



Classified Post

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South China Morning Post




Saturday, March 25, 2017

M+

A cornerstone of the West Kowloon Cultural District, M+ is Hong Kong's new museum for visual culture, encompassing twentieth and twenty-first century art, design and architecture, and moving image from Hong Kong, China, Asia, and beyond.

Since 2012, M+ has been presenting diverse public programmes and exhibitions, and is amassing a permanent collection, in the run-up to the scheduled 2019 public opening of the museum building designed by Herzog & de Meuron with TFP Farrells and Ove Arup & Partners HK.

The M+ Pavilion, the first permanent building to be completed in WKCD, will serve as the venue for the exhibitions organised by M+ in the run up to the completion of the main M+ building in 2019.



We are now seeking experienced, high-caliber individuals with energy and motivation to join M+ in the following roles:

Conservator, Photography

Editor (English)

Editor, Web Content (Chinese)

Senior Editor

Editor (Chinese)

Collections Database Assistant

For more information about these roles, the M+ collection, team and building development, please visit <https://careers.westkowloon.hk/jobsearch>.

westKowloon




西九文化區

westKowloon

西九文化區

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.

Our vision is to build a vibrant cultural quarter for Hong Kong, dedicated to bringing local and international artists together with audiences to be inspired by and to celebrate the arts.



To jointly realize this vision and be part of Hong Kong's cultural history in the making; We are now looking to hire the right talent and professionals who are interested in pursuing their career in arts and culture sector; WKCDA is offering a career not just a job because everything you've ever wanted in a career is right here.

We are now seeking experienced, high-caliber individuals with energy and passion to join the Authority in the following roles:

Project Manager

Manager, Venue Operations (Performing Arts)

Assistant Producer, Performing Arts (Xiqu)

Assistant Manager, Website

Business Analyst

Administration Officer, Technical and Productions (Performing Arts)

Senior Editor, Performing Arts

Assistant Manager, Venue Operations (Performing Arts)


Application Development Lead

Assistant Manager, Marketing

Graphic Designer

For more information about these roles, the West Kowloon Cultural District and the Authority, please visit <https://careers.westkowloon.hk/jobsearch>.

www.westkowloon.hk



air astana

Air Astana, the Skytrax 4-Star, award winning airline, operating an extensive domestic and international route network, is seeking applicants for the full time position of **Director Cargo Sales**, to be based at their operational headquarters in Almaty, Eastern Kazakhstan.

The position requires inspirational leadership with extensive management experience to develop and initiate a robust sales strategy to grow the airlines cargo revenue and market share across its network. Demonstrating an impeccable track record in sales, candidates will need to demonstrate the ambition and drive required to join over 4500 aviation professionals at Central Asia's leading airline.

The Director Cargo Sales is responsible for the implementation of the cargo sales, distribution and marketing strategies and the commercial direction of cargo sales outlets across the Air Astana network.

Reporting to the Vice President Marketing & Sales, the position has twelve head office subordinates, in addition to over thirty sales organizations across the network.

Candidate's requirements:

- University degree (or equivalent) in a related field
- Minimum 7 years' experience within the aviation, freight forwarder or logistics industry, of which 5 years should be in a multi-cultural environment
- Strong leadership qualities
- Extensive knowledge of the cargo and freight forwarding industry, including sales, distribution, operations, and mandatory training.
- Ability to plan and manage annual revenue, cost, capex and manpower budgets
- Fluency in both written and spoken English, (with Russian an added advantage).
- Articulate, emotionally intelligent, with the ability to lead a professional team
- Effective project management skills


Responsibilities:

- To achieve and exceed mutually agreed revenue and uplift targets
- To enhance processes and procedures to deliver departmental efficiencies
- To develop and project manage initiatives which enhance the competitive position of the airline within the cargo environment
- To optimize distribution and partnership to maximize revenue opportunities

Competencies:

- Leadership
- Planning / Organizing
- Managing Organizational Resources and change
- Problem Solving
- Judgment & Analysis
- Negotiation Skills
- Building and maintaining relationships

CV's should be sent to aigul.tashbayeva@airastana.com by **Monday 03 April, 2017**. For further information please see: www.airastana.com



TQC Development Centre Ltd.

We are commissioned by our client, a construction company renowned for building and construction works in Macau, to search for qualified and experienced construction management talent to assist the Managing Director to manage the company's affairs on existing and upcoming projects.

Assistant to Managing Director

- Degree holders in civil engineering or building with professional qualifications, MHKIE/MCIOB/MHKIS or equivalent preferably
- At least 10 years' managerial experience in commercial and project management of civil/building projects, with reputable contractors
- Good communication skills in English and Chinese
- Commitment with drive and ownership
- Passion to work in Macau and for expanding contractors
- Very attractive package will be offered to the right candidate.

Please e-mail your full C.V. in Word format to kylaw@tqc.com.hk of TQC Development Centre Ltd. You are welcome to call Mr. KY Law at 2781 2112 for details.

Personal information collected will be used for recruitment purpose only.

POWER PROFILE

Leading a legacy

Beginning life at Shanghai Commercial Bank as a trainee doing end-to-end operations, David Kwok, now managing director and chief executive, has seen the industry through challenges and triumphs, writes **Craig Bright**

HIGH-FLYERS

No industry can truly insulate itself from the effects of large-scale, unprecedented events. However, the ability for banks to maintain a strong degree of risk assessment is a trait that David Kwok, managing director and chief executive of Shanghai Commercial Bank (SCB), sees as being an essential component for a successful financial institution.

"Doing business is not just about understanding trends," Kwok says. "You have to take into account all the unprecedented occurrences that can take place, from the 1998 financial crisis, to SARS in 2003, and the financial tsunami in 2008. The world is more complex now and we need a lot of specialists and systems. It's hugely different from when I first came to the bank. Then, we only talked about relationships and trust. We still talk about these things, but now we also have to have analytics, assessment and risk management to protect our customers as much as ourselves."

Established in 1950, SCB has more than 50 branches, located primarily across Hong Kong and mainland China, along with branches in the United States and the United Kingdom, including a branch in London it has operated since 1978.

Kwok sees Hong Kong and mainland China as a prime growth area. In particular, he views the One Belt, One Road initiative as a source of opportunity for Hong Kong's financial sector. "This is a long-term plan and Hong Kong, being so near to mainland China, has the infrastructure to be a facilitator. In the securities business, mainland China has also supported us with the Shanghai-Hong Kong Stock Connect and the Shenzhen-Hong Kong Stock Connect."

While SCB is looking to expand its corporate offering, Kwok says the bank is keen to remain a community-focused company. Local services targeting SMEs and local start-ups are a particular focus.

"A lot of these companies are quite successful – it's a lot like doing corporate social responsibility activities," Kwok says. "This

is an area we are also trying to develop in our bank." Kwok estimates that more than 50 per cent of SCB's staff are involved in the bank's CSR activities, which typically target local NGOs that may be less likely to receive substantial funding.

As a business leader, Kwok is keen to impart the company's values to his employees, and considering the chief executive has only ever had one company on his résumé – a situation he says "could be seen as crazy in today's world" – it isn't difficult to understand why.

Kwok began life in SCB as a trainee doing end-to-end operations. "The bank was growing at the time and was in need of people able to work overtime, which was good for me as it meant I had a little more money. I also learned a lot, because I had to go through a lot of end-to-end processes."

It wasn't long before Kwok underwent exams through The Hong Kong Institute of Bankers, a qualification not many in the bank had at the time. Kwok received a promotion and went into international trade and then treasury management, followed by a transfer to New York after about 10 years with the bank. Positions in London, New York and San Francisco followed, with Kwok managing the bank's overseas network for about 14 years.

It wasn't until 1997, and the handover to China, that he returned to Hong Kong. Since then, Kwok says he has wrestled with various crises and experienced ups and downs but, despite that, SCB has managed to remain a prudent and consistent bank throughout. "We really want to serve our customers and understand what they want and need. We've had a lot of successful cases and few bad ones, though in doing so we haven't necessarily enjoyed the same sort of growth other banks have when the market has gone after particular things. We just want to be consistent."

Now, in his role as chief executive, Kwok sees one of his prime responsibilities as being relationship management. One of the key

reasons the bank has chosen to remain at a modest size is to ensure it is able to deliver a consistent level of quality service to all its customers. That said, Kwok notes that the bank needs to grow to maintain quality and scale, and is expanding its operations to include these components.

"Back-end and regulatory issues, systems and control mechanisms – we need all these analytics and assessments in order to satisfy the new requirements. But these requirements are also needed to run a bank, so we're spending quite a bit of money on these areas."

Kwok is also planning for the day when someone else takes over as chief executive of the bank. "I'm looking for a successor too – I can't be in this position for life. This is part of the job I have – to find a suitable successor and to transfer my skills and thinking about the business to our future leader."

This article originally appeared in the November-December 2016 issue of Banking Today, the official journal of The Hong Kong Institute of Bankers.

For the full story visit www.cpjobs.com/hk/highflyers



Photo: Gary Mak

Doing business is not just about understanding trends. You have to take into account all the unprecedented occurrences that can take place.

DAVID KWOK, MANAGING DIRECTOR AND CHIEF EXECUTIVE, SHANGHAI COMMERCIAL BANK

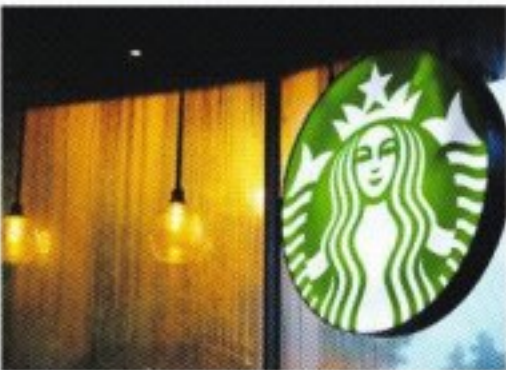
NEWS BITS



Goldman Sachs to move hundreds of staff out of London due to Brexit
LONDON – Goldman Sachs is to start moving hundreds of staff out of London before a Brexit deal is struck, the bank's European boss has confirmed.

Richard Gnodde, CEO of Goldman Sachs International, said on Tuesday the decision to relocate workers was part of the bank's contingency plan for the UK leaving the EU. The bank, which employs 6,000 staff in London, will take extra office space in Frankfurt and Paris.

Goldman has about 200 staff in Frankfurt and 100 in Paris. Other banks such as HSBC and UBS have also warned of post-Brexit moves. *The Guardian*



Starbucks sets new hiring goals, such as taking on 25,000 veterans by 2025
SEATTLE – Starbucks emphasised its new hiring goals at its annual meeting this week, saying it would hire more veterans and young Americans looking for better opportunities, while holding firm to its decision to take on 10,000 refugees.

It explained that it had reached its goal of hiring 10,000 US military veterans and active-duty spouses a year ahead of schedule and has set a new, expanded goal of hiring a total of 25,000 veterans and military spouses by 2025.

Starbucks plans to open 12,000 new stores over the next five years, resulting in more than 240,000 jobs worldwide. *AP*



UK CEOs 'earn 386 times more than workers on national living wage'
LONDON – The average FTSE chief executive earns 386 times more than a worker on the national living wage, according to a report published by the Equality Trust as it steps up its campaign for new rules to expose pay gaps.

The charity used annual reports from 2015 for all FTSE 100 companies to calculate that their CEOs pocket an average of £5.3m (HK\$51.4m) each year, compared with £13,662 for someone on the national living wage of £7.20 an hour.

The report comes amid worries of a squeeze on living standards from slow pay growth and rising inflation. *The Guardian*

Photos: AP, AFP

FEATURE

'De-locating' workers to combat high living costs

A Silicon Valley startup is paying employees US\$10,000 to leave Silicon Valley.

Zapier, an automation company founded in 2011, has announced that it is offering new recruits a hefty "de-location package" if they're willing to move away from the Bay Area, an unusual perk that offers yet another sign of the worsening housing crisis in northern California.

Zapier, where all employees work remotely, recently announced that if current Bay Area residents were interested in improving their "family's standard of living" by relocating, the firm would provide US\$10,000 in moving reimbursements. Since CEO Wade Foster posted about the package last week, the uptick in applicants has been dramatic, he said in an interview.

"A lot of folks just have a difficult time making the Bay Area a long-term home," he said, noting that the firm heard from roughly 150 job applicants over the weekend, including 50 who specifically mentioned the de-location offer. "Housing is really challenging."

The offer from Zapier comes as high-paid tech workers in San Francisco and Silicon Valley have increasingly

complained about the high cost of living in a region that suffers from a major housing shortage. Tech workers earning between US\$100,000 and US\$700,000 recently spoke to *The Guardian* about their real estate struggles, and one study suggested that for some engineers, more than 50 per cent of their salary goes to rent.

By many measures, San Francisco has the priciest real estate in the US.

The housing crisis has had a devastating impact on low-income neighbourhoods, particularly communities of colour, as the growth of companies like Facebook, Google, Apple and Twitter has helped spur mass evictions, homelessness and displacement.

But middle-class and wealthier tech workers have also spoken up about their difficulties buying homes and raising families near their jobs, leading to articles about the "next Silicon Valley" emerging in regions across the US, including Texas, the Pacific northwest and the Midwest.

Foster said he wanted to take advantage of tech workers' desire to leave the Bay Area by offering a competitive package to those "on the fence" about staying in the region.

"The Bay Area is a great place to live," said Foster, 30, who lives with his wife in Sunnyvale. "But at the end of the day, if you can't make the money side of it work, folks seem to be looking elsewhere."

Foster said he got the idea after two recent hires decided to move out of the Bay Area to Florida and Pennsylvania to be closer to their families. "We've just flipped relocation assistance on its head."

The US\$10,000 offer from Zapier – a platform that connects apps to automate tasks and now employs 85 people – bucks a number of trends in Silicon Valley hiring.

Facebook faced criticisms for accelerating gentrification and worsening the housing crunch when it offered employees US\$10,000 to live near its Menlo Park campus. In 2013, Yahoo made headlines when it banned its employees from working at home, arguing that face-to-face communication in an office setting was critical.

Foster said he has long embraced remote working and that more start-ups should consider the model given how many talented workers want to move away from the epicentre of the industry.

"We've seen the technology advance to a state where people can legitimately work anywhere," he said, noting that his staff is global, with clusters of employees in Austin, Portland and the Bay Area.

Foster said he enjoys living in Silicon Valley, but he himself doesn't know how long he'll stay either. "As we start to think about a family ourselves, it's a decision we're weighing," *The Guardian*



Photo: Thinkstock

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BANKING & FINANCE



醫院管理局
HOSPITAL
AUTHORITY

Vision

- Healthy People
- Happy Staff
- Trusted by the Community

Mission

- Helping People Stay Healthy
- Professional Service
- Committed Staff
- Teamwork

Values

- People-centred Care
- Professional Service
- Committed Staff
- Teamwork

Hospital Authority Head Office
Corporate Finance Manager I
(Ref : Acct/HO1703019/11711)

Pay
HK\$ 66,700 to HK\$ 120,458 per month (including Monthly Allowance)

Job
Reporting to the Senior Manager at Head Office Finance Division, the incumbents are responsible for supporting financial projection, costing, resource utilisation analysis and other ad-hoc assignments in meeting emerging operational needs under the Financial Planning Department. Key responsibilities include: -

1. Develop and enhance financial models for public healthcare, and perform financial data compilation and analysis on resource utilisation.
2. Support the development of service costing in HA, explore and conduct analytics for resource management, costs of clinical services and impact analysis of alternative financing models and care delivery models.
3. Conduct medium term financial projection of HA's financial resource requirement under different scenarios.
4. Prepare documentations on the methodology of financial models and reports of the analysis / projection results.
5. Prepare papers / correspondences to the Government, LegCo, media etc.
6. Handle other ad hoc projects / assignments as assigned.

Requirements

1. University degree in Accountancy, Finance, Economics, Engineering, Statistics, Actuarial Science or related fields.
2. Possession of 7 years' experience in relevant functions, preferably with 4 years of post-qualification experience.
3. Proficiency in computing / PC skills, e.g. Excel, Access, PowerPoint and Word.
4. Strong command of written and spoken English.
5. Good leadership & interpersonal skills. Relevant managerial experience in different areas of accounting/finance functions in sizable corporation is preferred.

Preferred Attributes

1. Possession of professional accounting qualification of a recognized professional accounting body.
2. Knowledge of healthcare financing and cost accounting principles, and the analysis and reporting of financial data.
3. Knowledge of business and management principles involved in resource and performance analysis.
4. Strong business acumen with analytical mind.
5. Experience in preparation of formal report / paper.

Remarks

1. Appointment will be on contract terms for a period of 2 years. Up to 15% of total basic salary (after deducting the contribution of Mandatory Provident Fund by Hospital Authority) as end-of-contract gratuity may be offered upon completion of contract with satisfactory performance.
2. Please submit application online on or before **1 April 2017** via website <http://www.ha.org.hk> (click Careers). For enquiries, please telephone 2300 6133.

General Notes

1. We support the employment of people with a disability.
2. Information provided by applicants will be treated in strict confidence and will only be used for recruitment related purposes. Applicants who do not hear from us before 10 June 2017 may consider their applications unsuccessful. All information on unsuccessful candidates will be deleted from our files within 24 months.

EDUCATION



THE British International School
in Hong Kong

Senior School
Director of Music
Biology Teacher – Maternity Leave cover

Preparatory School
French Teacher (part-time)

Support Staff
Development & Communications Assistant
Reception Class Teaching Assistant

Supply Teachers
Preparatory & Senior School

**Full details and application procedure
can be found on our website:
www.kellettschool.com (Working at Kellett)**

**Applicants are required to complete the
Teacher Application form
available on our website**

Closing Date: 5 April 2017

Applicants, who have not been contacted by 30 May 2017, can assume that on this occasion they have been unsuccessful and are sincerely thanked by the Association for their interest

Kellett School is committed to safeguarding and promoting the welfare of children and young people
Personal data will be used for recruitment purposes only
Kellett School is an Equal Opportunities Employer



香港大學
THE UNIVERSITY OF HONG KONG

Executive Officer
The Joint University Programmes Admissions System Office (JUPAS Office)
(Ref.: 201700315)

Applications are invited for appointment as Executive Officer in the JUPAS Office to head up the Enquiry Team of the office, to commence as soon as possible for one year, with the possibility of renewal.

We are looking for a pro-active, multi-tasking individual with excellent verbal and written communication skills who has a flair for handling enquiries and developing and performing stand-up presentations deploying multi-media support. He/She should be highly customer service-oriented, a creative problem-solver and fully aware of operational and system implications when giving support to stakeholders. A thorough knowledge of JUPAS and hands-on experience gained from supervising or working with an enquiry/customer service team will be highly preferable.

Applicants should possess a good university degree with excellent verbal and written communication skills and at least 6 years' relevant working experience gained preferably from tertiary institutions or similar organisations. The appointee should be able to work independently and be a good team player, should not flinch from heavy workload and maintain an eye for detail and uncompromising standards even when under pressure and working against at times tight deadlines.

The appointee will report to the Executive Director of the JUPAS Office. Shortlisted candidates will be required to attend a written test. Applicants should highlight in some detail why they deem their current and past experiences to be relevant for the post and how these will add value to the JUPAS Office. Information about the Office is available at <http://www.jupas.edu.hk>.

Applicants who have responded to the last advertisement (Ref.: 201700031) need not re-apply.

A highly competitive salary commensurate with qualifications and experience will be offered, in addition to annual leave and medical benefits. The University places great emphasis on developing staff potential, and has in place a variety of development opportunities and assistance for staff at different stages of their career.

Applications/enquiries should be sent to the JUPAS Office at jupasapt@jupas.edu.hk. Application forms (345/1111) can be downloaded at <http://www.hku.hk/apptunit/jr-form.doc>. Further particulars can be obtained at <http://jobs.hku.hk/>. **Closes April 1, 2017.** The University thanks applicants for their interest, but advises that only candidates shortlisted for interviews will be notified of the application result.

**The University is an equal opportunities employer and
is committed to equality, ethics, inclusivity, diversity and transparency**



香港大學
THE UNIVERSITY OF HONG KONG

School of Modern Languages and Cultures (African Studies)

1. Temporary Assistant Professor (Ref.: 201700362) (to commence on September 1, 2017 for a period of one year)

Applicants should possess a Ph.D. degree, and have undertaken original research that has contributed to the body of knowledge in a relevant field related to African Art History and African Studies. They should also have a record of research and publication commensurate with the career stage. The appointee must contribute to teaching four credit-bearing courses in any of the following areas: African Art History; West African Art; Central African Art; East African Art; traditional and non-traditional methodologies and criticism in African Art History; Modern/Contemporary African Art; African cultures; African literature; and African cinema. Information about the School can be obtained at <http://www.smlc.hku.hk>. Enquiries about the post should be sent to Dr. Facil Tesfaye (e-mail: ftesfaye@hku.hk). Applicants should send a completed application form together with a cover letter, an up-to-date C.V., a writing sample of scholarly work, an abstract of dissertation or current research project, evidence of teaching ability, and arrange for 3 confidential references (quoting the advertisement reference number) to be sent directly by the referees, to smlcsena@hku.hk. **Closes April 30, 2017.**

School of Public Health

2. Research Assistant Professor in Emerging Infectious Diseases (Ref.: 201700356) (to commence as soon as possible, on a one-year temporary term, or on a two-year fixed-term basis, with the possibility of renewal)

Applicants should possess a Ph.D. degree in virology and molecular biology. Prior experience in working on infectious agents is essential. Preference will be given to those with a strong track record of publications and solid experiences in conducting virology and/or molecular biology. The appointee will work on research projects on influenza virus and/or other emerging infectious diseases under the Division of Public Health Laboratory Sciences. He/She will be involved in all research processes, including inter alia, grant applications, research planning and implementation, supervision of junior research staff and postgraduate students, report and paper writing, and develop his/her own research program. The appointee will also teach courses under this division. Information about the School of Public Health can be obtained at <http://sph.hku.hk/index.php>. Applicants should send a completed application form together with an up-to-date C.V. to sphhr@hku.hk. **Closes May 20, 2017.**

Various Departments

3. Post-doctoral Fellowships (for a period of 2 to 3 years and the appointees must be in post on or before February 28, 2018)

PDF posts are created specifically to bring new impetus and vigour to the University's research enterprise. Positions are available from time to time to meet the strategic research needs identified by the University. Positions are available in the following Faculties/Departments/Schools/Centres/Units:

- Faculty of Education
- Civil Engineering
- Computer Science
- Electrical and Electronic Engineering
- Mechanical Engineering
- School of Biomedical Sciences
- Centre for Genomic Sciences
- Medicine

- Microbiology
- Orthopaedics and Traumatology
- Pathology
- School of Public Health
- School of Biological Sciences
- Chemistry
- Physics
- The Swire Institute of Marine Science
- Sociology

Post-doctoral Fellows

PDFs are expected to devote full-time to research. Applicants should be doctoral degree holders having undertaken original research that has contributed to the body of knowledge.

Procedures

Prospective applicants are invited to visit our webpage at <http://jobs.hku.hk/> to view the list of the Faculties/Departments/Schools/Centres/Units and their research areas for which PDF positions are currently available. Before preparing an application, they should contact the Head of the appropriate academic unit, or the contact person as specified, to ascertain that their research expertise matches the research area for which a vacant PDF post is available. **Closes April 22, 2017.**

A highly competitive salary commensurate with qualifications and experience will be offered, in addition to annual leave and medical benefits. The appointment on fixed terms will attract a contract-end gratuity and University contribution to a retirement benefits scheme, totalling up to 15% of basic salary for post (2).

The University places great emphasis on developing staff potential, and has in place a variety of development opportunities and assistance for staff at different stages of their career.

Application forms (341/1111) can be downloaded at <http://www.hku.hk/apptunit/form-ext.doc>. Further particulars can be obtained at <http://jobs.hku.hk/>. Please indicate clearly in the form and the subject of the e-mail the post applied for, and the reference number. The University thanks applicants for their interest, but advises that only candidates shortlisted for interviews will be notified of the application result.

**The University is an equal opportunities employer and
is committed to equality, ethics, inclusivity, diversity and transparency**

EDUCATION



香港城市大學
City University of Hong Kong

55th World University
4th World's top 50 under age 50
1st Engineering/Technology/Computer Sciences in Asia
2nd Business School in Asia

專業 創新 國際全球
Professional · Creative
For The World

City University of Hong Kong is a dynamic, fast-growing university that is pursuing excellence in research and professional education. As a publicly-funded institution, the University is committed to nurturing and developing students' talents and creating applicable knowledge to support social and economic advancement.

Applications are invited for :
**Part-time Lecturer [Ref. C/R/091/00]
Department of Applied Social Sciences**

Duties : Teach an evening course on "Educational Assessment and Evaluation" in summer term. The appointment will be for 3 months commencing from June 2017.

Requirements : A PhD/Master's degree in Psychology/Education or related disciplines. Teaching experience at tertiary level and relevant working experience are preferred.

Salary and Conditions of Service
Salary offered will be highly competitive, commensurate with qualifications and experience.

Information and Application
Further information on the post and the University is available at <http://www.cityu.edu.hk>, or from the Human Resources Office, City University of Hong Kong, Tat Chee Avenue, Kowloon Tong, Hong Kong [Email : hrojeb@cityu.edu.hk/Fax : 2788 1154 or 3442 0311].
To apply, please submit an online application at <http://jobs.cityu.edu.hk>, and include a current curriculum vitae. The closing date is **8 April 2017**. Applications will receive full consideration and only shortlisted applicants will be contacted. The University's privacy policy is available on the homepage.

City University of Hong Kong is an equal opportunity employer and we are committed to the principle of diversity. Personal data provided by applicants will be used for recruitment and other employment-related purposes.

Worldwide recognition ranking 55th, and 4th among top 50 universities under age 50 (QS survey 2016); 1st in Engineering/Technology/Computer Sciences in Hong Kong (Shanghai Jiao Tong University survey 2016); and 2nd Business School in Asia-Pacific region (UT Dallas survey 2016).


Tack Ching Girls' Secondary School
Native-speaking English Teacher
(GM, under EDB's Enhanced NET Scheme)

Tack Ching Girls' Secondary School invites applications for Native-speaking English Teacher (GM, under EDB's Enhanced NET Scheme) commencing on 16/8/2017 (two-year contract).

Descriptions
Applicants should:

- Be a native-speaker of English or possess native-speaker English competence;
- Possess a recognized bachelor's degree in TESL (preferred) or equivalent;
- Possess a post-graduate diploma in education majoring in English or equivalent;
- Be familiar with the latest trends and methodologies in teaching English language and language arts;
- Be experienced in coaching debate and drama (preferred) or other extra-curricular activities;
- Be team orientated, have a positive attitude and enjoy interaction with students;
- Meet all requirements set by EDB.

Enquiries
Please apply with full resume to the Principal by post (9 Hing Wah Street West, Sham Shui Po, Kowloon) or email tcgs@tackching.edu.hk not later than **30th April 2017**.
All information provided will only be used for recruitment related purpose.



CARITAS INSTITUTE OF HIGHER EDUCATION
CARITAS BIANCHI COLLEGE OF CAREERS

The two Institutions are established and recognised higher education institutions offering programmes in diverse disciplines at degree and sub-degree levels. Applications are invited for the following posts:

Professors / Associate Professors / Assistant Professors / Senior Lecturers / Lecturers / Assistant Lecturers
(Ref.: 17/013/ACAD) [Full-time/Part-time] in

- Accounting Studies / Hotel Management / Culinary Arts / Corporate Social Responsibility / Event Management / MICE
- Game Design and Studies / Storytelling / Interactive Media Technology / Human-Computer Interaction
- Graphic Design / Interactive Media Design / Digital Video Production / Networking / Big Data
- Humanities / English and Communication / General Education / Music Studies / Bilingual Studies
- Health Sciences / Nursing Studies / Pharmaceutical Dispensing / Clinical Biology / Human Biology
- Social Sciences / Community Studies / Human Services / Psychology / Social Work / Sociology

The appointee will be responsible for teaching at the degree and/ or sub-degree levels in related areas.

Applicants for professorial grade should have (i) an earned and recognised Doctoral degree in relevant disciplines; and (ii) substantial relevant teaching / professional / research experience. Applicants for lecturer grades should have (i) an earned and recognised Master's degree in relevant disciplines; and (ii) relevant teaching / professional experience. Preference will be given to those with teaching experience in degree programmes / proven research record. Professional registration in Hong Kong or overseas is required as appropriate for the particular profession.

Salary will be commensurate with qualifications and experience. Interested parties are invited to submit (i) an application letter indicating expected salary; (ii) an updated CV; and (iii) a duly completed application form (obtainable at <http://www.cihe.edu.hk/eng/about/jobs/index.html>), to the **Institute Secretariat, 10/F, 18 Chui Ling Road, Tseung Kwan O, by 7 April 2017**. Candidates not invited for interview within 2 months after the application deadline may assume their applications unsuccessful.

All personal data provided by the applicants will be treated in strict confidence and used only for recruitment and employment-related purposes.

The German Swiss International School (GSIS) is one of Hong Kong's leading international schools with 200 faculty and staff providing dual language education to a multinational student body of approximately 1,300 students. We are inviting applications from experienced and qualified candidates for the following position commencing August 2017.

TEACHER LIBRARIAN

The school is seeking a Teacher Librarian to manage and operate the Junior Library catering for students and teachers.

The Teacher-Librarian will have a demonstrated ability to:

- Actively participate in literacy planning and teaching with classroom teachers.
- Promote innovation in the use and development of information systems and learning technologies for both students and teachers in the context of curriculum programmes through modelling and facilitating their implementation in teaching and learning.
- Assist in the development and delivery of Information Literacy as an area of learning within the department.
- Create and nurture an information-rich learning environment to support the mission, student learning outcomes and goals of the school.
- Implement an ongoing collection development and evaluation process, to support the curriculum and meet the diverse learning and recreational needs of the GSIS community.

GSIS offers an excellent working environment in an international school with strong links to German-speaking countries. We welcome candidates who show a commitment to continuous professional development and are willing to contribute to wider school activities.

Please apply with cover letter, CV and references, via our online recruitment portal (<http://mygsis.gsis.edu.hk/careers/jobopenings/>), to the Head of Human Resources.

German Swiss International School
Head of Human Resources
11 Guildford Road
The Peak, Hong Kong

Tel. +852 2849 6216
Fax: +852 2849 6347
E-mail: hr@gsis.edu.hk

Further information on the school, its facilities and programmes is available on the school's website <http://mygsis.gsis.edu.hk/>.

Applicants not invited for interview after six weeks may consider their applications unsuccessful. Personal data collected will be used for recruitment purposes only.





香港資優教育學苑
The Hong Kong Academy for Gifted Education

The HKAGE is looking to appoint as soon as possible:
Administration and Compliance Manager (ACM:ED)

To assist the Executive Director to initiate, plan, execute, control the process of subvention and ensure the changes associated with the transition can be carried out smoothly; Candidates must have a Hong Kong degree, or equivalent, and at least 8 years' appropriate administrative and compliance work experience.

**Full details of the post can be found on our website <http://www.hkage.org.hk>
Or by emailing Ms Wong at general@hkage.org.hk**

Deadline for applications: Friday 31 March, 5:00pm

The HKAGE is an independent not-for-profit organisation, partially funded by government, to advocate and provide support services for students, teachers and parents "For the protection of children and mentally incapacitated persons, prospective employees are requested to undergo a Sexual Conviction Record Check on a voluntary basis. Cost will be reimbursed by HKAGE upon successful employment. Data collected will be used for recruitment purpose only."

EVENTS WATCH

Surveying in the spotlight

The HKIS booth at the 27th HKTDC Education & Careers Expo served to highlight the prospects of young surveyors, writes **Prudence Lui**

Joining more than 860 organisations from 22 countries, the Hong Kong Institute of Surveyors (HKIS) took part in the 27th Hong Kong Trade Development Council Education & Careers Expo last month, a premium annual event that draws tens of thousands of students and jobseekers every year.

HKIS president Thomas Ho hailed the event as a golden opportunity to give a clearer picture of what surveyors do. "The general public tends to lack a clear understanding of our role, and some may even be confused about our contribution to Hong Kong's progress," he said. "It was therefore encouraging to see so many people being drawn to our booth to learn more about the industry."

Ho said that he believes the future is bright for the profession not just because of the many ways to qualify – such as via university or IVE courses – but because of its link to construction.

"The maturity of Hong Kong's development is a well-discussed point because many areas have already been developed, but we must take into account the fact that many buildings were constructed 30 to 50 years ago or more. They need to be rebuilt or repaired, and such works need to be conducted by surveyors. When you talk about planning and housing, we have surveyors who specialise in construction, land and valuation."

"Also, the Belt and Road initiatives will provide good opportunities for surveyors working in and with these countries. Furthermore, the establishment of the Property Management Services Authority under the Property Management Services Ordinance will drive demand for surveyors as part of the new-style property facility management."

Ho gave a 30-minute talk at the expo on careers in the surveying profession, going back to Hong Kong's

earliest days in 1843. He traced the many milestones the profession has achieved, such as developing training for local students at the then Hong Kong Technical College back in the 1960s, as well as the birth of the HKIS in 1984. He also highlighted surveyors' scope of work, the background of the HKIS and the qualifications required for surveyors, as well as the multitude of career prospects.

Chris Mook, chairman of the Young Surveyors Group (YSG), said that the idea behind this year's expo booth was to introduce the profession in a special way and deepen understanding of the institute's six divisions. To do this, the team introduced more interactive elements.

"In the past we outlined and presented details on display boards, but this time we gave things a twist by introducing mini-games to promote more interaction," Mook said. "Three games were specially designed to de-



Student helpers manning the HKIS booth used interactive games to educate visitors on various aspects of surveying.



HKIS General Council members backed up members of the Young Surveyors Group and student helpers in running the booth.

note the daily work of surveyors involving four groups of professional practices: building surveying, quantity surveying, general practice, and planning and development."

During the expo's four days, the HKIS booth was managed by a team of 40 volunteers, comprising 20 university students and 20 HKIS members. There were three shifts per day of between four and six hours, the main task being to answer queries from the public.

"Frequent questions included the way to attain qualifications, what overseas qualifications were recognised, job and career prospects, and salary levels," Mook said. "The prospects for the profession are certainly bright given future developments like the new CBD on Lantau and civil works in China springing from Belt and Road initiatives."

Ho's advice for students was to take that initiative to learn about the

profession as early as possible. "They can do this, for example, by visiting future career expos or signing up for activities designed along our branding campaign, such as map-making competitions in secondary schools," he said. "Indeed, the HKIS organises regular career talks in schools covering different surveying categories. Last November, we worked for the first time with the Education Bureau on the 'Business-School Partnership Programme's Work Experience Movement'. So far, around 18 companies have got involved and arranged for students to work with them for two or three days."

Tansy Cheung, a Year 1 student of the Department of Surveying at the University of Hong Kong, lent a helping hand at the booth. "I wanted to know more about the industry and the people involved. There was also the opportunity to learn things that aren't on our university syllabus, such as

communication skills. Also, my university course hasn't covered all aspects of land surveying, so I was able to pick up some basic information from the leaflets."

One of the visitors to the booth, a Year 4 student from a Hong Kong university, admitted he had only a narrow understanding on surveying and thought it was only related to big construction projects like the West Kowloon Cultural District. Afterwards, however, he had a much better idea of what the profession involved.

"I gained a better understanding after playing one of the games and one of the helpers explained to me lesser-known perspectives like valuation," he explained. "I also learned that the path to become a qualified surveyor is not easy due to the high entry level. For instance, in the first two years a graduate needs to build up a certain number of service hours within their respective field."

EDUCATION



Hong Kong Baptist University (HKBU) is committed to excellence in research, teaching, innovation and community engagement and aspires to be the region's premier research-intensive liberal arts university. Through a holistic approach to education, complemented by a comprehensive international learning programme designed to broaden students' horizons and global outlook, HKBU strives to unlock students' creative potential and equip them with knowledge and skills required for today's globalised world. The University has a student population of around 11,000 with a broad range of undergraduate and postgraduate programmes (leading up to PhD level) offered in its Faculty of Arts, School of Business, School of Chinese Medicine, School of Communication, Faculty of Science, Faculty of Social Sciences and Academy of Visual Arts.

ACADEMY OF VISUAL ARTS

Established in 2005, the Academy of Visual Arts (AVA) is the first creative tertiary institution of its kind in Hong Kong, offering a comprehensive range of subject specialisms in Studio & Media Arts, Craft & Design and Visual Arts Studies. The Academy offers programmes at both undergraduate and postgraduate levels. It is located on two sites – the Communication and Visual Arts Building in Kowloon Tong and the nearby Kai Tak campus in Kwun Tong which also houses AVA's Centre for Research and Development in Visual Arts, the research and social engagement arm of the Academy.

DIRECTOR OF ACADEMY OF VISUAL ARTS
(PR218/16-17)

The Director of the Academy of Visual Arts will provide creative and effective academic leadership to the Academy and promote excellence in all aspects of the Academy's academic activities including teaching, practice and theoretical research, and innovative projects. The Director will lead the development of the Academy, ensure alignment with international practices and standards of the field, current trends and emerging issues, and further enhance the international reputation of the Academy through shaping it into an internationally competitive institution. He/She will also be responsible for planning and monitoring both financial and human resources in the Academy. The appointee will work closely with senior management and other Deans of Faculties/Schools in planning the strategic development and setting the overall direction of the University. While the Directorship will demand significant time commitment to administrative duties, it is expected that the appointee will hold a concurrent academic appointment in the Academy and contribute to teaching, research, and other scholarly activities.

THE CANDIDATE

The successful candidate should be an experienced practitioner with in-depth knowledge of contemporary visual arts and their contexts and international recognised scholarship. His/Her leadership experience may include teaching, managing an academic department, engaging with staff, faculty members and students, external bodies, government, related industries and the public. Experience in fund-raising will be considered an additional asset.

Appointment Terms

The appointment will normally be made on a three-year term, and renewable subject to review and mutual agreement. Remuneration package includes basic salary on the Professorial range, retirement/gratuity benefits currently at 15% of basic salary, annual leave, medical and dental scheme, and, as appropriate, housing assistance and relocation allowance.

Application/Nomination

The University has appointed Heidrick & Struggles as the executive search firm to search for the right candidate. Applicants and nominees are invited to send a cover letter and a detailed curriculum vitae with the names and contact addresses of three referees by email to hkbuava@heidrick.com.

Review of applications/nominations will begin in April 2017 and will continue until the position is filled. The University reserves the right not to fill the position or to make an appointment by invitation; and the appointment will be made according to the terms and conditions then applicable at the time of offer. Enquiries can be directed to the above email or Heidrick & Struggles, Suite 1408, Two Pacific Place, 88 Queensway, Hong Kong.

More information about the University and the Academy of Visual Arts is available at <http://www.hkbu.edu.hk>. Details of the University's Personal Information Collection Statement can be found at <http://pers.hkbu.edu.hk/pics>.

Hong Kong Baptist University is committed to creating a diverse environment and is an equal opportunity employer



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EDUCATION



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OF HONG KONG

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DEAN

School of Arts and Social Sciences

(Ref: 17-DASS-71-S)

The Open University of Hong Kong (OUHK) invites nominations and applications for the position of Dean of the School of Arts and Social Sciences.

The University
Established by the Government in 1989, The Open University of Hong Kong (OUHK) has five academic units, namely the School of Arts & Social Sciences, Lee Shau Kee School of Business & Administration, School of Education & Languages, School of Science & Technology, and the Li Ka Shing Institute of Professional & Continuing Education. Through them, we provide full-time and part-time programmes at undergraduate, post-graduate, and sub-degree levels.

Today we have over 9,500 full-time and 10,000 part-time students in the four Schools at the OUHK with about 220 programmes of studies. In addition, there are about 2,500 full-time/part-time students studying in our extension arm. The OUHK spirit is a culmination of a relentless pursuit of academic excellence and a creative approach to learning and teaching. Reaching out to our next generation and across the borders through advanced web technologies has been our principal goal in the past years.

Further information can be found on the University's website, <http://www.ouhk.edu.hk/>.

The Position
The University is looking for a high-calibre academic with strong management and excellent leadership skills to take up the position.

Currently, the School of Arts & Social Sciences has around 2,300 full-time undergraduate students, 1,900 part-time undergraduate students, and more than 240 taught/research postgraduate students. We offer 8 taught Master's and research degree programmes, 24 undergraduate degree programmes, together with a suite of sub-degree programmes. We also provide a dynamic and stimulating arena for research and teaching in subject areas as diverse as Creative Arts, Humanities, Language and Translation, and Social Sciences.

The appointee shall be responsible to the President via the Vice President (Academic) for the overall management of the School. He/she shall provide academic leadership for the planning, development and delivery of programmes and courses. He/she is expected to respond swiftly to the market needs and participate in the administration of the University as one of the members of the University's Management Board.

The Requirements
Applicants and nominees should have an earned doctorate degree with highly recognised academic standing and research credentials, and an excellent record of professional and community services. Suitable candidate must possess dynamic leadership, broad vision and strategic foresight, excellent communication and management skills as well as high level of language proficiency in English and Chinese including Putonghua. A successful track record in the management of a school, department or faculty in a higher education institution will be an advantage.

Remuneration Package
The University will offer the right candidate an attractive remuneration package which includes annual leave, medical & dental benefits, contract-end gratuity and life insurance coverage. The successful candidate will be appointed on a fixed-term contract (renewal subject to mutual consent).

Nominations/Applications
The Open University of Hong Kong is being represented by Asianet Consultants in this search. Please submit nominations or applications on or before 24 April 2017 to:

Asianet

Mr. Peter Liu
Senior Managing Director, Asianet Consultants
Email: ouhk-dass@asianetconsultants.com Tel: (852) 2530-0137

(Applicants who have responded to the previous advertisement posted during December 2016 - January 2017 need not re-apply.)

Review of nominations and applications will begin immediately and will continue until the position is filled. Applicants not contacted within eight weeks from the closing date may assume that their applications are unsuccessful. The information collected will be used for consideration of applications and for purposes relating to the appointment. For details, please refer to the "Personal Data (Privacy) Notice for Job Applicant" published on the University's website (<http://www.ouhk.edu.hk/>).



THE HONG KONG
POLYTECHNIC UNIVERSITY
香港理工大學

The University invites applications for the following posts:

SCHOOL OF DESIGN AND DEPARTMENT OF COMPUTING

(1) Professor in Social Robotics (Ref. 17031010)

This is a joint appointment by the School of Design and the Department of Computing. The appointee will be required to (a) provide leadership in all aspects of academic activities; (b) teach at undergraduate and/or postgraduate levels in the Multimedia, Entertainment Technology, and Computing; (c) engage in funded research projects and scholarly activities to advance knowledge in the field of media psychology, artificial intelligence, and social robotics; (d) initiate, lead and engage in research and scholarly activities serving the professional industry; (e) act as student advisor and supervisor; (f) undertake administrative duties in relation to academic matters; and (g) initiate and lead joint research lab activities building upon existing labs in the University.

Applicants should have (a) a PhD degree in a specialised area of Psychology, Media Technology, Computing or a related discipline, (b) substantial years of professional and/or academic experience; (c) an excellent record of professional and scholarly achievements, including a good record of academic publications and reputation in the industry; (d) strong commitment to excellence in teaching, research and professional service; (e) outstanding spoken and written communication skills in English; (f) management experience in an academic or professional setting; and (g) qualities of creativity, good organization skills, initiative and leadership.

Please visit the website at <http://www.polyu.edu.hk/hro/postspec/17031010.pdf> for more details of the post.

SCHOOL OF DESIGN

(2) Teaching Fellow (two posts) (Ref. 17031014)
[Appointment period: nine months, tenable from 2017/2018 academic year]

The appointees will be required to (a) coordinate and engage in teaching and learning activities; (b) contribute to programme administration, and curriculum planning and development; and (c) undertake school administrative duties and committee work.

Applicants should have a relevant master's degree with not less than three years of post-qualification teaching and/or industrial experience in Communication Design, Advertising Design, Interaction Design, Motion Graphics, Digital Media Design or related disciplines for one post; OR Art and Design Critical Pedagogy; Cultural, Arts and Design Theories; Design or Popular Culture Studies; Design Anthropology; Visual & Media Culture or related disciplines for another post. The appointees will also be required to have (a) commitment in engaging in professional community services; and (b) an excellent command of English. Preference will be given to those with a PhD degree and administration and teaching experience in tertiary education.

(3) Instructor (Ref. 17031015)
[Appointment period: nine months, tenable from 2017/2018 academic year]

The appointee will be required to (a) undertake tutorial, laboratory and classroom teaching duties in essential 2D, 3D Visualization Skills/Techniques, digital 3D Modelling, digital Rendering or basic presentation/communication related courses; (b) conduct workshops for students and staff; (c) supervise student projects and laboratory work; (d) assess student achievement and academic performance; (e) assist in project and development work for academic and research activities; and (f) provide support to the Product Design related research Labs of the School.

Applicants should have (a) a higher degree in Industrial Design, Product Design, Furniture Design, Industrial Design Engineering, Product Engineering or related fields; (b) at least two years' post-qualification relevant academic experience; (c) good knowledge and hands-on skills of Rhinoceros, SolidWorks, KeyShot, Illustrator, Photoshop and freehand drawing; (d) good presentation, communication and interpersonal skills; and (e) a good command of written and spoken English. Preference will be given to those with sufficient knowhow about 3DsMax, Zbrush/Fusion 360 and Arduino.

Remuneration and Conditions of Service
A highly competitive remuneration package will be offered. Applicants should state their current and expected salary in the application. For post (1), an appropriate term will be provided for appointment at Professor level. For general information on terms and conditions for appointment of academic staff in the University, please visit the website at <http://www.polyu.edu.hk/hro/TC.htm>.

Application
Please submit application form via email to hrstaff@polyu.edu.hk; by fax at 2764 3374; in person to **Human Resources Office, 13/F, Li Ka Shing Tower, The Hong Kong Polytechnic University, Hung Hom, Kowloon**; or by mail to the above address. If you would like to provide a separate curriculum vitae, please still complete the application form which will help speed up the recruitment process. Application forms can be obtained via the above channels or downloaded from http://www.polyu.edu.hk/hro/job/en/guide_forms/forms.php. **Recruitment will continue until the positions are filled.** Details of the University's Personal Information Collection Statement for recruitment can be found at http://www.polyu.edu.hk/hro/job/en/guide_forms/pics.php.



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POLYTECHNIC UNIVERSITY
香港理工大學

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Applicants should have (a) a PhD degree in a specialised area of Psychology, Media Technology, Computing or a related discipline, (b) substantial years of professional and/or academic experience; (c) an excellent record of professional and scholarly achievements, including a good record of academic publications and reputation in the industry; (d) strong commitment to excellence in teaching, research and professional service; (e) outstanding spoken and written communication skills in English; (f) management experience in an academic or professional setting; and (g) qualities of creativity, good organization skills, initiative and leadership.

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[Appointment period: nine months, tenable from 2017/2018 academic year]

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Applicants should have a relevant master's degree with not less than three years of post-qualification teaching and/or industrial experience in Communication Design, Advertising Design, Interaction Design, Motion Graphics, Digital Media Design or related disciplines for one post; OR Art and Design Critical Pedagogy; Cultural, Arts and Design Theories; Design or Popular Culture Studies; Design Anthropology; Visual & Media Culture or related disciplines for another post. The appointees will also be required to have (a) commitment in engaging in professional community services; and (b) an excellent command of English. Preference will be given to those with a PhD degree and administration and teaching experience in tertiary education.

(3) Instructor (Ref. 17031015)
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Applicants should have (a) a higher degree in Industrial Design, Product Design, Furniture Design, Industrial Design Engineering, Product Engineering or related fields; (b) at least two years' post-qualification relevant academic experience; (c) good knowledge and hands-on skills of Rhinoceros, SolidWorks, KeyShot, Illustrator, Photoshop and freehand drawing; (d) good presentation, communication and interpersonal skills; and (e) a good command of written and spoken English. Preference will be given to those with sufficient knowhow about 3DsMax, Zbrush/Fusion 360 and Arduino.

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A highly competitive remuneration package will be offered. Applicants should state their current and expected salary in the application. For post (1), an appropriate term will be provided for appointment at Professor level. For general information on terms and conditions for appointment of academic staff in the University, please visit the website at <http://www.polyu.edu.hk/hro/TC.htm>.

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Please submit application form via email to hrstaff@polyu.edu.hk; by fax at 2764 3374; in person to **Human Resources Office, 13/F, Li Ka Shing Tower, The Hong Kong Polytechnic University, Hung Hom, Kowloon**; or by mail to the above address. If you would like to provide a separate curriculum vitae, please still complete the application form which will help speed up the recruitment process. Application forms can be obtained via the above channels or downloaded from http://www.polyu.edu.hk/hro/job/en/guide_forms/forms.php. **Recruitment will continue until the positions are filled.** Details of the University's Personal Information Collection Statement for recruitment can be found at http://www.polyu.edu.hk/hro/job/en/guide_forms/pics.php.

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HONG KONG BAPTIST UNIVERSITY

FACULTY OF ARTS

Department of Chinese Language and Literature

1. Professor (PR123-3/16-17)

The Department of Chinese Language and Literature seeks to appoint a tenure-track position of full Professor with the expertise in Chinese Studies or relevant disciplines, such as literature, culture, language, etc. The appointee is expected to have the qualities and track records as an academic leader in teaching and research. Other duties include: (a) teaching courses in Chinese Studies and relevant subjects; (b) supervising students in thesis writing; (c) preparing course syllabi; and (d) performing administrative duties assigned by the Head of Department.

Applicants should have a PhD degree in Chinese Language, Chinese Literature, Chinese Culture, or a relevant discipline. The appointee is expected to be a leading scholar in Chinese Studies or relevant disciplines with an exceptional track record of high-quality research and scholarly publications.

Applicants are required to specify how their qualifications match the above requirements in a cover letter and provide supporting documents in his/her application.

Initial appointment will be made on a fixed-term contract of three years commencing September 2017. Re-appointment thereafter is subject to mutual agreement and availability of funding.

Those who have responded to the advertisement posted in January 2017 need not re-apply.

ACADEMY OF VISUAL ARTS

Established in 2005, the Academy of Visual Arts (AVA) is the first creative tertiary institution of its kind in Hong Kong, offering a comprehensive range of subject specialisms in Studio & Media Arts, Craft & Design, and Visual Arts Studies. The Academy offers programmes at both undergraduate and postgraduate levels. It is located on two sites – the Communication and Visual Arts Building in Kowloon Tong and the nearby Kai Tak Campus in Kwun Tong, which also houses AVA's Centre for Research and Development in Visual Arts.

The Academy of Visual Arts offers professional creative degrees that focus on intensive practice-led work in the visual arts. It emphasises creativity, versatility, and intelligent articulation, thus enabling its graduates to enter professional, studio-based careers in such fields as studio arts, design, and/or craft after earning the degree. Our students have the opportunity to develop technical competencies, informed aesthetic judgment, and an understanding of the context in which contemporary work is created, rooted in the ever-shifting cultural climate of creative production in the studio.

To strengthen our team and consolidate our existing subject range, AVA now invites applications from candidates with outstanding achievement in teaching and scholarly work, and with substantial professional experience for the following positions tenable in September 2017.

2. Assistant Professor - Graphic Arts / Design and Typography (PR277/16-17)

The appointee will teach and coordinate undergraduate and/or postgraduate instruction in the field of graphic arts/design, taking typography as the core and starting point for exploring varied areas as book design, corporate design and/or other forms of visual communication that integrate text and images. The Graphic Arts/Design post at AVA is positioned within our Graphic Arts cluster that further includes the areas of Illustration and Printmaking. Proactive collaborations with those areas in studio teaching and beyond is expected.

Applicants should have a firm knowledge of design and its technologies, contemporary visual arts and familiarity with the broader creative issues and trends in the field. Conceptual strengths, contextual sensibilities, and a multidisciplinary orientation are considered a must and should be documented within his/her portfolio of professional and/or academic research.

3. Assistant Professor - Photography (PR278/16-17)

The appointee will teach undergraduate and/or postgraduate courses in lens-based media and its history as well as research practice for the visual arts. He/She should have a high level of operational skills in handling lens-based media, a broad knowledge of lens-based media and its technologies, the contemporary arts and familiarity with the global trends. He/She will also play a leadership role to develop undergraduate and postgraduate curricula and advise research postgraduate students and contribute to enhancing the professional networking of the Academy. Conceptual strengths, contextual sensibilities, and a multidisciplinary orientation are considered a must and should be documented within the portfolio.

The appointee will teach and coordinate undergraduate and/or postgraduate instruction in the field of lens-based media, with photography – analogue and digital – as the major focus. The Photography post at AVA is positioned within our Media Arts cluster that further includes the areas of Video/Sound and Interactive Arts. Proactive collaborations with those areas in studio teaching and beyond is expected.

Applicants should have a firm knowledge of photography and its technologies, the contemporary visual arts and familiarity with the broader creative issues and contemporary trends in the field. Conceptual strengths, contextual sensibilities, and a multidisciplinary orientation are considered a must and should be documented within his/her portfolio of professional and/or academic research.

For Posts 2 and 3, a high level of operational skills is expected as the appointee will also play a leadership role in the development of undergraduate and postgraduate curricula, and advise research postgraduate students and contribute to enhancing the professional networking of the Academy.

Applicants should hold a Master's or doctoral degree in a relevant discipline, have accumulated academic teaching experience, and have established a strong record in professional practice and research in these and/or other related areas. Additionally they should have good knowledge of the contemporary visual arts scene in Hong Kong and the region, and familiarity with the broader issues and trends in the educational field. Applicants should also be able to link visual arts education with other professional disciplines, and to facilitate visual arts education in a university environment.

Initial appointment will be made on a fixed-term contract of three years. Re-appointment thereafter is subject to mutual agreement and availability of funding.

LIBRARY

4. Assistant Librarian (Circulation & Interlibrary Loan Section) (PR279/16-17)

The University Library is currently seeking a highly motivated and service-oriented professional for the position of Assistant Librarian in the Circulation & Interlibrary Loan Section. Reporting to the Associate Librarian of Public Services, the appointee will be responsible for managing and further enhancing the development of access services including circulation, stack management, course reserves, interlibrary loan, document delivery service, HKALL services, book drop and counter services, library card issuance, patron record maintenance, printing and copying services, and other related services. He/She will also perform a variety of duties, take up reference duties, serve as a liaison to work with teaching faculty and other users for the enhancement of library collections and services, and participate in various special projects and library-related activities. The appointee will be required to work on shift duties on some evenings/weekends/public holidays.

Applicants should have a recognised professional qualification in librarianship (MLS or equivalent) and at least three years of experience in an academic library setting with demonstrated managerial, supervisory and leadership experience. In-depth knowledge of circulation, course reserves, interlibrary loan, and collection management issues and trends is essential. They must have excellent interpersonal skills and a customer service-oriented attitude, as well as the ability to respond to users' needs, inquiries, and concerns in a professional and constructive manner. Strong oral and written communication skills in English and Chinese are required. Additionally, knowledge of Putonghua is highly desirable. The successful applicant must have the ability to work collegially, independently and collaboratively with people within and outside the Library.

Salary will be commensurate with qualifications and experience.

Application Procedure:

Applicants are invited to write in response to the requirements and provide an updated curriculum vitae and/or fill in the application form which is obtainable (a) by downloading from <http://pers.hkbu.edu.hk/applicationforms>; or (b) by fax at 3411-7799; or (c) in person from the Personnel Office, Hong Kong Baptist University, AAB903, Level 9, Academic and Administration Building, 15 Baptist University Road, Kowloon Tong, Kowloon. The completed application form should be sent to the same address. Please quote **PR** number on all correspondence. *For Post 1:* Applicants are requested to send in samples of publications/creative works, preferably three best ones out of their most recent publications/works and recent teaching evaluation results. Applicants should also request two referees to send in confidential letters of reference to the Personnel Office direct. *For Posts 2 and 3:* Applicants are requested to send in samples of publications/creative works, preferably three best ones out of their most recent publications/works, statements of teaching and research interest and recent teaching evaluation results. *For Posts 2 to 4:* Applicants not invited for interview 4 months after the closing date may consider their applications unsuccessful. For all post, all application materials including publication samples, scholarly/creative works will not be returned after the completion of the recruitment exercise unless upon request. Details of the University's Personal Information Collection Statement can be found at <http://pers.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.

Closing date for Posts 1 and 4: 13 April 2017

Closing date for Posts 2 and 3: 8 April 2017 or until the positions are filled



東華三院
Tung Wah Group of Hospitals

Applications are invited for the following post:

SECONDARY SCHOOL PRINCIPAL
(in the rank of PI) (REF: A2/PI/SS/SCMP)

Requirements

Applicants should meet the following requirements:

(a) Fulfilling the requirements for principal appointment as laid down by the Education Bureau;

(b) substantial experience in school development and administration;

(c) a strong commitment to quality education;

(d) demonstrated abilities in team building and education leadership; and

(e) currently assuming principalship or at least in the position of Senior Graduate Master/Mistress for not less than five years, of which two years should be in the capacity of a Vice-Principal.

Duties

Manage and lead a government-aided secondary school in accordance with the Education Ordinance, the vision and mission set by the Tung Wah Group of Hospitals and the governance directives of the Incorporated Management Committee.

Salary Scale

In accordance with the Code of Aid for Aided Schools.

Application Procedure

Applications (with a full resume indicating rank and administrative duties shouldered) and duly completed application forms <P601(i)> (obtainable in person or download from <http://www.tungwah.org.hk>) together with a 500-word essay stating your mission and vision on education should be sent in confidence to the Principal Human Resources Manager, Tung Wah Group of Hospitals at 4/F, Wong Fung Ling Memorial Building, 12 Po Yan Street, Hong Kong before **10 April 2017**. The reference code should be marked both in the letter and on the envelope. Personal data provided by applicants will be used strictly for recruitment purpose only and in accordance with the personal data policy of the Incorporated Management Committee. Applicants not invited to attend an interview by 31 August 2017 may assume their applications unsuccessful. Those who have responded to our previous advertisement in December 2016 for the same post need not re-apply.

WE ARE AN EQUAL OPPORTUNITIES EMPLOYER



THE HONG KONG
POLYTECHNIC UNIVERSITY
香港理工大學

ENGLISH LANGUAGE CENTRE

Teaching Fellow (Ref. 17032101)

The appointee will be required to (a) engage in teaching and the provision of related learning activities; (b) take up a position of responsibility as coordinator of one or more aspects of the Centre's operation; (c) contribute to the various aspects of the Centre's work and initiatives through committee membership; and (d) play an active and enthusiastic administrative and pedagogic role in the Centre's operation.

Applicants should (a) have a master's degree in a related discipline; (b) have a teaching qualification; (c) normally have at least four years' relevant post-qualification experience at tertiary level; (d) be able to demonstrate a strong commitment to excellence in teaching; and (e) be a highly proficient English speaker.

Experience in an aspect of educational leadership, an interest in IT and multimedia in language teaching, and/or learning and teaching materials development would be an advantage. Applicants should indicate in their cover letter how their qualifications and experience would enable them to effectively perform the post duties.

Please visit the Centre's website at <http://elc.polyu.edu.hk/> for more information about the Centre.

Remuneration and Conditions of Service
A highly competitive remuneration package will be offered. Initial appointment will be on a fixed-term gratuity-bearing contract. Re-engagement thereafter is subject to mutual agreement. Applicants should state their current and expected salary in the application.

Application
Please submit application form via email to hrstaff@polyu.edu.hk; by fax at 2764 3374; in person to **Human Resources Office, 13/F, Li Ka Shing Tower, The Hong Kong Polytechnic University, Hung Hom, Kowloon**; or by mail to the above address. If you would like to provide a separate curriculum vitae, please still complete the application form which will help speed up the recruitment process. Application forms can be obtained via the above channels or downloaded from http://www.polyu.edu.hk/hro/job/en/guide_forms/forms.php. **The closing date for application is Tuesday, 18 April 2017.** Applicants who are not invited to an interview within two months of the closing date should consider their applications unsuccessful. Details of the University's Personal Information Collection Statement for recruitment can be found at http://www.polyu.edu.hk/hro/job/en/guide_forms/pics.php.

www.polyu.edu.hkOpening Minds • Shaping the Future

EDUCATION



香港中文大學
The Chinese University of Hong Kong

Applications are invited for:-
University Health Service
(1) Physician
(Ref. 170000H3) (Closing date: April 8, 2017)
Applicants should (i) be fully registered medical practitioners holding a valid annual practising certificate; (ii) have at least four years' relevant experience after full registration; and (iii) have good working knowledge of both Chinese and English.
The main duty is to provide primary medical care service to students, as well as staff and their dependants.
Appointment will initially be made on contract basis for up to two years commencing August 2017, renewable subject to mutual agreement.
(2) Pharmacist
(Ref. 170000H4) (Closing date: April 8, 2017)
Applicants should (i) have a first degree and be registered with the Pharmacy and Poisons Board of Hong Kong established under the Pharmacy and Poisons Ordinance, Chapter 138; (ii) hold a valid Practising Certificate issued by the Pharmacy and Poisons Board of Hong Kong; (iii) have at least two years' relevant post-registration experience; and (iv) have a good command of spoken and written English and Chinese (including Putonghua).
The main duty is to (a) take charge of a dispensary unit; (b) supervise and provide training to the staff of the dispensary unit; (c) undertake drug monitoring, drug procurement and related duties; (d) audit on drug errors, maintain electronic drug record on allergies and adverse drug reactions; (e) undertake patient counselling and education service; (f) assist the Director of University Health Service (UHS) to review the UHS Drug Formulary; and (g) undertake teaching projects and other administrative duties as assigned by the Director of UHS.
Appointment will initially be made on contract basis for up to two years commencing July 2017, renewable subject to mutual agreement.
Chung Chi College
(3) Administrative Assistant (carrying the job title of 'Assistant College Secretary')
(Ref. 170000GU) (Closing date: April 7, 2017)
Applicants should have (i) a good honours degree; (ii) at least eight years' post-qualification administrative experience, particularly in public relation, marketing and fundraising areas; (iii) excellent command of written and spoken English and Chinese (including Putonghua); (iv) excellent interpersonal, managerial, organizational, analytical and communication skills; (v) strategic thinking and capacity to adopt multiple perspectives to issues and to develop new ideas; and (vi) demonstrated leadership qualities, strong common sense and team spirit.
The appointee will be responsible for:
- providing leadership and supervision for College Development Office in terms of daily operation;
- developing strategies for College's fundraising campaigns;
- formulating and organizing programs and events to solicit donations for the College;
- assisting in overseeing daily operation of College administration including programs and services provided to students and alumni;
- assisting the College Secretary in College Committee work and to serve as undersecretary for the College Board and Assembly of Fellows, and related sub-committees; and
- other duties as assigned.
The appointee must be able to work independently and may be required to work in the evenings and/or weekends. Shortlisted candidates will be invited to attend a written test.
Appointment will initially be made on contract basis for two years commencing June 2017 or as soon as possible, renewable subject to mutual agreement.
CUHK-BGI Innovation Institute of Trans-omics
(4) Lecturer
(Ref. 170000DW) (Closing date: April 7, 2017)
The Division of Genomics and Bioinformatics of the Institute invites applications for a Lecturer post starting from the academic year 2017-18. Further information about the Division is available at <http://bioinfo.cuhk.edu.hk/cuhkbgil/>.
Applicants should have (i) a higher degree (at least at Master level) in genomics and bioinformatics or related disciplines; (ii) excellent communication skills in English, Cantonese and Mandarin; and (iii) minimum four years' post-Master relevant work and teaching experience.
The appointee will (a) be principally involved in teaching students of the MSc in Genomics and Bioinformatics Programme including supervision of their final year projects/ research projects; (b) teach other undergraduate courses as assigned; (c) coordinate and assist in other teaching-related and academic-related matters/activities as assigned; and (d) provide service to the Institute, other academic unit(s) and the University, as required.
Appointment will initially be made on contract basis for one year commencing July 2017, renewable subject to good performance, mutual agreement and funding availability.
Department of Chinese Language and Literature
(5) Lecturers / Assistant Lecturers
(Ref. 170000ED)
The Department invites applications for Lectureships starting from the academic year 2017-2018. Further information about the Department is available at <http://www.chi.cuhk.edu.hk/>.
Applicants should have (i) a higher degree (at least at Master level) in Chinese or other related fields; (ii) demonstrated ability for high-quality teaching; (iii) excellent communication skills in both Cantonese and Putonghua; (iv) relevant teaching experience at tertiary level; and preferably (v) a good command of written and spoken English. Applicants with at least four years' post-Master relevant teaching experience may be considered for appointment of Lecturer post.
Duties include (a) teaching University Chinese and other undergraduate courses in Chinese language and literature; (b) teaching elementary Chinese courses in English; (c) designing e-learning materials; and (d) assisting in administrative duties.
Appointments will initially be made on contract basis for up to two years commencing August 2017, renewable subject to mutual agreement.
Applications will be accepted until the posts are filled.
Faculty of Law
(6) Teaching Assistant(s)
(Ref. 170000EM)
The Faculty of Law at The Chinese University of Hong Kong is one of the most dynamic and successful law schools in Asia. Since admitting its first students in 2006, it has developed as a major force in legal education in the region. In 2016 it was ranked in the top 50 globally in the QS world ranking of law schools. No other law school has achieved this level of recognition in such a short period. In the 2014 Research Assessment Exercise conducted by the Hong Kong University Grants Committee, it was ranked ahead of all other law schools in Hong Kong with 64% of its research ranked as "world leading" or "internationally significant". With more than 1,300 students enrolled in its programmes (LLB, LL.M, JD, Postgraduate Certificate in Laws and MPhil / PhD), it is the largest provider of legal education in Hong Kong.
The Faculty has a strong international outlook with nearly twenty jurisdictions (by origin or training) reflected in its academic staff. The Faculty is committed to fostering diversity in its recruitment and encourages applications from all candidates whose background and experience will enhance the diversity of our faculty.
Further information about the Faculty is available at <http://www.cuhk.edu.hk/law>.
The Faculty has a record of high-quality teaching. In support of its teaching programme, the Faculty invites applications for appointment as Teaching Assistant.
Applicants for appointment as Teaching Assistant should have a good first degree in law and preferably a further qualification (such as a Master's Degree or relevant professional qualification). Duties will include supporting the teaching programme by assisting in the preparation of teaching materials and assessment, as directed by the Associate Dean (Teaching and Learning). As appointees may be required to assist in research in teaching and learning, some social science research experience is desirable. Subject to the approval of the Associate Dean, appointees may be offered the opportunity to undertake some classroom teaching.
Appointment(s) will initially be made on contract basis for one year, renewable subject to performance and mutual agreement.
Applications will be accepted until the post(s) is/ are filled.
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>.



啓思中學
CREATIVE SECONDARY SCHOOL



We are a modern, internationally-minded school supported by the Education Bureau through the Direct Subsidy Scheme.
Guidance Counsellor (Required in April)
- R.S.W. with a recognized degree in Social Worker is required
- at least 3 years experiences in school setting is preferable
Higher Education Adviser (Required in April)
- a recognized degree
- knowledge of HE systems, institutions and application procedures
- at least 3 years experiences in school setting is preferable
For further details, please refer to our school website www.css.edu.hk/jobs.htm. Please send your CV and application letter together with contact details of two professional referees to jobs@css.edu.hk.
(All information will be kept confidential and only for recruitment purpose)

Marymount Secondary School
123 Blue Pool Road, Happy Valley, Hong Kong
Tel: 25728221 Fax: 25729371 Email: principal@mss.edu.hk
Full Time NET
(Native-speaking English Teacher)
starting in September 2017
We are a Catholic school with a strong Ignatian ethos and are committed to the whole development of our students as well as ourselves. We hope those eager to join us would be as prepared to grow and develop with the school.
Teaching Duties: The applicant will be responsible for teaching senior classes English Language and English Literature.
Other Duties: Ideally, he or she should be enthusiastic about the school's drama programme, have experience directing and producing theatre productions and have the readiness to commit time to help young women to develop the same passion.
Requirements: The applicant would have to fulfill the qualification requirements of the EDB Enhanced NET Scheme.
Preference would be given to applicants with local teaching experience at secondary level. Experience in teaching HKDSE Literature in English will be an advantage.
Applications with full resume should be submitted through either mail or email on or before **March 31, 2017**.
Personal data collected will be used for recruitment purpose only.

Think International Kindergarten / Nursery
Experience Native Speaking English Teacher Wanted,
Job Location: Ma On Shan
Trained in ECE preferred
Resume can be sent to thinkkg_mos@think.edu.hk
Personal data collected will be used for recruitment purpose only.



香港中文大學
The Chinese University of Hong Kong

Applications are invited for:-
Department of Imaging and Interventional Radiology
(1) Assistant Professor
(Ref. 170000HQ) (Closing date: April 21, 2017)
Applicant should have a PhD degree in biomedical engineering, computer engineering or a closely related field. Past experience in both computerized imaging analysis, especially in MRI-related research, and with refereed publications related to same field is preferred. The suitable candidate must be self-motivated, resourceful and be a team-player, with excellent communication (verbal and written) and a good command of English.
Appointment will normally be made on contract basis for one year initially commencing September 2017 or as soon as possible thereafter, which, subject to mutual agreement, may lead to longer-term appointment or substantiation later.
For further inquiries regarding this position, please contact Professor Winnie Chu (winniechu@cuhk.edu.hk). Information on the Department's staff and research interest can be found on the Department website: <http://www.diiir.cuhk.edu.hk>.
Department of Systems Engineering and Engineering Management
(2) Senior Lecturer(s) / Lecturer(s)
(Ref. 170000I8)
The Department of Systems Engineering and Engineering Management at The Chinese University of Hong Kong invites applications for the posts of Senior Lecturer / Lecturer in the fields of logistics and supply chain management, and financial engineering.
Applicants should have (i) at least a Master's degree; (ii) good academic records; (iii) firm commitment to excellence in teaching; and (iv) at least ten years' post-Master experience (for Senior Lecturer rank) or at least four years' post-Master experience (for Lecturer rank).
Appointments will initially be made on contract basis for one to two years, renewable subject to performance and mutual agreement. The exact start date will be negotiated with the successful applicants.
Applicants please upload the full resume with a cover letter, copies of academic credentials, a teaching statement, together with names and e-mails addresses of three to five referees to whom the applicant's consent has been given for their providing reference (unless otherwise specified).
Applications will be accepted until the posts are filled.
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>.



ENGLISH SCHOOLS
FOUNDATION

INSPIRING FUTURES

English Schools Foundation (ESF) is Hong Kong's largest provider of English-medium international education. Our integrated network of 22 schools and comprehensive programme of extra-curricular activities bring out the best in every student through a personalised approach to learning and by inspiring curious minds.
ESF Language & Learning is looking for enthusiastic, experienced and qualified **part-time, hourly teachers to teach playgroups, and after school and weekend English language classes**. All applicants must have a relevant degree, a recognised teaching qualification (such as a CELTA, TEFL or DELTA/ PGDE, PGCE), at least one years' experience teaching young learners and be highly proficient English speakers.
We offer attractive remuneration packages and excellent career advancement opportunities for staff. Join us now and develop your career with us.
Please visit <http://recruit.esf.edu.hk> for the amazing opportunities that await you.

www.esf.edu.hk



幼兒教育展 Festival

Exclusive Admission Tips for
Early Childhood Education
Our mega kindergartens fair comes back this year with a bigger and better exhibitor line up at two locations for your convenience. Join to discover and explore education opportunities, exclusive admission tips and interview information on local and international preschools, playgroups and kindergartens.
☎ 2680 8333 ✉ info@educationpost.com.hk


Get your free tickets now!
www.kindergartensfestival.com

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Saturday, 29 April
JW Marriott Hotel

Kowloon
Saturday, 27 May
Cordis Hong Kong

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EDUCATION



香港公開大學

THE OPEN UNIVERSITY OF HONG KONG

政府創辦・多元創新

Government established • Diversified and innovative

VICE PRESIDENT (ADMINISTRATION AND DEVELOPMENT)

(Ref: 17-VP-75-S)

The Open University of Hong Kong (OUHK) invites nominations and applications for the position of Vice President (Administration and Development).

The University

Established by the Government in 1989, The Open University of Hong Kong (OUHK) has five academic units, namely the School of Arts & Social Sciences, Lee Shau Kee School of Business & Administration, School of Education & Languages, School of Science & Technology, and the Li Ka Shing Institute of Professional & Continuing Education. Through them, we provide full-time and part-time programmes at undergraduate, post-graduate, and sub-degree levels.

Today we have over 9,500 full-time and 10,000 part-time students in the four Schools at the OUHK with about 220 programmes of studies. In addition, there are about 2,500 full-time/part-time students studying in our extension arm. The OUHK spirit is a culmination of a relentless pursuit of academic excellence and a creative approach to learning and teaching. Reaching out to our next generation and across the borders through advanced web technologies has been our principal goal in the past years.

Further information can be found on the University's website, <http://www.ouhk.edu.hk/>.

The Position

The University is looking for a high calibre and charismatic leader who is visionary and resourceful in different aspects of University administration to lead and implement necessary changes in meeting and overcoming challenges ahead to take up the position.

The appointee shall report to the President for providing effective leadership and support to the University in its administration and development. This is a key management position in developing strategies and participating in major policy formulation with a view to helping the University fulfil its vision, mission and strategic objectives. The appointee will oversee six administrative Units including Educational Technology & Publishing, Facilities Management, Finance, Human Resources, Information Technology and Public Affairs, and undertake major projects as required.

Besides, he/she will be responsible for the planning and development of physical facilities and technology infrastructure. He/she will also be required to serve as the Council Secretary to ensure its smooth operations, and develop networks with existing and potential partners in industry, business, academia, benefactors and donors to spearhead branding and development of the University.

The Requirements

Applicants and nominees should have a recognized degree, preferably a higher degree, and substantial relevant administrative and management experience at a senior level in the higher education sector. Suitable candidate must possess dynamic leadership, broad vision and strategic foresight, high integrity, sound judgment, excellent interpersonal and management skills as well as high level of language proficiency both in English and Chinese including Putonghua.

Remuneration Package

The University will offer the right candidate an attractive remuneration package which includes annual leave, medical & dental benefits, contract-end gratuity and life insurance coverage. The successful candidate will be appointed on a fixed-term contract (renewal subject to mutual consent).

Nominations/Applications

The Open University of Hong Kong is being represented by Asianet Consultants in this search. Please submit nominations or applications on or before 24 April 2017 to:

Asianet

Mr. Peter Liu
Senior Managing Director, Asianet Consultants
Email: ouhk-vpad@asianetconsultants.com Tel: (852) 2530-0137

Review of nominations and applications will begin immediately and will continue until the position is filled. Applicants not contacted within eight weeks from the closing date may assume that their applications are unsuccessful. The information collected will be used for consideration of applications and for purposes relating to the appointment. For details, please refer to the "Personal Data (Privacy) Notice for Job Applicant" published on the University's website (<http://www.ouhk.edu.hk/>).



香港城市大學

City University of Hong Kong

專業 創新 胸懷全球

Professional-Creative For The World

55th World University

4th World's top 50 Universities under age 50

1st Engineering/Technology/Computer Sciences in Hong Kong

2nd Business School in Asia

City University of Hong Kong is a dynamic, fast-growing university that is pursuing excellence in research and professional education. As a publicly-funded institution, the University is committed to nurturing and developing students' talents and creating applicable knowledge to support social and economic advancement.

The University invites applications for the following post:

Director of Facilities Management [Ref. C/414/00]

The Facilities Management Office (FMO) is a large central facilities management department, with over 100 staff, responsible for the provision and management of various facilities on campus. It offers a wide range of services and support, including campus management, safety and environment, teaching and logistics support, campus cleaning, landscaping and customer services for more than 20,000 students and 4,500 staff.

Duties: Reporting to the Vice-President (Administration), the Director of Facilities Management plays a key role in formulating strategies and monitoring operations for efficient and effective campus facilities management, in alignment with the University's strategic goals and development. The appointee is expected to provide leadership and direction in planning and delivering quality facilities management to ensure a healthy, safe and sustainable campus environment that is conducive to teaching, learning and research.

Requirements: A good honours degree in Facilities Management or related disciplines, with relevant professional qualification. Proven track record of experience in managing large estates and facilities at senior management level in sizeable organizations, knowledge of green initiatives and sustainable development, and excellent communication and leadership skills are required.

Salary and Conditions of Service

Remuneration package will be highly competitive, commensurate with qualifications and experience. Initial appointment will be made on a fixed-term contract; fringe benefits include contract-end gratuity, leave, medical and dental schemes, and housing allowance.

Information and Application

Further information on the post and the University is available at <http://www.cityu.edu.hk>, or from the Human Resources Office, City University of Hong Kong, Tat Chee Avenue, Kowloon Tong, Hong Kong [Email: hrjob@cityu.edu.hk/Fax: 2788 1154 or 3442 0311].

To apply, please submit an online application at <http://jobs.cityu.edu.hk>, and include a current curriculum vitae. **Applications received by 18 April 2017 will receive full consideration** and only shortlisted applicants will be contacted. The University's privacy policy is available on the homepage.

City University of Hong Kong is an equal opportunity employer and we are committed to the principle of diversity. Personal data provided by applicants will be used for recruitment and other employment-related purposes.

Worldwide recognition ranking 55th, and 4th among top 50 universities under age 50 (QS survey 2016); 1st in Engineering/Technology/Computer Sciences in Hong Kong (Shanghai Jiao Tong University survey 2016); and 2nd Business School in Asia-Pacific region (UT Dallas survey 2016).



香港資優教育學苑

The Hong Kong Academy for Gifted Education

The HKAGE is looking to appoint as soon as possible

a Student Programme Development Officer (SPDO:APD)

in Academic Programme Development Division

To assist in the development and planning of STEM related programmes and services for gifted students in an environment of expansion and strong quality control.

Candidates must have a good honours degree in STEM related disciplines, or equivalent; a Postgraduate Certificate in Education or equivalent would be an advantage; at least 4 years work experience in the field of education and/or educational project management.

Full details of this post can be found on our website <http://www.hkage.org.hk> Or by emailing Ms Elaine WONG at general@hkage.org.hk

Deadline for applications: 5:00pm Friday, 7 April 2017

The HKAGE is an independent not-for-profit organisation, partially funded by government, to advocate and provide support services for students, teachers and parents" For the protection of children and mentally incapacitated persons, prospective employees are requested to undergo a Sexual Conviction Record Check on a voluntary basis. Cost will be reimbursed by HKAGE upon successful employment. Data collected will be used for recruitment purpose only.



Technological and Higher Education Institute of Hong Kong 香港高等教育科技學院

The Technological and Higher Education Institute of Hong Kong (THEi), a member institution of the Vocational Training Council, provides self-financed innovative degree programmes with a strong vocational orientation. All programmes are developed with significant industry input to meet the developing needs of Hong Kong and the region, with a strong focus on industrial attachments and work-integrated learning. The Institute consists of the Faculty of Design and Environment, Faculty of Management and Hospitality, Faculty of Science and Technology, and School of General Education and Languages. THEi admitted its first group of students in September 2012.

www.thei.edu.hk

In 2016/17, THEi is offering 20 degree programmes through three faculties.

Faculty of Design and Environment: Advertising, Fashion Design, Product Design, Landscape Architecture, Landscape Architecture (2-year professional programme), Horticulture and Landscape Management, and Surveying (jointly with the Faculty of Science and Technology).

Faculty of Management and Hospitality: Sports and Recreation Management, Culinary Arts and Management, Professional Accounting, Hotel Operations Management, Public Relations and Management, and Retail Management.

Faculty of Science and Technology: Civil Engineering, Environmental Engineering and Management, Building Services Engineering, Health Care, Food Science and Safety, Multimedia Technology and Innovation, and Information and Communications Technology.

In 2016/17, seven programmes (Fashion Design, Product Design, Landscape Architecture, Horticulture and Landscape Management, Culinary Arts and Management, Civil Engineering, and Environmental Engineering and Management) are in the Government's Study Subsidy Scheme for Designated Professions / Sectors, which provides subsidies to students varying from \$40,000 to \$70,000 per year.

All the programmes are accredited by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications. Most of them are also accredited by the relevant professional bodies.

A new campus is being built on a site in Chai Wan next door to the Hong Kong Institute of Vocational Education (IVE) campus at Chai Wan. It is scheduled for completion in 2017/18.

THEi Learning Commons

Head (THEi Learning Commons) Ref.: O/THEi-LC/HEAD/03/17

Reporting to the Executive Vice-President, the appointee will be required: (a) to lead, plan and administer the Learning Commons and other related learning facilities to align with the strategic development of the Institute; (b) to build effective teams for the provision of academic support services related to library services, information technology and multi-media to students and staff; (c) to formulate, implement and review policies and regulations in relation to the operation of the Learning Commons and other related learning facilities; (d) to develop strategies on the provision of physical and virtual learning resources and facilities to support learning and teaching, and monitor the effective and efficient use of these learning resources and facilities; (e) to collaborate with academic units to develop creative and innovative workshops or programmes, services and collections that meet the growing teaching and applied research needs of the Institute; and (f) to identify, evaluate and implement emerging technologies to assist staff and students with their academic and applied research work.

The successful candidate should have: (a) a recognised degree in one or more of the following areas: Librarianship, Information Science, Information and Multimedia Technology or other related fields, preferably with other professional qualifications (e.g. MLS, MCLIP or AALIA); (b) at least 7 years' relevant experience at an appropriate level of responsibility in the higher education sector or other related fields; (c) sustained experience and sound knowledge of library services and operations inclusive of the development of virtual library services; (d) demonstrated information and communication technology skills and knowledge and the ability to apply them to meet the evolving needs of students and staff; (e) demonstrated ability to develop and conduct programmes and workshops to support the development of academic and information literacies for students and staff; (f) proven capability to drive, lead and successfully implement change initiatives; (g) strong communication and interpersonal skills to work effectively with students, faculty and staff; (h) proven capabilities to manage and lead a small team of staff; and (i) a high level of written and spoken language proficiency in English and Chinese, preferably including Putonghua.

Notes: (1) The post is in the rank of Manager.
(2) The appointee may be required to perform duties at different sites and work irregular hours, shifts and on Saturdays and Sundays.
(3) The remuneration package will be competitive and commensurate with qualifications and experience.

APPLICATIONS

(a) Application forms [VTC-1 (Rev. 12/2012)] are available from: (i) G/F., VTC Tower, 27 Wood Road, Wanchai, Hong Kong; or (ii) the website <http://www.vtc.edu.hk/html/en/career.html>.

(b) A completed application form, together with an application letter and full curriculum vitae, should be sent to the **The Registry, Technological and Higher Education Institute of Hong Kong, Room 315, 20A Tsing Yi Road, Tsing Yi Island, N.T., Hong Kong.** Please specify on the envelope the reference of the post.

Closing date for application: 8 April 2017

Applicants not invited for interview within 10 weeks from the closing date may consider their applications unsuccessful. The Council reserves the right not to fill the post(s). Personal data collected will be used for recruitment purposes only and will be destroyed within 24 months.

Member of **VTC** Group

A reputable bilingual kindergarten located in Kowloon Tong.

Deputy Principal

- Assists the Principal in supervising and implementing school policies, syllabus adjustment, student assessments, staff team-building and professional development
- Runs daily routines for the Principal in her absence

Minimum Qualifications:

- Holder of Cert. Kindergarten Principal, and B. Ed / B. Ed (Early Childhood Ed)
- 3-5 years of administrative and managerial experience, preferably from kindergartens
- Good communication skills in Chinese and English

Head of English Department

- Assists the Principal and Deputy Principal in implementing school policies, human resources routines, syllabus adjustment and student assessments
- Leads and supervises a team of native English teachers, monitors the departmental team spirit
- Teaching skills enhancement, individual teacher training
- Translation and interpretation

Minimum Qualifications:

- Sound supervising and people skills, analytical mind
- Holder of Bachelor of Education
- 3-5 years of school administrative experience, preferably from kindergartens
- Fluent English and some Chinese

Interested parties please send complete CV and expected salary by e-mail to rlai@keenmind.com.hk

Personal data collected will be used for recruitment purpose only.

Marymount Secondary School

PRINCIPAL

Required for September 2017

Marymount Secondary School (website: www.mss.edu.hk), a grant-in-aid girls' school, is sponsored by the Christian Life Community (Hong Kong), an international Catholic lay Ignatian community, with the mission to foster young people to be integrated persons of wisdom, care, love and compassion for others and with others. With the School's 90 years of living tradition, MSS always strives for Magis and aims at excellence in all-round education, with a strong emphasis on values education and service learning. Applications are now invited for this Principal 1 post. Applicants should possess the following minimum qualifications:

a) Master degree preferably in Education;
b) At least 5 years' experience in school administration at SGM or higher level.

The successful applicant will be a person of vision, with a strong commitment to quality education according to the ethos of the school, and the ability to take MSS to new heights in our development.

Applications with full resume should be addressed to:

The Supervisor
Marymount Secondary School, 123, Blue Pool Road, Happy Valley, Hong Kong

Applications must be received on or before **31st March, 2017 marked "Application for Post of Principal"**. Personal data will be used for recruitment purposes only and will be treated in strict confidence. Candidates not notified within one month should consider their application unsuccessful.

Native-speaking English Teacher (NET)

An aided CMI Christian Secondary School is looking for a Native English Teacher to teacher English starting from the school year 2017-18.

The candidate is expected to:

- teach English Language and oral classes,
- organize whole-school English activities,
- coordinate/promote Reading Programme in junior forms;
- act as a language resource person for the school.

Requirements:

- A bachelor degree in English Language or related subjects plus PGDE/TESL
- Experience in promoting "Reading to Learn" programme an advantage
- Any other requirements stated in the EDB Enhanced NET Scheme.

For more details, please refer to the EDB website (www.edb.gov.hk)

Please fax (2653 2111) or email (school@clcmhiau.edu.hk) or mail complete CV to **The Principals, Ling Liang Church, M. H. Lau Secondary School, 3 Yung Yi Road, Tai Po Road (Yuen Chau Tsai Section), Tai Po, N.T.**

St. Paul's School (Lam Tin)

Invites applications for the following posts (w.e.f. 1 Sept 2017):

Teacher

- Physics and Mathematics
- Mathematics and ICT

Qualification in teaching Religious Education an advantage.

Please send application to **10 On Tin Street, Lam Tin, Kowloon** or by fax: **2349 7892** or email (school@spst.edu.hk) on/before 11 Apr 2017.

Data collected will be used for recruitment purpose only



東華三院

Tung Wah Group of Hospitals



Assistant Education Services Secretary (Secondary Schools)

(REF: PHRM/AES(SS)/2/SCMP)

Location: Sheung Wan

Roles & responsibilities:

To assist the Education Services Secretary in:

- planning and development of education services of Tung Wah;
- administrative support for IMCs of secondary schools;
- enhancing school development and quality assurance of schools;
- implementation of Tung Wah's education policy and school management policy;
- co-ordinating and liaising with heads of schools, Branches/Divisions at the Administration Headquarters, Government departments and other related bodies; and
- promoting Tung Wah's education programmes..

The ideal candidate should possess:

- A recognized degree and a post-graduate Certificate/Diploma in Education, or equivalent;
- at least 12 years' post-qualification experience at a senior level in education administration of which at least 6 years should be at secondary school level; and
- proficiency in Chinese and English.

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

Compensation & employment terms:

The successful candidate will initially be offered a 3-year contract with a remuneration package 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 and a completed application form <F601(n)> with indication of your current and expected salaries to the Principal Human Resources Manager, Tung Wah Group of Hospitals at 4/F, Wong Fung Ling Memorial Building, 12 Po Yan Street, Hong Kong by **10 April 2017. 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 July 2017 may assume that their applications are unsuccessful.

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專業 思想 由華開始

Vibrant and Vital VTC

Vocational Training Council (VTC), established in 1982, has always been at the forefront of vocational and professional education and training (VPET). As a statutory body, we exist within Hong Kong education system to ensure the skills of the Hong Kong workforce remain fresh and future ready. Our mandate to provide VPET is vital in meeting industry needs, and in fulfilling the aspirations of the quarter of a million young people and in-service workers who attend a programme every year at one of our 13 member institutions. Join us if you share our mission.

Assistant Executive Director (AED) Ref.: C/AED/03/17-MA2

Major Responsibilities

- To assist in the Council's governance, policy development and management of the VTC's education and training services, and in taking forward initiatives and implementation of change;
- Good academic / professional standing in one or more relevant discipline(s);
- At least 12 years' relevant experience in education, training or management of sizeable organizations at or above the senior manager level;
- Strong commitment in the development of vocational education and training, and a sound knowledge in the local education system;
- Good networking capability and be able to establish linkages with industries and other major stakeholders;
- Strong leadership qualities and ability to initiate and manage change;
- Good people and management skills; and
- Good communication skills, strong language proficiency in English and Chinese, preferably including Putonghua.

Benefits

We offer a competitive remuneration package to the right candidate. Appointment will be made on contract and renewal is subject to staff performance and service need.

Application Procedures

Completed application form [VTC-1 (Rev. 12/2012)] obtainable from the VTC website <http://www.vtc.edu.hk/html/en/career.html> together with a full curriculum vitae should be sent with an envelope marked "Confidential" to the **Human Resources Division (Attention: DH(2)/HRD) at 18/F, VTC Tower, 27 Wood Road, Wanchai, Hong Kong** on or before **7 April 2017.** Please specify on the envelope the reference of the post being applied for.

Applicants not invited for interview within 10 weeks from the closing date may consider their applications unsuccessful. The Council reserves the right not to fill the post(s). Personal data collected will be used for recruitment purposes only and will be destroyed within 24 months.

EDUCATION



香港浸會大學
HONG KONG BAPTIST UNIVERSITY

SCHOOL OF BUSINESS

Hong Kong Baptist University (HKBU) has long been one of Asia’s pathfinders in whole-person business education. HKBU School of Business is among just 1% of business schools worldwide with triple accreditation from AACSB International (The Association to Advance Collegiate Schools of Business), AMBA (Association of MBAs) and EQUIS (European Quality Improvement System). Our mission is to nurture visionary and ethical business leaders capable of meeting new challenges in a rapidly changing global economy. Information about the School can be obtained at <http://www.hkbu.edu.hk/~bus>.

Department of Marketing

1. Associate Professor / Assistant Professor (PR286/16-17)

The Department of Marketing offers a full range of programmes from BBA in Marketing and BCom in Marketing at the undergraduate level, to MSc in Global Marketing Management, MSc in Entrepreneurship & Global Marketing, and PhD in Marketing at the postgraduate level. The appointee is expected to conduct independent research in the fields of Socially Responsible Marketing, Innovation and Entrepreneurship, or International Business Strategy. He/She is also expected to teach courses related to Entrepreneurial Marketing, Digital Marketing, Event Management, or other marketing courses at the undergraduate and possibly at the postgraduate levels.

Applicants must hold, or expect to hold, a PhD degree. They should be able to demonstrate commitment to excellence in research and teaching, and be willing to work collaboratively with colleagues. Evidence of the ability to publish in top-tier journals is required. Interviews may be arranged in the coming AMA Summer Conference in San Francisco, USA (4-6 August 2017) and/or in the HKBU campus in Hong Kong at a later stage.

The appointment is offered on a substantiable track. Initial appointment will be made on a fixed-term contract of up to three years commencing at an earliest available date. Re-appointment thereafter is subject to mutual agreement.

Information about the Department can be obtained at <http://mkt.hkbu.edu.hk/eng/main/Index>

FACULTY OF ARTS

Department of English Language and Literature

2. Associate Professor / Assistant Professor in Linguistics (PR287/16-17)

The Department of English Language and Literature at Hong Kong Baptist University is seeking to make two appointments in support of the following research niche areas within its Language and Communication studies curriculum:

- (i) Health Communication and Traditional Chinese Medicine;
- (ii) Language and Gender Studies in the Asian/Chinese/Hong Kong context(s); and
- (iii) World Englishes, Regional (English) Language Varieties, Generative Syntax, Semantics, Phonology and Tone, Morphology, Hong Kong English.

In support of these several departmental research niche areas, appointees are expected to be experienced and innovative teachers capable of teaching in at least two of the following (sub)disciplines: a) Multimodal Approaches to Health Communication; b) Discourse Analysis and Health Communication; c) Language, Gender, and Intercultural Communication; d) regional (Asian/Chinese/Hong Kong) “area” studies in Gender and Language; e) Syntax and Semantics; and f) Second Language Acquisition.

The appointees should be able to teach a range of courses, including both core and electives courses, in the Department’s undergraduate programme, the ‘double degree’ programme in English and English Language Teaching, general education courses and, where appropriate, taught MA programmes in Language Studies (MALS) and Literary and Comparative studies (MALCS).

The appointees are expected to be active members in Department and Faculty-level administration including (but not limited to) undergraduate and postgraduate student mentoring and the supervision of undergraduate honours projects. The appointees will likewise be expected to recruit and to direct top-quality, international PhD candidates in support of their respective research programme(s) and tailored to the development of the Department’s strategic research niche areas specified above. Outstanding teaching credentials are required.

Applicants should possess a PhD degree in Linguistics or a relevant field. They should be established researchers of impact in their areas of research specialisation, with an already successful (or promising) track record in acquiring publically funded grants and documented service to the global profession. They should also possess a strong and active research programme (including forthcoming peer-reviewed books and articles published in top-tier venues), as well as a demonstrated interest in collaborative work in the cross-cultural context. A commitment to working in a multilingual and cross-cultural setting is essential. Some knowledge of Chinese, written and spoken, will be an advantage but is not strictly required.

Initial appointment will be made on a fixed-term contract of three years commencing September 2017. Re-appointment thereafter is subject to mutual agreement and availability of funding.

Rank and salary will be commensurate with qualifications and experience.

Application Procedure:

Applicants are invited to write in response to the requirements and provide an updated curriculum vitae and/or fill in the application form which is obtainable (a) by downloading from <http://pers.hkbu.edu.hk/applicationforms>; or (b) by fax at 3411-7799; or (c) in person from the Personnel Office, Hong Kong Baptist University, AAB903, Level 9, Academic and Administration Building, 15 Baptist University Road, Kowloon Tong, Kowloon. The completed application form should be sent to the same address. Please quote **PR** number on all correspondence. Applicants are requested to send in samples of publications, preferably three best ones out of their most recent publications/works, statements of teaching and research interest and recent teaching evaluation results. Applicants should also request two referees to send in confidential letters of reference to the Personnel Office direct. Applicants not invited for interview 4 months after the closing date may consider their applications unsuccessful. All application materials including publication samples, scholarly/creative works will not be returned after the completion of the recruitment exercise unless upon request. Details of the University’s Personal Information Collection Statement can be found at <http://pers.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.

Closing date for Post 1: 31 May 2017
Closing date for Post 2: 22 April 2017



ISF 弘立書院
THE INDEPENDENT SCHOOLS FOUNDATION ACADEMY

The Independent Schools Foundation Academy (The ISF Academy), a private independent IB World School in Hong Kong with a sophisticated Putonghua and English immersion curriculum for Pre-Primary to Grade 12, is seeking an energetic, qualified, and experienced candidate to fill the following position:

Auditorium Manager

(Ref: CO/AM/20170323/bk_scmpo)

The Auditorium Manager is responsible for the overall management of the auditorium and coordinating all aspects of services to groups utilizing the auditorium. The Auditorium Manager is also responsible for promoting the auditorium to the community and relevant performing arts organizations. (For details of job responsibilities, please visit The ISF Academy’s website: www.isf.edu.hk.)

Requirements:

- Bachelor degree with an emphasis in theatre management or a relevant discipline
- 6+ year relevant working experience and knowledge in the management of a large auditorium, including but not limited to
 - construction and set design
 - lighting design, stage rigging, audio and sound reinforcement
 - stage management/production management
 - professional standards of stage safety
- Experience in promoting an auditorium and a broad understanding of performing arts organizations in Hong Kong will be preferred
- The ability to work effectively with individuals from diverse communities and cultures
- Good command of both written and spoken English and Chinese, including Putonghua
- Excellent organizational, interpersonal, supervisory and communication skills

Application Deadline: 14 April 2017

Remuneration will commensurate with qualifications and experience. Applicants should state their current and expected salary in the application. Please submit your application by completing the application form, which could be downloaded from our website: www.isf.edu.hk, and sending it together with full curriculum vitae and a covering letter, quoting our “Ref: no.”, by email to career@isf.edu.hk.

Personal data is collected for employment purpose only.

CNEC Lau Wing Sang Secondary School

Full-time NET (Native-speaking English Teacher)

We are looking for a native-speaking English teacher whose service starts from mid-August 2017. Applicant has to fulfill the qualification requirements under the EDB Enhanced NET Scheme.

Applicant may send application with full resume to the **Principal, CNEC Lau Wing Sang Secondary School, 323 San Ha Street, Chai Wan, Hong Kong by April 18, 2017.**

All information provided will only be used for recruitment related purpose.

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香港中文大學
The Chinese University of Hong Kong

Applications are invited for:-

Registry Registrar

(Ref: 16000218)

Founded in 1963, The Chinese University of Hong Kong (<http://www.cuhk.edu.hk>) is a forward-looking and intellectually vigorous university with the mission to be a first-class comprehensive research university, regionally and internationally. The University is fully committed to excellence in teaching, research, knowledge transfer and community service in a comprehensive range of disciplines, thereby serving the needs and enhancing the well-being of the citizens of Hong Kong, China as a whole, and the wider world community. The University values greatly its College system and the culture preserved and promoted by the University and its Constituent Colleges. Bilingualism is adopted in teaching, research and administration.

The role of the Registrar

The Registrar, as one of the officers of the University, appointed by the Council, is a statutory position with responsibilities particularly for custody of student records and servicing the Senate. The role of the Registrar is threefold. As a member of senior management, the Registrar supports the Vice-Chancellor on all aspects of academic strategies, policies, regulations, development and planning of the University, as well as the educational quality and standard of all its programmes, and the student experience. S/he also serves as the University’s representative and interacts with external agencies on academic, quality, student information and related matters.

As head of the Registry, s/he provides dynamic leadership, line management, performance and staff development responsibilities for an establishment of about 80 staff members. The Registry, with an annual budget of nearly HK\$45 million, consists of two functional sections which oversee academic services, administration of academic programmes, quality assurance, student administration, registration and records, timetabling, classroom management, assessment and systems development.

As secretary of the Senate, the Registrar is responsible for the provision of high quality, professional and proactive advice and committee servicing for the Senate, Senate committees, Boards of the Faculties and other academic committees. S/he is also responsible for the effective communication of the University’s academic strategies and policies to ensure that they are properly implemented with the support of relevant stakeholders.

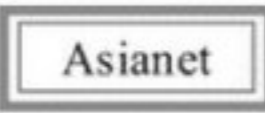
The Person required

Applicants should have a good honours degree, and preferably also a higher degree. They should have extensive leadership and management experiences in a complex organization, and relevant experiences in the public sector and particularly higher/post-secondary education institutions will be a distinct advantage. They should have a demonstrable track record in thinking/operating at a strategic level, identifying critical success factors, delivering change/solutions, motivating professional staff to work as teams and individually, managing performance, influencing decision-makers, providing customer-centred services, and implementing/developing IT systems. Applicants are expected to be persons of integrity and resilience, committed to the University’s mission, vision, values, objectives and strategy, with excellent interpersonal, organizational, analytical, problem-solving and communication (bilingual both verbal and written) skills.

Appointment will initially be made on contract basis for up to three years, renewable subject to mutual agreement.

Application and Nomination

Review of applications has begun and will continue until the post is filled. Those who responded to an earlier announcement are under active consideration. The University is being represented by Asianet Consultants in this search. Please submit applications or nominations on or before 7 April 2017 to:



Mr. Peter Liu
Senior Managing Director, Asianet Consultants
Email: cuhk-registrar@asianetconsultants.com Tel: (852) 2530-0137

Law Ting Pong Secondary School 羅定邦中學

REQUIRES: TEACHERS (ALL SUBJECTS) and TEACHING ASSISTANTS (NCS & ACADEMIC SUBJECTS)

Law Ting Pong Secondary School is a dynamic, forward-thinking direct subsidy English Medium of Instruction secondary school situated in Tai Po, N.T.

Law Ting Pong Secondary School is committed to providing a broad and varied education to its pupils and is determined to become an educational institute of excellence offering students in Hong Kong the education and vision to become global leaders of the future. We are looking for **teachers who are committed to student centred learning design, able to apply assessment for learning to support differentiated instruction and confident users of learning technology.** Experience of teaching GCE and IGCSE courses and in student counselling will be preferred.

We are also looking for **passionate young teaching assistants** who can support academic subjects and Non Chinese Speaking students for their Chinese learning.

Please submit application with full curriculum vitae, including present and expected salary by mail to: **The Principal, Law Ting Pong Secondary, 8 Ma Chung Road, Tai Po, New Territories.** Closing date of application: **12th April 2017**

(Information submitted will be used for recruitment purpose only)

Full-time NET (Native-speaking English Teacher)

We are a well-established Christian co-educational school committed to quality education. We are looking for a high calibre full-time Native-speaking English Teacher for the coming academic year (2017-2018).

Duties:

- Be responsible for teaching junior and senior classes English Language
- Take an active role in organising English-related activities
- Be able to develop school-based English curriculum and Language Across Curriculum
- Organize and accompany students to a long haul overseas English study tour

Requirements:

- Fulfill the qualification requirements of the EDB NET scheme

Preference would be given to applicants with local teaching experience at secondary level.

Applicant may send application with full resume to the **Principal, CCC Yenching College, 12 Nga Ying Chau Street, Tsing Yi, NT** on or before **21 April, 2017.**



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EDUCATION



香港大學

THE UNIVERSITY OF HONG KONG

Lecturer in the Chinese Language Enhancement Programme in the School of Chinese (Ref.: 201700332)

Applications are invited for appointment as Lecturer in the Chinese Language Enhancement Programme (CLEP) in the School of Chinese, to commence on September 1, 2017 or as soon as possible thereafter, on a three-year fixed-term basis, with the possibility of renewal.

One of the primary missions of the CLEP is to equip students with the necessary Chinese language skills for academic and professional pursuits. Tailor-made, discipline-specific practical Chinese language courses are offered to the undergraduates in all Faculties across the University. Further information on the Programme can be obtained at <http://www.hku.hk/chinese>.

Applicants should possess a University degree or equivalent, a postgraduate degree in Chinese or related areas and normally 5 years' post-qualification teaching experience at tertiary level. The ability to conduct courses in "practical Chinese and Chinese culture" in Cantonese and proficiency in Putonghua are required. They should demonstrate a strong sense of commitment, a track record of excellence in teaching, a capacity to design and deliver courses as well as sophisticated communication and presentation skills. A high level of competence in written English is a definite advantage. Apart from teaching, the appointee will be expected to perform administrative duties such as the coordination of courses and the preparation of official documents in Chinese and English.

A highly competitive salary commensurate with qualifications and experience will be offered, in addition to annual leave and medical benefits. The appointment on fixed terms will attract a contract-end gratuity and University contribution to a retirement benefits scheme, totalling up to 15% of basic salary.

The University places great emphasis on developing staff potential, and has in place a variety of development opportunities and assistance for staff at different stages of their career.

Applicants should send a completed application form together with an up-to-date C.V. to chinjobs@hku.hk. Application forms (341/1111) can be downloaded at <http://www.hku.hk/apptunit/form-ext.doc>. Further particulars can be obtained at <http://jobs.hku.hk>. **Closes April 22, 2017.** The University thanks applicants for their interest, but advises that only candidates shortlisted for interviews will be notified of the application result.

The University is committed to diversity and inclusivity. To promote gender diversity and professional advancement of women, the Faculty of Arts expressly encourages qualified women to apply.

Classified Post readers are confident, competent and career-oriented

PROPERTY & CONSTRUCTION

Pearce Lau & Associates Limited specialises in providing QS and commercial / project management support to the construction industry and has been established in Hong Kong for over 30 years.

We are seeking suitably qualified candidates for the following two positions in connection with the construction of a new Power Station at Blackpoint, Tuen Mun. The project is scheduled for completion by end 2019.

- **PROCUREMENT OFFICER / CONTRACT ADMINISTRATOR**
- **E&M QUANTITY SURVEYOR / CONTRACT ADMINISTRATOR**

The successful candidates will possess:

1. A degree in Quantity Surveying or related discipline. A professional qualification for the E&M QS is desirable.
2. Relevant experience after completion of their degree (at least 4 years in the case of the Procurement Officer and at least 6 years for the E&M Quantity Surveyor), working on construction projects, ideally involving both civil engineering and E&M works.
3. An in-depth understanding of contracts, contract structures and claims processes.
4. Experience in measurement, variation valuation, contract administration and final account settlement (essential in the case of the E&M Quantity Surveyor).
5. Good spoken and written English and the ability to communicate clearly and proactively within the client's project management team and to interact effectively with different levels of management.
6. Experience and ability to work in a multicultural environment with team members, contractors and suppliers from a diverse global background.
7. Proficiency in all Microsoft software, including Outlook, Excel, Word and Powerpoint.

Candidates should also state their previous experience/proficiency in the following areas which may be advantageous to their application but not essential:

- Proficiency in Cantonese and Mandarin
- Previous experience of power projects or heavy E&M works
- Previous procurement experience (in the case of the Procurement Officer) but not essential as training in the client's procurement systems and procedures will be provided.

The place of work will be at the Blackpoint Power Station site. The contract term will be 2 years with potential for extension thereafter. Excellent medical and other benefits are provided.

Applications, stating availability and expected salary, should be submitted by email on or before **2 April 2017** for the attention of **May Wong** at lespearce@netvigator.com.



HSIN新昌
CHONG

HCCG BUILDING AND CIVIL ENGINEERING (MACAU) LIMITED

Hsin Chong is a successful International construction group. As a consequence of our success and growth, we have a number of challenging career opportunities within our organization.

Commercial Manager / Senior Quantity Surveyor

The Role:

- Prepare tender submission, tender analysis, contractual claims & dispute resolution;
- Responsible for a wide range of duties including administration of main contracts and subcontracts, cost control and budgeting, material procurement, contractual claims and subcontractors' claims for civil / building projects;
- Prepare variation submission, follow up variation assessment and assist in the settlement of final account;
- Assist the project management team to handle all the contractual related issues;
- Communicate with internal and external parties regarding contractual issues.

The Candidate:

- Degree / Higher Diploma in QS Studies or other related engineering disciplines;
- Minimum 15 years relevant experience in Building / Civil projects preferably gained from main contractor;
- Well organized, self-initiative and with good communication and problem-solving skills;
- Able to work under tight schedule and pressure;
- Proficient in PC applications (e.g. MS Excel, Words, Project, PowerPoint etc);
- Good command of both written and spoken English and Chinese;
- Candidates with less experience will be considered as Senior Quantity Surveyor;
- Station in Macau is required;
- Immediate availability is preferred.

If you are looking for a challenging work opportunity which offers you excellent prospects, please e-mail your detailed resume with present and expected salary to macaufjobs@hcg.com.hk.

(Data collected will be used for our recruitment purpose only)

Quantity Surveyor

Job Responsibilities:

- Working in main contractor's stream is preferable,
- Responsible for all interim payments, measurement of works, cost control, settlement of final account of various projects, prepare and submit pricing documents for the tendering purpose
- Manage and control the costs within projects
- Measurement and pricing of fitting out works

Job Requirements:

- Diploma / Degree Holder in Quantity Surveying or related disciplines
- Minimum 5 years relevant experience in main contract projects as Quantity Surveyor
- Proactive, well-organized, attentive to detail and able to work under pressure
- Work independently and a good team player
- Proficiency in Microsoft Office
- Good command of spoken and written Chinese and English
- Candidates with less experience will be considered as Assistant Quantity Surveyor
- **Fresh graduate would also be considered**
- Immediate available is preferred

Applicant is required to submit his/her CV, working experience and expected salary for the required post to **Head Fame Co Ltd** at headfame@biznetvigator.com

GENERAL

HR Manager and ROs with Database Wanted

A GEM-to-be-listed company is looking for a Finance-area HR Manager with database to head its rising business in SFC licensing and consultancy. (ROs are welcome too)

Please contact **Franky Fan 9061-1428** or **Katherine Ip 5405-9502** or email your CV to icFRoHK@gmail.com
(Brainer Waterford Techno-culture)

SECURITY ASSISTANT

The U.S. Consulate General is looking for a high-caliber individual with good English skills to join our Facility Management Office.

For more information and to apply, visit our website: http://hongkong.usconsulate.gov/job_announcements.html

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 **April 7, 2017**.

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



醫院管理局
HOSPITAL
AUTHORITY

Vision	Mission	Values
• Healthy People • Happy Staff • Trusted by the Community	• Helping People Stay Healthy	• People-centred Care • Professional Service • Committed Staff • Teamwork

Hospital Authority Head Office

Senior Manager
(Ref : SARC SEng/HO1703017/17111)

Office
Capital Planning Department, Strategy & Planning Division

Pay
HK\$136,732 to HK\$157,529 per month (including Monthly Allowance)

Job
The Senior Manager will be responsible for leading in-house project managers and external professional services consultants in managing a number of major capital works projects under the Ten-year Hospital Development Plan. As such, the incumbent will have a demonstrated track record in team leadership and the delivery of large scale capital works projects. We are seeking a person who commands excellent skills in managing a broad range of operational and strategic stakeholder relationships, resolving issues and initiating corrective actions, as well as providing guidance to key strategic decision-makers to ensure successful completion of the projects.

The appointee will be reporting to the Chief Manager (Capital Planning) and responsible for the following main duties:

1. Manage the professional consultants appointed for the delivery of respective projects.
2. Manage effectively and smoothly the interface between the respective hospitals, government departments, contractors, professional consultants, and other stakeholders.
3. Apply effective project management techniques and organize work processes to deliver the projects on time, within budget and to appropriate quality standards.
4. Develop, manage and enhance quality, safety, environmental performance and risk management measures of major capital works projects.
5. Monitor and appraise the performance of building contractors and professional consultants.
6. Manage the Resident Site Staff to oversee the implementation of the projects.
7. Report regularly to the Project Steering Committees on the work plan, schedule, progress, budget, quality, expenditure and cashflow of the respective projects.
8. Any other duties as required to facilitate implementation of the projects and the department including job rotation to other relevant posts within and outside the department.

Requirements


1. Member / Corporate Member of a professional institution, i.e. the Hong Kong Institute of Architects, the Hong Kong Institute of Surveyors or the Hong Kong Institution of Engineers in Civil Engineering, Structural Engineering or Building Services Engineering disciplines or equivalent with at least 10 years' post qualification experience.
2. Practical experience of project management for large scale capital works projects.
3. Exemplary professional competency, conduct and ethics.
4. Sound knowledge of construction contract management.
5. Conversant with Hong Kong construction and building related legislations and government procedures on delivering public projects.
6. Ability to communicate and present effectively in both English and Chinese.
7. A high degree of independence, self-motivation, leadership and organizational ability.
8. Knowledge of MS Office, project management and database software.

Remarks

1. Applicants who have applied for the post in response to the previous internal and external advertisement ref: HO1702003 issued on 4 February 2017 need not re-apply.
2. Appointment will be on contract terms for a period of 3 years. Up to 15% of total basic salary (after deducting the contribution of Mandatory Provident Fund by Hospital Authority) as end-of-contract gratuity may be offered upon completion of contract with satisfactory performance.
3. Please submit application online on or before **1 April 2017** via website <http://www.ha.org.hk> (click Careers). For enquiries, please telephone 2300 6553.

General Notes

1. **We support the employment of people with a disability.**
2. Information provided by applicants will be treated in strict confidence and will only be used for recruitment related purposes. Applicants who do not hear from us before 10 June 2017 may consider their applications unsuccessful. All information on unsuccessful candidates will be deleted from our files within 24 months.



RESIDENT ASSISTANT CLERK
OF WORKS (RACOW)

We are looking for a Resident Assistant Clerk of Works for the Redevelopment Project of Ying Wa Girls' School at Mid-levels.

The minimum qualifications required for the post of Resident Assistant Clerk of Works shall be as follows:-

- Diploma or High Certificate in Building Studies 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.
- Minimum 3 years' relevant post-qualification experience.
- 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.
- 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.

Tentative employment for the above position is to commence in April 2017 for an approx. period of 21 months for superstructure construction with gratuity payable on satisfactory completion of the employment contract.

Interested parties may send your written application with full resume stating working experience, qualifications, present and expected salary and date of availability to:

P&T Architects and Engineers Ltd.
33/F, 633 King's Road, North Point, Hong Kong
or email address 'personnel@p-t-group.com' or fax no. (852) 2838-6072 [Quote Ref: No. 4588]

All data collected would be used for recruitment purpose only.



Asphalt Surfaces (Int'l) Limited

Senior Quantity Surveyor

- Office based within Hong Kong to suit companies work requirements.
- Full Time
- Salary negotiable, but approx. \$45K - \$55K / month
- QS qualifications required with "RICS" preferred.
- Minimum 8 year experience in civil engineering projects

Responsible for all aspects of Quantity Surveying work, including multiple Final Account reviews and negotiations.

Site Survey Chainman

- Site based within Hong Kong to suit companies work requirements.
- Generally – Full Time night work
- Salary negotiable, but approx. \$18K - \$18K / month (Chainman)
- HK Driving license required.

Responsible for site surveys / levels and measurement works, liaising with ASL Project Surveyor.

Please email resume to recruit@asphaltsurfaces.com

Personal data collected will be used for recruitment purpose only.

Business Development Director

HEALTHCARE FOCUS • SENIOR REGIONAL APPOINTMENT

Our client is a renowned multinational service provider with a great reputation and a wide range of service offerings in the market. With their ongoing Asia-centric strategies, they are currently looking to hire a seasoned business development professional to further drive clients' penetration in the healthcare sector.

Reporting to the CEO of Asia, you will be the key account holder for driving new market development within the healthcare sector. You will act as the focal point and spokesperson within hospitals and healthcare systems to present solutions to the prospective clients by working alongside with sales and product management professionals. Apart from relationship management, you will also need to compile industry researches and competitor analysis, and identify key opinion leaders in the field via various channels in order to further promote brand awareness. Lastly you will also lead the whole end-to-end solution delivery process to ensure customer satisfaction.

To qualify, you should have around 10-15 years business development experience in the healthcare and hospital industry with a strong track record of success and a rich network of influential figures in the sector. You should possess great presentation and solution selling skills coupled with strong project management experience. Ability to work independently, whilst coordinating across different departments to complete the tasks will be the crucial attributes for the role. Excellent command of English and Chinese is a must while you need to demonstrate a strong strategic mind and business development mentality. Flexibility on travelling is required.

To apply for this position, visit www.michaelpage.com.hk and search for job title (ref: 3918693) or call Gabriel Nam on (+852) 3412 4862 for further details.

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香港中文大學
The Chinese University of Hong Kong

Applications are invited for:

University Planning Office
Assistant Computer Officer (Ref. 170000F4) (closing date: March 31, 2017)

Applicants should have (i) a Bachelor's degree in Computer Studies/Science or relevant subjects; (ii) at least 2 years' relevant experience in application development; (iii) competence in SQL and strong programming skills (experience in C# and .NET is preferred); (iv) good analytical skills; and (v) the ability to understand the business processes in the University. Experience in ETL tools will be advantageous. The appointee will (a) extract data from database and perform analysis; (b) develop standard and business intelligence reports using reporting tools; (c) lead and assist in solution design and implementation of data warehouse; (d) prepare presentations and documentations; and (e) develop applications and workflows based on SharePoint. Appointment will be made on a contract basis for 1 to 3 years (with contract-end gratuity for a 2-year or longer contract), renewable subject to good performance and mutual agreement.

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

Part Time
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Speaking Assistant

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E: classified@scmp.com

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CIVIL AVIATION DEPARTMENT

Operations Officer (Airworthiness)

(Civil Service Vacancy)

Salary: Master Pay Scale Point 27 (HK\$49,445 per month) to Master Pay Scale Point 44 (HK\$99,205 per month) Depending on relevant experience of the candidate.

Closing Date for Application: 7 April 2017

Tel. Enquiry: 2910 6324

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.



Environmental Protection Department

Waste Reduction Officer

(Non-civil Service Vacancy)

Salary: HK\$39,435 per month

Closing Date for Application: 31 March 2017

Enquiry Tel.: 2872 1738

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.



GOVERNMENT FLYING SERVICE

Cadet Pilot

(Civil Service Vacancies)

Salary: General Disciplined Services (Officer) Pay Scale Point 1b (HK\$24,235 per month) to General Disciplined Services (Officer) Pay Scale Point 2 (HK\$27,640 per month)

Closing Date for Application: 6 April 2017

Tel. Enquiry: 2305 8356


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.

INFORMATION ASSISTANT (SOCIAL MEDIA)/DIGITAL OUTREACH SPECIALIST

The U.S. Consulate General is looking for a high-caliber individual with strong English skills to join our Public Affairs Section. For more information and to apply, visit our website: http://hongkong.usconsulate.gov/job_announcements.html

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 **March 31, 2017**.

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



東華三院
Tung Wah Group of Hospitals

Architect (REF: A3/ARCH/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, evaluate and supervise professional consultants and construction contractors' performance at different stages in a project cycle;
- conduct feasibility studies for redevelopment projects;
- invite tenders for capital construction, renovation projects, slope works and environmental related corporate initiatives; analyse, shortlist and recommend tenders received accordingly to superior for consideration;
- incorporate design elements to prepare documents and drawings for capital construction and large scale renovation projects;
- provide professional training and guidance to subordinates and supervise subordinates in daily operations;
- provide technical advice on renovation and maintenance projects to resolve users' enquiries and enhance good communication internally;
- invite fee proposals for providing geotechnical consultancy service for carrying out Engineer's Inspection, stability assessment and necessary slope remedial works;
- monitor the expenditure of contingency to ensure a good departmental budgetary control; and
- perform any other duties as assigned.

The ideal candidate should possess:

- (a) full membership of the Hong Kong Institute of Architects (MHKIA); or
- (b) membership of the Royal Institute of British Architects, or a qualification accepted by the Institute as equivalent; and
- Architect on the Register of the Architects Registration Board of Hong Kong; and
- preferably with 2 years commercial and property development experience.

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

Compensation & employment terms:

The candidate will be appointed on contract terms with a salary currently at \$62,225 per month (Tung Wah Master Pay Scale Point 32). Entry salary depends on years of recognized experience. The salary is subject to downward/upward adjustment or may be frozen as determined by Tung Wah and/or as appropriate with reference to the civil service pay review. The fringe benefits include paid leave, medical services, dental scheme and training sponsorship. 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 completed application form <F601> to the Principal Human Resources Manager, Tung Wah Group of Hospitals at 4/F., Wong Fung Ling Memorial Building, 12 Po Yan Street, Hong Kong by **10 April 2017**. 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 30 June 2017 may assume that their applications are unsuccessful.

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MANPOWER DEVELOPER



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Geotechnics & Concrete Engineering (H.K.) Ltd is a well-established specialist firm in the Civil / Geotechnical / Material Engineering Field in Hong Kong. To cope with the development of the company, we are looking for high caliber candidates to fill the following positions:

- PROJECT ENGINEER**
Degree holder in Civil/Geotechnical engineering field, with a sound experience in foundation field work, ground investigation, supervision and management with proven track record. Excellent problem-solving & interpersonal skills, self-motivated, analytical and willing to undertake challenging work preferable with engineering chartership.
- MATERIAL ENGINEER**
Degree holder in Civil/Materials engineering field with sound experience in testing of civil engineering related construction materials design & supervision. Minimum 5 years solid and rich experience in testing works and materials specifications. Excellent command of English is essential.
- ASSISTANT ENGINEER**
Degree holder in Civil/Geotechnical Engineering or equivalent, with 1 year working experience in Civil/Geotechnical Engineering design and supervision. Wish to develop a career in Civil/Geotechnical Engineering field and eager to learn is a must.
- COMPUTER PROGRAMMER**
Diploma/certificate in Computer Science, Information Technology or equivalent areas. Good communication skills, self-motivation, and ability to work independently is preferable. Responsible for development and implementation of web-based application. Provide assistance to users in computer operation.
- DEPUTY HUMAN RESOURCES MANAGER**
Degree in H.R. Management or related disciplines. Minimum 5 years all round experience in handling employee relations, internal and external grievances, training and development with minimum of 2 years experience in supervisory level. Must possess strong ability to prioritize and manage multiple tasks, analytical mind, demonstrate discretion and diplomacy when dealing with confidential and sensitive matters. Excellent command of English and Chinese are a must.
- SECRETARY**
Bachelor's Degree in Business Administration and Management. Over 5 years of solid leadership experience in office operations and management; superb multitasking, compose correspondence, organization skills and an excellent command of English and Chinese are a must.
- ASSISTANT ACCOUNTANT**
Degree holder in Accountancy with member/finalist of HKICPA/ACCA or equivalent, minimum 5 years experience in financial and management accounting with supervisory experience. Proficiency in MS office and ERP accounting system. Audit firm experience is a plus. Analytical mind, detail-oriented, able to meet tight deadlines is preferred.

We provide good staff benefit and excellent prospect for promotion to successful candidates. Please email us your full resume with work experience and expected salary to hr@gce.com.hk.

Data collected will be used for recruitment purpose only.

Secretary

(Proficiency in Korean)

Responsibilities:

- Support with the full spectrum of secretarial tasks, manage a busy calendar of events/meetings and arrange complex international travel
- Handle business correspondence, minutes, reports and confidential documents as required
- Translate Korean document to English/Chinese and vice versa
- Attend various meetings as an interpreter of Korean and Chinese/English
- Liaise with internal and external parties on business issues proactively and independently
- Demonstrate flexibility to work across a range of duties and supporting other team members
- Undertake ad hoc tasks as assigned
- Occasional traveling to overseas is required

Requirement:

- University degree holder in Business relevant disciplines
- Good planning, strong interpersonal and communication skills (both verbal and written), excellent English, Cantonese and Mandarin, business level of Korean
- Flexible, practical and with superb interpersonal skills
- Chinese/English/Korean translation experience would be advantageous
- Proficiency in using MS Office (including Word, Excel and PowerPoint)
- Energetic, passion and patience

Please send your resume to Recruit.cinderella@gmail.com



EQUAL OPPORTUNITIES COMMISSION

The following position now exists in the Equal Opportunities Commission (EOC). Please visit our website (<http://www.eoc.org.hk>) for details.

Equal Opportunities Officer (Administration & Personnel)

(Monthly Salary of HK\$51,780 to HK\$65,150, Three-year fixed term contract)

Applications, marked confidential and specifying the post applied for, should be sent to the Head (Corporate Planning & Services), Equal Opportunities Commission, 19/F., Cityplaza Three, 14 Taikoo Wan Road, Taikoo Shing, Hong Kong on or before **13 April 2017**. Suitable candidates will normally be contacted in around 6 weeks from the closing date of application. Candidates who are not contacted may assume their applications unsuccessful. The information provided will be treated in strict confidence and will be used for employment purpose only. Information of unsuccessful candidates will normally be destroyed 2 years after the recruitment exercise is completed. For more information about the Commission, please visit our website (<http://www.eoc.org.hk>).

WE ARE AN EQUAL OPPORTUNITIES EMPLOYER

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Associated with the Hong Kong Government



KCG Securities Asia Limited
實通證券亞洲有限公司

Asset Management Manager

Requirements:

- Degree holder preferably with professional qualification (e.g. CFP, CFA, CPA)
- Professional team player who deliver top-tiered financial services to our clients
- To Communicate and identify financial needs for clients
- To perform business analysis and provide total package financial planning services
- To professional & comprehensive strategies to clients for their wealth growth
- To develop future business opportunities and to maintain good relationship with clients

Asset Management Assistant

Requirements:

- Tertiary education in economics, accounting or finance; other majors with heavy exposures to relevant subjects may also apply
- Working experience in finance or research companies.
- Licensed with SFC for regulated activities preferred
- Fluent written & spoken Mandarin & English

We offer competitive remuneration package and 5 days work. Please send full resume, **expected salary to 2801 6288 Personnel Dept. or email to fax@kcg.hk**

All information collected for recruitment purpose only.

COMPANION GROUP

Enhance Design team in 333 limited design studio candidate

ART DIRECTOR

- Diploma in Graphic Design or equivalent
- 4-5 years working experience in design house or advertising
- Cultural design concept to cope with the group business
- Creative • independent • responsible • well organized

* Those with lower qualification will be considered as "ASST. ART DIRECTOR" OR "SENIOR GRAPHIC DESIGNER".

Interested parties, please send full resume, date available and expected salary to e-mail: design@1926sh.com

All personal data collected will be used for recruitment purpose only.



Senior Commercial Officer - Ontario

The Consulate General of Canada in Hong Kong & Macao seeks high calibre candidates to fill the position of Senior Commercial Officer - Ontario. Information about the position and other job openings, requirements and how to apply can be found at www.hongkong.gc.ca under "Job Opportunities".

Applications must be received by **23:59 Sunday, April 2, 2017**. Only candidates selected for further consideration will be contacted.



Consulate-General of Singapore in Hong Kong:
Public Affairs/Research Officer

The Consulate-General of Singapore in Hong Kong (<http://www.mfa.gov.sg/hongkong>) is recruiting a Public Affairs/Research Officer.

Job Specifications

You are required to monitor and prepare daily media summaries on current political and economic developments. This includes conducting research on matter of interest, translating news and managing the resource library. Further to this role, you are also required to assist with delegation visits, liaising with external agencies, as well as attend selected meetings.

You must have a university degree and are bilingual in Cantonese and English. You must have a keen interest in domestic and international affairs, and have a flair for research and writing. You should also have the ability to multi-task within tight deadlines and be resourceful in your research approach. Relevant experience, such as writing for an economic/political affairs column, is helpful.

Application Method
Interested applicants are requested to send their **full resume, recent photo and expected salary**.

By email: singaporeconsulate.recruitment@gmail.com


Or submit your hard copy applications to: The Singapore Consulate-General (Attention: Consul (Admin & Consular)), Units 901-902, 9th Floor, Admiralty Centre Tower 1, 18 Harcourt Road, Hong Kong

Application Deadline
You are required to submit your application by **31 March 2017**.

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Classified Post



Highways Department Agreement No. CE 13/2010 (CE)
Hong Kong – Zhuhai – Macao Bridge
HKBCF Superstructures and Infrastructures Contracts

AECOM Asia Co. Ltd. invites applications for a range of Resident Site Staff positions for contract administration and construction supervision for the superstructures and infrastructures Contracts of the Hong Kong – Zhuhai – Macao Bridge (HZMB) Hong Kong Boundary Crossing Facilities (HKBCF), and Traffic Control & Surveillance System (TCSS) of HKBCF and HZMB Hong Kong Link Road (HKLR) and Tuen Mun - Chek Lap Kok Link southern connection (TM-CLKL SC) under Agreement No. CE 13/2010 (CE). The works to be supervised by this team comprise the construction of the superstructures and infrastructures (excluding reclamation) mainly on the HKBCF artificial island, and TCSS of HKBCF, HKLR and TM-CLKL SC

SENIOR RESIDENT ENGINEER Ref. No: SRE/9999/TRA

- Candidates should be Corporate Members of the Hong Kong Institution of Engineers in Civil Engineering Discipline and elected after 5 December 1975 or equivalent; and have at least 5 years relevant post-professional qualification experience.

RESIDENT QUANTITY SURVEYOR Ref. No: RQS/10000/TRA

- Candidates should be Corporate Members of the Hong Kong Institute of Surveyors Quantity Surveying Division or equivalent and with relevant experience. Sound experience in managing BS trades or MEP is a must.

RESIDENT ENGINEER (ELECTRONIC / E&M) Ref. No: RE(EEM)/10001/TRA

- Candidates should be Corporate Members of the Hong Kong Institution of Engineers in an appropriate discipline elected after 5 December 1975 or equivalent and with relevant post-professional qualification experience.
- Experience in ELV is a must / Signal Control System T&C is a must.

ASSISTANT RESIDENT ENGINEER (ELECTRONIC / E&M) Ref. No: ARE(EEM)/10002/TRA

- Candidates should have a degree from university or equivalent in an appropriate discipline with relevant experience.
- Experience in ELV is a must / Signal Control System T&C is a must.

RESIDENT SENIOR INSPECTOR OF WORKS (ELECTRONIC / E&M) Ref. No: RSIOW(EEM)/10003/TRA

- Candidates should have Diploma from a HKSAR technical institute or equivalent in an appropriate discipline with at least 11 years relevant post-qualification experience; or
- Higher Certificate from a HKSAR technical college or equivalent in an appropriate discipline with at least 12 years relevant experience inclusive of 9 years relevant post-qualification experience; or
- At least 4 years appropriate experience as Inspector of Works in a Government or quasi-Government project.
- Experience in ELV is a must / Signal Control System T&C is a must.

RESIDENT INSPECTOR OF WORKS (ELECTRONIC / E&M) Ref. No: RIOW(EEM)/10004/TRA

- Candidates should have Diploma from a HKSAR technical institute or equivalent in an appropriate discipline with at least 7 years relevant post-qualification experience; or
- Higher Certificate from a HKSAR technical college or equivalent in an appropriate discipline with at least 8 years relevant experience inclusive of 5 years relevant post-qualification experience; or
- At least 4 years appropriate experience as Assistant Inspector of Works in a Government or quasi-Government project.
- Experience in ELV / Signal Control System T&C is a must.

RESIDENT ASSISTANT INSPECTOR OF WORKS (ELECTRONIC / E&M)

Ref. No: RAIOW(EEM)/10005/TRA

- Candidates should have Diploma from a HKSAR technical institute or equivalent in an appropriate discipline with at least 3 years relevant post-qualification experience; or
- Higher Certificate from a HKSAR technical college or equivalent in an appropriate discipline with at least 4 years relevant experience inclusive of 1 year relevant post-qualification experience; or with at least 4 years relevant experience inclusive of 1 year as Works Supervisor in a Government or quasi-Government project; or
- At least 3 years appropriate experience as Works Supervisor I in a Government or quasi-Government project.
- Experience in ELV / Signal Control System T&C is a must.

RESIDENT WORKS SUPERVISOR I (ELECTRONIC / E&M) Ref. No: RWSI(EEM)/10006/TRA

- Candidates should have Certificate from a HKSAR technical institute or equivalent in an appropriate discipline or completed a technician apprenticeship; and with at least 3 years relevant post-qualification experience.
- Experience in ELV / Signal Control System T&C is a must.

RESIDENT INSPECTOR OF WORKS (BUILDING SERVICES) Ref. No: RIOW(BS)/10007/TRA

- Candidates should have Diploma from a HKSAR technical institute or equivalent in an appropriate discipline with at least 7 years relevant post-qualification experience; or
- Higher Certificate from a HKSAR technical college or equivalent in an appropriate discipline with at least 8 years relevant experience inclusive of 5 years relevant post-qualification experience; or
- At least 4 years appropriate experience as Assistant Inspector of Works in a Government or quasi-Government project.

RESIDENT ASSISTANT INSPECTOR OF WORKS (BUILDING SERVICES)

Ref. No: RAIOW(BS)/10008/TRA

RESIDENT ASSISTANT INSPECTOR OF WORKS (CIVIL) Ref. No: RAIOW(C)/10009/TRA

- Candidates should have Diploma from a HKSAR technical institute or equivalent in an appropriate discipline with at least 3 years relevant post-qualification experience; or
- Higher Certificate from a HKSAR technical college or equivalent in an appropriate discipline with at least 4 years relevant experience inclusive of 1 year relevant post-qualification experience; or with at least 4 years relevant experience inclusive of 1 year as Works Supervisor in a Government or quasi-Government project; or
- At least 3 years appropriate experience as Works Supervisor I in a Government or quasi-Government project.

RESIDENT WORKS SUPERVISOR I (CIVIL) Ref. No: RWSI(C)/10010/TRA

- Candidates should have Certificate from a HKSAR technical institute or equivalent in an appropriate discipline or completed a technician apprenticeship; and with at least 3 years relevant post-qualification experience.

RESIDENT TECHNICAL OFFICER (CIVIL) Ref. No: RTO(C)/10011/TRA

- Candidates should have 5 passes in HKCEE or equivalent including English Syllabus B at grade E or above and Mathematics at grade C or above, plus Certificate from a HKSAR technical institute in an appropriate discipline with at least 3 years relevant experience; or
- Higher Certificate from a HKSAR technical college or Diploma from a HKSAR technical institute or equivalent in an appropriate discipline.

RESIDENT CLERK OF WORKS Ref. No: RCOW/10012/TRA

- Candidates should have Diploma or Higher Certificate in Building Studies from a HKSAR technical institute or technical college or equivalent with at least 6 years relevant post-qualification experience.

RESIDENT SENIOR FIELD OFFICER Ref. No: RSFO/10013/TRA

- Candidates should have Diploma from a HKSAR technical institute or equivalent in an appropriate discipline with at least 6 years relevant post-qualification experience.

LABOUR RELATIONS OFFICER Ref. No: LRO/10014/TRA

- Candidates should have 5 passes in HKCEE or equivalent including English Language Syllabus B, Chinese Language and Mathematics at grade E or equivalent;
- Full time working experience on personnel management or human resources related duties with good inter-personal skills;
- Good command of both oral and written English and Chinese;
- Good computer knowledge preferably with past experience on the operation of computerized smart-card system.
- Preferably with a post secondary certificate programme on human resources or personnel management.

Conditions: Appointments will be made on Agreement Term with AECOM Asia Co. Ltd. in accordance with the prevailing Government's terms and conditions for the employment of Resident Site Staff. The incumbent may be required to work irregular hours, overtime and shifts (including Saturdays, Sundays and public holidays) to carry out supervision duties in relation to the works when required.

Interested parties please send full resume with availability, contact telephone no. and salary expected by **31 March 2017** to the **Senior Manager, Human Resources, AECOM, 8/F Grand Central Plaza, Tower 2, 138 Shatin Rural Committee Road, Sha Tin, NT.** or email to siterecruiter-hk@aecom.com. Reference number should be quoted on the application 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.



Chief Executive Officer

Civic Exchange (“CEx”) is an independent, non-partisan, public-policy think tank established in 2000. CEx is a registered charity in Hong Kong and it undertakes evidenced-based research in three major areas: Air Quality, Nature Conservation and the Urban Environment, with an overarching framework of promoting Wellbeing. In recent years, CEx has undertaken extensive research in areas relating to energy, urban planning, climate change, and water resources management, helping the Hong Kong Government and stakeholders gain a better perspective on these issues. CEx was ranked 46th Top Environmental Policy Think Tank in the 2016 Global Go To Think Tank Index.

The Position – Reporting to the Board of CEx, the Chief Executive Officer (CEO) will work in close collaboration with the Board as well as a wide range of internal and external stakeholders, to provide strategic leadership and direction in all aspects of CEx’s operations and development. This includes strategic planning, implementation of programs and research projects, and maintenance of excellence in research, in bringing value to stakeholders and growing the organization. The CEO will further develop CEx’s position as one of the leading independent think-tanks in the world and a community leader in Hong Kong.

Candidate Profile – It is expected that the successful candidate would be an accomplished executive in a senior management position. Ideally, the successful candidate should have some experience in policy, research or consulting; solid financial management and governance skills; a strong passion to serve the community; the aptitude to work in an intellectual and collaborative environment with multiple stakeholders; as well as the ability to build and foster strategic partnerships and network within the Hong Kong community. S/he should possess strong interpersonal and communication skills, and proficiency in English and Chinese. Experience with fundraising and the NGO sector would be preferred.

Applications and Nominations should be sent to Siddique Salleh, SS Plus Limited via email: ceorecruitment@civic-exchange.org on or before 15 April 2017. All enquiries, applications and nominations will be treated with the strictest confidence.



WSP Parsons Brinckerhoff has been appointed by the Highways Department as the consultant for **Proposed Road Improvement Works in West Kowloon Reclamation Development – Phase 1 – Investigation, Design and Construction** which includes construction of two elevated single lane carriageways, construction of an at grade single lane carriageway and road junction improvement works.

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

Resident Senior Survey Officer, Quantity (Job ID # 32835)

- **either (i)** at least 5 passes in previous Hong Kong Certificate of Education Examination (HKCEE), including English Language (Syllabus B) at grade E or above and Mathematics at grade C or above; plus a Certificate from a Technical Institute in an appropriate discipline with at least 7 years of relevant experience inclusive of 4 years of relevant post-qualification experience;
- **or (ii)** at least 5 subjects in the Hong Kong Diploma of Secondary Education (HKDSE) Examination in any combination of the following:
 - Level 2 in New Senior Secondary (NSS) subjects,
 - “Attained” in Applied Learning (ApL) subjects (subject to a maximum of two ApL), and
 - Grade E in Other Language subjectsincluding English Language at Level 2 or above and Mathematics at Level 3 or above in Compulsory or Extended Parts; plus a Certificate from a Technical Institute in an appropriate discipline with at least 7 years of relevant experience inclusive of 4 years of relevant post-qualification experience;
- **or (iii)** a Higher Certificate from a Technical College or Diploma from a Technical Institute or equivalent in an appropriate discipline with at least 4 years of relevant post-qualification experience

Resident Survey Officer, Quantity (Job ID # 32836)

- **either (i)** at least 5 passes in previous HKCEE including English Language (Syllabus B) at grade E or above and Mathematics at grade C or above, plus a Certificate from a Technical Institute in an appropriate discipline with at least 3 years relevant post-qualification experience;
- **or (ii)** at least 5 subjects in the HKDSE in any combination of the following:
 - Level 2 in New Senior Secondary (NSS) subjects,
 - “Attained” in Applied Learning (ApL) subjects (subject to a maximum of two ApL), and
 - Grade E in Other Language subjectsincluding English Language at Level 2 or above and Mathematics at Level 3 or above in Compulsory or Extended Parts, plus a Certificate from a Technical Institute in an appropriate discipline with at least 3 years relevant post-qualification experience;
- **or (iii)** a Higher Certificate from a Technical College or Diploma from a Technical Institute or equivalent in an appropriate discipline;

Resident Clerical Assistant (Job ID # 32838)

- Completed secondary Form 4 (Subjects studied should include Chinese Language, English Language and Mathematics), or equivalent; and
- at least 1 years relevant experience in general office administration
- possession of typing skills and computer application knowledge preferred

Resident Assistant Inspector of Works, E&M (Job ID # 32839)

- **either (i)** a Diploma from a Technical Institute or equivalent in an appropriate discipline with at least 3 years of relevant post-qualification experience;
- **or (ii)** a Higher Certificate from a Technical College or equivalent in an appropriate discipline with either (a) at least 4 years of relevant experience inclusive of 1 year of relevant post-qualification experience; or (b) 4 years’ relevant experience inclusive of 1 year as Works Supervisor in a Government or quasi-Government project;
- **or (iii)** at least 3 years of appropriate experience as Works Supervisor I in a Government or quasi-Government project

If you meet the above job requirements, you are invited to present your application via our job application system. Please visit our WSP Parsons Brinckerhoff website at <http://www.wsp-pb.com>. Click “CAREERS”, “JOB OPPORTUNITIES”, enter the Job ID# and then submit your resume stating your present & expected monthly basic salary and availability. OR post your resume quoting the Job ID# on the application and envelope to The Human Resources Department, WSP Parsons Brinckerhoff, Level 7, One Kowloon Building, 1 Wang Yuen Street, Kowloon Bay, Hong Kong on or before 7 April 2017.

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

YOUR CAREER



Photo: Gary Mak

A picture of health

Christian Mongendre is putting his passion for vegetarian living into his new venture Home, writes **Jefferson Mendoza**

GAME-CHANGERS

It was a strong belief in the benefits of a diet rich in high-energy food that drove Christian Mongendre to found Home – Eat to Live, a vegetarian restaurant located in the heart of Hong Kong’s central business district.

The 31-year-old Franco-American opened Home in May 2016, convinced that others like him shared his belief of the direct correlation between eating plant-based meals and the body’s ability to maximise its performance both temporarily and in the long run. He had previously co-founded the vegetarian cafe Manal Fast Slow Food more than five years ago but left to pursue his own vision of sustainable healthy living.

Home feeds customers while educating them about the food they are served, such as where it comes from, what its life-giving properties are, and how it will benefit them over time. Its commitment extends to environmental responsibility, from highlighting the effect that food choices have on ecosystems to using biodegradable paper or corn-based packaging for takeouts.

Mongendre’s passion for healthy living began while competing as a varsity rower at Northeastern University in Boston. Though 6’1” tall, he was still shorter than his teammates, prompting him to adjust his diet to compensate and to improve performance. When his mother was later diagnosed with breast cancer, he moved back to France and researched the impact of food on diseases, digging deeper into the healing properties of the things we eat.

“My mom’s illness opened my eyes to the whole idea of eating for healing and how it can be used to fight a disease – even possibly reverse it in case of a full lifestyle change,” Mongendre says. “Many of our diseases come from the food that we eat, the air that we breathe, the water we drink,

our stress levels and our happiness. By acquiring such information, along with my own self-tested experience over time, it became clear that I wanted to become a conscious and health-focused restaurateur. Our goal is to create a place you can go to eat high-quality ingredients in a positive, accessible, and affordable way.”

In France, Mongendre earned a double major in culinary arts and international hotel and restaurant management at the Institut Paul Bocuse, where he also completed a year in the masters’ programme.

The planning stage for Home began in October 2015 with Mongendre and his fiancée the only initial team members. He did not doubt the concept would be well-received by others like him, but the challenges were greater than those for his previous establishment – for example, having to manage a larger, 120-seat venue.

“If I went back to when I first started planning Home and thought about the whole project [as I know it now], it would have overwhelmed me. But every single day, I manage small pieces. So it’s important to know what you want to achieve and to trust yourself that every day you can handle whatever is thrown at you,” he says.

“To build your team, to hold the vision when nothing is real – that’s the challenge at the beginning. But as soon as things start to materialise, you can see it coming together. Then construction starts, the momentum builds, and the energy gets picked up by people and becomes a living and breathing vision way bigger than yourself.”

Another challenge has been try to make

everyone – from staff and investors to customers – understand the essence of what Home is doing. “We feel that we are contributing in a positive way to Hong Kong,” Mongendre says. “We strive to be a business conscious of its impact on the place in which it operates. We ask: how are we affecting the local community? How are we impacting everything around us?”

While many vegetarian restaurants promote healthy eating, fewer actively demonstrate the positive effect vegetarianism has on animal welfare, ecosystems and grassroots farming.

“We try to create fun and inspiring ways to share the idea of animal welfare and the positive impact of eating a plant-based diet,” Mongendre says. “We name our dishes after endangered animals which kind of creates playfulness because you’re technically ordering animals that are not OK to eat in our current society. People’s livelihoods are also affected by the way we eat and the effect this has on natural habitats in the form of deforestation and plastics polluting the ocean.”

Mongendre says he and his team plan to open one or two more Homes by the end of this year. The business models will be different, but they will still contain the same elements that the inaugural restaurant offers: convenience, affordability and a focus on high-quality ingredients.

“Our belief system, the core of what we’re doing, remains the same,” he says. “By eating healthy plant-based food, and not eating meat even for just one meal, your positive impact on the planet is huge.”

We strive to be a business conscious of its impact on the place in which it operates

CHRISTIAN MONGENDRE, CEO AND FOUNDER, HOME - EAT TO LIVE

CAREER GUIDE

It’s grow time

Forecasters expect economic growth to remain stagnant in 2017, both in China and globally – and a new threat of protectionism around the world could stifle development for years to come. But don’t let that depress your career. Now more than ever, it’s time to adopt a growth mindset.

That starts with being open to change – whether you’re at the start of your career or already in the C-suite. For example, the CEO of a long-established Hong Kong company recently told me he’d been in denial about the impact of digital disruption on his business. He now recognises that digital is transforming his customers’ experience and expectations, as well as every aspect of his operations – from supply chain to product development.

This CEO has undergone a mindset shift and is embracing new growth possibilities from digital. To realise that growth, though, he’ll have to be open to change in the way he leads. To attract and energise digital talent, he’ll need to make the company culture faster-moving, less hierarchical and more collaborative. The next big growth idea might come from a new joiner in her 20s; the CEO must be ready to hear it and nurture it.

A growth mindset is important not only in business, but also in the public and social sectors – even in politics. Look at the creative use of social media by some politicians in Hong Kong and around the world. By streaming frequent messages to masses of followers via Facebook and Twitter, they have sidestepped the constraints of traditional media, and often outsmarted their opponents.



Don’t let challenging times narrow your outlook

A growth mindset also applies to parenting. As the mother of a nine-year-old, I often wonder if I’m doing enough to open my son’s eyes to the full range of possibilities that life offers him. I take inspiration from Richard Branson: last year he joined his adult children on a 2,000km trek from the top to the toe of Italy.

Don’t let challenging times narrow your outlook. Rather, broaden your horizons and seek out new opportunities to grow – personally and professionally.

Catherine Zhu is the managing partner of Egon Zehnder based in Hong Kong.

CAREER TRACKER



Clement Lam
Sun Life Hong Kong
Lam has been appointed general manager, life and health. He will build on Sun Life’s well-established life operations platform and expand its health and accident portfolios. Lam previously held leadership roles at Sun Life’s regional office and was most recently the head of telco and fintech solutions, Asia. He is a member of the Canadian Institute of Actuaries and Society of Actuaries (USA).



David Russell
Citi
Russell has been appointed head of markets and securities services for Hong Kong, in addition to his current position as Asia Pacific head of securities services. He will be responsible for delivering on markets and securities services (M&SS) priorities of growing market share, wallet share and share of mind across all customer segments. Russell joined Citi in 2002 and has managed a number of business units.



Vincent Ku
Atradius
Ku has been appointed country manager for Hong Kong and Taiwan. He will be tasked with further expanding business in the region and maintaining relationships with partners and customers. Ku joined Atradius as a sales manager in 2008 and in his most recent role was responsible for new business in China. He was instrumental in returning the portfolio to profitability after the global financial crisis.

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CAREER DOCTOR

What would be a good move after equities trading?

I have been an equities trader for the past ten years working on both the buy and sell sides. I feel I have done most of the things that can be done in this role and am now looking for a new challenge. I want to continue to work in finance but would like to build a new set of skills. Could you give me some advice on what areas would be good for me to look into given my current skill set and which roles are in high demand



in Hong Kong? Is there anything I can start doing now which will make me a better candidate for such roles? As well as being known for having good business insight, I am also adept at dealing with clients. *Charles83*

There are plenty of roles you could consider with the transferable skills you have acquired as an equities trader.

As you indicated, since you have worked on both the buy and sell sides in financial services, I’m sure you are well experienced in analysing when a financial investment is worthwhile and, almost more importantly, when it is not. This skill set could possibly help you go into a more research- or risk-oriented role. The fact that you have also worked in-depth with these financial products would give you an ideal product experience that might

Paul Gallagher is director – finance at Kelly Services Hong Kong.

facilitate a more technical or back-office role in the future.

It goes without saying that sales and client-servicing skills are always in high demand and readily transferable. Dealing with customers and having the drive and persistence to build rapport, establish relationships and make successful deals is just as important as any other individual function within a business. You could transfer these skills into another broking or agent-oriented role.

To answer your second question, that would depend on what area of finance you would like to go into. To start the process, I would encourage you to try to understand your own strengths and interests and discern if they are more technical or more client-oriented.

There are plenty of night education courses and qualifications you could pursue. For example, if you want to gain a more technical investment qualification, I would strongly recommend pursuing the CFA qualification. This would help you immensely if you want to become a

portfolio manager or research analyst and you could leverage your experience as an equities trader.

On the other side, if you want to use your client-servicing skills, you could become an insurance broker, a relationship manager or a financial planner and still stay in financial services. You thereby study the insurance intermediaries or sit for the CFP exams.

One of the career checks and balances I hold close to my heart is “what have I learned today?” If my answer remains “nil” for more than a month, it is an indication that I should seriously consider a change. Many people in Hong Kong are too practical and risk-averse to make bold career leaps. I admire your determination and I wish you every success.

For our doctors’ previous diagnoses, visit www.cpjobs.com/hk/careerdoctor. You can also send your job-related queries there, which might be picked for publication.

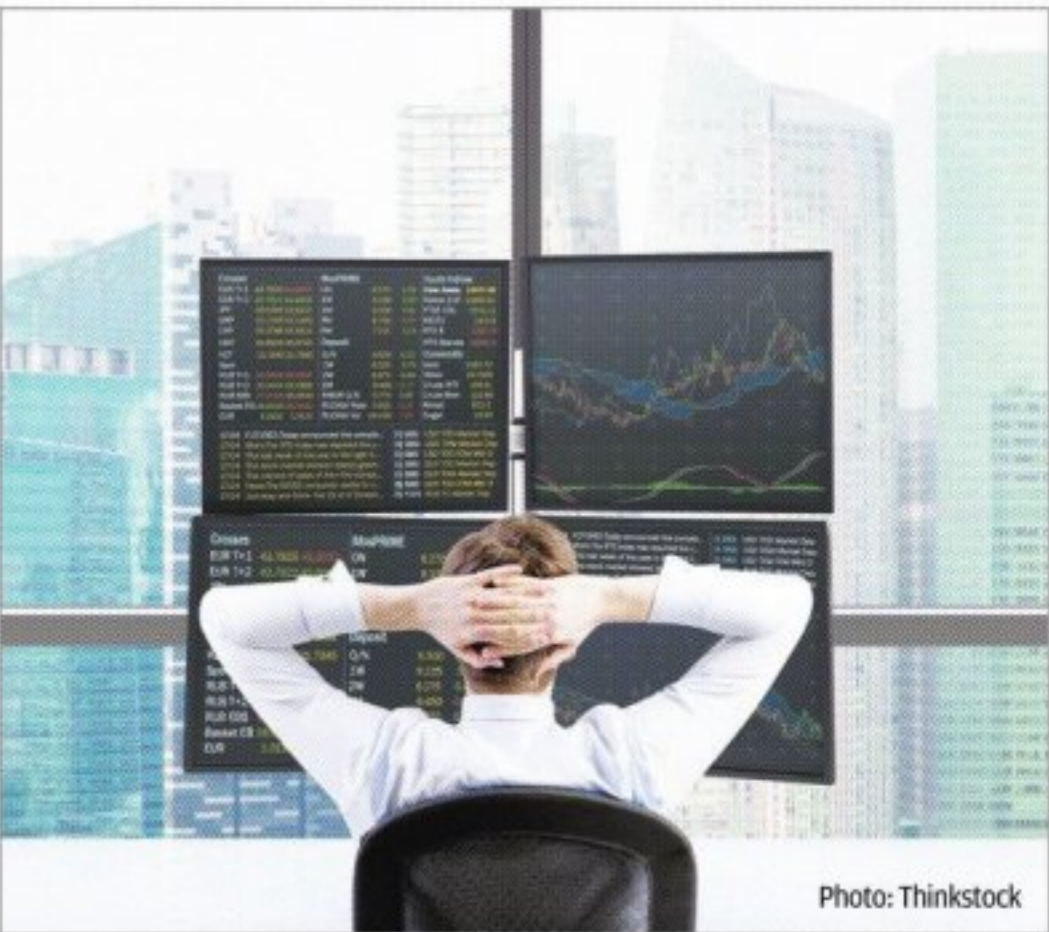


Photo: Thinkstock

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Hyder-ESA Joint Venture is one of the leading consultant firm in Hong Kong and we are now recruiting the following Resident Site Staff (RSS) for the Landslip Prevention and Mitigation Programme, 2012, Package F, (Civil Engineering and Development Department Contract No. GE/2015/04).

This 24-month Project involving upgrading of some 25 Government slopes, and natural terrain mitigation works of three natural hillside catchment in Hong Kong, has commenced in April 2016.

RESIDENT WORKS SUPERVISOR I (LPF/RWSI/05)

Qualification and Experience required:

- Certificate from a Technical Institute in Hong Kong or equivalent in an appropriate discipline with at least 3 years of relevant post-qualification experience, OR
- Completed a technician apprenticeship with at least 3 years of relevant post-qualification experience.

RESIDENT WORKS SUPERVISOR II (LPF/RWSII/06)

Qualification and Experience required:

- Certificate from a Technical Institute in Hong Kong or equivalent in an appropriate discipline, OR
- Completed a technician apprenticeship.

We offer salary commensurate with qualifications and experience. Please apply within two weeks of this advertisement, with full resume, availability, present salary and contact telephone number quoting Reference Code to:

**The Human Resources Department
Hyder-ESA Joint Venture
10/F Greatmany Centre
109-115 Queen's Road East
Wanchai
Hong Kong**

Or by email to: mail@esa.com.hk

Applicants not contacted within 8 weeks may consider their application unsuccessful.
CV collected will be used for recruitment purpose and will be submitted to relevant government department for further review.
Personal information provide by applicant will be destroyed after 12 months.



**PARSONS
BRINCKERHOFF**



WSP Parsons Brinckerhoff has been appointed by the Civil Engineering and Development Department as the consultant for Agreement No. CE58/2012(HY) - Provision of Universal Access Facilities at Public Footbridges, Elevated Walkways and Subways Package 1 – Investigation, Design and Construction.

The retrofitting works under CV/2014/03, CV/2015/01 and CV/2015/08 include the provision of universal access facilities for footbridges, elevated walkways and subways by the provision of lifts. We now invite applications for the following **Resident Site Staff** positions:

Resident Inspector of Works, Electrical & Mechanical
(Job ID# 30744)

- **either** (i) a Diploma from a Technical Institute or equivalent in an appropriate discipline with at least 7 years of relevant post-qualification experience;
- **or** (ii) a Higher Certificate from a Technical College or equivalent in an appropriate discipline with at least 8 years of relevant experience inclusive of 5 years of relevant post-qualification experience;
- **or** (iii) at least 4 years of appropriate experience as Resident Assistant Inspector of Works in a Government or quasi-Government project

Resident Assistant Inspector of Works, Civil (Job ID# 31625)

Resident Assistant Inspector of Works, Electrical & Mechanical
(Job ID# 30748)

- **either** (i) a Diploma from a Technical Institute or equivalent in an appropriate discipline with at least 3 years of relevant post-qualification experience;
- **or** (ii) a Higher Certificate from a Technical College or equivalent in an appropriate discipline with at least 4 years of relevant experience inclusive of 1 years of relevant post-qualification experience; or 4 years' relevant experience inclusive of 1 year as Works Supervisor in a Government or quasi-Government project;
- **or** (iii) at least 3 years of appropriate experience as Works Supervisor I in a Government or quasi-Government project

If you meet the above job requirements, you are invited to present your application via our job application system. Please visit our WSP Parsons Brinckerhoff website at <http://www.wsp-pb.com>. Click "CAREERS", "JOB OPPORTUNITIES", enter the Job ID# and then submit your resume stating your present & expected monthly basic salary and availability. OR post your resume quoting the Job ID# on the application and envelope to The Human Resources Department, WSP Parsons Brinckerhoff, Level 7, One Kowloon Building, 1 Wang Yuen Street, Kowloon Bay, Hong Kong on or before 2 April 2017.

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



Water Supplies Department Agreement No. CE 13/2009 (WS)

In-situ Reprovisioning of Sha Tin Water Treatment Works – South Works – Design and Construction

AECOM Asia Co. Ltd. has been commissioned by the Government of the Hong Kong Special Administrative Region to carry out this Consultancy Agreement. We invite applicants for the following Resident Site Staff positions for the advance works. The works include site formation for the administration building, construction of a logistics centre for the reprovisioning of the chemical house and other common facilities, reprovisioning of the power house, construction of a hydro-turbine house and access roads.

*** RESIDENT ASSISTANT INSPECTOR OF WORKS (ELECTRICAL & MECHANICAL)** Ref. No: RAIOW(E&M)/10029/WUD

Candidates should have:

- Diploma or Higher Certificate in an appropriate engineering discipline from Hong Kong Polytechnic or a technical institute or equivalent; and
- At least 4 years of relevant post-qualification experience in an appropriate engineering discipline work of which 1 year shall be in a position equivalent to Works Supervisor I in a Government or quasi Government project.

*** RESIDENT SURVEY OFFICER (ENGINEERING)** Ref. No: RSO(E)/10030/WUD

Candidates should have:

- Diploma or Higher Certificate in an appropriate discipline from Hong Kong Polytechnic or a technical institute or equivalent; and
- At least 1 year relevant post-qualification experience in Land Surveying.

RESIDENT WORKS SUPERVISOR II (CIVIL) Ref. No: RWSII(C)/10031/WUD

RESIDENT WORKS SUPERVISOR II (ELECTRICAL) Ref. No: RWSII(E)/10032/WUD

Candidates should have:

- Ordinary Certificate in an appropriate engineering discipline from Hong Kong Polytechnic or technical institute or equivalent;
- Proficiency in English and Chinese languages equivalent to Form 5 standard (Syllabus B for English Language) in Hong Kong or minimum Form 3 Education with 5 years appropriate experience and service; and
- At least 1 year of relevant post-experience as Works Supervisor in a Government or quasi Government project.

* Candidates should have Grade E or above in English Language (Syllabus B) and Chinese Language in HKCEE or equivalent.

Conditions: Appointments will be made with AECOM Asia Co. Ltd. in accordance with the prevailing Government's terms and conditions. Salary will commensurate with qualifications and experience.

Interested persons should send full resume with date of availability, contact telephone no. and salary expected by **7 April 2017** to the **Human Resources Department, AECOM, 8/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.



Drainage Services Department

Contract No. DC/2013/10

Design, Build and Operate San Wai Sewage Treatment Works – Phase 1

AECOM Asia Co. Ltd. invites applications for a range of Resident Site Staff positions for contract administration of the San Wai Sewage Treatment Works - Phase 1, which comprises mainly design and construction of new San Wai sewage treatment facilities with associated plant including sewage treatment process system, deodorization system, screening/sludge treatment system, administration building, electrical buildings, roadworks and the subsequent plant operation.

RESIDENT ENGINEER (MECHANICAL) Ref. No: RE(MECH)/10023/WUD

- Candidates should be Corporate Members of the Hong Kong Institution of Engineers or equivalent in an appropriate discipline elected after 5 December 1975 or equivalent and with relevant experience.

RESIDENT ASSISTANT INSPECTOR OF WORKS (Civil)

Ref. No: RAIOW(C)/10024/WUD

- Candidates should have Diploma from a HKSAR technical institute or equivalent in an appropriate discipline with at least 3 years relevant post-qualification experience; or
- Higher Certificate from a HKSAR technical college or equivalent in an appropriate discipline with at least 4 years relevant experience inclusive of 1 year relevant post-qualification experience; or with at least 4 years relevant experience inclusive of 1 year as Works Supervisor in a Government or quasi-Government project; or
- At least 3 years appropriate experience as Works Supervisor I in a Government or quasi-Government project.

RESIDENT SURVEY OFFICER (ENGINEERING) Ref. No: RSO(E)/10025/WUD

- Candidates should have 5 passes in HKCEE or equivalent including English Syllabus B at grade E or above and Mathematics at grade C or above, plus Certificate from a HKSAR technical institute in an appropriate discipline or equivalent with at least 3 years relevant experience; or
- Higher Certificate from a HKSAR technical college or Diploma from a HKSAR technical institute or equivalent in an appropriate discipline.

RESIDENT WORKS SUPERVISOR I (Civil) Ref. No: RWSI(C)/10026/WUD

- Candidates should have Certificate from a HKSAR technical institute or equivalent in an appropriate discipline or completed technician apprenticeship; and with at least 3 years relevant post-qualification experience

RESIDENT WORKS SUPERVISOR II (Civil) Ref. No: RWSII(C)/10027/WUD

- Candidates should have Certificate from a HKSAR technical institute or equivalent in an appropriate discipline or completed technician apprenticeship.

Conditions: Appointments will be made on approximately 24 months Agreement Term with AECOM Asia Co. Ltd. in accordance with the prevailing Government's terms and conditions. Salary will be commensurate with qualifications and experience.

Confidential applications with full resume, availability and contact numbers should be sent by **31 March 2017**, to the **Human Resources Department, AECOM, 8/F Grand Central Plaza, Tower 2, 138 Shatin Rural Committee Road, Sha Tin, N.T.** 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.

We shape a better world



We now invite applications for the following resident site staff positions under the project of Kai Tak Development of CEDD and the resident site staff positions will be filled gradually in batches. Appointment will be made on contract term and please refer to the HKSAR government rules on Resident Site Staff (RSS) employment for terms and conditions of employment.

RESIDENT ENGINEER (CIVIL) (Job Number: HON00009Q)

Qualifications & Experience required

- Corporate Membership of the Hong Kong Institution of Engineers in an appropriate discipline, elected after 5th December 1975 or equivalent
- Relevant experience in elevated landscape walkway and trenchless excavation will be an advantage

RESIDENT SENIOR SURVEY OFFICER (QUANTITY)
(Job Number: HON00009R)

Qualifications & Experience required

- 5 passes in previous HKCEE including English (Syllabus B) at grade E or above and Mathematics at grade C or above, plus Certificate from Technical Institute in an appropriate discipline with at least 7 years of relevant experience inclusive of 4 years of relevant post-qualification experience, OR
- Higher Certificate from Technical College or Diploma from Technical Institute or equivalent in an appropriate discipline with at least 4 years of relevant post-qualification experience
- Experience in NEC will be an advantage

RESIDENT SURVEY OFFICER (QUANTITY)
(Job Number: HON00009S)

Qualifications & Experience required

- 5 passes in previous HKCEE including English (Syllabus B) at grade E or above and Mathematics at grade C or above, plus Certificate from Technical Institute in an appropriate discipline with at least 3 years of relevant post-qualification experience, OR
- Higher Certificate from Technical College or Diploma from Technical Institute or equivalent in an appropriate discipline

RESIDENT CLERICAL ASSISTANT
(Job Number: HON00009T)

Qualifications & Experience required

- Completed Form IV (subjects studied should include English Language, Chinese Language and Mathematics), or equivalent
- With at least 2 years of relevant experience
- Possession of typing skills and computer application knowledge will be an advantage

For interested applicants, please apply online via our career website at http://www.arup.com/Careers/Experienced_Hires/ApplyForAJob and search above **Job Numbers** on or before 31 March 2017.

Personal data collected will be used for recruitment purpose only.
Applicants not contacted within 8 weeks may consider their applications unsuccessful.



MANNINGS

(Asia) Consultants Limited have been appointed as the consultant by the Highways Department for the Retrofitting of Noise Barriers on Tuen Mun Road – Town Centre Section.

Mannings (Asia) Consultants Limited is now seeking applications to fill the site staff posts for the Project.

The Works for the Project comprises retrofitting of noise barriers on about 800m long existing Tuen Mun Road section between Kam Hing Building and Lakeshore Building. About 130m full enclosures, 430m semi-enclosures, 215m cantilever noise barriers and 40m vertical barriers will be constructed. The Works also comprises the associated drainage, roadworks, utilities diversion, street lighting, traffic aids and landscaping works.

The employment will be made in accordance with the prevailing Government's terms and conditions. The incumbent may be required to work irregular hours, overtime and shifts (including Saturdays, Sundays and Public Holidays).

ASSISTANT RESIDENT ENGINEER (CIVIL) (Ref: G1138/ARE/03)

Candidates should have:

- Degree from University or equivalent in an appropriate discipline and with relevant experience
- Relevant practical training and/or experience satisfying the training requirements for Corporate Membership of the Hong Kong Institution of Engineers (Civil Discipline) or equivalent

The possession of a Construction Industry Safety Training Certificate or equivalent certification is required.

Please do not apply for more than one post in each application.

We offer salary commensurate with qualifications and experience. Please apply before 8 April 2017, with full resume, availability, present salary, contact telephone number, email address, and quoting Reference Code to:

**THE HUMAN RESOURCES MANAGER,
MANNINGS (ASIA) CONSULTANTS LTD.
5TH FLOOR WINNING COMMERCIAL BUILDING, 46-48 HILLWOOD ROAD,
TSIM SHA TSUI, KOWLOON, HONG KONG**

OR by e-mail to: hr@manningasia.com

Applications and personal data collected will be used for recruitment purpose only.
Applications not being contacted within 3 months may consider their applications unsuccessful.

Special Report | ENGINEERING & TECHNOLOGY

The truth of fabrication

Shiba Abidi offers pointers on how mid-career engineers in manufacturing faced with job loss can negotiate troubled waters

After a few years of hard struggle, the region's manufacturing sector is finally showing signs of rebound. In today's rapidly evolving environment, change is the only constant and manufacturers must stay current to stay competitive. Restructuring and reassessing resources and assets is critical, given rapid change in design and technology.

Likewise, industry professionals also need to change and evolve. Gone are the days when one could join a company and expect to retire from a senior position in the same place.

Fifteen years ago, John Lee graduated as a mechanical engineer. Straight out of school, he was hired as a management trainee in a reputable US firm operating out of the Pearl River Delta. He received good training and was assigned to carry out unique roles in different departments and functions. He was well regarded and progressed to a senior role. But in



2014, an M&A took place, and he was made redundant. He started looking for a new job, but soon realised that the need for people like him in the local industry had almost completely dried up.

As a result of market conditions in the manufacturing sector over the last decade, there exist many Hong Kong-born engineers like John Lee who spent years forging careers in the mainland manufacturing sector only to be left high and dry at a critical time in their career. Most people personally know of someone who was made redundant due to an M&A or company closure. The economic downturn, rising costs of manufacturing in China, restructuring—the cause varies but the outcome is often the same: mid- to senior-level managers, at the most critical stage of their career, left stranded with few employment prospects.

A person can experience many things when made redundant—negative emotions, lack of confidence, financial stress, a loss of direction—and it takes time to accept reality, especially for those who felt defined by their jobs. External factors such as age discrimination, fewer jobs at the same level, and unrealistic expectations of getting a similar or even higher package add to the pressure.

Professionals in such situations

Shiba Abidi is the team head of the engineering division at Kelly Services Hong Kong.



Photo: Thinkstock

usually react in one of two ways, each of which lead to opposing outcomes. Some panic, apply for a wide range of jobs and accept the first offer they receive, often at a much lower salary. Later, they realise that they are not happy and start looking around for other opportunities. They end up frequently switching jobs, and are ultimately left feeling demoralised about their career direction.

The second approach is where the candidate takes a step back and looks to create a better long-term solution. In John's case, he found he was enjoying the extra free time to reconnect with his children, and he realised that he did not want to let go of this with whatever he did in the future. He identified his strengths and weaknesses, and decided to lever the insights

gained from his manufacturing background to open a consulting firm. This gave him work-life balance as well as professional satisfaction, recognition and a decent income.

There is no simple solution that fits all and making a career change is easier for some people with manufacturing or engineering backgrounds than others. Family circumstances may dictate short-term pragmatism, particularly if there are financial considerations to take into account.

Nevertheless, there are a few good guiding points. First is to properly deal with the emotional aftermath—for example by talking to close friends, mentors or counsellors. Next is to take stock of the situation: identify the limitations and pressing needs, such as finances.

Finally, strengths and skills have to be honestly assessed and CVs need to be updated. At this stage, people need to decide if they wish to remain on the same career path, or to consider a new career. Either way, they should consider if they require training courses to update their skills. Such courses may also result in opportunities to meet people who could be instrumental in their job search. Networking and joining communities in the relevant area is a solid step in the right direction. Most important is to remain flexible and positive.

One other path is to explore opportunities with Hong Kong manufacturing companies outside of China or Hong Kong. However, this is up to the mobility of the individual candidate. Southeast Asian countries such as

Philippines, Vietnam, Thailand and Cambodia, and South Asian countries like India, Bangladesh and Sri Lanka, are offering ample work opportunities for manufacturing-related engineers. However, we are finding that few local Hongkongers are open to develop their careers out of their comfort zones.

In today's world of rapid economic and technological transformation, everyone needs to be open to the reality of their role becoming obsolete at short notice—even if they appear to be comfortable. Keep up with market developments and stay prepared by continuously updating skills and having a plan for any sudden changes. By being prepared and positive, these unexpected turns could lead to a very satisfying second innings.

Water Supplies Department Agreement No. CE 12/2008 (WS)
Replacement and Rehabilitation of Water Mains Stage 4 –
Mains in Kowloon and Ring Mains for Cheung Sha Wan Salt Water Supply System
– Investigation, Design and Construction

AECOM Asia Co. Ltd. invites applications for a range of Resident Site Staff positions for contract administration of the Agreement No. CE12/2008 - Replacement and Rehabilitation of Water Mains Stage 4 – Mains in Kowloon and Ring Mains for Cheung Sha Wan Salt Water Supply System – Investigation, Design and Construction. The project is replacement and rehabilitation of aged fresh and salt water mains located in Kowloon and New Territories West.

RESIDENT ENGINEER Ref. No: RE/10018/WUD

- Candidates should be Corporate Members of the Hong Kong Institution of Engineers in Civil Engineering Discipline and elected after 5 December 1975 or equivalent; and
- Have at least 3 years experience following attainment of Corporate Membership of which 2 years shall be as Resident Engineer with relevant experience.

RESIDENT ASSISTANT INSPECTOR OF WORKS Ref. No: RAIOW/10019/WUD

Candidates should have:

- Diploma or Higher Certificate in Civil Engi
- neering from Hong Kong Polytechnic or Technical Institute or equivalent; and
- At least 4 years of relevant post-qualification experience in Civil Engineering work of which 1 year shall be in a position equivalent to Works Supervisor I in a Government or quasi Government project.

RESIDENT SURVEY OFFICER (ENGINEERING) Ref. No: RSO(E)/10020/WUD

Candidates should have:

- Diploma or Higher Certificate in an appropriate discipline from Hong Kong Polytechnic or Technical Institute or equivalent; and
- At least 1 year relevant post-qualification experience in Land Surveying.

RESIDENT WORKS SUPERVISOR I Ref. No: RWSI/10021/WUD

Candidates should have:

- Ordinary Certificate in an appropriate discipline from Hong Kong Polytechnic or Technical Institute or the equivalent;
- A Proficiency in English and Chinese languages equivalent to Form 5 standard (Syllabus B for English Language) in Hong Kong or minimum Form 3 Education with 5 years appropriate experience and service; and
- At least 3 years of relevant post-qualification experience as Works Supervisor in a Government or quasi Government project.

RESIDENT WORKS SUPERVISOR II Ref. No: RWSII/10022/WUD

Candidates should have:

- Ordinary Certificate in an appropriate discipline from Hong Kong Polytechnic or Technical Institute or the equivalent;
- A Proficiency in English and Chinese languages equivalent to Form 5 standard (Syllabus B for English Language) in Hong Kong or minimum Form 3 Education with 5 years appropriate experience and service; and
- At least 1 year appropriate experience as Works Supervisor in a Government or quasi Government project.

Candidates should have Grade E or above in English Language (Syllabus B) and Chinese Language in HKCEE or equivalent.

Conditions: Appointments will be made on Agreement Term with AECOM Asia Co. Ltd. in accordance with the prevailing Government's terms and conditions. Salary will be commensurate with qualifications and experience.

Confidential applications with full resume, availability and contact numbers should be sent by **31 March 2017** to the Human Resources Department, AECOM, 8/F Grand Central Plaza, Tower 2, 138 Shatin Rural Committee Road, Sha Tin, N.T. 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.

Building a world of difference.

Water Supplies Department
Contract No. 10/WSD/16

Construction of Pressure Management and District Metering Installations for the Fresh Water Distribution Systems of the Kowloon East and Sha Tin Major Supply Zones

The Hong Kong office of **BLACK & VEATCH** is now seeking applicants to fill the following site staff posts for Contract No. 10/WSD/16 - Construction of Pressure Management and District Metering Installations for the Fresh Water Distribution Systems of the Kowloon East and Sha Tin Major Supply Zones. The works of the Contract include construction of the proposed Pressure Management Area chambers, District Metering Area chambers, critical pressure point chambers and all others chambers associated with pipeworks for the PMAs and DMAs for the fresh water distribution systems.

A. RESIDENT SURVEYING OFFICER (QUANTITY)
(Ref: WIN/RSO(Q)/012/2017)

Candidates should have a Diploma or Higher Certificate in Quantity Surveying or an allied subject from a Hong Kong Polytechnic or Technical Institute, and have Grade E or above in English (Syllabus B) and Chinese Languages in the Hong Kong Certificate of Education, or equivalent, with 1 year's post-qualification experience in Quantity Surveying.

B. RESIDENT SURVEYING OFFICER (ENGINEERING)
(Ref: WIN/RSO(E)/013/2017)

Candidates should have a Diploma or Higher Certificate in an appropriate discipline from a Hong Kong Polytechnic or Technical Institute, and have Grade E or above in English (Syllabus B) and Chinese Languages in the Hong Kong Certificate of Education, or equivalent, with 1 year's relevant post-qualification experience in land surveying.

C. RESIDENT WORKS SUPERVISOR I
(Ref: WIN/RWSI/014/2017)

Candidates should have an Ordinary Certificate in an appropriate discipline from a Hong Kong Polytechnic or Technical Institute or equivalent, and (a) proficiency in English (Syllabus B) and Chinese Languages equivalent to Form 5 standard in Hong Kong, or (b) minimum Form 3 Education with 5 years' appropriate experience and service, with 3 years' relevant post-qualification experience as Resident Works Supervisor in a Government or quasi Government project and 1 year in laying water mains.

D. RESIDENT WORKS SUPERVISOR II
(Ref: WIN/RWSII/015/2017)

Candidates should have an Ordinary Certificate in an appropriate discipline from a Hong Kong Polytechnic or Technical Institute or equivalent, and (a) proficiency in English (Syllabus B) and Chinese Languages equivalent to Form 5 standard in Hong Kong, or (b) minimum Form 3 Education with 5 years' appropriate experience and service, with 1 year's appropriate experience as Resident Works Supervisor in a Government or quasi Government project and 1 year in laying water mains.

The possession of a Construction Industry Safety Training Certificate or equivalent certification is required for the above positions. The possession of a Certified Worker Certificate (Confined Space) is an additional prerequisite for positions C and D.

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
Black & Veatch Hong Kong Limited
25/F, Millennium City 6, 392 Kwun Tong Road,
Kowloon, Hong Kong
or via fax: 2693 1231 or via email: career.hk@bv.com
Website: <https://www.bv.com>.

RESIDENT STRUCTURAL ENGINEER

CANWEST CONSULTANTS LIMITED is looking for a RESIDENT STRUCTURAL ENGINEER for supervision of substructure and superstructure works for construction of a 12-classroom Special School for Children with Mild Intellectual Disability at a Site near Hoi Lai Estate, Sham Shui Po. (Contract No. SS D516; Programme No. 110ET)

- Minimum qualification: Corporate member of HKIE in civil/structural discipline, with 2 years post-qualification relevant experience, and met Level 2 in English and Chinese languages in HKCEE/HKDSEE.
- Duration: from April 2017 for approximately 6 months to October 2017.

Please apply before 28 March 2017 with detailed resume and copies of supporting document, availability, present and expected salary by **Fax: 2881-6365 / Email: canwest@canwest.com.hk / Post: 15/F, 633 King's Road, North Point, Hong Kong**

Personal data collected will be used for recruitment purposes only.

Building a world of difference.

The Hong Kong office of **BLACK & VEATCH** is now seeking applicants to fill the following site staff posts for the Agreement.

Agreement No. CE 10/2008 (WS) Replacement and Rehabilitation of Water Mains Stage 4 – Mains in New Territories. The project consists of the replacement and rehabilitation of over 150 km of existing water mains throughout the New Territories.

A. RESIDENT WORKS SUPERVISOR II
(Ref: NT4M2/RWSII/011/2017)

Candidates should have an Ordinary Certificate in an appropriate discipline from a Hong Kong polytechnic or technical institute or equivalent, and (a) proficiency in English (Syllabus B) and Chinese Languages equivalent to Form 5 standard in Hong Kong, or (b) minimum Form 3 Education with 5 years' appropriate experience and service, with 1 year's appropriate experience as Resident Works Supervisor in a Government or quasi Government project.

The possession of a Construction Industry Safety Training Certificate or equivalent certification is required for the above position. The possession of a Certified Worker Certificate (Confined Space) is an additional prerequisite for the above position.

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
Black & Veatch Hong Kong Limited
25/F, Millennium City 6, 392 Kwun Tong Road,
Kowloon, Hong Kong
or via fax: 2693 1231 or via email: career.hk@bv.com
Website: <https://www.bv.com>.

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環保機器銷售工程師

- 負責處理銷售環保/技術貨品和服務的提供與承辦商 / 政府部門聯絡;
- 履行合約和環保規定方面的表現;
- 採購、安裝、校準、保養及操作科學 / 技術 / 環境監測設備;
- 為專業人員製備演示資料和報告;

入職條件: 在生物、機械、電機、電子工程、化學技術、水污染管制、廢物處理、環境學或相關理科或工程科中, 考獲本港的大學 / 理工或香港專業教育學院 / 科技學院 / 工業學院頒發的文憑或高級證書, 或同等學歷;

應徵者: 須隨附詳列學歷及相關工作經驗的履歷, 以及學歷成績副本一份, 可以以電郵到下列查詢地址。電郵地址: patwkwcheng@gmail.com 或傳真: 8148 7629

CORPORATE & LEGAL

LEUNG & LAU, Solicitors

We are a law firm located in Central. We are looking for right candidates for:-

LEGAL EXECUTIVE / PARALEGAL

- University graduate or holder of higher diploma of legal executive / legal studies
- Experience in insurance / personal injury litigation and insurance industry an advantage
- Able to work independently

Please apply with full resume together with current and expected salary to **The Recruitment Manager, 13th Floor, Public Bank Centre, 120 Des Voeux Road C., Central, Hong Kong** or via e-mail to “recruitment@leunglau.com”.

Information provided will be used for employment purposes only and will be treated in strict confidence.



Count on us for your perfect career foundation

BUILD YOUR CAREER

A solid foundation is essential in building a career in Property and Construction

AECOM

Drainage Services Department
Contract No. DC/2014/01 – Castle Peak Road Trunk Sewer and Tuen Mun Village Sewerage

AECOM Asia Co. Ltd. invites applications for a range of Resident Site Staff positions for contract administration of the Contract No. DC/2014/01 involving construction of about 3 km of gravity trunk sewers, 1.3km of rising mains, 9.1 km of village sewers, 3 numbers of sewage pumping stations and the associated works in Siu Lam and Tuen Mun areas.

ASSISTANT RESIDENT ENGINEER Ref. No: ARE/10028/WUD

- Candidates should have satisfied the academic requirements for Corporate Membership of the Hong Kong Institution of Engineers in an appropriate discipline; and
- 3 years of practical training and/or experience satisfying the training requirements for Corporate Membership of the Hong Kong Institution of Engineers in an appropriate discipline.

Conditions: Appointments will be made on Agreement Terms with AECOM Asia Co. Ltd. in accordance with the prevailing Government's terms and conditions. Salary will be commensurate with qualifications and experience. The incumbent may be required to work irregular hours, overtime and shifts (including Saturdays, Sundays and public holidays) and to carry out supervision duties in China when required.

Confidential applications with full resume, availability, contact numbers and salary expected should be sent by **31 March 2017** to the **Human Resources Department, AECOM, 8/F Grand Central Plaza, Tower 2, 138 Shatin Rural Committee Road, Sha Tin, N.T.** or email to siterecruiter-hk@aecom.com. (Please quote the **REF NO** on the application letter and envelope).

The personal data collected will be used for recruitment purposes only. The Company will retain the applications for a maximum period of 12 months and destroy the personal data afterwards.

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MOTT MACDONALD

RESIDENT SITE STAFF VACANCY

Mott MacDonald Hong Kong Limited is the Consulting Engineers for Highways Department (HyD) responsible for supervising the construction of barrier-free access facilities.

RESIDENT ENGINEER (REF: HyD-RE-0317)

- Member of the Hong Kong Institution of Engineers in Civil Engineering discipline or equivalent and relevant experience.
- Min. 3 yrs relevant post-qualification experience of which 2 yrs shall be as Resident Engineer

We offer salary and benefits in accordance with the terms and conditions for the employment of Resident Site Staff on a contract basis, as promulgated by the Government of the HKSAR at the time of employment. Applicants must be prepared to work shifts, and outside normal working hours.

Applicants should send a detailed resume, including present and expected salaries, date of availability and daytime contact telephone number, to **The HR Manager, Mott MacDonald Hong Kong Ltd, 20/F AIA Kowloon Tower, Landmark East, 100 How Ming Street, Kwun Tong, Kowloon, Hong Kong** or recruitment@mottmac.com.hk.

(Please quote REFERENCE on the applications)

Closing date for application: **31 March 2017**

To explore more opportunities with us, please visit www.careers.mottmac.com

All applications received will be used for employment purpose only. Mott MacDonald is an equal opportunities employer.

GOVERNMENT

Non-Civil Service Vacancy

AGRICULTURE, FISHERIES AND CONSERVATION DEPARTMENT

Casual Craftsman

Salary: \$15,330 per month

Entry Requirements: Candidates should have (a) completed primary education; (b)(i) a local Certificate of Competency - Coxswain, Grade 3 or above; or (ii) Certificate as Master to take charge of a powered vessel of 60 tons and under; (c)(i) a local Certificate of Competency - Engine Operator, Grade 3, or above; or (ii) Certificate as Engineer to take charge of a motor vessel up to 150 hp engine; and (d) at least one year relevant working experience.

Duties: The Casual Craftsman is mainly deployed on (a) navigating government vessels for carrying out duties in marine parks and marine reserve; (b) assisting in maintaining, house-keeping and cleaning the government vessels, tools and equipment; (c) assisting in construction and maintenance of marine parks and marine reserve facilities; (d) patrolling and assisting law-enforcement works in marine parks and marine reserve; and (e) carrying out any other relevant duties as may be required.

(Note: May be required to work in any parts of Hong Kong; work irregular hours, including evenings and weekends; wear uniform while on duties.)

Terms of Appointment: Successful candidates will be appointed on 1 year non-civil service contract terms.

Fringe Benefits: Rest days, public holidays (or substituted holidays), maternity leave, paternity leave, sickness allowance, where appropriate, will be granted in line with the provisions of the Employment Ordinance. 7 days paid annual leave will be granted but there will be no end-of-contract gratuity.

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 should reach the enquiry address of the recruiting department on or before the closing date for application. Please mark on envelope the title of the job applied for. On-line application can also be made available through the Civil Service Bureau's website (<http://www.csb.gov.hk>). Holders of academic qualifications other than those obtained from Hong Kong institutions / Hong Kong Examinations and Assessment Authority should deliver or send by post copies of their official transcripts, diplomas / certificates and other relevant qualification documents to the department at the enquiry address within one week after close of application (please clearly state the internet application number on every page of the documents). Applications which are incomplete, late or submitted by fax / email will not be considered. Please ensure that sufficient postage is paid if the completed application form and required supporting documents are sent by post. Underpaid mail items will not be delivered by Hongkong Post. Candidates who are selected for interview will normally receive an invitation in about ten to twelve weeks from the closing date for application. Those who are not invited for interview may assume that their applications are unsuccessful. For enquiries, please call the telephone number indicated.

Address and Enquiry Tel: Agriculture, Fisheries and Conservation Department, 5/F., Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon (2150 6685).

Closing Date for Application: 18 April 2017

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) 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.

(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) 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.

(F) 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 any further shortlisting criteria.

(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 mail to the above enquiry address.

(H) 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.

AECOM

Highways Department Agreement No. CE5/95
Design and Construction of Central – Wan Chai Bypass and Island Eastern Corridor Link

AECOM Asia Co. Ltd. invites applications for a range of Resident Site Staff positions for contract administration and construction supervision for the Central-Wan Chai Bypass project.

SENIOR RESIDENT ARCHITECT Ref. No: SRA/10033/TRA

- Candidates should be Members of the Hong Kong Institute of Architects (HKIA) and Registered Architects of the Architects Registration Board (ARB) of Hong Kong or equivalent; and have at least 5 years relevant post-professional qualification experience.

RESIDENT ARCHITECT Ref. No: RA/10034/TRA

- Candidates should be Members of the Hong Kong Institute of Architects (HKIA) and Registered Architects of the Architects Registration Board (ARB) of Hong Kong, or equivalent.

RESIDENT ASSISTANT INSPECTOR OF WORKS (CIVIL) Ref. No: RAIOW(CY)10035/TRA

- Candidates should have Diploma from a HKSAR technical institute or equivalent in an appropriate discipline with at least 3 years relevant post-qualification experience; or
- Higher Certificate from a HKSAR technical college or equivalent in an appropriate discipline with at least 4 years relevant experience inclusive of 1 year relevant post-qualification experience; or with at least 4 years relevant experience inclusive of 1 year as Works Supervisor in a Government or quasi-Government project; or
- At least 3 years appropriate experience as Works Supervisor I in a Government or quasi-Government project.

RESIDENT SENIOR SURVEY OFFICER (ENGINEERING) Ref. No: RSSO(EY)10036/TRA

- Candidates should have 5 passes in HKCEE or equivalent including English Syllabus B at grade E or above and Mathematics at grade C or above, plus Certificate from a HKSAR technical institute in an appropriate discipline or equivalent with at least 7 years relevant experience inclusive of 4 years relevant post-qualification experience; or
- Higher Certificate from a HKSAR technical college or Diploma from a HKSAR technical institute or equivalent in an appropriate discipline with at least 4 years relevant post-qualification experience.

RESIDENT SURVEY OFFICER (QUANTITY) Ref. No: RSO(QY)10037/TRA

- Candidates should have 5 passes in HKCEE or equivalent including English Syllabus B at grade E or above and Mathematics at grade C or above, plus Certificate from a HKSAR technical institute in an appropriate discipline or equivalent with at least 3 years relevant post qualification experience; or
- Higher Certificate from a HKSAR technical college or Diploma from a HKSAR technical institute or equivalent in an appropriate discipline.

RESIDENT SURVEY OFFICER (ENGINEERING) Ref. No: RSO(EY)10038/TRA

- Candidates should have 5 passes in HKCEE or equivalent including English Syllabus B at grade E or above and Mathematics at grade C or above, plus Certificate from a HKSAR technical institute in an appropriate discipline or equivalent with at least 3 years relevant experience; or
- Higher Certificate from a HKSAR technical college or Diploma from a HKSAR technical institute or equivalent in an appropriate discipline.

RESIDENT WORKS SUPERVISOR I (CIVIL) Ref. No: RWSI(CY)10039/TRA

- Candidates should have Certificate from a HKSAR technical institute or equivalent in an appropriate discipline with at least 3 years relevant post-qualification experience; or
- Completed technician apprenticeship with at least 3 years relevant post-qualification experience.

RESIDENT WORKS SUPERVISOR II (CIVIL) Ref. No: RWSII(CY)10040/TRA

- Candidates should have Certificate from a HKSAR technical institute or equivalent in an appropriate discipline or completed technician apprenticeship.

RESIDENT CHAINMAN Ref. No: RCM/10041/TRA

- Candidates should be able to read and write Chinese, have knowledge of written and spoken English, be able to pass a trade test and have at least 2 years relevant experience in land/ engineering survey.

Conditions: Appointments will be made on Agreement Term with AECOM Asia Co. Ltd. in accordance with the prevailing Government's terms and conditions. Salary will be commensurate with qualifications and experience. The incumbent may be required to work irregular hours, overtime and shifts (including Saturdays, Sundays and public holidays), and to carry out supervision duties in China or overseas when required.

Interested persons should send full resume with availability, contact telephone no. and salary expected by **7 April 2017** to the **Human Resources Department, AECOM, 8/F Grand Central Plaza, Tower 2, 138 Shatin Rural Committee Road, Shatin, NT.** or email to siterecruiter-hk@aecom.com. Reference number should be quoted on the application 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 the personal data will be destroyed.

AECOM

Drainage Services Department Contract No. DC/2013/04
Outlying Islands sewerage, stage 2 – Lamma village sewerage phase 2, package 1

AECOM ASIA Co. Ltd. - invites applications for a range of Resident Site Staff positions for contract administration and construction supervision of the above contract. The works comprise construction of a sewage pumping station and village sewers for 13 unsewered areas in Yung Shue Wan of Lamma Island.

RESIDENT ENGINEER Ref. No: RE/10015/WUD

- Candidates should be Corporate Members of the Hong Kong Institution of Engineers or equivalent in an appropriate discipline elected after 5 December 1975 or equivalent and have at least 2 years relevant post-professional qualification experience.

Conditions: Appointments will be made on Agreement Term with AECOM Asia Co. Ltd. in accordance with the prevailing Government's terms and conditions for the employment of Resident Site Staff. The incumbent may be required to work irregular hours, overtime and shifts (including Saturdays, Sundays and public holidays) to carry out supervision duties in relation to the works when required.

Interested parties please send full resume with availability, contact telephone no. and salary expected by **31 March 2017** to the **Human Resources Department, AECOM, 8/F Grand Central Plaza, Tower 2, 138 Shatin Rural Committee Road, Sha Tin, NT.** or email to siterecruiter-hk@aecom.com. Reference number should be quoted on the application 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.

AECOM

Lands Department Contract No. 4/LANDS/14
Upgrading/Improvement Works to Lands Department Slopes in the Southern Regions

AECOM Asia Co. Ltd. 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 for the construction of improvement/ upgrading works to slopes and retaining walls over the Southern Regions. Construction works has commenced in August 2014 and is anticipated to be completed in August 2017.


ASSISTANT RESIDENT ENGINEER Ref. No.: ARE/10016/GE0

Candidates should have satisfied the academic requirements for Corporate Membership of the Hong Kong Institution of Engineers (Civil or Geotechnical Discipline) or equivalent, with at least 3 years' relevant post-qualification experience.

Conditions: Appointments will be made on approximate 8 months Agreement Term with AECOM Asia Co. Ltd in accordance with the prevailing Government's terms and conditions. Salary will commensurate with qualifications and experience. Interested applicants, please send full resume, date available, contact telephone no. and expected salary by **31 March 2017** to the **Human Resources Department, AECOM, 8/F Grand Central Plaza, Tower 2, 138 Shatin Rural Committee Road, Sha Tin, NT.** or email to siterecruiter-hk@aecom.com. Reference number should be quoted on the application 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.

GOVERNMENT



Department of Justice (Non-Civil Service Vacancies)

Vacancies for Legal Trainees

Under the Legal Trainee Scheme

Applications are invited from candidates who are permanent residents of the Hong Kong Special Administrative Region to fill Legal Trainee vacancies under the Legal Trainee Scheme (LTS) from 1 August 2018. For the purpose of this Scheme, those pursuing practical training under the Solicitor Stream are called Legal Trainees (Solicitor) and under the Barrister Stream Legal Trainees (Barrister).

Eligibility

Candidates should be -

(a) Postgraduate Certificate in Laws (PCLL) graduates/PCLL students or potential PCLL students of the local universities who will graduate in 2018; or

civil servants serving in the Department of Justice, the Legal Aid Department, the Legal Advisory and Conveyancing Office of the Lands Department, the Land Registry, the Companies Registry, the Intellectual Property Department, the Official Receiver's Office and the Judiciary who hold qualifications recognised for training purposes by the Law Society of Hong Kong or the Hong Kong Bar Association; and

(b) have attained 'Level 2' or above in English Language and Chinese Language ^{(Notes (1) & (2))} in the Hong Kong Diploma of Secondary Education Examination (HKDSEE) or the Hong Kong Certificate of Education Examination (HKCEE), or equivalent.

Notes

(1) For appointment purpose, 'Grade E' in English Language (Syllabus B) and Chinese Language in the HKCEE before 2007 is accepted administratively as comparable to 'Level 2' in English Language and Chinese Language in the 2007 HKCEE and henceforth.

(2) 'Level 1' result or above in the Use of Chinese paper of the Common Recruitment Examination (CRE) will also be accepted as meeting the Chinese language proficiency requirement for appointment as Legal Trainee.

Duties

Legal Trainees will undergo practical training under professional guidance designed to satisfy the training requirements of the Law Society of Hong Kong or the Hong Kong Bar Association. The training period is two years for Legal Trainees (Solicitor) and one year for Legal Trainees (Barrister). Legal Trainees are not civil servants and do not occupy any posts on the establishment. They are not appointed on civil service terms of appointment and conditions of service.

Salary

Legal Trainees will receive, in the first 12 months, a monthly salary equivalent to the pay on point 27 of the Master Pay Scale (MPS), and in the second 12 months, a monthly salary equivalent to the pay on point 28 of the MPS.

The pay equivalent to point 27 of the MPS is \$49,445, and the pay equivalent to point 28 of the MPS is \$51,780 currently.

Legal Trainees are subject to the Mandatory Provident Fund Schemes Ordinance (Cap. 485).

How to apply

Candidates should submit, on or before **6:00 p.m., 30 June 2017**, duly completed application forms [G.F. 340 (Rev. 3/2013)] to the Training Registry, Personnel and Establishment Section, Department of Justice, Room 904, 9/F, High Block, Queensway Government Offices, 66 Queensway, Hong Kong (Re: Application for the post of Legal Trainee) . **Please ensure that sufficient postage is paid if the application is sent by post.** Late applications will not be accepted. Application forms are obtainable from any Public Enquiry Service Centre of District Offices of the Home Affairs Department or from any Job Centre of the Employment Services Division of the Labour Department. The form can also be downloaded from the Civil Service Bureau's website (<http://www.csb.gov.hk>). Candidates should specify the post title they apply for, i.e. Legal Trainee (Solicitor) or Legal Trainee (Barrister). Candidates who have no specific preference may indicate this by inserting Legal Trainee (Solicitor/Barrister) under "Title of job applied for". Candidates under this last category may be assigned to a stream the Selection Board finds most suitable for them in accordance with their performance at the selection interview. Completed application forms should be accompanied by -

(a) copies of documents in respect of academic and language qualifications with full details of examination results at the (i) HKDSEE/HKCEE, (ii) Bachelor of Laws (LLB) level or equivalent, (iii) International English Language Testing System (IELTS), (iv) PCLL (if available) and (v) CRE (if applicable); and

(b) supplementary letters detailing personal interests and other relevant information.

Applicants must provide their LLB/Juris Doctor/Common Professional Examination results and local PCLL admission confirmation on or before 31 August 2017 for further processing of their applications. Applications will not be further processed if we do not receive the required documents by the deadline.

Where possible, an academic reference written by a staff member of the Faculty/School of Law should be provided and sent direct by the staff to the aforesaid address on or before 31 August 2017.


Candidates who are selected for interview will normally receive an invitation in September 2017. Those who are not invited for interview may assume that their applications are unsuccessful.

Enquiries

Enquiries can be made to Executive Officer (Personnel)4 or Clerical Officer (Training) of the Department of Justice at 2867 2066 or 2867 4509.

General Note

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.



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 position:

Systems Analyst (Information Technology)

- IT Security / Cyber Security

Key Responsibilities

- Assist IT security managers to develop and maintain HKMA IT security policy, standards and guidelines
- Monitor, detect and analyse events related to IT security
- Perform security risk analysis and make appropriate recommendations in accordance with the HKMA IT security policy, standards and guidelines, and with reference to industry best practices
- Perform vulnerability assessment and penetration test, and interpret findings into recommendations
- Respond to IT security alerts and incidents
- Develop and validate baseline security configurations for operating systems and end-point devices
- Perform proof-of-concept evaluation in cyber security laboratory
- Keep abreast of security related technology, practices and regulations in the market or from government or other regulators

Requirements

- University degree, preferably in information technology or related fields. Advanced degree will be valued.
- Possession of the following certifications preferred:
 - Cisco CCNA and
 - CEH, CISSP, CISM, GSEC, or Security+
- At least 2 years of experience in information technology services, with in-depth knowledge and work experience in as many of the following technologies as possible:
 - Networking: TCP/IP, VPN, wireless
 - Operating systems: UNIX, Linux, Windows, VMWare platforms
 - Tools: Wireshark, Nessus, Metasploit, Burp Suite, and Sysinternals
 - Programming languages: assembly, C, Python, JavaScript, and JAVA
 - Three-tier architecture
- Experience in providing IT security services in support of mission critical business activities a distinct advantage
- Strong hands-on and analytical skills
- Self-driven as well as be a good team player
- Well-developed interpersonal and communication skills

Closing Date for Application: **1 April 2017.**

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

International Social Service Hong Kong Branch

Invites applications for the following post:

Provision of Assistance for Non-refoulement Claimants

Post (A) Assistant Programme Director

Duties: (a) Responsible for the planning, development, implementation, evaluation, assessment and study of a specific Programme, and for further improvement of the services. (b) Prepare annual budget, develop and maintain an effective budget control system in handling programme expenses. (c) Recruit, train, monitor and supervise staff to ensure effective service performance. (d) Collaborate with the Social Welfare Department and other relevant agencies to provide the services in a timely, adequate and appropriate manner. (e) Compile statistics; prepare reports and other relevant documents for evaluation, planning and recordkeeping purpose. (f) Conduct periodic reviews, evaluations, studies and researches on the project and work towards the improvement of services. (g) Develop and maintain a network of local and international contacts with government departments, related organizations, multi-disciplinary specialists and personnel to ensure smooth and efficient service delivery and promote the agency's work.

Requirements: (a) Recognized University degree or above in Social Work/Counselling/ Psychology/Management in Social Service Settings (R.S.W with a recognized Degree or above in Social Work is preferable) (b) At least 9 years relevant experience in social service setting (preferably with most vulnerable families, minors, single parents, medical and mental health cases) with at least 5 years experience working with asylum-seekers, torture claimants and refugees in a supervisory capacity. (c) Proven leadership and supervisory skills in managing programmes and multi-cultural staff with diverse functional units such as administration, casework management, research and training. (d) Proven ability to create diverse and creative strategies and interventions for the most vulnerable case. (e) Experience in accessing and working with government and non-government community resources and network of agencies in Hong Kong and overseas. (f) Strong management, organizational and interpersonal skills.

Post (B) Social Workers / Counsellors

Duties: (a) Provide casework, intake, referrals and crisis intervention and management for needy children, families and individuals. (b) Provide overall management and supervision of the daily operations and case handling of service clients.

Requirements for Social Workers: (a) R.S.W. with a recognized degree in Social Work is required. (b) 1 year casework experience with 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 (C): Contract Human Resources Officer (Wanchai Head Office)

Duties: (a) Responsible for a full spectrum of HR functions and duties including recruitment, payroll administration, compensation and benefits and training and development programme, etc. (b) Daily administration of "MRC" HR system. (c) Provide professional human resources services to management and staff.

Requirements: (a) University degree in Human Resources Management or related disciplines. (b) A minimum of 2 years relevant work experience, preferably in sizable organizations. (c) Well-versed in HK Labour Laws and related regulations. (d) Good command of spoken and written English and Chinese. (e) Details-oriented, organized, self-motivated and a team player with creativity and problem solving skills and good interpersonal/communication skills. (f) Computer literacy in Word, Excel, Chinese word processing.

**Candidate with less relevant experience may be considered for the post of Assistant Human Resources Officer.*

Post (D) Training and Development Manager

Duties: (a) Provide overall leadership and development of training programmes and strategies to enhance the professional growth of caseworkers and supporting staff of the project. (b) Assess the training needs and requirement and identify competency gaps for the project. (c) Design, plan and implement appropriate training and development strategy and programme for project staff to enhance service delivery and quality.

Requirements: (a) A recognized university degree in Training/Social Work/Counselling or related field or above. (b) At least 5 years' relevant work experience preferably in training/casework management/social service programmes operation/within NRC project. (c) Strong management, organizational and interpersonal skills. (d) Able to work under pressure and independently.

Post (E) Training and Development Officer

Duties: (a) Support and implement the project's training and development plan and initiatives. (b) Administer a variety of training programmes and activities in the daily operation of training and development. (c) Coordinate training programmes and evaluate training programmes effectiveness.

Requirements: (a) A recognized university degree in Social Work/Counselling/ Training and Development or related subjects. (b) 2-3 years' relevant work experience preferably in training/casework management/social service programmes operation/within NRC project. (c) Strong presentation and communication skills. (d) Good organization and planning skills.

Post (F) Training and Development Assistant

Duties: (a) Provide administrative and logistics duties and support relevant to the training and development needs of the project. (b) Assist the Training and Development team in the planning, scheduling, organizing and implementation of training and development programmes. (c) Compile, organize and maintain reports/ records related to training attendance and training evaluation.

Requirements: (a) Complete Form 5 or above. (b) Relevant working experience is preferable. (c) Well-organized with good attention to details. (d) Good PC skills including Microsoft Word, Excel and Powerpoint.

Post (G) Project Assistants (Food / Accommodation Unit)

Duties: Provide practical assistance (accommodation, transport and clothing) to eligible service users; 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. **Additional Requirement:** Fluency in written and spoken Chinese is an advantage.

Post (H) Management Information System Assistants (PHP Developer and Technical Support)

Duties: (a) Assist in development and support of existing web-based system. (b) Contribute in gathering, analyzing and managing system requirements. (c) Participate in data definition and data modeling. (d) Conduct quality testing and end-user tests. (e) Assist in system implementation, operation, maintenance and applications. (f) Provide support and training to project staff regarding concerned systems and applications. (g) Conduct operations and maintenance on IT assets. (h) Daily operate and maintain organization's networks and Linux servers. (i) Liaise with local IT service providers/vendors.

Requirements: (a) Diploma or above in IT, Computer Science, Information Systems or equivalent. (b) At least 2 years work experience in software development using OOP and any relational database. (c) Knowledge in PHP, MySQL and Database system is a must. (d) Familiar with Linux environment like Apache, Samba, Script and Automation. (e) Familiar with VPN, IPSEC, LAN and WAN networking environment. (f) Proactive, self-learning, strong problem solving and analytical skills.

Post (I) Data Entry Clerk

Duties: (a) Responsible for data entry and report preparation. (b) Paper works and folder management.

Requirements: (a) Completed Form 5 or equivalent. (b) At least 1 year computer data entry experience. (c) Excellent in MS Office. (d) Preferably knows basic troubleshooting in computer.

Post (J) Accounts Clerk

Duties: Assist in handling cash payments and disbursements and perform general bookkeeping and accounting duties.

Requirements: (a) Completed Form 5 or equivalent. (b) At least 1 year experience in accounting. (c) Knowledge with LCC elementary level. (d) Computer literate.

Post (K) Receptionist

Duties: (a) Perform reception duties. (b) Protect and safeguard the safety and security of the staff, service users and the property.

Requirements: (a) Completed Form 5 or equivalent. (b) Experience in performing reception/security functions related to handling of personnel, office and property in the customer service field.

Post (L) Security Guards

Duties: Protect and safeguard the safety and security of the staff, service users and the property.

Requirements: (a) Valid Security Personnel permit. (b) Completed Form 5 or equivalent. (c) Experience in performing security functions related to handling of personnel, office and property in the customer service field.

Other requirements for the post (A-B) and (D-L): 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; computer literate; experience working in a cross-cultural working environment; have a valid work visa and flexibility to work in Kowloon and New Territories Regions. ****Post (A) to (L) will be on contract basis.****

Availability: Immediate. Salary and Benefits: Salary dependent on qualifications and experience; medical insurance; MPF and 15 days annual leave on the first year of service. **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 : isskh@isskh.org or by post at 6/F, Southern Centre, 130 Hennessy Road, Wanchai, Hong Kong on or before 1 April, 2017.** 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.)

ISS-HK is an Equal Opportunities Employer



Yang Memorial Methodist Social Service

A Christian multi-disciplinary social service agency is seeking for a high caliber **Director** to lead the organization:

Requirements:

- Recognized Social Work Degree
- Social service frontline, supervision, management and working with committees experience
- Broad vision with proven leadership and management ability
- Resourceful and creative in pioneering new services
- Warm personality and able to lead agency through team approach
- Proficiency in written and spoken Chinese (including Putonghua) and English

Major Responsibilities:

- Directly responsible to the Board of Directors
- Advise Board on agency direction, policy formulation and implementation
- Lead and advance agency development
- Guide and supervise 11 professional social service divisions and dental clinic operations
- Fundraising, budget and financial planning and control
- Staff employment, nourishment and development
- Implement the social service policies and resolutions of The Methodist Church, Hong Kong and collaborate with its sister agencies
- Representing Agency to liaise with government departments and related organizations

Salary Scale: CSWO

Application:

Please write to the **Head of Social Services Division, The Methodist Church, Hong Kong at 9th Floor, the Methodist House, 36 Hennessy Road, Wanchai, Hong Kong on or before 3 April 2017** with resume and 3 referees. Only suitable applicants will be interviewed.

(Please mark "Application for YMSS Director" on the envelope.)



社會工作者註冊局

SOCIAL WORKERS REGISTRATION BOARD

Professional Consultant (on Project basis)

The Social Workers Registration Board is enlisting Professional Consultants to serve the Board on project basis to assist in organizing assessments of social work programmes for qualification recognition purpose.

Requirements

- Holding a bachelor degree, preferably in social work, and master degree a plus;
- With more than 10 years' working experience, preferably in either social work, or quality assurance, qualification accreditation or course administration at tertiary level;
- Having strong command of spoken and written English and Chinese;
- With good communication, interpersonal and presentation skills;
- Being able in working independently a must; and
- With good computer literacy.

Key Responsibilities

Being accountable to the Board or its delegate, the Professional Consultants will be responsible for serving assessment teams appointed by the Board and assisting the teams in handling matters related to qualification recognition assessment or review, including meeting and visit logistics, report drafting and presentation of findings to the committee.

Application

Interested parties may send applications with detailed curriculum vitae in strict confidence to the Registrar:

a) by mail to the Board Office at 27/F, Eastern Commercial Centre, 83 Nam On Street, Shau Kei Wan, Hong Kong (please mark **"Professional Consultant"** on the envelope); or

b) by e-mail to registrar@swrb.org.hk.

The closing date for application is 18 April 2017.



九龍樂善堂

The Lok Sin Tong Benevolent Society, Kowloon

Since 1950 (H.K.)



Communications Officer / Assistant Communications Officer

Responsibilities:

- Assist in explore, develop, organize and implement public-relations and fundraising events;
- Assist in volunteer activities and other ceremonial events;
- Prepare fundraising / publicity proposal, reports, budgets and communications materials;
- Cultivate and maintain good network with various stakeholders;
- Support administrative duties of the department as assigned;
- Handle ad hoc tasks or other duties as assigned.

Requirements:

- Degree holder, preferably in Journalism or Communications;
- At least 3 years' working experience in relevant fields, experience in NGOs an advantage;
- Good command of oral and written Chinese and English, with fluency in Putonghua an advantage;
- Good communications and interpersonal skills;
- Able to work independently, under pressure and to multi-task
- Prior contact with the media and knowledge on branding exercise preferred;
- Immediate available is preferred.

Candidates with less experiences will be considered as Assistant Communications Officer.

Applications with full resume, current and expected salary, availability date should be sent to **The Lok Sin Tong Benevolent Society, Kowloon, 61 Lung Kong Road, Kowloon City, Kowloon**, or email to hr@loksintong.org (All applications will be treated in strict confidence and used solely for the purpose of recruitment)



The Society for the Relief of Disabled Children

The Society for the Relief of Disabled children believe every child has the right to live happy and fulfilling lives. We strive for a world in which disadvantaged children can grow fulfilled lives and contribute to society and realize their full potential. We are looking for an Administrative Executive.

Administrative Executive

Essential Duties:

- Provide general office administrative duties.
- Maintain database system.
- Assist in maintaining regular updates on internet platform
- Coordinate newsletter publication
- Help in fundraising projects and funding application
- Compile donor report and evaluation report

Requirement:

- Good command of both English and Chinese
- Proficiency in using MS office applications
- Diploma or above
- Good initiative, commitment, good interpersonal and communication skills
- Graphic skills preferred

Interested party please send your CV to hr@srcd.org.hk

All applications received will be used strictly for selection purposes only.

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GOVERNMENT

EDUCATION BUREAU

Non-Civil Service Vacancies

Curriculum Development Institute

Post : Project Manager (Life-wide Learning and Library)

EDB Job Code : EDB/CDI/070/17

Salary : \$24,270 per month (Gratuity : 10%) (Contract Period : 1 year)

Duties : (a) To manage the database of Seed Projects to ensure that all records are updated accurately and could be retrieved efficiently; (b) To manage statistical data and information from surveys on Seed Projects; (c) To collect, manage and analyse data (both quantitative and qualitative) collected from studies on Other Learning Experiences/Student Learning Profile, curriculum development visits, focused group interviews, etc; (d) To assist in organising the ‘Student-LED’ Network and manage the database of the Network; (e) To provide support to educational events for Curriculum Development Institute; and (f) undertake any other duties as assigned.

Entry Requirements : (a) A Hong Kong bachelor’s degree, or equivalent; preference will be given to candidate majoring in computer science/statistics; (b) met the language proficiency requirements of Level 3 or above in Chinese Language and Level 2 or above in English Language in the Hong Kong Diploma of Secondary Education Examination (HKDSEE) or in the Hong Kong Certificate of Education Examination (HKCEE), or equivalent (Note); (c) Proficient in English and Chinese in both oral and written; (d) At least 2 years of post qualification experience in relevant fields, includes conducting educational research and projects and assisting in organising workshops and seminars for schools; (e) Solid professional knowledge and experience of educational research (both quantitative and qualitative); (f) Proficient in operating computer software, including Statistical Product and Service Solutions (SPSS), spreadsheet and database software; and (g) Have good communication and interpersonal skills, work independently and strong in analytical skill. [Remarks : This post is open to male and female applicants.]

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 : 31 March 2017

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. Please ensure that sufficient postage is paid to avoid unsuccessful delivery of application. Any underpaid mail items will be disposed of by the Hongkong Post. 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 : Curriculum Development Institute, Education Bureau, Room 1318, 13/F, Wu Chung House, 213 Queen’s Road East, Wanchai, Hong Kong (Tel : 2892 5889)

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SALES REPRESENTATIVE REQUIRED

Exciting opportunity for qualified sales representatives to join the sales support team for a globally represented manufacturer of special lubricants and allied chemical products for the automotive, industrial and mining markets. Products range from car wax, car shampoo, engine cleaners and windscreen cleaners to multipurpose lubricants for household and industrial use as well as for the mining and marine industries. Territories include Hong Kong, covering PRC and Taiwan.

Minimum Requirements:

- 5 years sales experience;
- Proven sales track record;
- Tertiary education;
- Computer literate;
- Target-Driven, and
- Fluent in English, Mandarin and Cantonese.

Product training provided in Hong Kong. Package includes basic salary and commission.

To apply, please contact Len at eliazor@netactive.co.za for all applications. For more information please phone Len on +27 83 602 5565. Or for more information about the Company visit www.spanjaard.biz or email Kentin Welgemoed, Executive Director, at kentin@spanjaard.biz.

SPANJAARD LIMITED is a leading manufacturer of special lubricants and allied chemical products for the consumer/automotive, industrial, marine and mining markets. The Company produces more than 150 products in its range and is listed on the Johannesburg Stock Exchange. SPANJAARD LIMITED sells in 5 continents and 31 countries worldwide.

GOVERNMENT

REVIEW DIVISION, SECURITY BUREAU

Interpreter (Vietnamese) or Interpreter (Bengali)

Salary : HK\$51,300 per month

Entry Requirement :

(a) a Hong Kong’s bachelor’s degree or equivalent (preferably major in Translation – Vietnamese and English or Bengali and English); (b) professional training or experience in translation and interpretation in Vietnamese and English or Bengali and English; (c) excellent writing skills in Vietnamese and English or Bengali and English; (d) fluent speaking skills in Vietnamese and English or Bengali and English; (e) skills in conveying the meaning of a text in Vietnamese and English or Bengali and English in a clear, grammatically correct and stylistically appropriate manner; and (f) preferably registered with the Judiciary of the HKSAR Government as Registered Part-time Interpreters for Vietnamese or Bengali.

Note: Candidates meeting the entry requirements will be required to attend written and oral tests on Vietnamese and English or Bengali and English.

Duties:

(a) To liaise with claimants on publicly-funded legal assistance service and arrangements for meeting the duty lawyers;

(b) To handle translation from Vietnamese or Bengali into English, and vice versa, for different types of documents;

(c) To provide simultaneous interpretation services at interviews and meetings between claimants and duty lawyers, etc.;

(d) To provide other literacy services, e.g. copywriting, editing;

(e) To perform other interpretation/translation duties assigned by senior officers; and

(f) When necessary, to perform interpretation and translation work as mentioned in (a) to (e) of this paragraph at different locations in Hong Kong.

Terms of Appointment:

Successful candidate(s) will be appointed on non-civil service contract terms for one year. Renewal of contract is subject to service needs, satisfactory performance and conduct during the employment period.

Fringe Benefits:

A gratuity may be granted upon satisfactory completion of the contract with consistently high standard of performance and conduct. 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 (Cap. 485), will be equal to 15% of the total basic salary drawn during the contract period. Rest days, statutory holidays (or substituted holidays), general holidays, annual leave, maternity leave, paternity leave, sickness allowance, where appropriate, will be granted in line with the provisions of the Employment Ordinance.

How to Apply:

Application forms [G.F. 340 (Rev. 3/2013)] are obtainable from any Public Enquiry Service Centre of District Office, 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 application forms should be accompanied with a full curriculum vitae specifying the language proficiency in listening, speaking and writing of Vietnamese and English or Bengali and English, the relevant academic/professional qualifications attained, job titles held in respective companies, and detailed job descriptions of all current and previous employment. Applicants holding academic and/ or professional qualifications obtained from institutions or professional bodies outside Hong Kong should attach photocopies of the diplomas/ certificates, transcripts of studies and other official documents together with their applications. Applications should be sent by post to the enquiry address specified below on or before the closing date for application. The postmark date on the envelope will be regarded as the date of submission of application. Applicants should ensure that the correct address is clearly printed or written on the envelope and sufficient postage is paid before posting so as to avoid unsuccessful delivery of application. Any underpaid/unpaid mail items will be returned or disposed of by the Hongkong Post. Late applications or applications which are incomplete or without the relevant supporting documents will not be considered. Applications by fax or email will not be considered. Please quote the post title with the specific language group applied for on the envelope. (For example, please mark “Application for Interpreter (Vietnamese) or Interpreter (Bengali)” on the envelope.) Candidates who are selected for tests/interviews will normally receive an invitation in about twelve weeks from the closing date for application. Those who are not invited for tests/interviews may presume their applications unsuccessful.

Enquiry Address:

Review Division/ Security Bureau, Central Government Offices, 8/F, East Wing, 2 Tim Mei Avenue, Tamar, Hong Kong

Enquiry Telephone :

3655 5365

Closing Date for Application :

7 April 2017 18:00

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 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.

(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) Where a large number of candidates meet the specified entry requirements, the recruiting department may devise shortlisting criteria to select the better qualified candidate for further processing. In these circumstances, only shortlisted candidates will be invited to attend written test and/or interview.

(f) 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 recruitment tests and/or interviews without being subject to any further shortlisting criteria.

(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 mail together with their application forms to the enquiry address specified above.

Civil Service Vacancy

AGRICULTURE, FISHERIES AND CONSERVATION DEPARTMENT

Forestry Officer

Salary : Master Pay Scale Point 27 (\$49,445) to Master Pay Scale Point 44 (\$99,205) per month

Entry Requirements : Candidates should have (a) a first or second class honours degree in an appropriate subject in Applied or Natural Science from a Hong Kong university, or equivalent; (b) three years’ post-graduate experience in an appropriate field or a higher degree or post-graduate diploma in an appropriate subject in Applied or Natural Science from a Hong Kong university, or equivalent; and (c) ‘Level 1’ results ^{Note2} in the two language papers (Use of Chinese ^{Note3} and Use of English ^{Note3 & Note4}) in the Common Recruitment Examination (CRE). A pass result in the Aptitude Test in the CRE is also required.

(Note : (1) Post-graduate students expecting to obtain the required higher degree within six months may also apply. Consideration for appointment will be subject to their successful obtaining the required higher qualification.

(2) Candidates’ results in the Aptitude Test (AT) paper are classified as pass or fail, the results of the Use of Chinese (UC) and Use of English (UE) papers 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. 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.

(4) 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.

(5) 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 Forestry Officer is mainly deployed on performing forestry and vegetation management work; planning, managing, developing and protecting Country Parks, Hong Kong Geopark, Hong Kong Wetland Park and Special Areas; undertaking fauna, flora, endangered species, geological and landscape conservation work, including law enforcement, education and advisory duties, and ecological baseline studies; assessing and monitoring ecological aspects of environmental impact assessment process; and undertaking applied research in various related disciplines.

(Note : (1) May be posted to other bureaux/departments; be required to work irregular hours or shift duties in connection with emergency hill fire, typhoon duties or other natural disasters; and work in the New Territories.)

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 : Application Forms [G.F. 340 (Rev. 3/2013)] are obtainable from any Home Affairs Enquiry Centres of District Offices, Home Affairs Department and 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 forms should be forwarded to the enquiry address of the recruiting department below on or before the closing date for application. Please specify the title of the post being applied for on the envelope and ensure that sufficient postage is paid. Online application can also be made available through the Civil Service Bureau’s website (<http://www.csb.gov.hk>). Applicants are encouraged to provide their email addresses on the application forms. Applications which are incomplete, late or submitted by fax / email will not be considered. Candidates who are selected for interview will normally receive an invitation (by email or by post) in about six to eight 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 : Agriculture, Fisheries and Conservation Department, 5/F, Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon. For enquiries, please contact the Personnel Section at 2150 6687.

Closing Date for Application : 31 March 2017

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.

(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.



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- Editorial

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1. Experienced News Sub-Editors

(Ref: CTL-ED-SE)

The SCMP is expanding and we are looking for talented, experienced and passionate sub-editors with online and print skills for our Business, China and International news desks.

Responsibilities & Requirements:

 - Editing, checking facts, rewriting and improving copy with care and sensitivity and ensuring copy is error-free
 - Crafting top-notch SEO and print headlines, standfirsts and captions
 - Ensuring all stories have the appropriate, accurate and eye-catching visual elements
 - Using analytical tools to make sure the right stories are delivered in a timely way
 - Curating skills to help manage homepages
 - Minimum 5 years of experience in a real-time online news operation, a wire service or a newspaper is essential; no beginners considered
 - Financial news experience, preferably in China, required for Business desk position
 - Experience in editing news of China policies, macro-economy and international relations required for China Desk
 - International news and commissioning experiences would be ideal for International desk position
 - Awareness of media law and legal dangers in copy, and of social media as a news dissemination tool
 - Strong familiarity with the Asia context of news
 - Can-do attitude with top-notch English subbing skills and zero tolerance for errors in grammar, spelling and content
 - Solid news judgment and the ability to communicate clearly and concisely
 - Capable of turning around raw copy fast when needed and the patience and good humour to work constructively with reporters for whom English is a second language
- ▶

2. Senior China Business/Finance Writers

(Ref: CTL-ED-SCBW)

We are looking for a top notch, versatile senior writer to deliver a range of business topics from the region surrounding the world's second-largest economy for a global readership. The position can be based in Hong Kong, Beijing or Shanghai. Be prepared and be willing to travel wherever the story takes you.

Have a keen nose for news, ability to crunch numbers and analyze data, the temperament to interview and extract comments from non-English speakers, and the skills to weave reporting into coherent narratives.

Responsibilities & Requirements:

 - Deliver the best business coverage from Asia's most important financial market for a global readership
 - Plan, prepare and organize different packages of medium- and long-term story ideas, based on your own reporting and interviews by our entire team of reporters
 - Spot trends and get the stories behind the news and behind the personalities driving China Inc
 - Must be familiar with business news coverage, from commodities to financial markets to property
 - Degree holder with at least 5 years' reporting experience, and with a proven track record of delivering exclusives and deep analysis on Chinese companies and financial markets
 - Top notch English writing skills and the ability to deliver to deadline are absolute musts
 - Good knowledge of the economies of mainland China, Hong Kong and Taiwan as well as the companies that operate in the region
 - Must be able to conduct an interview in Mandarin, and be able to read a document written in Chinese
 - Able to work with our online news organization that also publishes a daily newspaper, ideally have some experience straddling the two formats
 - Self-starting professional and team player, willing to pitch in where needed and take on any task

▶

3. Experienced China Reporters

(Ref: CTL-ED-CR)

Responsibilities & Requirements:

- Bring the news with coverage of China macro-economy, politics and/or international relations to the world via our print and online editions. Interviewing people in a range of different circumstances
- Build contacts to maintain a flow of news in the specific area
- Seeking out and investigating stories via different contacts, press releases and other media
- Attend press conferences and asking questions
- Conduct exclusive interviews with government officials and corporate executives
- Answer the phones on the news desk and reacting to breaking news stories, write and research accurate stories

- Degree holder in Journalism with 5 - 8 years of relevant working experience
- Good knowledge about the nation's history and its social, economic and political developments
- Good contacts for articles about China's politic/and or international relations
- Good English writing skills, Putonghua speaker is strongly preferred
- Travelling to Mainland is required

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4. Experienced Court Reporter

(Ref: CTL-ED-CTR)

Responsibilities & Requirements:

- Cover court hearings, write news and features stories for both online and print
- Produce good original stories regularly
- Build contacts to maintain a flow of news in the specific area

- Degree holder in Journalism with at least 3-5 years' relevant experience
- Possess good reporting and writing skills, preferably with court reporting experience and a network of legal contacts
- Fluent in English and Chinese. Knowledge of Putonghua an advantage

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Advertising & Marketing Solutions

▶

5. Account Manager / Senior Sales Executive

(Ref: CJY-AMS-AM)

Responsibilities & Requirements:

- Formulate and implement sales strategies for key advertising sectors for newspaper
- Develop and maintain positive, strong relationships with new, existing and lapsed advertising clients and agencies
- Work with the team in promoting existing products and in the development of new products across print, digital and marketing solutions using consultative selling skills

- Degree holder preferably in Business Administration, Economics, Marketing, Advertising, Communications or related disciplines
- Minimum 3 - 5 years of relevant working experience, preferably in sales or account servicing
- Proven track record of generating print and online advertising revenue
- Solid experience in giving professional presentation to senior management level
- Fluent English and Cantonese, Putonghua will be an asset
- Self-motivated, results-oriented, aggressive, confident & sociable

▶

6. Manager, Event

(Ref: CJY-AMS-SME)

Responsibilities & Requirements:

- Assist to drive event team operation efficiency and new business development
- Distill the brand & marketing strategy and develop effective and innovative event concepts for clients
- Develop competitive analysis and formulate strategic business plan
- Manage profitability of the business

- Degree holder with at least 8 years of event management experience
- Solid project management abilities, as well as strategic intelligence for account retention and to initiates potential clients for new business opportunities
- High-caliber leadership experience in marketing initiatives, PR & event management
- Dedicated team player with a strategic mindset, and strong client acquisition techniques
- Strong communication and presentation skills
- Fluent in English and Cantonese, Mandarin would be preferable

▶

7. Assistant Manager, Event

(Ref: CJY-AMS-AEE)

Responsibilities & Requirements:

- Support event team to deliver client projects in a timely and professional manner
- Handle small scale event projects independently
- Work with other team members to conduct market research to identify opportunities for events and solicit new businesses from existing clients
- Liaise with clients to ascertain their precise event requirements
- Develop effective and innovative event concepts

- Degree holder preferably in Marketing, Communication, Business or related disciplines
- Minimum 5 years of relevant working experience, preferably in PR/ advertising agency specialized in advertising, integrated marketing campaigns and pitching new business
- Good interpersonal and communication skills, well organized and attention to detail
- Good command of written and spoken English and Cantonese, Mandarin would be an advantage

Digital Innovation & Technology

▶

8. QA Engineer, Mobile

(Ref: CAF-DIT-QAE)

Responsibilities & Requirements:

- Daily testing of iOS, Android, Apple TV, Web applications. Monitors and tracks resolution of defects
- Develops test plans, testing resource requirements, and overall scheduling of testing activity. Executes test cases/scripts to ensure delivery of quality software applications, including Usability, Integration, Regression, and Performance Testing
- Develops manual and automated test cases and configurations needed to meet testing of business requirements
- Builds and maintains automated testing tools, automated build processes and test environments
- Designs, monitors, and analyses quality assurance metrics such as defect, defect counts, test results, and test status
- Identifies opportunities to adopt innovative testing technologies and techniques. Works with mobile developers to drive improvements in code quality via manual and automated testing

- Degree holder in Software Engineering, Computer Science or related discipline with solid experience in unit testing, functional testing, regression testing, UI automation testing, web service / API testing, and mobile device compatibility testing
- Knowledge of scripting and command line tools. Experience in working with testing automation tools
- Good understanding of test case management, version control & defect tracking, plus mobile user experience
- Experience in Unix/ Linux environments, Continuous Integration and Continuous Delivery
- Experience in working in Agile SCRUM team would be a plus
- Strong interpersonal skills and a team player who is self-motivated and willing to further their knowledge by exploring new technologies. Flexible, proactive, should be able to handle fast-paced environments
- Good command of both spoken and written English and Cantonese

▶ **9. Multimedia Art Director (Digital)**
(Ref: CAF-DIT-MAD)
Responsibilities & Requirements:

- Design and develop websites and digital products (across desktop, mobile and tablet including both browsing and native app) from creative strategy, concept development to design production as well as ongoing optimization and enhancement
- Ability to work independently from early conception phase all the way through to execution as well as having the ability to work collaboratively on projects with team members of other disciplines (e.g. Web Development, Native App Development, Product Management and Analytics)
- In some cases defines and in all cases implements web design parameters, style guides and visual standards
- Work closely with front-end development team to achieve accurate, platform-independent versions of designed layouts and functionality
- Provide art direction and technical solution to junior designers

- Diploma or above in Digital Design or equivalent disciplines with minimum 5 years of related experience in the digital creative field and be well-versed in UX design methodology
- Excellent sense of design/style with passion to explore creativity through interactive media. Highly organized with extreme attention to detail
- Experience in designing multiple platforms and various functions of a commercial web site as well as designing interfaces for mobile devices (iOS and Android)
- Highly proficient in Sketch and Adobe Creative Suite (Photoshop / Illustrator / Animate / AfterEffects) and other multimedia software on MAC platform with impeccable design fundamentals (type, image, color)
- Basic knowledge in HTML5, JavaScript, CSS, Drupal, app development tools will definitely be an advantage
- Candidate with less experience would be considered Assistant Art Director / Senior Web Designer

▶ **10. Software Engineer**
(Ref: CAF-DIT-SWE)
Responsibilities & Requirements:

- Work with other analyst programmers and software engineers to carry out program coding based on specifications and requirements
- Carry out effective programming and assist in development of detailed test plans and test cases
- Conduct testing, develop testing tools to support the execution of tests and reporting of test results, and product test reports for test being conducted
- Provide day-to-day support on major system applications

- Higher Diploma or above in Computer Science or related discipline with minimum one year working experience (fresh graduates will also be considered)
- Knowledge in MVC, PHP, MySQL, JavaScript, JQuery, CSS, and HTML is a must
- Knowledge in Jasper Reports, Oracle, PL/SQL, Java, J2EE, JSP, VB, and VBScript would be an advantage
- Experience in Salesforce, SugarCRM and other CRM systems would be an advantage
- Good command of both spoken and written English and Cantonese

▶ **11. System Engineer**
(Ref: CAF-DIT-SE)
Responsibilities & Requirements:

- Responsible for development and operations (DevOps) works on cloud platforms
- Design, build and maintain development tools such as industrial standard continuous integration system, source control system, and system monitoring tools
- Assist the system architect in infrastructure design and server related operational works to ensure the technical feasibility of infrastructure
- Optimize server components to help application for maximum speed and scalability
- Conduct research and integrate suitable tools for the team

- Degree holder in Software Engineering, Computer Science or related discipline with minimum 3 years of system maintenance experience
- Expertise in cloud computing cluster design and familiar with Git
- Programming experience is a must. Language such as Golang, Python, Ruby or Java
- Good understanding of web development flow and comfortable with command line environment and shell scripting. Experience in implementing projects on Drupal, and node.js would be beneficial
- Flexible, proactive and able to work under fast paced environments. Excellent analytical skills in problem identification and resolution
- Good command of both spoken and written English and Cantonese; Mandarin would be an advantage

▶ **12. Account Manager, Digital**
(Ref: CFL-SCP-AM)
Responsibilities & Requirements:

- Understand the recruitment needs of key clients and propose customized solutions for cpjobs.com
- Conduct client visits and presentations with the view to ultimately close deals and grow usage
- Retain and expand customers base in terms of revenue and usage, achieving sales target and KPIs
- Provide excellent pre-sales and after-sales service to direct advertisers, advertising agencies or recruiters

- Degree holder preferably in Human Resources (HR) Management or related discipline
- 3 to 4 years working experience in sales or account servicing
- Experience in HR related / recruitment industry is an asset
- Track record of achievement with positive attitude and strong drive to succeed
- Self-motivated, result-oriented, aggressive, confident and sociable
- Fluent English and Cantonese; Mandarin is an asset

Newspaper Engineering Services

▶ **13. Engineer, Mechanical Engineering**
(Ref: CFL-NES-EME)
Responsibilities & Requirements:

- To assist and carry out preventive maintenance works assigned by the Engineer mostly in day shift (For printing & related machines)
- To assist and carry out corrective maintenance works assigned by the Engineer during mid and night shift (For printing & related machines)
- Store house and stock taking routine for spare parts
- Able to write simple maintenance reports in English & Chinese

- Diploma or Vocational Institute graduate in Mechanical Engineering
- Minimum 8 years' experience in mechanical engineering field with at least 3 years' at supervisory level
- Good knowledge of use workshop machines, such as turning and milling machine
- Able to do welding works is prefer
- Strong teamwork leadership, time management and problem-solving skills

Work location for positions 1 – 7 will be at Causeway Bay office; positions 8 – 13 will be at Tai Po office, shuttle bus service is provided.

Interested parties please send curriculum vitae with full career details, salary history, availability and expected salary to the Human Resources Division, Morning Post Centre, 22 Dai Fat Street, Tai Po Industrial Estate, New Territories, Hong Kong or by email to career@scmp.com.

Please mark 'Private & Confidential' and quote reference.

Personal data provided by job applicants will be used strictly in accordance with our Personal Information Collection Statement, a copy of which will be provided upon request sent to us at the address indicated above. You may consider your application unsuccessful if you do not hear from us within 6 weeks.

<http://www.scmp.com/work-for-us>

HEALTHCARE



HONG KONG ASIA MEDICAL CENTRE provides various General and Specialized services for patients in a comfortable environment. We are developing more NEW LOCATIONS. We are looking for experienced physicians. LET'S JOIN US TODAY!

1) DENTISTS (FULL TIME / LOCUM)

2) SPECIALISTS (FULL TIME / LOCUM)

- Cardiologists
- General Surgeons
- Paediatricians
- ENT Specialists
- Gynecologists
- Dermatologists
- Ophthalmologists
- Radiologists

✓ Attractive Basic Salary + Profit Sharing

3) GENERAL PRACTITIONERS (FULL TIME / LOCUM)

✓ Attractive remuneration and fringe benefits



JOIN OUR TEAM!

Interested parties please email your CV to hr01@asiamg.com.hk

4/F, OFFICE TOWER TWO, GRAND PLAZA, 625 & 639 NATHAN ROAD, KOWLOON



香港浸信會醫院
Hong Kong Baptist Hospital

To cope with our expansion and development, we invite high calibre personnel to fill the following position:

Nursing Officer (Ward)

- University degree in Nursing, higher academic degree is desirable
- Registered Nurse (Hong Kong Nursing Council) with valid practising certificate
- Minimum 10 years of working experience, preferably with 5 years of supervisory experience
- To manage the nursing ward in an efficient and effective way
- Good leadership, problem solving, interpersonal and communication skills
- Proficient in both written and spoken Chinese and English

We offer attractive remuneration package and fringe benefits to the right candidates. Interested parties please apply with full resume and expected salary to **Human Resources Department, Hong Kong Baptist Hospital, 18/F, Tower 2, Enterprise Square, 9 Sheung Yuet Road, Kowloon Bay, Kowloon**, by email to hr@hkbh.org.hk or by fax to 2339 5769 on or before **1 April 2017**.

The information provided will only be used for recruitment related purposes. All personal information on unsuccessful candidates will be destroyed within 6 months.



肺塵埃沉着病補償基金委員會
PNEUMOCONIOSIS COMPENSATION FUND BOARD

The Pneumoconiosis Compensation Fund Board (the "Board") is a statutory body operated under the Pneumoconiosis and Mesothelioma (Compensation) Ordinance. Apart from making compensation to eligible patients, the Board has also engaged in levy collection, provision of rehabilitation services, prevention and research activities.

We are now expanding our rehabilitation services and commit to build up a strong professional team to work for the Pneumoconiosis and Mesothelioma patients in the community. We promote an individualized life-long rehabilitation process and adopt case management approach in our programmes.

Case Manager (Registered Nurse)
(Full Time/ Contract/ Part Time) (Many Posts)

Key Responsibilities

- Act as the Board's Health Advocate for providing a first line contact point between patients and caregivers, including networked hospital, community health and social partners, with the Board.
- Engage, assess, plan, monitor and evaluate patient's rehabilitation needs and care throughout the rehabilitation process.
- Provide health education, facilitate healthy and active life style, promote healthy ageing and empower patients and caregivers.
- Assist patients in applying for oxygen apparatus, wheelchair and medical fees.
- Assist in design and development of the new Case Management System ("CMS") database for patients.

Requirements

- A registered nurse with at least 6 years of post-registration working experience in medical/ geriatric/ adult respiratory/ rehabilitation field.
- Experience in working with elderly and chronic disease patients as well as with multi-disciplinary team for providing rehabilitation services and in conducting outreach programme is preferred.
- Frequent outdoor works and home visits to patients with occasional works outside office hours will be required.
- Relevant training in counselling is an advantage.
- Out-reach experience is an advantage.
- Contract Case Manager will have 15% of total basic salary as end-of-contract gratuity (after deducting the contribution of Mandatory Provident Fund by the Board) while Part Time Case Manager will be paid on a pro rata basis with reference to a Full Time Case Manager.

We offer competitive salary package and fringe benefits with training and career enrichment opportunities to suitable candidates. Applicants should send a covering letter and detailed curriculum vitae, with **present/ last, expected salary** and **date of availability** by email to recruit02@pcf.org.hk or by post in an envelope marked "Confidential" to Head of Human Resources and Administration, Pneumoconiosis Compensation Fund Board, 15/F., Nam Wo Hong Building, 148 Wing Lok St, Sheung Wan, Hong Kong.

All applications will be handled in strictest confidence and information collected will be used for recruitment purpose only. The personal data of unsuccessful candidates collected for this recruitment exercise will be kept for 12 months from its completion and thereafter destroyed.

More information of the Board can be obtained through our website: www.pcf.org.hk.



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Gleneagles HONG KONG
港怡醫院

Gleneagles Hong Kong Hospital (GHK) is a state-of-the-art, multi-specialty private tertiary hospital designed to provide the Hong Kong people with high-quality and accessible healthcare services.

Located at Wong Chuk Hang on Hong Kong Island South, GHK provides 500 beds, cutting edge medical technologies and a comprehensive range of clinical services spanning more than 35 specialties and subspecialties.

As Hong Kong's top-notch private teaching hospital, GHK also contributes to the training and development of healthcare professionals, and advancement of clinical research.

Medical Officer (Accident & Emergency)

- A qualification registrable in Hong Kong under the Medical Registration Ordinance; and
- Fellow of the Hong Kong Academy of Medicine (Emergency Medicine) or equivalent; and
- Registered in the Specialist Register in the relevant specialty of the Medical Council of Hong Kong
- Fluent in written and spoken English and Chinese

Medical Officer (24-hour Outpatient Service)

- A qualification registrable in Hong Kong under the Medical Registration Ordinance
- At least 2 years' post registration experience
- Fluent in written and spoken English and Chinese

Contact details:

Please submit your application with current & expected salary and quote the reference number SCMP/DR to careers@gleneagles.hk. For more information, please refer to <http://gleneagles.hk/>.

All personal data to be collected for recruitment use only.



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Get ahead

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Hong Kong Dermatology & Laser Centre

Our clinic is looking for **Senior Research Associate** with a keen interest in **dermatology research**.

Applicants should possess a **master degree in health-related discipline** and at **least 5 years' experience** in clinical research and related project management preferably in local academic level. Good knowledge of ICH-GCP and liaison with IRB both local and international are essential.

Good command of written and spoken English, computer literacy, and statistical skills. Should be reliable, honest, committed, self-motivated and independently.

The appointee will coordinate clinical studies, mainly include

- Protocol drafting
- Literature review
- Analyze data and prepare reports
- Manage research progress
- Supervise research staff
- Coordinate with different project-related parties

We offer highly competitive salary commensurate with qualifications and experience at range 30-40K.

Applicants should send an up-to-date C.V. to joey@hhchan.com

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GOVERNMENT

Non-Civil Service Vacancy

AGRICULTURE, FISHERIES AND CONSERVATION DEPARTMENT

Fisheries Management Officer

Salary: \$38,990 per month

Entry Requirements: The applicant should have (a) a Hong Kong First or Second Class honours degree in Biological Science, Environmental Science or Marine Ecology, or equivalent; (b) three years' post-graduate experience in an appropriate field or a Hong Kong Higher Degree or post-graduate Diploma in an appropriate subject in Biological Science, Environmental Science or Marine Ecology, or equivalent; and (c) met the language proficiency requirements of Level 2 or above in Chinese Language and English Language in Hong Kong Diploma of Secondary Education Examination (HKDSEE) or Hong Kong Certificate of Education Examination (HKCEE), or equivalent.

(Note : "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.)

Duties: A Fisheries Management Officer is mainly deployed on (a) performing management, extension, advisory, regulatory, credit, investigatory, development or training work in capture fisheries, marine and fresh water fish culture, artificial reefs and other fisheries matters; and (b) performing education, enforcement, assessment of Environment Impact Studies of projects and proposals, and advisory duties relating to marine parks, marine reserves and marine conservation. *(Note: May be required to work irregular hours or shifts duties; live in the New Territories; and work and live on board a government vessel or commercial fishing vessel or her cruises.)*

Fringe Benefits: Rest days, public holidays (or substituted holidays), maternity leave, paternity leave, sickness allowance, where appropriate, will be granted in line with the provisions of the Employment Ordinance. 14 days paid annual leave will be granted but there will be no gratuity.

Terms of Appointment: Successful candidates will be appointed on 1 year non-civil service contract terms.

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 should reach the enquiry address of the recruiting department on or before the closing date for application. Please mark on envelope the title of the job applied for. On-line application can also be made available through the Civil Service Bureau's website (<http://www.csb.gov.hk>). Holders of academic qualifications other than those obtained from Hong Kong institutions / Hong Kong Examinations and Assessment Authority should deliver or send by post copies of their official transcripts, diplomas / certificates and other relevant qualification documents to the department at the enquiry address within one week after close of application (please clearly state the internet application number on every page of the documents). Applications which are incomplete, late or submitted by fax / email will not be considered. Please ensure that sufficient postage is paid if the completed application form and required supporting documents are sent by post. Underpaid mail items will not be delivered by Hongkong Post. Candidates who are selected for interview will normally receive an invitation in about ten to twelve weeks from the closing date for application. Those who are not invited for interview may assume that their applications are unsuccessful. For enquiries, please call the telephone number indicated.

Address and Enquiry Tel: Agriculture, Fisheries and Conservation Department, 5/F., Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon (Enquiry Tel: 2150 6685).

Closing Date for Application: 7 April 2017

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) 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.

(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) 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.

(F) 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 any further shortlisting criteria.

(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 mail to the above enquiry address.

(H) 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.



香港郵政

Linking people Delivering business

傳心意 遞商機

Since operating as a Trading Fund Department in 1995, Hongkong Post has become a market-oriented service organisation and grown beyond the traditional postal services to providing a diversified range of services from mail and logistics services, retail business to e-services in addition to the continuous drive to develop new markets, like those emerged from the growth of e-Commerce, in both local and international context. The following non-civil service contract managerial position in Hongkong Post is advertised:

Manager (Product Development)

(Around \$563,000 per annum + gratuity)

Major responsibilities:

- To plan and coordinate for the website development and content management of online shopping platform for enhancing customer experience in online shopping and supporting the business initiative of e-Commerce;
- To monitor and drive the business performance of online shopping platform, and utilize analytics to identify new market development and service enhancement opportunities;
- To explore potential growth areas and new business opportunities, formulate business development and marketing strategies by conducting feasibility studies, and prepare business proposals and presentations to drive business results and meet business target;
- To develop and implement marketing and promotion plans within given budget and timelines and monitor the results;
- To research and report regularly on market needs and other postal administrations' activities for inspiring new business insight and leveraging opportunities.

Requirements:

- A recognized Bachelor's degree from a Hong Kong University or equivalent, preferably in e-Commerce, Business Administration, Marketing or related discipline;
- Level 3 (Grade C before 2007) or above in both Chinese Language and English Language (Syllabus B before 2007) in the Hong Kong Diploma of Secondary Education Examination (HKDSE) or the Hong Kong Certificate of Education Examination (HKCEE), or equivalent;
- A minimum of 5 years' post-qualification working experience in e-Commerce management and/or business development with the latest 3 years at managerial level, preferably with experience in developing and managing online shopping platforms;
- Excellent verbal and written communication skills and proficient in computer skills;
- Excellent organising, analytical, interpersonal, project planning/project management skills;
- Highly versatile with sharp business acumen; and
- A multi-dimensional thinker with high level of analytical ability, self-motivated, resourceful and forward thinking, and ability to work independently.

Terms of appointment

- 2-year contract;
- Monthly salary \$40,270;
- Discretionary performance pay up to about 1 month's salary in every six months;
- 14 days' annual leave;
- Gratuity payable plus Hongkong Post's MPF contributions equal to 15% of the total basic salary drawn during the contract period.

Notes:

- Completed application form (GF340(Rev.3/2013)) together with a resume and detailed description of the duties of previous and present employment** should be sent to the Appointments Section, 4/F, Hongkong Post Headquarters, 2 Connaught Place, Central **on or before 7 April 2017**. Application forms can be obtained from District Offices of the Home Affairs Department and Job Centres of the Labour Department, or downloaded from the Civil Service Bureau's internet website (<http://www.csb.gov.hk>). **Applications that are incomplete, without a resume and the required supporting documents will not be considered.**
- Successful candidates are expected to assume duties in July / August 2017. Those who are not invited for interview within 8 weeks from the closing date for application should consider their applications unsuccessful.
- Candidates appointed must be permanent residents of the Hong Kong Special Administrative Region at the time of appointment unless specified otherwise.
- 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 requirements irrespective of their disability, sex, marital status, pregnancy, age, family status, sexual orientation and race.
- 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.
- 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.
- Where a large number of candidates meet the specified entry requirements, the recruiting department may devise short-listing criteria to select the better qualified candidates for further processing. In these circumstances, only short-listed candidates will be invited to attend recruitment examination and/or interview.
- 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 any further short-listing criteria.
- 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.
- For enquiry, please call 2921 2975.

HOTELS, CATERING & TOURISM



The Hong Kong Cricket Club is the oldest Cricket Club in Asia, employing over 200 staff. We are inviting applications from high calibre and dynamic candidates for the position of:

Food & Beverage Manager

Responsibilities:

- Responsible for overseeing and managing the Club's Food and Beverage outlets and kitchens; to maintain the high standard and reputation of Food and Beverage quality and customer service
- To be visible and approachable to the Members and Guests on all matters concerning Food and Beverage sales and advice
- Passion for customer service; clear focus on the customer needs and trends in order to meet customer satisfaction with creativity and flair to exceed customer expectation
- Implementation of marketing strategies and operational plans to maximize the revenue generated from the Club's Food and Beverage outlets
- Provide training to staff, develop and enhance high staff morale to deliver quality standards and achieve consistently positive customer satisfaction results

Requirements:

- A degree or higher diploma or above in Hotel and Catering Management
- Minimum of 10 years hands-on experience in renowned hotels or well established catering operations with 5 years in a role of managing multiple outlets
- Sound Food and Beverage knowledge in both Western and Chinese cuisine; knowledge of HACCP compliance; and knowledge of financial statement and experience in budgeting
- Excellent communication and interpersonal skills in English, with Chinese is an advantage; capability in report writing; and hands-on experience in MS Office applications

Interested candidates please submit full resume and expected remuneration to **The Hong Kong Cricket Club, Human Resources Manager, 137 Wong Nai Chung Gap Road, Hong Kong** or email: hrrm@hkcc.org Deadline for Application: **22nd April 2017**. (All information provided by job applicants will be used for recruitment purpose only.)

Indian Hot Pot Curry Restaurant in Sham Tseng, NT requires

CHEF

- Primary 6
- 1 Year experience
- Speak basic English, speak Hindi & Nepali Preferred
- Salary HK\$15,320/month
- Prepare Indian food/dishes
- 6 days a week
- Working hrs from 11:00 to 15:00 & 18:00 to 23:00

Call Mr. Lai at 2496 2060

GENERAL

Authorised Land Surveyor's firm requires:

Title Survey Manager/Officer

- 3 years extensive title survey
- welcome retired SMO Survey Officers
- CAD preferred but not essential

Fax CV: 2598-4909 Chan & Tang

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MERCHANDISING, MANUFACTURING & TRADING

Senior Merchandiser

We are a leading international stationery company and are looking for a capable member to join our sourcing team.

Responsibilities:

- Is responsible of his category's Asian suppliers
- Manages new products sourcing and new suppliers qualification (factory validation, terms and conditions negotiation, supply and demand matching)
- Monitors suppliers market research, innovation and trends to contribute with R&D and marketing departments to new ranges construction
- Secures new products development and ramp up production to meet cost, volumes and quality requirements
- Secures quality & regulatory requirements following corporate's requirements
- Follows up suppliers delivery performance and lead times

Skills & experience:

- Has worked in international settings including purchasing, marketing and R&D departments in France to deliver products worldwide
- An experience in stationery is a merit but not critical
- A knowledge in graphics software is preferred.

Environment:

- 5-8 years in merchandising
- Excellent written and oral English
- Fluent Mandarin speaking is a must.
- Is based in Hong Kong office, reporting to HK General Manager
- Is able to travel 30% of his time mainly across Asia
- Salary negotiable

Interested party please write to **Maped Helix Hong Kong Trading Company Limited** by email recruit@maped-helixhk.com with resume and salary expected

Data collected will be used for recruitment purpose only

LUCKY TOP INTERNATIONAL TRADING LIMITED

An Exporter and Manufacturer is now inviting dynamic candidates to fill up the following position.

R&D Manager

Requirement:

- Good command of written and spoken English; preference for Mandarin as well
- Over 10 years experience in garment industries with at least 5 years work experience in managerial level
- Extensive product knowledge in knits and woven items
- Strong in R&D
- Leading, coaching and training Merchandising Team members
- Ensuring total customer satisfaction
- Proven ability achieving set business goals, revenue, sales and profit targets and define objectives, strategies plans are essential
- Station in Shenzhen is required (daily travel from HK is possible)
- Customer resources preferred

Please email Chinese and English resume to ilu.wel@luckytops.com

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