

香港投資管理有限公司

Hong Kong Investment Corporation Limited

The Hong Kong Investment Corporation Limited (“HKIC”) is dedicated to contributing to the future development of Hong Kong by identifying investment opportunities and strategically promoting the development of target industries, so as to enhance the long-term competitiveness and economic vitality of Hong Kong while generating investment return. It is wholly owned by the HKSAR Government, and consolidates the management of the investment activities of the Hong Kong Growth Portfolio, Greater Bay Area Investment Fund, Strategic Tech Fund, and the Co-Investment Fund. More information about the HKIC can be found at <https://www.hkic.org.hk>.

There is now an excellent opportunity for eligible candidates to join the HKIC team with details shown below:

Chief Risk Officer

Key Responsibilities

- Report to the Chief Executive Officer
- Develop and implement risk identification and management strategies and mechanism to achieve the HKIC’s goals, which should cover and do not limit to investment and enterprise risks
- Develop and implement sound infrastructure of corporate governance applicable to the HKIC
- Guide the risk and compliance team to review, update and implement the risk- and compliance-related policies and procedures
- Monitor and analyze the relevant global market and industry trends, and make risk management and compliance recommendations applicable to the HKIC
- Provide independent advice to other teams to facilitate the latter’s proactive identification and management of existing and potential risks
- Provide input regarding closing documentation and post-deal monitoring from the risk and compliance perspectives

Requirements

- Upholding the Basic Law of the HKSAR
- Committed to contributing to the future development of Hong Kong and achieving the HKIC’s objectives
- At least 15 years of relevant experience
- Strong sense of integrity and professional ethics
- Solid track record in senior leadership role(s) in reputable organization(s)
- Good understanding of the structure of the HKSAR Government and proven experience in taking forward liaison work with bureaux/departments
- Extensive risk and compliance knowledge with practical experience gained in private and/or public sector(s)
- Global mind-set and strategic thinking
- Strong ability and passion to develop and manage the risk management and compliance team
- Good command of Chinese and English

Officer (CEO Office)

Key Responsibilities

- Assist in the coordination work and logistical arrangements relating to the Chief Executive Officer (“CEO”)’s Office
- Provide support for handling interview and meeting requests, and event invitations to CEO
- Attend meetings and assist CEO in following up multiple action items with counterparts in good time
- Perform other assigned duties as required

Requirements

- University degree with good academic results
- At least 3 years of solid work experience in administrative work and project coordination
- Committed to contributing to the future development of Hong Kong and achieving the HKIC’s objectives
- Strong sense of integrity and professional ethics
- Eager to learn and work with different teams in the HKIC
- Ability to appropriately prioritize and handle multiple tasks and deliver quality output in good time
- Good understanding of the Basic Law of the HKSAR
- Good command of written and spoken Chinese and English
- Willing to work outside normal office hours as and when required

Analyst

Key Responsibilities

- Carry out analysis work
- Provide support to conduct economic and financial research for establishing benchmarking standards
- Perform day-to-day operational duties such as market information collection, record keeping, preparation of internal briefing and reporting materials, and meeting coordination
- Develop and maintain constructive relationship with counterparts
- Perform other assigned duties as required

Requirements

- University degree with at least 2 years of solid work experience in financial institutions or relevant professional firms
- Experience in accounting firms a plus
- Committed to contributing to the future development of Hong Kong and achieving the HKIC’s objectives
- Strong sense of integrity and professional ethics
- Good team player and eager to learn
- Strong organization and coordination skills
- Good computer literacy including MS Word, Excel, PowerPoint and Chinese word processing
- Good understanding of the Basic Law of the HKSAR
- Good command of written and spoken Chinese and English
- Willing to work outside normal office hours as and when required

Closing Date for Application: **27 September 2024.**

For the application method, please visit our website at <https://www.hkic.org.hk/careers> for more details.



香港中文大學

The Chinese University of Hong Kong


Applications are invited for:-
Human Resources Office
Assistant Secretary / Administrative Officer (carrying the job title of ‘Senior Human Resources Manager’)
(Ref: 240002BQ) (Closing date: September 29, 2024)

Applicants should have (i) a good honours degree and a highly effective command of the English and Chinese languages, with fluency in Pulonghua; (ii) at least seven years’ (for Administrative Officer) or twelve years’ (for Assistant Secretary) administrative experience, preferably in staff engagement, learning and development functions and/or human resources management; (iii) excellent communication and presentation skills; (iv) an open and growth mindset to keep abreast of the best practices in learning and development; and (v) practical knowledge of needs assessment, as well as a knack of identifying gaps for formulating training initiatives and evaluating such outcomes. The appointee will serve as a change agent and a resource person to promote positive workplace and learning culture. Proven track record in planning/ consultancy sourcing/ designing & delivering impactful training programmes, as well as familiarity with e-learning platforms and applying AI tools in training functions will be a definite asset.

The appointee will join a well-established human resources management team in the University and will have a leading role in staff engagement, learning and development functions. Contributions to other functional areas such as development of policy, staff relations, ad hoc projects, as well as support for committee work are also expected.

Appointment will initially be made on contract basis for up to three years, renewable subject to mutual agreement. Shortlisted applicants will be invited for a written test.

Application Procedure
Application should be made online at <http://career.cuhk.edu.hk>.



Hong Kong Science & Technology Parks Corporation (HKSTPC) is a statutory body wholly owned by the Government which fosters a vibrant innovation and technology (I&T) ecosystem to enhance Hong Kong’s global competitiveness. We provide world-class R&D facilities, infrastructure, and incubation and support programmes for technology start-ups and enterprises. HKSTPC offers a dynamic environment where technology companies and talents converge to generate impactful innovations. Details of the Corporation can be found at <https://www.hkstp.org>.

Chief Executive Officer (CEO)

The CEO is the executive head of the HKSTPC and reports to the Board of Directors. He/She plays a pivotal role in developing, managing and marketing the HKSTPC in accordance with the provisions of the Hong Kong Science and Technology Parks Corporation Ordinance (Cap. 565) and the directions of the Board of Directors.

Key Responsibilities:

- (a) to formulate and deliver effective business plans and make recommendations to the Board of Directors to fulfil the public mission of the HKSTPC;
- (b) to develop collaboration with local and overseas business, industrial, financial communities, research and higher educational institutions, government and related organisations so as to nurture technology talents, innovation and expedite commercialization of technology research;
- (c) to ensure timely completion of the physical development of the HKSTPC within budgets;
- (d) to uphold the highest standard of corporate governance and to ensure cost-effective use of resources which fulfils public’s expectation; and
- (e) to develop and nurture staff to ensure a full complement of competences required to deliver the missions of the HKSTPC, and plan succession for sustainability and growth of the HKSTPC.

Qualifications & Experience:

- (a) a good education background with experience at the senior management level;
- (b) a good understanding of the local, Mainland, regional and international business environment, as well as economic, industrial and technological development trends, market needs and government priorities;
- (c) a good network of contacts in business and technology circles in Hong Kong, Mainland, regionally and internationally;
- (d) experience preferably from multinational corporations in strategic business development and in building up strong business networks;
- (e) past experience in running a good size multi-disciplinary organisation (including manufacturing) with international exposure. Experience in running a science park or similar organisations would be an advantage;

Skills

- (a) excellent people management, leadership, inter-personal and communication skills and ability to deal with internal and external stakeholders effectively including members of the Board; government officials, staff and tenants; members from the industrial/technological communities; business, financial, academic and public sectors;
- (b) excellent command of both spoken and written English and Chinese, i.e. Cantonese and/or Putonghua;

Competencies and Exhibit of Potential

- (a) vision, dynamism and sense of commitment and mission to support innovation and technology development of Hong Kong;
- (b) a change agent that can align vision and action towards a common goal, transform and build a performance based culture for the organization and with strong motivation to drive actions that will have significant impact on Hong Kong’s economy; and
- (c) a strong leader who can command impact when interacting with external key stakeholders and internal staff at different levels; and
- (d) a person of high personal integrity and commitment to the HKSAR and a strong sense of mission to contribute to the Hong Kong economy and passion for and belief in innovation and technological development in Hong Kong.

How to Apply:

Qualified candidates are invited to submit their application, including a cover letter and resume, outlining how they meet the specific requirements of the position to Spencer Stuart & Associates (HK) Ltd. by email HKSTP@spencerstuart.com.

HKSTPC is an equal opportunity employer committed to diversity and inclusion. We welcome applications from all qualified individuals.

Application Deadline: 27th September 2024



SAHK 香港耀能協會

We advance in rehabilitation 卓越耀能

Founded in 1963, SAHK has been upholding its belief in “Succeed and Advance” and dedicatedly provides a wide range of rehabilitation services for persons with disabilities in four core services, namely “Children and Family Support Service”, “Special Education”, “Adult Service” and “Community Support Service”, in order to realise their full potential, enhance their independency, and assist them to integrate into the society. We are now inviting applicants with high calibre to take up the post of Chief Executive Officer of the Association.

Chief Executive Officer

Role and Responsibility

- To report to the Chairperson and the Association’s Council for the overall management of the Association;
- To work with the Council in formulating and achieving strategic objectives and realising the Association’s vision, mission and belief;
- To lead a staff team of over 2,000 professionals and frontline workers;
- To formulate and implement policies and measures in aspects of service, administration, finance, human resources, public relations and information technology, and be accountable for the effective management and operation of the Association in the mentioned areas; and
- To represent the Association for external liaison.

Requirement and Qualification

- Commitment in human services;
- Bachelor degree in social work or relevant disciplines; higher academic achievement is preferred;
- At least 15 years senior management experience in sizable organisation;
- Good understanding of non-governmental organisation (NGO) operation, particularly rehabilitation services and practices;
- With strategic mindset, proved competence, excellent analytical and communication skills, and high proficiency in English and Chinese.

Remuneration will be commensurate with qualification and experience. Interested candidates may send full resume specifying present and expected salary, and date of availability to **The Chairperson, SAHK, 17/F, 21 Pak Fuk Road, North Point, Hong Kong.**

(All personal data collected will be used for recruitment purpose only and will be properly disposed after selection. Prospective employees who will undertake child or mentally incapacitated person related work will be requested to undergo the Sexual Conviction Record Check.)

EDUCATION



The Hong Kong Examinations and Assessment Authority (HKEAA) is an independent and not-for-profit statutory body which administers public examinations in Hong Kong. Our scope of responsibility extends to administering over 200 international and professional examinations. We are looking for talented people to join hands with the HKEAA family in contributing to the provision of valid, reliable and equitable examinations and a range of assessment services to meet the educational and societal needs of the community. Applications are now invited for the following post:

Director – Corporate Services
(Ref: SGO/09/183)

Roles: The Director – Corporate Services (D-CS) will assist the Secretary General with formulation of the overall strategies and cost-efficient operation of the Authority. Leading the various divisions under the Corporate Services Directorate to ensure the efficient and effective operations of the Finance, Information Technology, Human Resources and Administration functions as well as coordinating with the Council and its relevant Committees in accordance with the set policies of the Authority are part of the key roles. The D-CS is also responsible for liaison with the Government on matters relating to statutory duties, contractual matters and other matters of corporate governance.

Major Responsibilities:

- (a) Formulating strategies and policies as well as business targets and key result areas in connection with the Finance, Information Technology, Human Resources and Administration functions as well as corporate governance of the Authority, and overseeing their implementation;
- (b) Planning and overseeing corporate initiatives including funding arrangements and projects in order to ensure the long-term and sustainable development and continuous improvement of the Authority;
- (c) Providing efficient and effective secretarial support to the Council and its Committees, making recommendations to the Council on the Committee structure as well as governance practices and oversee all legal matters, including legal compliance, claims handling and the provision of legal advice; and
- (d) Maintaining good relationship with stakeholders including members of the Council and its Committees, Government departments, law makers, consultants, suppliers/contractors, examining bodies and the media in order to enhance the Authority’s business interests and its image.

Requirements:

- (a) A recognised qualification and a Master degree in Business Administration, Education or a related discipline including financial management, human resources management or information technology management;
- (b) At least 10 years of senior management experience with a track record of performance and achievements in management of finance, human resources and information technology at a senior level, preferably gained from the public sector and with a proven record of managing multi-disciplinary teams;
- (c) Strong leadership and proven ability in managing change in a fast changing and dynamic environment and work under pressure and tight schedules;
- (d) Good knowledge of accounting, information technology and human resources management;
- (e) Excellent understanding of corporate governance and strategic management;
- (f) Mature with well-developed interpersonal skills and the ability to communicate and inter-relate effectively in a multiple stakeholder environment;
- (g) Experience in organisational development/ change is an advantage; and
- (h) Fluency in written and oral English as well as Chinese (Cantonese & Putonghua).

Employment Terms: The remuneration package will be commensurate with qualifications and experience. Appointment will be on a fixed-term contract with contract-end-gratuity, MPF benefits, medical and dental care. Future employment may be offered on renewable contracts subject to performance and staffing needs.

Date for Application Review: 27 September 2024

Applications would be considered until the post is filled.

A detailed resume including your qualifications and experience, current/expected salary and earliest availability should be sent to the Head of Human Resources and Administration, by quoting the position applied and reference number via email at hra-recruit@hkeaa.edu.hk. Due to the secrecy nature of HKEAA’s job duties, applicants invited for interview may be required to make a declaration of any conflict of interests. Applicants not notified within 12 weeks from the application review date should consider their applications unsuccessful.

The HKEAA is an equal opportunities employer and welcomes applications from all qualified candidates. Information provided relating to employment will be kept confidential and used only for processing applications. For details, please refer to the Policy Statement on Equal Opportunities and the Personal Information Collection Statement on the HKEAA website (www.hkeaa.edu.hk).



Applications are invited for the following post:
**SECONDARY SCHOOL PRINCIPAL
(in the rank of PI) (REF: A2/PI/SS/SCMP)**
(TWGHs C.Y. Ma Memorial College)

Requirements

Applicants should meet the following requirements:

- (a) Fulfilling the requirements for principal appointment as laid down by the Education Bureau;
- (b) having passed the Basic Law and National Security Law Test;
- (c) substantial experience in school development and administration;
- (d) a strong commitment to quality education;
- (e) demonstrated abilities in team building and education leadership; and
- (f) 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 <F601(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 Head of Human Resources Division, Tung Wah Group of Hospitals at 4/F., Wong Fung Ling Memorial Building, 12 Po Yan Street, Hong Kong **by 30 September 2024**. The reference code should be marked both in the letter and on the envelope. For proper delivery of your mail items, please ensure your mail items bear sufficient postage with return address before posting. Underpaid mail items will not be accepted by Tung Wah. In accordance with the Incorporated Management Committee’s personal data policy, personal data provided by the applicants will be used strictly for recruitment purpose only. Applicants not invited to attend an interview by 31 August 2025 may assume their applications unsuccessful.

WE ARE AN EQUAL OPPORTUNITIES EMPLOYER

EDUCATION BUREAU
Non-Civil Service Vacancy

**Project Manager (Life-wide Learning
and Mainland Exchange)**
(EDB/QAD/312/24)

Salary: 31,685 per month (Gratuity: 10%)
(Contract Period: 1 year)

Closing Date for Application: 27 September 2024

Tel. Enquiry: 2892 6509

Please visit “GovHK” at <https://www.gov.hk>; or download “Government Vacancies” Mobile Application at Google Play/Apple App Store/ HUAWEI AppGallery for information and application procedures about the post.

EDUCATION BUREAU
Non-Civil Service Vacancy

Curriculum Officer (Gifted Education)
(EDB/CSD/318/24)

Salary: \$82,330 per month (Gratuity: 15%)
(Contract Period: 2.5 years)

Closing Date for Application: 27 September 2024

Tel. Enquiry: 2892 6509

Please visit “GovHK” at <https://www.gov.hk>; or download “Government Vacancies” Mobile Application at Google Play/Apple App Store/ HUAWEI AppGallery for information and application procedures about the post.

EDUCATION BUREAU
Non-Civil Service Vacancy

Executive Manager (EDB/KGE/320/24)

Salary: \$82,330 per month (Gratuity: 10%)
(Contract Period: 1 year)

Closing Date for Application: 28 September 2024

Tel. Enquiry: 2892 6621

Please visit “GovHK” at <https://www.gov.hk>; or download “Government Vacancies” Mobile Application at Google Play/Apple App Store/ HUAWEI AppGallery for information and application procedures about the post.

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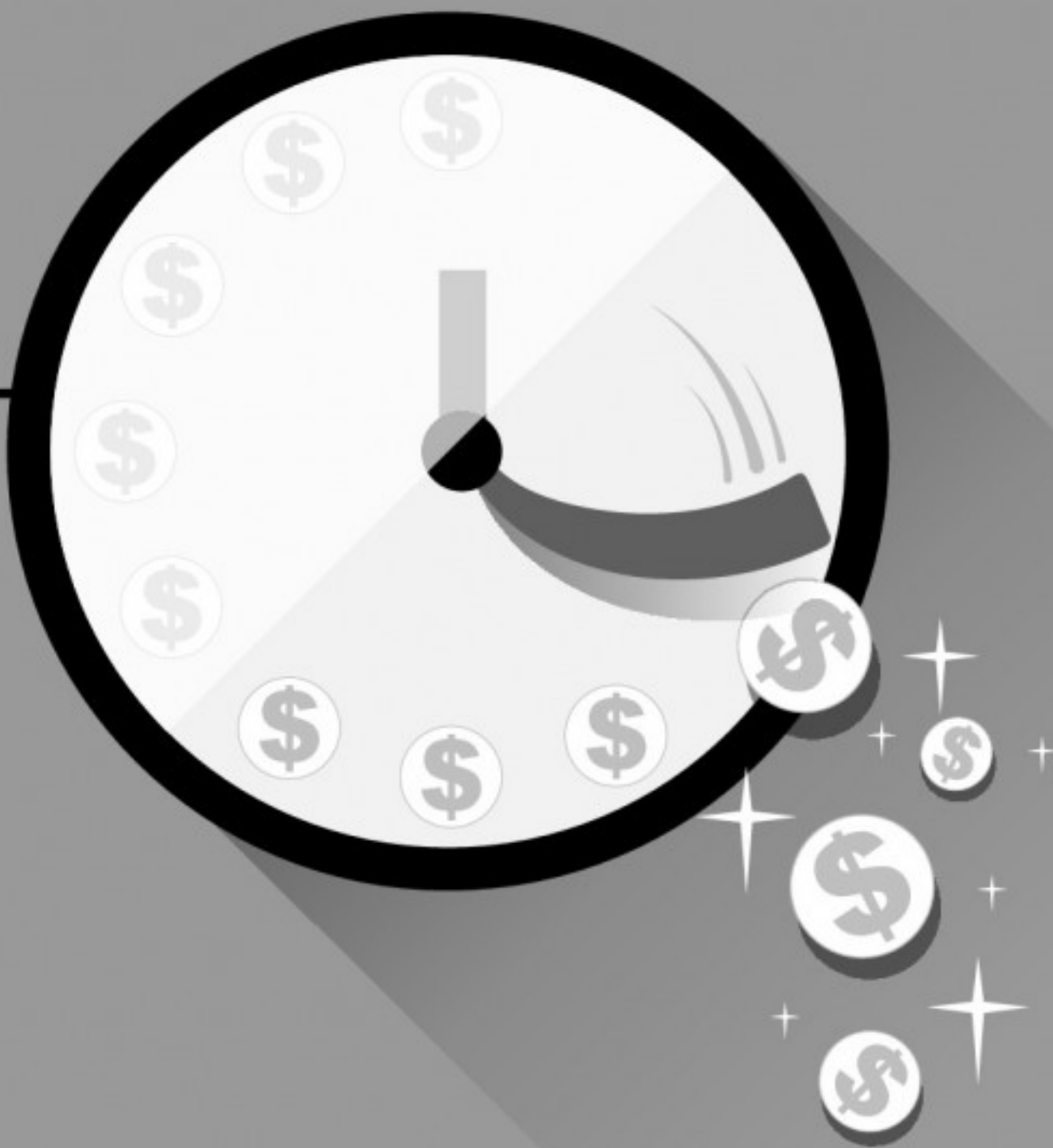
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SOCIAL SERVICES



香港基督教服務處
HONG KONG CHRISTIAN SERVICE

全人關心 卓越創新
care for all excel in all

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

Accounts Office
Accounting Officer

Requirements:

- Bachelor degree in accounting or equivalent.
- At least 4 years of relevant experience in sizable organization of which 2 years supervisory level.
- Hands on experience in Oracle Financials System and NGO experience are highly preferred.
- Self-motivated, mature, able to work under pressure, persistent, good supervisory, interpersonal and communication skills.
- Normally work 5 days a week.

Please send application letter with application form, full particulars and expected salary to **Miss LUI, Finance Manager, Accounts Office, Hong Kong Christian Service, 8/F., 33 Granville Road, Tsimshatsui, Kowloon, Hong Kong** or email to **acjobapply@hkcs.org** by **September 30, 2024**. Application form can be downloaded from website <http://www.hkcs.org>. Applicants should consider their applications unsuccessful if not invited for interview within two months. When necessary, prospective employee will be requested to undergo the Sexual Conviction Record Check Scheme. The information provided by the applicants would be kept confidential and would only be used for the purposes relating to the recruitment of the respective vacant posts.

GENERAL

Ref No.: ELS2023-28180

Hiring - (Audit Clerk, Bookkeeper/ Accounting Clerk and Computer/ Data Entry Operator)

Job Vacancy Number (28180)

Requirement:

- Secondary 3
- 1 Years of relevant experience
- Fair spoken Hindi/ Punjabi/ Gujarati and English preferred
- Simple reading and writing in Hindi/Punjabi/ Gujarati and English preferred.

Working location: Jordan
Working hours: 9am – 6pm, (5 days per week, 8 hours per day)

Salary: Audit Clerk - HKD 18,980
Bookkeeper/Accounting Clerk - HKD 16,970
Computer/ Data Entry Operator - HKD 17,980

Recruitment is conducted through the Labour Department, please call: 3155 6733 for enquiry or interview arrangement.

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ENGINEERING & TECHNOLOGY



Drainage Services Department
Agreement No. CE 6/2012 (DS)

Construction of Additional Sewage Rising Mains and Rehabilitation of the Existing Sewage Rising Main between Tung Chung and Siu Ho Wan – Investigation, Design and Construction.

The Hong Kong office of BINNIES (formerly known as BLACK & VEATCH) is now seeking applicants to fill the following resident site staff posts for Agreement No. CE 6/2012 (DS) Construction of Additional Sewage Rising Mains and Rehabilitation of the Existing Sewage Rising Main between Tung Chung and Siu Ho Wan – Investigation, Design and Construction. The works comprise construction of about 6.5km of additional sewage rising main with diameter of 1,200 mm from Tung Chung Sewage Pumping Station to Siu Ho Wan Sewage Treatment Works and associated works and rehabilitation of about 6.2km of the existing 1,200 mm diameter sewage rising main. The second stage of the project commenced in April 2022 for completion by the fourth quarter of 2025.

1. ASSISTANT RESIDENT ENGINEER (Ref: ASRM2/ARE/493/2024)

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

2. RESIDENT SENIOR SURVEY OFFICER (QUANTITY) (Ref: ASRM2/RSSO(Q)/494/2024)

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

3. RESIDENT WORKS SUPERVISOR I (Ref: ASRM2/RWSI/495/2024)

Candidates should have (a) a Certificate from CIC/HKIC/IVE/TI/TC/Poly or equivalent in an appropriate discipline; or (b) successfully completed a recognized technician apprenticeship in an appropriate discipline; or (c) successfully completed a recognized craft apprenticeship with 2 years' experience as a skilled worker in appropriate discipline; or (d) at least 5 years' experience as a skilled worker in appropriate discipline; and (e) at least 3 years' relevant post-qualification experience; or (f) at least 3 years' relevant experience as Resident Works Supervisor II or equivalent in public works projects or recognized projects listed in Section 4.5.2 of the "Management Handbook for Direct Employment of Resident Site Staff by Consultants for Public Works Projects" (RSS Management Handbook).

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

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

The possession of Level 2 or above in Chinese Language and English Language in Hong Kong Diploma of Secondary Education Examination / Hong Kong Certificate of Education Examination, or equivalent is required for position (1).

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

The possession of a level of proficiency in Chinese and English Languages equivalent to Secondary 4 standard or above is required for position (2).

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

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

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

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



香港浸信會醫院
Hong Kong Baptist Hospital

Established in 1963, Hong Kong Baptist Hospital is a Christian and non-profit making private hospital dedicated to serving the public and striving to achieve our mission of "In the service of man, for the glory of God". To cope with our continuing growth, we would like to invite high calibre candidates to join our Hospital.

Consultant Otorhinolaryngologist

- Medical qualification registrable in Hong Kong
- Fellowship of the Hong Kong Academy of Medicine
- Specialist registration in Otorhinolaryngology
- Minimum 6 years of post graduation relevant clinical service
- Responsible to provide Otorhinolaryngology services in HKBH and the new East Kowloon Medical Centre (EKMC) at Ngau Tau Kok
- Fluency in Cantonese 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 28 September 2024**.

The information provided will only be used for recruitment related purposes. All personal information on unsuccessful candidates will be destroyed within 6 months.


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EDUCATION



香港科技大學
THE HONG KONG UNIVERSITY OF SCIENCE AND TECHNOLOGY



DEAN OF BUSINESS AND MANAGEMENT

The Hong Kong University of Science and Technology (HKUST) invites applications and nominations for the position of Dean of Business and Management.

The University

Founded in 1991, HKUST is an international research university dedicated to the advancement of science, engineering, business & management, humanities & social science, and interdisciplinary education of the next generation of leaders for the world. With equal emphasis on undergraduate and postgraduate education as well as close collaboration with industry and business, HKUST is a leading university with significant international impact and strong local commitment. Since it was founded 33 years ago, HKUST has established a substantial presence in the global higher education sector and garnered considerable international recognition. HKUST ranks #3 in the latest Times Higher Education (THE) Young University Rankings, #1 in Hong Kong and #3 in Greater China in the latest THE Global Employability University Ranking and #12 in the latest THE Asia University Rankings. Its EMBA Program has topped the highly regarded Financial Times Global EMBA Rankings 12 times in the past fifteen years. Located on a hillside and waterfront complex overlooking the Clear Water Bay peninsula, HKUST also boasts one of the most scenic campuses in the world.

At the heart of the University's pursuit of excellence in teaching, research, and societal impact lies uncompromising efforts to recruit and retain the best talents globally and locally. HKUST comprises around 770 internationally respected and diverse faculty members, with about 10,000 undergraduate and 6,900 postgraduate students. The University seeks to broaden its critical mass of world-class academics, researchers, staff and students in order to drive cutting-edge education and research initiatives and deliver academic and administrative excellence. It promotes interdisciplinary studies and a strong entrepreneurial spirit in a diverse learning environment that enhances student development of creativity, innovative thinking and a global outlook. Proactive faculty recruitment is undertaken targeting candidates from around the world in all its disciplines. HKUST upholds the values of diversity and inclusiveness in forming a collaborative community. English is the language used in teaching, research and administration.

In September 2022, HKUST celebrated a new milestone in its engagement with the Mainland with the official opening of HKUST (Guangzhou). Under the "Unified HKUST, Complementary Campuses" framework, the HKUST and HKUST(Guangzhou) are transforming education for the future, with the cross-disciplinary academic structure of HKUST(Guangzhou) complementing the well-established disciplinary foundation at the HKUST Clear Water Bay campus.

The School of Business and Management

Established in 1991, the HKUST School of Business and Management (HKUST Business School) is internationally recognized as a leading business school in the Asia-Pacific region, achieving a variety of prestigious academic rankings. The School's strengths lie in its high-quality research, world-class international faculty, full range of program offerings as well as diverse and high-caliber students. Being a research powerhouse, its 150+ strong and international faculty members are renowned experts and leading thinkers in their fields. Their innovative approach to research, combined with their diverse cultural and ethnic backgrounds, has made possible a highly stimulating environment for student learning and a positive impact on both the economic and social development of the region. The School's high-quality research is ranked No.1 in Asia by the UTD Top 100 Business School Research Rankings. On the teaching front, the acclaimed Kellogg-HKUST EMBA Program has been ranked No.1 in the world 12 times. HKUST's MBA Program is also ranked No.1 in Asia Pacific by Bloomberg Businessweek and No. 1 in Hong Kong by the Financial Times in their latest rankings.

The School's proximity to Mainland China provides students with an exceptional learning experience in its culture and socio-economic development as well as cross-border business practices. The School's strong presence in the region is simply one component of its international stature, which is reflected both in its worldwide research collaborations and program partnerships with institutions in Europe, North America and the Middle East. The opening of the Lee Shau Kee Business Building signifies a new era in the School's development.

The Role

The Dean of the School is an executive as well as faculty appointment, and is a member of the senior administrative team of the University. The appointee is expected to provide energetic leadership and vision in effecting the academic objectives of the School; in guiding the School in its diverse activities including program developments, research directions, academic partnerships and business linkages; and further advancing its global stature.

The Candidate

Applicants should:

- Be distinguished scholars with international recognition for their academic excellence in research, scholarship and teaching in one of the School's disciplines, or a closely related one, that are appropriate for appointment at the rank of full professor level;
- Have an intimate understanding of the trends and challenges in management in management of contemporary universities in a rapidly changing and highly competitive environment;
- Demonstrate a proven track record of extensive high-level administrative experience and remarkable leadership accomplishments in complex higher education settings, including but not limited to effective development of strategic plans, innovative organisation planning, and management of human and financial resources, fundraising, alumni networking and stakeholders' engagement;
- Have a strong commitment in fostering academic excellence and innovation in education and research for all disciplines within the School;
- Demonstrate a global vision and outlook, and exemplary leadership foresight and creativity for inspiring a School of diverse interests, motivating colleagues at all levels, promoting diversity and inclusion, fostering cohesion and synergies, creating and sustaining efficient cross-cultural work relationships;
- Be prepared to lead the effort to build a thriving environment for the School's long-term development and achievement of results in all respects including research impact, interdisciplinary collaboration, technological innovation, student recruitment, young scholar mentoring, development, alumni relations, sustainability initiatives and related professional and industry involvement; and
- Possess outstanding interpersonal, communications and relationship building skills.

We welcome applicants from diverse backgrounds and cultures.

Terms & Applications/Nominations

The appointment as Dean will normally be for an initial term of 5 years which may be renewed for a second term. Competitive remuneration and generous fringe benefits, including housing where appropriate, will be provided.

HKUST is being represented by Perrett Laver Limited for this search. Applications/nominations, together with a full curriculum vitae and the names and addresses of three referees, should be sent to **HKUST-BusinessDean@perrettlaver.com**. Review of applications/nominations will commence on Wednesday, 16 October 2024 and continue until the position is filled. For enquiries, please contact Mr. Kenneth Chan at (852) 3619 8215.

HKUST is committed to diversity in recruitment and equal opportunity employment, and has a range of family-friendly policies in place.

Additional information about the University and the Office is available on the websites <https://hkust.edu.hk> and <https://dst.hkust.edu.hk> respectively.

(Information provided by applicants will be used for recruitment and other employment-related purposes. Applicants should read the Personal Information Collection Statement (<https://hro.hkust.edu.hk/rcpics>) before submission of application.)

HKUST is an equal opportunities employer and is committed to our core values of inclusiveness, diversity, and respect.

漢基國際學校
CHINESE INTERNATIONAL SCHOOL



Primary School - Immediate Opening

- **Early Years Chinese Teaching Assistant**

Please visit the employment section of our website www.cis.edu.hk for further information on the role and application process.



Classified Post

ENGINEERING & TECHNOLOGY



Water Supplies Department

Contract No. 7/WSD/21 - Construction of Siu Ho Wan Water Treatment Works Extension and Siu Ho Wan Raw Water Booster Pumping Station

Contract No. 18/WSD/21 - Uprating of Pui O Raw Water Pumping Station and Pui O No.2 Raw Water Pumping Station and Laying of Raw Water Mains along South Lantau Road

The Hong Kong office of BINNIES (formerly known as BLACK & VEATCH) is now seeking applicants to fill the following site staff posts for construction of the Contract No. 7/WSD/21 & 18/WSD/21.

Contract No. 7/WSD/21 - Construction of Siu Ho Wan Water Treatment Works Extension and Siu Ho Wan Raw Water Booster Pumping Station. The works mainly comprise increasing the water treatment capacity of Siu Ho Wan Water Treatment Works (SHW WTW) from 150 000 cubic metres (m3) per day to 300 000 m3 per day within the existing water treatment works compound, by constructing new water treatment facilities and a new laboratory building and modifying the existing associated facilities; and constructing a new raw water booster pumping station at Siu Ho Wan to increase the raw water transfer capacity from Tai Lam Chung Reservoir to SHW WTW. The works are scheduled for completion in stages from 2026 to 2027.

Contract No. 18/WSD/21 - Uprating of Pui O Raw Water Pumping Station and Pui O No.2 Raw Water Pumping Station and Laying of Raw Water Mains along South Lantau Road. The works mainly comprise uprating the existing Pui O Raw Water Pumping Station and Pui O No.2 Raw Water Pumping Station to a combined raw water transfer capacity of 460,000 cubic metres (m3) per day and laying approximately 1.2 kilometres of water mains with diameters ranging from 1,200 millimetres (mm) to 1,400 mm along South Lantau Road to increase the raw water transfer capacity from Shek Pik Reservoir to Siu Ho Wan Water Treatment Works. The works are scheduled for completion in stages from 2026 to 2027.

1. RESIDENT ENGINEER (ELECTRICAL & MECHANICAL - INSTRUMENTATION & CONTROL / DIGITAL TWIN)
(Ref: /7WSD21/RE(E&M - I&C/DT)/468/2024)

Candidates should be a Corporate Member of the Hong Kong Institution of Engineers or equivalent in an appropriate discipline.

2. RESIDENT INSPECTOR OF WORKS (MECHANICAL/ MIMEP)
(Ref: /7WSD21/RIOW(M/M)/469/2024)*

Candidates should have a Diploma or Higher Certificate from Construction Industry Council in Hong Kong (CIC) / Hong Kong Institute of Construction (HKIC) / Hong Kong Institute of Vocational Education (IVE)/ Technical institute or college (TI/TC) / Hong Kong Polytechnic University / Polytechnic (Poly) or equivalent in an appropriate discipline; and

(a) at least 8 years' relevant post-qualification experience; or

(b) at least 5 years' relevant experience as Resident Assistant Inspector of Works or equivalent in public works projects or recognized projects listed in Section 4.5.2 of the RSS Management Handbook.

3. RESIDENT ASSISTANT INSPECTOR OF WORKS (CIVIL)
(Ref: /7WSD21/RAIOW(C)/470/2024)

4. RESIDENT ASSISTANT INSPECTOR OF WORKS (ELECTRICAL)
(Ref: /7WSD21/RAIOW(E)/471/2024)

5. RESIDENT ASSISTANT INSPECTOR OF WORKS (CIVIL)
(Ref: /18WSD21/RAIOW(C)/472/2024)

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

(a) have at least 3 years' relevant post-qualification experience; or

(b) have at least 5 years' relevant experience including 1 year's relevant experience as Resident Works Supervisor or equivalent in appropriate discipline in public works projects or recognized projects listed in Section 4.5.2 of the RSS Management Handbook; or

(c) have at least 3 years' relevant experience including 1 year's relevant experience as Resident Works Supervisor I or equivalent in appropriate discipline in public works projects or recognized projects listed in Section 4.5.2 of the RSS Management Handbook.

6. RESIDENT WORKS SUPERVISOR I (ELECTRICAL)
(Ref: /7WSD21/RWSI(E)/473/2024)

Candidates should have (a) a Certificate from CIC/HKIC/IVE/TI/TC/Poly or equivalent in an appropriate discipline; or

(b) successfully completed a recognized technician apprenticeship in an appropriate discipline; or

(c) successfully completed a recognized craft apprenticeship with 2 years' experience as a skilled worker in appropriate discipline; or

(d) at least 5 years' experience as a skilled worker in appropriate discipline; and

(e) at least 3 years' relevant post-qualification experience; or

(f) at least 3 years' relevant experience as Resident Works Supervisor II or equivalent in public works projects or recognized projects listed in Section 4.5.2 of the RSS Management Handbook.

7. RESIDENT WORKS SUPERVISOR II (ELECTRICAL & MECHANICAL)
(Ref: /7WSD21/RWSII(E&M)/474/2024)*

Candidates should have (a) a Certificate from CIC/HKIC/IVE/TI/TC/Poly or equivalent in an appropriate discipline; or

(b) successfully completed a recognized technician apprenticeship in an appropriate discipline; or

(c) successfully completed a recognized craft apprenticeship with at least 2 years' experience as a skilled worker in appropriate discipline; or

(d) at least 5 years' experience as a skilled worker in appropriate discipline.

8. RESIDENT SENIOR TECHNICAL OFFICER (Ref: /7WSD21/RSTO/475/2024)

Candidates should (a) have a Diploma or Higher Certificate from CIC/HKIC/IVE/TI/TC/Poly or equivalent in an appropriate discipline; and

(b) at least 7 years' relevant post-qualification experience; or

(c) at least 7 years' relevant experience as Resident Technical Officer or equivalent in public works projects or recognized projects listed in Section 4.5.2 of the RSS Management Handbook.

Remarks:

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

* Positions which may need supervising the works under Contract No. 18/WSD/21 – Uprating of Pui O raw water pumping station and Pui O No.2 raw water pumping station and laying of raw water mains along South Lantau Road on a part-time basis. Works include improving and uprating the existing Pui O raw water pumping station and Pui O No.2 raw water pumping station to a combined raw water transfer capacity of 460,000 m³ per day and laying approximately 1.2 kilometres of water mains with diameter ranging from 1200 millimetres (mm) to 1400 mm along South Lantau Road to increase the raw water transfer capacity from Shek Pik Reservoir to SHW WTW.

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

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

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

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

Applicants are required to quote on their applications the reference number of the post, which contains the contract number, they are applying for.

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

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



BUILD YOUR CAREER

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

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GOVERNMENT APPOINTMENTS



HONG KONG MONETARY AUTHORITY

The Hong Kong Institute for Monetary and Financial Research (HKIMR) is the research arm of the Hong Kong Academy of Finance (AoF) that was established in June 2019 with full collaboration amongst the Hong Kong Monetary Authority (HKMA), the Securities and Futures Commission, the Insurance Authority and the Mandatory Provident Fund Schemes Authority. As a subsidiary of the AoF and the HKMA, the HKIMR serves as a repository of knowledge in monetary and financial research, including applied research. For more information about the HKIMR, please refer to the HKIMR website (<https://www.aof.org.hk/research/HKIMR>)

There is now an excellent opportunity for eligible candidates to apply for the following position at the HKIMR:

Senior Officer (HKIMR)

- Key responsibilities:**
- Plan and organize the HKIMR's conferences, workshops and seminars
 - Manage the event's timeline and coordinate with cross-functional teams to ensure timely completion of all tasks and deliverables
 - Provide logistical and on-site support to events
 - Manage promotional and marketing materials on various channels including the HKIMR's website and social media platforms
 - Support administrative tasks as needed

- Requirements:**
- University degree
 - At least 3 years of relevant experience in event coordination, communications, hospitality or related fields
 - Well-versed in MS Word, Excel, PowerPoint and Chinese word-processing
 - Proficiency in Adobe Creative Suite (Photoshop, Illustrator, Premiere Pro, After Effect) and Microsoft Office preferred
 - Experience in administering social media platforms preferred
 - Knowledge of infographic design, video shooting and editing, photo taking and retouching preferred
 - Good command of both written and spoken English and Chinese
 - Good communication and interpersonal skills
 - Need to work outside normal office hours as and when required

(Candidate with less experience may be considered for an offer of appointment at Officer level.)
(Selected candidate will be seconded from the HKMA to work in the HKIMR.)

Closing Date for Application: **21 September 2024.**
Please visit our website at www.hkma.gov.hk for more information about the position.



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 in the Hong Kong FMI Services Limited (HKFMI), a wholly owned subsidiary of the HKMA:

Analyst Programmer (Information Technology)

- Key responsibilities:**
- Perform application and web programming
 - Assist in functional, technical and database design
 - Assist in user acceptance test and quality assurance assignments for financial application systems
 - Assist in preparing technical and programming documentation

- Requirements:**
- University degree, preferably in computer science, business information systems, information technology, business administration or related disciplines
 - At least 1 year of relevant IT experience
 - Programming experience in VB.NET, Java and shell script an advantage
 - Experience in webs programming with PHP and MySQL an advantage
 - Knowledge of Oracle database and PL/SQL an advantage
 - Able to work independently with minimum supervision
 - Good command of both written and spoken English and Chinese, including Putonghua
 - Good interpersonal and communication skills

Closing Date for Application: **28 September 2024.**
Please visit our website at www.hkma.gov.hk for more information about the position.



HONG KONG MONETARY AUTHORITY

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

Manager (Resolution Office) - Execution Team

- Key Responsibilities**
- Undertake, in coordination with the relevant home and host authorities, resolution planning for Authorized Institutions (AIs):
 - Analyse the business, financial, legal and operational arrangements of AIs in the context of resolution planning
 - Develop resolution strategies for AIs
 - Assess AIs' resolvability and work with AIs to remove identified barriers to resolvability
 - Implement the HKMA's resolution policy standards and work with AIs as they build up and test frameworks and capabilities for enhancing resolvability
 - Work with overseas authorities via Crisis Management Groups, resolution colleges, and/or bilateral coordination on the cross-border resolution planning for global systemically important banks and regional banks with operations in Hong Kong
 - Enhance the HKMA's resolution execution capability through, for instance, development of frameworks and mechanics for bail-in and transfer stabilization options
 - Strengthen the crisis preparedness of authorities through home-host coordination arrangements and crisis simulation exercises
 - Contribute to international policy initiatives on resolution reforms via the HKMA's membership in relevant steering and technical working groups at the Financial Stability Board, with a view to reflecting the perspectives of Hong Kong in international policy formulation and implementation monitoring

- Requirements**
- University degree in business, finance, accounting, economics, law or related fields
 - At least 3 years of relevant experience in the banking industry (e.g. as a regulator, credit or equity analyst, risk management professional, auditor, consultant or an investment banker on capital, merger and acquisition, or restructuring transactions, etc.)
 - Knowledge of international standards on resolution and work of banks to address impediments to resolvability an advantage
 - Understanding of banks' operations, financial statements as well as regulatory capital and liquidity requirements
 - Well-developed analytical skills, with research capability and attention to detail
 - Highly motivated, well organised and capable of working to tight deadlines
 - Good communication and interpersonal skills
 - Good command of both written and spoken English and Chinese; proficiency in Putonghua an advantage

Senior Officer (Finance) –
Reserves Management Accounting and Reporting

- Requirements**
- Supervise team members in preparing financial and statistical reports, and annual group financial statements of the Exchange Fund
 - Review accounting schedules for audit of the Exchange Fund
 - Review the financial reporting for investments under the Long-Term Growth Portfolio held by investment holding subsidiaries of the Exchange Fund
 - Support manager in coordinating with internal and external parties in audit planning, gathering required information and addressing audit queries related to the Exchange Fund and its subsidiaries
 - Assist in the implementation of new accounting standards and ad hoc duties as assigned

- Requirements**
- University degree in accounting, finance or related fields
 - Qualified member of HKICPA or equivalent
 - At least 3 years of relevant experience in preparing consolidated financial statements and implementing new accounting standards
 - Good knowledge of financial products and alternative investments
 - Able to multitask and work under pressure to meet tight deadlines
 - Good analytical and communication skills, and a good team player

(Candidate with less experience may be considered for an offer of appointment at Officer level.)
Closing Date for Application: **21 September 2024.**
Please visit our website at www.hkma.gov.hk for more information about the positions.

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GENERAL

GOVERNMENT OF THE HONG KONG SPECIAL ADMINISTRATIVE REGION
OF THE PEOPLE’S REPUBLIC OF CHINA
VARIOUS SECRETARIAT BUREAUX & GOVERNMENT DEPARTMENTS

(1) Administrative Officer

Salary:
Master Pay Scale Point 27 (HK\$61,865 per month) to
Master Pay Scale Point 44 (HK\$119,650 per month)

(2) Executive Officer II

Salary:
Master Pay Scale Point 15 (HK\$35,080 per month) to
Master Pay Scale Point 27 (HK\$61,865 per month)

(3) Assistant Trade Officer II

Salary:
Master Pay Scale Point 14 (HK\$33,405 per month) to
Master Pay Scale Point 27 (HK\$61,865 per month)

(4) Transport Officer II


Salary:
Master Pay Scale Point 14 (HK\$33,405 per month) to
Master Pay Scale Point 27 (HK\$61,865 per month)

How to Apply:
Each applicant should submit only ONE application on or before the deadline **through on-line application system on the Civil Service Bureau website at www.csb.gov.hk**. Applications submitted by post, fax, e-mail or other means will NOT be accepted.

Deadline for Application:
4 October 2024 (Friday) at 11:59 p.m. Hong Kong Time.

Please visit Civil Service Bureau website at www.csb.gov.hk or download “Government Vacancies” Mobile Application at Google Play/Apple App Store/HUAWEI AppGallery for information about the posts.


JRE information


Recruitment Advertisement

ENQUIRY ADDRESSES AND TELEPHONE NUMBERS:

(1) For Administrative Officer Post –
Administrative Service Division, Civil Service Bureau (Address: Room 918, 9/F., West Wing, Central Government Offices, 2 Tim Mei Avenue, Tamar, Hong Kong. / Tel. No.: (852) 2810 3155 / E-mail address: csbasd@csb.gov.hk)


(2) For Executive Officer II Post –
General Grades Office, Civil Service Bureau (Address: Room 712, 7/F., West Wing, Central Government Offices, 2 Tim Mei Avenue, Tamar, Hong Kong. / Tel. No.: (852) 2810 3022 / E-mail address: csbeore@csb.gov.hk)

(3) For Assistant Trade Officer II Post –
Trade Officer Grade Management, Commerce and Economic Development Bureau (Address: 23/F., West Wing, Central Government Offices, 2 Tim Mei Avenue, Tamar, Hong Kong. / Tel. No.: (852) 3655 5402 / E-mail address: tore@cedb.gov.hk)

(4) For Transport Officer II Post –
Personnel Section, Transport Department (Address: 10/F., South Tower, West Kowloon Government Offices, 11 Hoi Ting Road, Yau Ma Tei, Kowloon. / Tel. No.: (852) 3842 5563 / E-mail address: tdprappt@td.gov.hk)

T: 2565 8822
E: classified@scmp.com

Classified Post



The SPORTS FEDERATION & OLYMPIC COMMITTEE OF HONG KONG, CHINA, is responsible for the promotion of Olympism and sports in Hong Kong. We are now looking for the high calibre candidate with excellent interpersonal and leadership skills for the post of **Chief Executive/ Executive Director** of the Federation [Ref. CE/ED] on contract basis, which is renewable subject to the prevailing conditions.

Duties:

The Chief Executive/ Executive Director will mainly be responsible for the following duties:

- (i) To work with the Officers (Board of Directors) and Committee Chairs to execute the Federation’s overall strategy and implementation plans;
- (ii) To assume overall responsibility and supervise the work of all Offices including the Federation Secretariat, the Management Company of Olympic House Limited (MCOHL), the Offices of the Hong Kong Athletes Career and Education Department (HKACED), the Corporate Governance Team and the Marketing Communications & Public Relations Division; and the affiliated companies of the Federation (including the Hong Kong Olympic Fan Club Limited and SF&OC Sports Legacy Company Limited);
- (iii) To coordinate strategic plans of all Offices of the Federation to accomplish the overall objectives and mission of the Federation;
- (iv) To ensure the Federation’s governance and administration are of high integrity and comply with applicable guidelines and regulations;
- (v) To ensure effective and efficient resource allocation, utilization and management for all Offices of the Federation;
- (vi) To maintain and cultivate good relationships with stakeholders and sponsors to meet fundraising needs and to ensure resource growth;
- (vii) To prepare comprehensive plans and updates for the Board and Committee Meetings; and
- (viii) To serve as Secretary for core committees under the Federation as assigned by the Officers (Board of Directors).

Requirements:

The applicant should:

- (i) be passionate about sports and international multi-sports Games, including but not limited to the Olympic Games;
- (ii) have over 20 years of post-graduate work experience with at least 10 years at senior management level in renowned or sizable organizations;
- (iii) have a recognized university degree, preferably with a higher degree and professional membership with management-related institutes;
- (iv) have an excellent command of written and spoken English and Chinese (preferably including Putonghua);
- (v) be familiar with the operations of government, non-governmental organization, sports sector and community building projects;
- (vi) possess strong capabilities in estate management, general management, strategic planning, organizational communications, administration and policy formulation; and
- (vii) have a thorough knowledge in budgeting, financial management and fundraising issues.


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

Remuneration:

Successful candidate will be offered a contract until 31 March 2026 with an attractive remuneration package and fringe benefits including MPF, medical, paid leave and employee’s insurance. The contract is renewable subject to the prevailing conditions of the Federation.

Application:

Interested parties should send their applications and full resume with current and expected salaries to the Hon. Treasurer, Sports Federation & Olympic Committee of Hong Kong, China, 2/F Olympic House, 1 Stadium Path, So Kon Po, Causeway Bay, Hong Kong on or before **2 October 2024**. Please mark ‘Ref. CE/ED’ on the letter.



LEISURE AND CULTURAL SERVICES DEPARTMENT


Part-time Usher (Non-Civil Service Vacancy)

Salary: HK\$63 per hour

Closing Date for Application: 5:00 p.m, 20 September 2024

Tel. Enquiry: 2734 2825 / 2734 2827

Please visit GovHK at <https://www.gov.hk>, Leisure and Cultural Services Department website at <https://www.lcsd.gov.hk> or download “Government Vacancies” Mobile Application at Google Play/Apple App Store/HUAWEI AppGallery for information about the post.



RATING AND VALUATION DEPARTMENT


Information Technology Officer - Application (Non-Civil Service Vacancy)

Salary : HK\$52,380 per month

Closing Date for Application : 20 September 2024

Tel. Enquiry : 2150 8823

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



DEPARTMENT OF JUSTICE


Government Counsel (Civil Service Vacancy)

Salary: Master Pay Scale Point 32 (HK\$77,855 per month) to Master Pay Scale Point 44 (HK\$119,650 per month)

Closing Date for Application: 27 September 2024 (6:00 p.m. Hong Kong Time)

Tel. Enquiry: 3703 6550 / 3703 6551

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



HONG KONG POLICE FORCE

Assistant Lecturer (Marine Engineering) (Civil Service Vacancy)

Salary : Master Pay Scale Point 19 (HK \$42,640 per month) to Master Pay Scale Point 33 (HK \$81,510 per month)

Closing Date for Application : 20 September 2024

Telephone Enquiry : 2860 3608


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

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AGRICULTURE, FISHERIES AND CONSERVATION DEPARTMENT


Works Supervisor II (Civil Service Vacancy)

Salary: Master Pay Scale Point 9 (HK\$ 25,115 per month) to Master Pay Scale Point 12 (HK\$ 29,995 per month)

Closing Date for Application: 27 September 2024

Tel. Enquiry: 2150 6687

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



社會福利署
Social Welfare Department

Social Work Assistant (Civil Service Vacancy)

Salary: Master Pay Scale Point 9 (HK\$25,115 per month) to Master Pay Scale Point 22 (HK\$49,230 per month)


Closing Date for Application: 19 September 2024

Tel. Enquiry: 2574 4273

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

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