



THE HONG KONG
POLYTECHNIC UNIVERSITY
香港理工大學

With over 85 years of rich heritage, The Hong Kong Polytechnic University (PolyU) has evolved alongside society and made pivotal contributions to the development of Hong Kong, the Nation and the world. The University pursues world-class excellence in education, research and knowledge transfer to nurture socially responsible leaders and professionals, as well as to drive impactful research and innovation. PolyU will strive to continually excel as an innovative world-class university that makes a positive impact on society, living up to the University's motto: "To learn and to apply, for the benefit of mankind".

Ranked among the top 100 universities globally by well-known ranking organisations such as Quacquarelli Symonds (QS), Times Higher Education (THE) and U.S. News & World Report, PolyU offers a wide range of world-class educational and research programmes in seven faculties and three independent schools. PolyU has furthermore achieved remarkable results in the QS World University Rankings by Subject 2024 – it is ranked in the global top 20 for five subjects, is first in Hong Kong for four subjects, and is in the global top 100 for 21 subjects.

DEPARTMENT OF BUILDING AND REAL ESTATE

Assistant Professor in Real Estate / Sustainability / Technology (Ref. 250307008)

The appointee will be required to (a) undertake teaching duties in relevant subject areas at undergraduate and postgraduate levels; (b) supervise undergraduate and postgraduate research projects and theses; (c) conduct research in related areas and contribute to the development of the Department's research strengths in real estate / sustainability / technology; (d) initiate, lead and participate in scholarly research in his/her area(s) of expertise and be active in research leading to quality journal publications and in bidding for external research grants and projects; (e) engage in programme / curriculum planning, development and administration; and (f) undertake relevant administrative duties.

Applicants should (a) have a PhD degree in a related area; (b) have a strong commitment to excellence in teaching and research; (c) have a proven record in research and scholarship achievements; (d) be able to demonstrate effective classroom teaching skills and have good interpersonal skills; (e) have experience in acquiring external research funding, including those from national, international funding bodies and industries; and (f) have excellent communication, organisation, leadership skills, with strong team work and the ability to work in an interdisciplinary team.

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. For general information on terms and conditions for appointment of academic staff in the University, please visit the website at <https://www.polyu.edu.hk/hro/docdrive/careers/doc/Prof.pdf>.

Application

Please submit an application through PolyU's career website (<https://jobs.polyu.edu.hk/academic>). **Consideration of applications will commence on 21 March 2025 until the position is filled.** The University's Personal Information Collection Statement for recruitment can be found at https://www.polyu.edu.hk/hro/careers/pics_for_recruitment/.

PolyU is an equal opportunity employer, dedicated to fostering an environment that embraces diversity and demonstrates inclusion of people from all backgrounds, cultures, identities and experiences where all members of the University are treated with fairness, dignity and respect. To learn more about the University's "Statement on Equal Opportunities, Diversity, and Inclusion", please visit our website at https://www.polyu.edu.hk/hrolequal_opportunities_diversity_and_inclusion/.

www.polyu.edu.hk

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

We are currently recruiting the following position to join West Kowloon Cultural District Authority.

Chief Safety and Security Officer (CSSO) (Ref: R6055)

Reporting to Chief Executive Officer (CEO) of West Kowloon Cultural District Authority (WKCD), the incumbent shall:

- provide professional advice to the Executive Team regarding the impact of worldwide risk, local and regional threats and crisis events on workplace and guest safety, asset security and loss prevention. The CSSO also prioritises security initiatives and provides guidance on how the Authority's events/activities are designed to mitigate potential risks while meeting the users' artistic/operational objectives;
- design, develop and implement the security strategies, policies and standards of the Authority including emergency planning/procedures and incident responses and provide guidance regarding business security standards and solutions to maintain a secure environment for the protection of staff, property and information of the Authority as well as visitors, guests, audience and venue users of the District;
- oversee and monitor security performance and conduct ongoing analysis/evaluation of the risk level of the District including but not limited to conducting and coordinating security audits from time to time, and provide advice to the executive team on appropriate risk mitigation measures;
- provide direction and manage the overall process and budget of major security related projects and physical security technologies such as various access card systems, intruder/burglar/fire alarm systems, video surveillance solutions/systems, physical security services;
- work with the Innovation and Technology Department and relevant work groups to devise necessary policies and procedures and deploy appropriate technologies regarding digital security, loss/fraud prevention, privacy and business continuity planning and develop appropriate criteria to assess the level of new/existing applications and/or technology infrastructure elements in compliance with the Authority's security standards;

For interested parties, please send your application letter on or before 4 April 2025, along with your CV, outlining your suitability for the role, expected salary and earliest availability. Please quote the name of the position to:

Ms Jenny CHUNG
Odgers Berndtson
Rm 602, The Chinese Bank Building
61-65 Des Voeux Road Central
Central, Hong Kong

or apply via
WKCD-CSSO@odgersberndtson.com


The review of applications will continue until the post is filled.

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

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

For more information
<https://www.westk.hk/en/about-us/careers>
or contact Ms Jenny CHUNG at +(852) 2215 8688





Water Supplies Department
Agreement No. CE37/2016 (WS)
Implementation of Water Intelligent Network (WIN)

The Hong Kong office of BINNIES (formerly known as BLACK & VEATCH) is now seeking applicants to fill the following site staff post for the Agreement.

Agreement No. CE37/2016 (WS) Implementation of Water Intelligent Network (WIN). The works of the project include construction of the proposed Pressure Management Area (PMA) chambers, District Metering Area (DMA) chambers, critical pressure point chambers and all associated works for the PMAs and DMAs for the fresh water distribution systems.

1. RESIDENT ENGINEER (Ref: WIN3/RE/132/2025)

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

2. RESIDENT WORKS SUPERVISOR I (Ref: WIN3/RWSI/133/2025)

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.

3. RESIDENT WORKS SUPERVISOR II (Ref: WIN3/RWSII/134/2025)

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

- (b) successfully completed a recognised technician apprenticeship in an appropriate discipline; or
- (c) successfully completed a recognised 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.

4. RESIDENT SENIOR SURVEY OFFICER (QUANTITY) (Ref: WIN3/RSSO(Q)/135/2025)

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

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

5. RESIDENT CLERICAL ASSISTANT (Ref: WIN3/RCA/136/2025)

Candidates should have

- (a) completion of Secondary 4 with subjects studied including Mathematics or equivalent; and
- (b) Chinese word processing speed of 20 word per minute and English word processing speed of 30 word per minute; and
- (c) knowledge in application of common business software (e.g. Microsoft Word and Excel).

Remarks:

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

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


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

The possession of a level of proficiency in Chinese and English Languages equivalent to Secondary 3 standard or above is required for position (2)-(3),(5).

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.

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.

Manager (Quality & Safety)

- Degree holder in Nursing or Health Care Management equivalent; higher academic degree is desirable, preferably qualification in legal studies
- Registered Nurse (Nursing Council of Hong Kong) with valid practising certificate
- Minimum 8 years of relevant working experience in hospital with solid management experience; preferably with legal experience in healthcare sector
- Good experience in quality management with updated knowledge of regulatory and accreditation standards; experience in ACHS or other hospital accreditation will be an advantage
- In-charge of planning, implementation, coordination and monitor hospital-wide quality improvement programmes
- Responsible for promoting quality & safety culture within the hospital, and conduct investigation and root cause analysis of incidents
- Strong communication, attention to details, problem solving and analytical skills to organize and team work
- Proficiency in MS Office, Chinese word processing and data analysis
- Excellent command of 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, 7/F, HKBH 105 Plaza, 105 Wai Yip Street, Kwun Tong, Kowloon, by email to hr@hkbh.org.hk or by fax to 2339 4575 on or before 29 March 2025.**


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

Be the first in town to reach elite career seekers

T : 2565 8822 E : classified@scmp.com



EDUCATION



香港中文大學
The Chinese University of Hong Kong

Applications are invited for:

Faculty of Law
Executive Officer I (carrying the job title of ‘Senior Manager’, Office of Career Planning and Professionalism)
(Ref. 250000F8) (Closing date: March 25, 2025)
The Faculty of Law (CUHK LAW) is committed to providing the very best support to all its students as they make the transition from study to the workplace. This involves recognition of the fact that the marketplace for jobs is very competitive and that employers demand a range of skills and attributes which go beyond what is normally taught within the academic programme of a law degree.
To help students meet these challenges, CUHK LAW has set up an Office of Career Planning and Professionalism. The Office provides students with guidance on career choices and assistance on career preparation and professional development. It maintains the Virtual Careers Resource Centre (VCRC), which serves as a contact point for prospective employers, teaching Faculty members and students, and contains wide range of career-related resources for students.
The appointee will be responsible for (a) the implementation and continuous development of a comprehensive programme embracing student career planning and support (e.g. CV review and job search guidance), career counselling and advice, and inculcation of high standards of professionalism within the student body; (b) overseeing the management of the VCRC; (c) working closely with senior Faculty members in supporting the enhancement of CUHK LAW’s profile and its links with employers in all sectors; (d) maintaining good network with recruiters, alumni, students and legal professionals via engagement activities; and (e) performing other tasks as assigned.
Applicants should have (i) a good Bachelor’s degree, preferably in Law; (ii) fulfilled the English language requirements set out on the website: <https://www.hro.cuhk.edu.hk/en-gb/language/oreo>; (iii) at least 8 years’ post-qualification executive or human resources experience, preferably in law firms or the legal/ legal-related sector; (iv) an excellent command of spoken and written English and Chinese (including Putonghua); (v) strong relationship-building and communication skills; and (vi) strong leadership skills, good team spirit and self-motivation. Having experience in graduate recruitment is preferred. Shortlisted candidates will be invited to sit for a written test. For more information about the post, please contact the Faculty by email at law.apply@cuhk.edu.hk.
Applicants must submit copies of academic certificates showing that they have fulfilled the language requirements and/or academic qualifications stated above, otherwise their applications will NOT be considered.
Appointment will initially be made on a 2-year contract with contract-end gratuity commencing as soon as possible, 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>.

San Wui Commercial Society YMCA of Hong Kong Christian School
RECRUITMENT OF ASPIRING PRINCIPAL FOR SEPTEMBER 2025

The San Wui Commercial Society YMCA of Hong Kong Christian School (SWYHKCS) fosters a caring community through its core principles – Christian Faith, Integrity, Respect, Learning and Service. The SWYHKCS offers a blended curriculum combining the British and Hong Kong systems, emphasising academic excellence in Chinese and Mathematics while promoting holistic growth through a diverse range of extra-curricular activities. This well-rounded approach equips students to thrive and develop as compassionate, capable global citizens.

We are looking for a dedicated and dynamic Deputy Principal, who is ready to be appointed as Principal within 2 years, with experience in leading and managing a multicultural school, and in possession of the following attributes:

- strong belief in the vision, mission and Christian values of the SWYHKCS;
- sound knowledge of school administration with at least 2-year prior experience working as Deputy Principal in primary schools in Hong Kong;
- strong leadership skills with a passion to put the school’s vision, mission and values into action;
- excellent interpersonal and communication skills, and multicultural sensitivity;
- valid Certification for Principalship recognised by the Education Bureau, HKSAR (completed or in progress);
- excellent written and spoken English and, preferably, also in Chinese.

Interested parties should submit an application letter and a resume to the School Management Committee of San Wui Commercial Society YMCA of Hong Kong Christian School, YMCA of Hong Kong, 41 Salisbury Road, Tsim Sha Tsui, Kowloon, or email to pswyhkcs.search@ymcchk.org.hk on or before **30th April 2025** (post chopped date). The successful candidate is expected to assume duty no later than 18th August 2025.

All data collected will be used for recruitment purposes only and unsuccessful applications will be destroyed after six months. Applicants who have not been contacted by the end of mid-July 2025 may consider their applications unsuccessful.

The YMCA of Hong Kong and the SWYHKCS support equal employment opportunities.



Ying Wa College was founded in 1818. The College is one of the leading English medium schools for boys with a rich history of over 200 years. We are dedicated to transforming boys into capable, independent and caring young gentlemen. We are now inviting applications for the following positions:

NON-TEACHING STAFF
CAMPUS MANAGEMENT OFFICER

- A Degree holder in Property / Facilities Management / Engineering or related disciplines with relevant working experience
- Good in both written and spoken English and Chinese
- Manage or liaise with contractors / service providers
- Facilitate campus construction / renovation projects and events
- Experience in campus management and familiar with the school working environment is an advantage
- Independent & meticulous working style required

CAREERS COUNSELLOR

- Bachelor’s degree holder
- Experience in careers counselling and life planning education preferred
- Practical knowledge of local and overseas university application processes (e.g. JUPAS, non-JUPAS, UCAS, etc) required
- Excellent communication skills in English and Chinese, both speaking and written

Please send a CV and a covering letter with the expected salary to recruit@yingwa.edu.hk. The application deadline is 26th March 2025. Please state the position applied for.

漢基國際學校
CHINESE INTERNATIONAL SCHOOL



Openings for August 2025
Secondary School

- **Teaching Fellow in the English Department**
- **Teaching Fellow in the Individuals and Societies Department**

For further information about this position and to submit your application, please visit the career section of our website www.cis.edu.hk.

Classified Post
readers are confident, competent and career-oriented

T: 2565 8822
E: classified@scmp.com

 **Classified Post**

A D55 School in Yuen Long is looking for following teachers for the academic year of 2025-2026

Mathematics Teacher
Science Teacher (Physics, Chemistry, Biology)
Economics Teacher
Native speaking English Teacher (NET)

- University graduate
- Teaching experience of IAL is an advantage

Interested parties please send your resume to 51 Tin Wah Road, Tin Shui Wai, Yuen Long, N. T. (Man Kwan Pak Kau College) / E-mail address: recruit@mkpc.edu.hk

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:-
The Chinese University of Hong Kong Press
Assistant Director (at the rank of Assistant Secretary)
(Ref: 250000H6) (Closing date: April 6, 2025)

Founded in 1977, The Chinese University of Hong Kong Press (CUHK Press) is a leading English-Chinese bilingual publisher of scholarly and trade publications on China studies. We seek an Assistant Director to join the senior management team and oversee the daily operations.

The appointee will (a) assist the Director in strategic plans aligned with the University’s mission; (b) advance the Press’s digital publishing initiatives; (c) work with the management team to develop sustainable operational plans; (d) develop a dynamic publishing program in collaboration with the acquisitions team; (e) train and supervise staff in the editorial, production, and business divisions; (f) ensure high professional standards in all publications; and (g) foster relationships within the University, the scholarly publishing world, and the academic community.

Applicants should have (i) a Bachelor’s degree in Humanities or Social Sciences, advanced degree preferred; (ii) twelve years of post-qualification publishing experience, including three years in senior management; (iii) excellent verbal and written skills in English, Cantonese, and Putonghua; (iv) knowledge of regional and international publishing landscape; and (v) familiarity with higher education administration in Hong Kong.

Applicants should upload a CV and a cover letter explaining their fit for this position in the online application. Appointment will initially be made on contract basis for up to two years, renewable subject to mutual agreement. [Those who have responded to the previous advertisement for the same post (Ref. 250000CJ) need not re-apply.]

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

GENERAL

EDUCATION BUREAU
Non-Civil Service Vacancy
Executive Assistant (EDB/CDI/100/25)

Salary: \$35,080 per month
(Gratuity: 10%) (Contract Period: 1 year)

Closing Date for Application: 28 March 2025

Tel. Enquiry: 2892 5846

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

EDUCATION BUREAU
Non-Civil Service Vacancy
Project Officer (Science)
(EDB/CSD/102/25)

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

Closing Date for Application: 28 March 2025

Tel. Enquiry: 2892 6509

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

Get ahead

Classified Post provides the latest industry news and a wide range of jobs to keep you on top

 **Classified Post**

SOCIAL SERVICES

Home of Loving Faithfulness
Kwu Tung, Sheung Shui, NT
www.holf.org.hk

Home Manager

Responsibilities

- Oversee and monitoring daily operation of the service units.
- Supervise and support multi-disciplinary team members and monitor their performance.
- Plan, organize and implement social activities programme for service users.
- Develop and implement care plan and skill training, including proposal writing and oversee case management.
- To fulfil SWD requirements for home manager and RCHD operations.
- Building good relationship with external organizations.

Requirements

- Registered Social Worker with Bachelor degree or Registered Nurse, with at least 6 years’ working experience in residential care home for people with disabilities.
- Good knowledge in work scheduling for service team.
- Strong problem-solving skills with strategic thinking.
- Strong leadership with serving heart, team player with excellent interpersonal communication skills.
- Fluency in written and spoken Chinese and English.
- Process valid SWD Home Manager registration.

Interested parties, please send your application with full resume to the Senior Manager by email jobs@holf.org.hk

Be the first in town to reach elite career seekers

T : 2565 8822
E : classified@scmp.com

 **Classified Post**

BANKING BONANZA

Classified Post always delivers solid earning power jobs

Invest with us for blue chip appointments



 **Classified Post**

GENERAL

Be the first in town to reach elite career seekers

T : 2565 8822
E : classified@scmp.com

Classified Post

ENVIRONMENT AND ECOLOGY BUREAU

Assistant Media Officer (Non-civil Service Vacancy)

Salary: HK\$33,405 per month

Closing Date for Application: 7 April 2025 18:00:00

Tel. Enquiry: 3509 7537

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.

 AGRICULTURE, FISHERIES AND CONSERVATION DEPARTMENT

Non-Civil Service Vacancy

Farm Management Supervisor (Part-time)

Salary: \$293 per hour

Closing Date for Application: 28 March 2025

Tel. Enquiry: 2150 6685

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 Schools Music and Speech Association

the organisation which presents the annual Hong Kong Schools Music Festival and Hong Kong Schools Speech Festival

invites application for the post of

Festival Officer (Music)

(A) Responsibilities:

- Organising the Association’s musical events such as the Hong Kong Schools Music Festival, Prize-winners’ Concerts and workshops
- Supporting committee work
- Producing the publications for the Festivals
- Producing required documents for external stakeholders related to the Festivals
- Planning the logistics when running the Festivals
- Assisting in liaising the prize sponsorship for the Association
- Handling enquiries and complaints for the Festivals

(B) Requirements:

- Holder of a Bachelor’s degree in Music / Arts Administration / Arts Management; a Master degree in the above disciplines is preferable
- A minimum of three years of post-degree experience in art organisations is preferable
- Met the language proficiency requirements of Level 2 or above in Chinese Language and English Language in the Hong Kong Diploma of Secondary Education Examination (HKDSEE) or the Hong Kong Certificate of Education Examination (HKCEE), or equivalent¹
- Strong sense of responsibility, self-motivated, detail-oriented, proactive, well-organised and a mature personality with good management and problem-solving skills
- Able to multitask independently and in a team in a fast-paced environment with tight schedules
- Tactful manner in communicating with different stakeholders
- Knowledge in music and the Hong Kong School music industry is highly preferable
- Excellent command of spoken and written English and Chinese with fluency in Putonghua
- Proficiency in MS Office and Chinese word processing
- Able to work overtime and be on duty for events held occasionally during holidays

(C) Salary Scale and Fringe Benefits:

- Starting Salary: \$23,585 - \$40,620 (Master Pay Scale Point 8 to 18) depending on related work experience
- Medical insurance, MPF and paid annual leave

(D) Terms of Appointment:

- A new recruit will be appointed on a one-year probation terms. Upon passage of the probation bar, he/she may be considered for further appointment

Please send a full resume including present and expected salaries, and date of availability, by email <recruitment@hkmsa.org.hk> or by post to the Administrative Secretary, Hong Kong Schools Music and Speech Association, 7 Carmel Village Street 2/F, Homantin, Kowloon **by 22 April 2025**.

(Please state “FO (M)” on the envelope.)

Data collected will be used for recruitment purpose only. Only short-listed candidates will be contacted.

¹ 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.

Classified Post readers are confident, competent and career-oriented

T : 2565 8822 E : classified@scmp.com

Classified Post

 香港房屋委員會
Hong Kong Housing Authority

Term Architect

Monthly Salary: \$77,855 (plus 15% contract-end gratuity)

Closing Date for Application: 27 March 2025

Tel. Enquiry: 2761 6170

Please visit <http://www.housingauthority.gov.hk> for information about the post and application procedures.

Application forms [HD917 (Rev.2024)] are obtainable (1) from the reception counters at the atrium of Hong Kong Housing Authority Headquarters, 33 Fat Kwong Street and the Hong Kong Housing Authority Customer Service Centre, 3 Wang Tau Hom South Road; (2) from Hong Kong Housing Authority internet web site (<https://www.housingauthority.gov.hk/te/common/pdf/global-elements/forms/general-information/HD917.pdf>), or (3) by fax through our telephone hotline 2712 2712 (Please press in sequence 4, 5, 7 after choosing the language).

BANKING BONANZA

Classified Post always delivers solid earning power jobs

Invest with us for blue chip appointments



Classified Post

GENERAL

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

We are currently recruiting the following position to join West Kowloon Cultural District Authority.

General Manager, Engineering (Ref: R5716)

Reporting to Chief Projects Officer (CPO) of West Kowloon Cultural District Authority (WKCD), the incumbent shall:

- supervise and manage professional engineers in Engineering Department of the Projects Division (PD) to provide building services and civil engineering support to all capital projects in the District;
- facilitate and manage consultants and contractors for all submissions to the Fire Services, Environmental Protection, Water Supplies, Drainage Services, and Transport Departments as well as other Government departments and utilities organizations for statutory approvals;
- oversee and manage all engineering input to the planning, design and construction process;
- manage all matters related to the Environment Impact Assessment from the Environmental Protection Department;
- coordinate with Innovation and Technology Department of WKCD to manage ICT and ELV related matters;
- coordinate with the Civil Engineering Development Department and related Government bureaux and departments on the Public Infrastructure Works that are entrusted to WKCD;
- lead and manage testing and commissioning, practical completion, handover and defects clearance of engineering systems of all capital projects to User and District Facility Services Departments of WKCD;
- lead and coordinate to provide BIM and CAD support to the design, construction and future facilities management of the capital projects and standard upkeep;
- lead and manage the Places of Public Entertainment License (PPEL) submissions and granting process to ensure the venues fully comply with all the licensing requirements;
- lead design and delivery of the District Cooling System in the District;
- provide engineering support on capital projects those require submissions of Technical Impact Assessments, Fire Engineering Studies and Energy Management Audit to comply with statutory requirements;

For interested parties, please send your application letter on or before 1 April 2025, along with your CV, outlining your suitability for the role, expected salary and earliest availability. Please quote the name of the position to:

Ms Jenny CHUNG
Odgers Berndtson
Rm 602, The Chinese Bank Building
61-65 Des Voeux Road Central
Central, Hong Kong

or apply via
WKCD-GME@odgersberndtson.com

The review of applications will continue until the post is filled.



西九文化區



• ODGERS BERNDTSON



LEISURE AND CULTURAL SERVICES DEPARTMENT


Senior Heritage Officer
(Non-Civil Service Vacancy)

Salary: HK\$74,255 per month

Closing Date for Application: 27 March 2025

Tel. Enquiry: 2601 7303

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



FREELANCE INTERPRETERS FOR THE JUDICIARY

Arabic	Bemba/Nyanja	Burmese	Hungarian
Igbo	Luganda	Malay	Sinhala
Somali	Swahili	Thai	Wolof
			Yoruba

Remuneration
\$347 per hour with a **minimum of a two-hour payment of \$694 for each interpreting assignment**. After the first two hours, payment will be computed on an hourly basis of \$347.

Closing date of application: 9.5.2025

Tel. Enquiry: 2582 2943

Please visit the Judiciary webpage at <http://www.judiciary.hk> (Go to Press Releases & Other Information then General Administration then Invitation for Provision of Services) for information.



DIRECTOR OF COMMUNICATIONS AND EXTERNAL AFFAIRS AND MEMBER SERVICES
(Ref: CEA&MS/D)

The Law Society of Hong Kong invites applications from high-calibre candidates for the position of Director of Communications and External Affairs and Member Services. The appointee will lead the Communications and External Affairs and Member Services Department to organise events and activities as well as to devise strategic and operational plans to promote the image of the Law Society.

Job Description:

- Building and maintaining positive media and PR relationships;
- Handling media relations and coordinating media events;
- Monitoring and summarizing media reports for internal circulation;
- Drafting press releases and other communication materials;
- Coordinating publicity campaigns and enhancing the corporate image;
- Producing corporate materials including corporate video, brochure and other promotional materials;
- Serving as the key media contact and supporting the President in media and public relations;
- Leading and managing communication in any crisis situation;
- Advising on public relations and media issues;
- Developing, refining and enhancing all internal and external communications;
- Conducting research and preparing reports on relevant topics;
- Ensuring alignment of departmental activities with the Law Society’s values and plans;
- Acting as Secretary for various committees and working parties.

Qualifications:

- A recognized university degree in law, mass communications, journalism, language or a related discipline, with minimum 15 years of relevant experience;
- Able to demonstrate a successful track record at a similar level in related field(s);
- Strong media relations and organizational skills;
- Ability to manage crisis communications effectively;
- Knowledge of the legal profession and relevant policies is an advantage;
- Excellent written and verbal communication abilities.

Interested parties please send your full curriculum vitae stating the reference number, current and expected salary to the Assistant Director, Administration and Human Resources, The Law Society of Hong Kong, 3/F, Wing On House, 71 Des Voeux Road Central, Hong Kong, or via email to recruit@hklawsoc.org.hk on or before 25 April 2025. Please mark “Private and Confidential” on the envelope.

Personal data provided by job applicants will be used strictly in accordance with the Law Society’s personal data policies as set out in the Personal Information Collection Statement. A copy of the Statement can be obtained from Assistant Director of Administration and Human Resources by calling 2846 0500. Applicants not invited for interview within 6 weeks may consider their applications unsuccessful.



香港房屋委員會
Hong Kong Housing Authority

Term Landscape Architect

Monthly Salary: \$71,010 (plus 15% contract-end gratuity)

Closing Date for Application: 28 March 2025

Tel. Enquiry: 2761 6170

Please visit <http://www.housingauthority.gov.hk> for information about the post and application procedures.

Application forms [HD917 (Rev.2024)] are obtainable (1) from the reception counters at the atrium of Hong Kong Housing Authority Headquarters, 33 Fat Kwong Street and the Hong Kong Housing Authority Customer Service Centre, 3 Wang Tau Hom South Road; (2) from Hong Kong Housing Authority website (<https://www.housingauthority.gov.hk/en/common/pdf/global-elements/forms/general-information/HD917.pdf>), or (3) by fax through our telephone hotline 2712 2712 (Please press in sequence 4, 5, 7 after choosing the language).



香港房屋委員會
Hong Kong Housing Authority

Term Assistant Clerk of Works

Monthly Salary: \$31,795 (plus 15% contract-end gratuity)

Closing Date for Application: 11 April 2025

Tel. Enquiry: 2761 6170

Please visit <http://www.housingauthority.gov.hk> for information about the post and application procedures.

Application forms [HD917 (Rev.2024)] are obtainable (1) from the reception counters at the atrium of Hong Kong Housing Authority Headquarters, 33 Fat Kwong Street and the Hong Kong Housing Authority Customer Service Centre, 3 Wang Tau Hom South Road; (2) from Hong Kong Housing Authority internet web site (<https://www.housingauthority.gov.hk/tc/common/pdf/global-elements/forms/general-information/HD917.pdf>), or (3) by fax through our telephone hotline 2712 2712 (Please press in sequence 4, 5, 7 after choosing the language).

Transport and Logistics Bureau

Director of Marine
(Civil Service Vacancy)

Salary: Directorate Pay Scale Point 6 (from HK\$287,990 to HK\$296,535) per month

Closing Date for Application: 27 March 2025

Tel. Enquiry: 3509 7205 or 3509 7207

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.

EDUCATION BUREAU

Non-Civil Service Vacancy

Project Officer II (Life-wide Learning and Mainland Exchange)
(EDB/QAD/111/25)

Salary: \$46,580 per month (Gratuity: 10%)
(Contract Period: 1 year)

Closing Date for Application: 7 April 2025

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.

HEEP YUNN SCHOOL PRIVATE KINDERGARTEN

PART-TIME ACCOUNTANT

Descriptions Responsibilities :

- Handle full set of accounts, perform daily accounting operations.
- Prepare payments.
- Update inventory, Accounts Receivable & Payable.
- Prepare month-end closing, monthly financial reports, all necessary reconciliations & analysis.
- Prepare year-end reports, year-end audit, necessary financial reports & analysis.
- Perform other ad hoc tasks as assigned by supervisors.

Requirements :

- Higher Diploma or above in Finance / Accounting discipline and with recognized accounting professional qualifications.
- Proficient in using Excel, experience in using MYOB is an advantage.
- Able to handle multiple tasks and be well-organized.
- Self-motivated, detail-minded & independent.
- Good command of Chinese and English.
- Immediate available would be an advantage.

Salary will be determined according to qualifications and experience.

Enquiries
Interested parties please send your resume, current and expected salary to application@hykg.edu.hk.

Personal data will be treated in strict confidence and used for recruitment purpose only.

Experienced Dance Instructor
Specialist in Ballroom or Latin dance with a minimum of 3-5 years of competition experience and qualifications. Please send full resume with salary expectation to Heavenly Dance Limited by email info@heavenlydance.com.
Personal data collected will be used for recruitment purpose only.



Classified Post
readers are confident,
competent and career-oriented

T: 2565 8822
E: classified@scmp.com



Classified Post



香港房屋委員會
Hong Kong Housing Authority

Term Senior Estate Surveyor

Monthly Salary: \$127,700 (plus 15% contract-end gratuity)

Closing Date for Application: 28 March 2025

Tel. Enquiry: 2761 6614

Please visit <http://www.housingauthority.gov.hk> for information about the post and application procedures.

Application forms [HD917 (Rev.2024)] are obtainable (1) from the reception counters at the atrium of Hong Kong Housing Authority Headquarters, 33 Fat Kwong Street and the Hong Kong Housing Authority Customer Service Centre, 3 Wang Tau Hom South Road; (2) from Hong Kong Housing Authority website (<https://www.housingauthority.gov.hk/tc/common/pdf/global-elements/forms/general-information/HD917.pdf>), or (3) by fax through our telephone hotline 2712 2712 (Please press in sequence 4, 5, 7 after choosing the language).

EDUCATION BUREAU

Non-Civil Service Vacancy

Part-time Chief Project Manager
(Educational Policy & Curriculum Leadership) (EDB/CDI/103/25)

Salary: \$753 per hour
(Contract Period: 1 year)
(Required to work 16 hours per week)

Closing Date for Application: 28 March 2025

Tel. Enquiry: 2892 5846

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.

Get ahead

Classified Post provides the latest industry news and a wide range of jobs to keep you on top



Classified Post

Be the first in town to reach elite career seekers

T: 2565 8822
E: classified@scmp.com



Classified Post