contract until 30 May 2023)

Post (K): Contract Project Assistant (Youth Unit)

Duties: (a) Assist in the design, implementation and evaluation of all the activities for ethnic minorities. (b) Answer general enquiries and receive service users and visitors. (c) Compile statistics; prepare reports and provide clerical and administrative support. (d) Manage fee payment of groups, programmes/activities and provide general bookkeeping duties.

Requirements: (a) Completed Form 5 or equivalent. (b) 1 year experience in developing, organizing and managing groups and programmes. (c) With musical background is a distinct advantage. (d) Organized and able to perform outreach activities.

Post (L) Clerk

Duties: (a) Provide general clerical and administrative support. (b) Assist to perform reception duties.

Requirements: (a) Form 5 graduate or equivalent. (b) 2 to 3 years work experience preferably in a multi-ethnic setting.

Other requirements of Post (K) and (L): (a) Good command of oral and written English and/or Chinese; fluency in at least one minority language is a distinct advantage. (b) Computer literate. (c) Experience working in a cross-cultural working environment with flexibility to handle diverse groups. (d) Have a valid work visa and flexibility to work at irregular hours, weekends and holidays as the Centre opens from 9:00 am to 9:00 pm daily except Monday mornings, shift duties is required.

Interested parties please send a full resume with expected salary (please mark clearly the name of post applied for) to Human Resources Department, International Social Service Hong Kong Branch by email : ishhk@ishhk.org or by post at 6/F, Southern Centre, 130 Hennessy Road, Wanchai, Hong Kong on or before 10 July 2021. Applicants who are not invited to an interview within two months of the closing date should consider their applications unsuccessful.

(All personal data provided will be treated in strict confidence and used for recruitment purpose only.)

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Since 1952, Hong Kong Christian Service (HKCS) has been working towards a humane and just society. We provide the needy with suitable, professional and quality services genuinely. We care for the disadvantaged and the neglected. We uphold our vision of "Towards a Benevolent and Just Society, Holistic Development for All" by instilling hope, advocating justice and promoting harmony for our people and society. We are now looking for the right candidates for the posts below to join our staff team:

Centre for Harmony and Enhancement of Ethnic Minority Residents (CHEER)

Part-time Interpreter/Translator (Vietnamese & English)

Responsibilities:

- To provide interpretation and translation services to service users.
- To back up urgent demand for interpretation service during non-operation hours.

Requirements:

- Holder of bachelor degree (including university graduates from other countries, including Pakistan, India, Nepal, Thailand, Indonesia, Sri Lanka, the Philippines, Bangladesh and Vietnam etc.).
- Relevant working experiences in social service setting is preferred.
- Relevant working experiences in providing interpretation and translation services would be an advantage.
- Fluent in reading, writing, speaking and listening English and Vietnamese.
- Employee should have not been convicted of any sexual offences, in Hong Kong or elsewhere, as specified in the Sexual Conviction Record Check Scheme.

Interpreter (Punjabi, English & Cantonese)

Responsibilities:

- To provide interpretation services between Punjabi, English and Cantonese.
- To network with stakeholders to promote services.
- To back up urgent demand for interpretation service during non-operation hours.
- To assist programmes and other administrative duties.

Requirements:

- Holder of bachelor degree (including university graduates from other countries, including Pakistan, India and Nepal).
- Fluent in speaking and listening of Punjabi.
- Able to speak and listen fluent Cantonese.
- A Good command of English.
- Employee should have not been convicted of any sexual offences, in Hong Kong or elsewhere, as specified in the Sexual Conviction Record Check Scheme.
- Working in evenings and weekends is required.
- Starting salary from \$17,675 per calendar month.

Interpreter (Nepali, English & Cantonese)

Responsibilities:

- To provide interpretation services between Nepali, English and Cantonese.
- To network with stakeholders to promote services.
- To back up urgent demand for interpretation service during non-operation hours.
- To assist programmes and other administrative duties.

Requirements:

- Holder of bachelor degree (including university graduates from other countries, including Pakistan, India and Nepal).
- Fluent in speaking and listening of Nepali.
- Able to speak and listen fluent Cantonese.
- A Good command of English.
- Employee should have not been convicted of any sexual offences, in Hong Kong or elsewhere, as specified in the Sexual Conviction Record Check Scheme.
- Working in evenings and weekends is required.
- Starting salary from \$17,675 per calendar month.

Please send application letter with application form, full particulars and expected salary to **Miss SHUM, Centre-in-charge, Centre for Harmony and Enhancement of Ethnic Minority Residents, Hong Kong Christian Service, 4/F, 64 Tsun Yip Street, South Asia Commercial Centre, Kwun Tong, Kowloon, Hong Kong.** Application form can be downloaded from website <http://www.hkcs.org>. Applicants should consider their applications unsuccessful if not invited for interview within two months. When necessary, prospective employee will be requested to undergo the Sexual Conviction Record Check Scheme. The information provided by the applicants would be kept confidential and would only be used for the purposes relating to the recruitment of the respective vacant posts.

The Hong Kong Society for the Deaf

We are now inviting suitable candidates for the following vacancy:

Head of Finance (Ref. No.: HF)

The successful incumbent will assist the Director in providing a full spectrum of accounting & finance operations. Responsibilities include creating forecasting models, assessing risk and ensuring all accounting activities comply with regulations.

Requirements:

- Minimum 10+ years' relevant working experience, at least 5 years' experience in a managerial or supervisory position.
- Bachelor's degree in finance, accounting, or related field with HKICPA/ ACCA Qualification.
- Solid understanding of financial management, auditing and accounting.
- Strong analytical and decision-making abilities. Effective leadership qualities. Strong management and leadership skills;
- Excellent communication and interpersonal skills;
- Excellent command of both written & spoken English and Chinese including Putonghua; and
- High level of computer competency.
- Working experience in NGO or public organizations is preferred.

Interested parties please send full resume with expected salary and availability to **Head of Human Resources, The Hong Kong Society for the Deaf, Room 903, DWSSB, 15 Hennessy Road, Wanchai, Hong Kong** or email to adm_hr@deaf.org.hk on or before 17 July 2021.

(All information provided by applicants will be treated in strict confidence and used for recruitment purpose only)

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NEW DELHI STORE is looking for

SPICE MIXER

\$16,500 per month

- Job Vacancy no:23876
- Work in Kwai Chung no outdoor
- 9 hours daily 9am to 7pm, 6days a week
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- Form-5 or above
- Minimum 3 years experience in Indian Spices
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Please call **Tel:2150 6314** for enquiry or interview arrangements.

Timur is hiring "Indian Tandoori Chef"

(Job Vacancy Number: 23551)

Requirements:

- Simple Spoken English, Simple Reading and Written English
- Primary 6, 1 Year of Relevant Experience
- Working Location: Kennedy Town
- Working Hours: 11am to 11pm, 9 Hours Per Day, (6 Days Per Week)
- Salary: HK\$ 17,320 Per Month

Recruitment is conducted through the Labour Department, please call: **2150 6305** for enquiry or interview arrangement.

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