

HONG KONG POLICE FORCE (CIVIL SERVICE VACANCY)

Police Constable (Specialist) [Bandsmen]

Salary: Police Pay Scale Point 4 (\$28,940 per month) to Police Pay Scale Point 17 (\$42,390 per month)

Entry Requirements:

Candidates should -

- (a) (i) have Level 2 or equivalent or above in five subjects in the Hong Kong Diploma of Secondary Education Examination (HKDSEE), or equivalent; or
- (ii) have Level 2 / Grade E or above in five subjects in the Hong Kong Certificate of Education Examination (HKCEE), or equivalent;
- (b) have met the language proficiency requirements of Level 2 or above in Chinese Language and English Language in HKDSEE or HKCEE, or equivalent; or have a pass in the Chinese Language Proficiency Test and English Language Proficiency Test for Police Constable recruitment exercise; and be able to speak fluent Cantonese;
- (c) be proficient in performing with:
 - (i) any musical instruments with Grade 8 or above Certificate from a recognised musical institution or equivalent; or with at least 1 year of performance experience in any Marching Band or Winds Ensemble; or
 - (ii) Scottish Bagpipe or Highland Drum with Grade 3 or above Certificate of the College of Piping, UK or equivalent; or with at least 1 year of performance experience in any Pipes and Drums ensemble;
- (d) pass a music audition;
- (e) pass a physical fitness test;
- (f) pass an eyesight test which includes a visual acuity test and a colour perception test. Applicants who wear glasses or contact lenses may also apply for the post. Applicants may perform visual acuity tests with the aid of eyesight correction tools except for colour perception tests;
- (g) have a pass result in the Basic Law and National Security Law Test; and
- (h) pass a medical examination (including a urine drug test).

Duties:

A Police Constable (Specialist) [Bandsmen] is mainly deployed on specialist duties including the following -

- a) carrying out the day-to-day routine duties of the band, including loading / unloading / setting up of instruments and equipment for rehearsal / performance, and monitoring the security of the Band Block;
- b) attending all the rehearsals, performances and parades organised by the Force, the HKSAR Government and other organisations;
- c) conducting regular checks on their instruments and uniform to ensure that they are in working condition and to report to senior officers any damage and when repair or replacement is required;
- d) enhancing their musical knowledge by attending musical courses as directed by Bandmaster or Deputy Director of Music; and
- e) maintaining the highest standards of discipline and turn-out.

[Note : May be required to wear uniform, work shifts and/or irregular hours including evenings, weekends and public holidays, work in an area outside the HKSAR and will be subject to discipline under the Police Force Ordinance.]

Terms of Appointment:

New recruits will be appointed on civil service probationary terms for three years, and may be considered for appointment on the prevailing permanent terms upon satisfactory completion of the probationary period.

How to Apply:

Applicants must apply online through the G.F. 340 Online Application System of the Civil Service Bureau (<https://www.csb.gov.hk>).

Applications which are incomplete or submitted in person, by post, by fax or by e-mail will not be accepted.

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

Contact Address : Recruitment Division, Hong Kong Police Force, 37/F, Arsenal House, Police Headquarters, 1 Arsenal Street, Wanchai, Hong Kong.

Enquiry Telephone : 2860 3189

Closing Date for Application: 6 August 2025

Please visit Civil Service Bureau’s website (<http://www.csb.gov.hk>) for more information.



香港中文大學

The Chinese University of Hong Kong

Applications are invited for:-

Internal Audit Office

Functional Manager (carrying the job title of 'Senior Internal Audit Manager')

(Ref: 2500018Y) (Closing date: August 5, 2025)


The appointee will (a) lead and execute high-complexity audit assignments involving multiple departments, offices, or units; (b) perform data analysis and research to identify trends, anomalies, and high-risk areas that warrant audit focus; (c) develop audit scope, approach, and detailed work plans to ensure comprehensive coverage of key risk areas; (d) design audit programs to evaluate the adequacy, effectiveness, and efficiency of the University’s internal control and risk management systems; (e) liaise with various offices and departments to coordinate audit activities, ensuring smooth and effective execution; (f) assess compliance in operational, financial, and IT areas with University policies and procedures; (g) work collaboratively with key stakeholders to communicate audit findings, develop value-added recommendations, and formulate practical action plans; (h) draft high-quality audit reports that clearly articulate findings, recommendations, and management responses; (i) coach, mentor, and guide audit team members to enhance their audit knowledge, skills, and overall effectiveness; (j) perform follow-up reviews to verify the proper implementation of remedial actions on audit findings; (k) provide advisory support to University staff on internal controls, risk management, operational efficiency, and best practices; (l) support the Director of Internal Audit in leading and coordinating the annual audit planning exercise, refining audit methodologies, maintaining audit standards, and developing training programs for the team; (m) stay current with best practices, regulatory developments, and emerging risks relevant to the higher education sector; and (n) undertake special review projects addressing specific concerns or emerging risks, as assigned by senior management or the Audit and Risk Management Committee.

Applicants should have (i) a recognised university degree and a professional qualification in accounting or internal audit (e.g. HKICPA, ACCA, CA, CIA, CISA); (ii) substantial experience, at least twelve years, in risk management, internal audit, and/or IT audit gained at a senior level of a sizable or comparable organisation with proven records in leading teams; (iii) knowledge of management information systems, computer-based accounting systems and data analytics; (iv) good IT and PC literacy with experience in working with IT tools; (v) excellent interpersonal, communication and presentation skills; and (vi) good command of both written and spoken English and Chinese. Comprehensive knowledge of, and experience working in or advising, higher education institutions is highly preferred. Prior experience with Big 4 firms is desirable. Proactive mindset, strong business acumen and flexibility to adapt to a changing environment are desirable.

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

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>.



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:

Legal Counsel

Key Responsibilities:

- Independently handle transactional legal work, including identification of legal issues, and drafting and negotiation of terms and documentation
- Independently handle advisory legal work, including identification of legal issues, conducting legal research and drafting advice
- Present legal issues clearly to other colleagues and propose appropriate legal and regulatory solutions to meet the HKIC’s needs
- Monitor legislative and regulatory developments, conduct in-depth legal and regulatory research and analysis including case studies, and provide legal updates and training to colleagues
- Review arrangements, policies and documentation relating to the HKIC’s operations, corporate governance, compliance and business transactions
- Work and communicate with external legal counsels and other professional advisors
- Assist in developing legal knowledge and experience library, including agreements and clauses templates
- Perform other assigned duties as required

Requirements:

- Bachelor of Laws (LL.B.) or equivalent law degree
- Admitted to practise law in Hong Kong
- Minimum 5 years of post-qualification experience in commercial law
- Work experience in reputable financial institutions a plus
- Good understanding of the Basic Law of the HKSAR
- Committed to contributing to the future development of Hong Kong and achieving the HKIC’s objectives
- Strong sense of integrity and professional ethics
- Solid experience in transactional and advisory legal work and project management
- Strong analytical and problem-solving skills
- Proven negotiation and communication abilities
- Attention to details
- Strong team player
- Ability to manage multiple projects and meet pressing deadlines
- Good command of written and spoken Chinese and English

Closing Time for Application: 5:00 p.m., 30 July 2025

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



香港心理衛生會

The Mental Health Association of Hong Kong

精神健康 全民共享 Mental Health for All

Founded in 1954, The Mental Health Association of Hong Kong is a social service organization embracing the vision of “MENTAL HEALTH FOR ALL”. Our missions are to provide quality rehabilitation for service users, to create positive workplace for staff and to enhance mental wellness for public. We are looking for high caliber candidates to fill the following position:

DIRECTOR

Requirements:

- Degree holder, preferably with a Master’s degree in Social Work, Social Sciences, Public Administration, Healthcare Studies, or an equivalent field;
- Around 15 years of post-qualification experience in social services, with a proven track record in a senior management role;
- Extensive experience in social services, particularly in rehabilitation services within mental health, is highly preferable;
- Possess exposure to finance management to support organizational sustainability and ensure compliance with management standards will be an added advantage;
- Strong leadership and management abilities;
- Excellent interpersonal and communication skills; and
- Exceptional command of both written and spoken English and Chinese, with fluency in Putonghua.

Job Duties:

- To support the Executive Committee in planning and development of service, and execution of strategic plans which aligns with the Association’s vision, mission and values;
- To provide high level management guidance to ensure continuous service improvement and compliance with the standards and expectations of the Government, stakeholders, service users and sponsors;
- To identify new service needs and formulate effective plans in accordance with strategic direction;
- To develop and review guidelines and monitoring mechanisms to ensure the smooth and effective operation of the Association’s services; and
- To represent the Association and establish good working relationship with the Government, funders, local and overseas organizations, volunteers for support or promotion of our services.

Remuneration: Negotiable, commensurate with qualifications and experience.

Please send application with full resume, current and expected salary and contact telephone number either

- by email to recruit@mhahk.org.hk or
- by mail to HR Department, 1/F, Jockey Club Building, 2 Kung Lok Road, Kwun Tong, Kowloon.

Deadline for application: 15 August 2025.

Applicants who do not hear us within 4 weeks may consider their applications not successful.

(All information provided will only be used for recruitment related purposes)
[Selected applicant is requested to undergo the Sexual Conviction Record Check (SCRC)]

EDUCATION BUREAU

Chief Executive of the Curriculum Development Institute

(Non-civil Service Position)

Basic Entry Salary : HK \$194,825 per month

Terms of Appointment:
Non-civil Service Terms for Three Years

Closing Date for Application: 8 August 2025 (Friday)

Tel. Enquiry: 2892 5965 or 2892 6176

Information and application procedures about the post is available on the GovHK on the Internet (<https://www.gov.hk>), the Education Bureau website (<https://www.edb.gov.hk>) > About EDB > Bureau’s information > EDB Recruitment) and in the “Government Vacancies” Mobile Application available for download from Google Play/Apple App Store/HUAWEI AppGallery.



CIVIL AVIATION DEPARTMENT

Air Traffic Control Support Officer

(Non-Civil Service Vacancy)

Salary: HK\$53,980 per month

Closing Date for Application: 31 July 2025

Tel. Enquiry: 2910 6607

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

Financial Secretary’s Office

Office for Attracting Strategic Enterprises

(Non-Civil Service Vacancy)

Deputy Chief Manager (Fintech)

Salary: HK\$93,255 per month

Closing Date for Application : 14 August 2025

Tel. Enquiry : 3870 2401

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



香港中文大學
The Chinese University of Hong Kong

Applications are invited for:-
Communications and Public Relations Office
Assistant Secretary / Administrative Officer (carrying the job title of ‘Editor-in-Chief’)
(Ref: 2500018A) (Closing date: August 1, 2025)

The Chinese University of Hong Kong (CUHK) is advancing a step change in its external engagement and strategic communications to further position the University as a local, national and global centre of excellence in research and education.

The appointee will play a key role in driving high-impact strategic communications across multiple platforms to support the University’s strategic goals. He/She will lead an editorial team dedicated to delivering timely, effective communications through a wide range of channels, ensuring alignment with the University’s content strategy and enhancing its reputation among internal stakeholders, academic partners, and the public.

The appointee will (a) manage the University’s strategic communications spanning platforms (including but not limited to websites, news, printed publications and newsletters) and lead a respected, valued and audience-centric team that delivers CUHK’s agreed news and content strategy; (b) lead the planning, curation and coordination of CUHK’s website content and news content, championing the communication of complex scientific research and educational achievements to create high-impact content that resonates with a diverse range of audiences; (c) ensure the efficient production and distribution of strategic communications via careful planning and coordination of editorial and production schedules to maximise the University’s return on its online news and content investment; (d) ensure content is accurate, well presented, and is leveraged for use across multiple platforms including video and social media; (e) provide analytics and content metrics to develop an evidence-based culture of excellence and continuous improvement to ensure content is being well utilised; (f) manage, mentor and develop the content and creative teams in the University’s Communications & Public Relations Office; and (g) perform other duties as assigned by the Director of Communications & Public Relations.

Applicants should have (i) a good Bachelor’s degree (preferably a higher degree) in Translation, Chinese Language and Literature, English Language and Literature, Communications or Journalism; (ii) at least twelve years’ (for Assistant Secretary) or seven years’ (for Administrative Officer) post-degree experience, preferably at a senior level, in journalism or a communication/publishing-related profession; (iii) excellent organisational, presentation and communication skills and the ability to work with various stakeholders of the University (students, staff, alumni), vendors, freelancers and members of the public; (iv) an excellent command of written and spoken English and Chinese (including fluency in Putonghua); and (v) familiarity with online publishing and the new media. Experience in the local tertiary education sector and/or international journalism is preferred.

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

Applicants should submit at least three samples of previous work on print or online publication/multimedia production (as attachments) in addition to the online application. Shortlisted candidates will be invited for a written test in both English and Chinese.

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>.



香港中文大學
The Chinese University of Hong Kong

Applications are invited for:-
The Chinese University of Hong Kong Library
Sub-Librarian / Assistant Librarian I (carrying the job title of ‘University Archivist’)
(Ref: 2500018B) (Closing date: August 1, 2025)


The Chinese University of Hong Kong (CUHK) Library is seeking a dynamic and experienced archivist to serve as CUHK’s University Archivist. Reporting to the Associate University Librarian, the appointee will lead the development of the CUHK University Archives collection and services, with the dual aim of curating the historical records of the University and extending awareness and use of the collections, including the History Gallery. A priority will be establishing strong relationships with administrative and academic partners within the University to assess and address the preservation of at-risk materials. The scope of the collection includes historical materials, in any format, that document the history of CUHK.

Responsibilities include (a) developing, implementing and evaluating priorities and policies for retaining materials of permanent historical value to the University; (b) managing the administration of the university archives, including appraisal, acquisition, processing, documentation, storage and preservation; (c) providing leadership, consultation and outreach to university units about responsibilities for historical records, both analog and digital; (d) promoting the use and understanding of the University Archives to researchers, students, alumni, university personnel and the public, including provision of reference services and History Gallery exhibitions and events; (e) participating in the development of best practices for archival collections, including practical solutions for capture and preservation of University content that is born digital; (f) supervisory responsibility for a team; and (g) other duties as assigned. Shift duties in the evenings, at weekends or on holidays at library counter are required.

Applicants should have (i) a good degree plus a postgraduate qualification in archival studies; (ii) a minimum of ten years relevant professional experience in archives including five years at a managerial level (for Sub-Librarian) or a minimum of six years relevant professional experience in archives, including three years at a supervisory level (for Assistant Librarian I); (iii) knowledge of legal and ethical issues affecting privacy, record restrictions and access, as they pertain to archival materials; (iv) knowledge of and experience with preservation standards and procedures for archival materials, including moving images and sound recordings; (v) demonstrated experience of effectively managing projects and meeting deadlines; (vi) demonstrated knowledge of current and emerging issues, trends, workflows, literature, and standards in the archival profession; (vii) excellent analytical, interpersonal, time management, organizational and problem-solving skills, as well as excellent written and oral communication skills; (viii) a high level of practical IT skills; and (ix) the ability to work creatively, independently, and collegially in a diverse and dynamic academic community. Proficiency in Chinese and English is desirable. Experience with library and archives technology such as Web archiving and digital institutional repositories, and familiarity with standards for acquisition and preservation of born-digital materials is desirable.

Appointment will initially be made on a contract basis for up to three years commencing December 2025, renewable subject to mutual agreement.

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>.



YMCA of Hong Kong Christian College
港青基信書院

Vacancies for 2025

The YMCA of Hong Kong Christian College (YHKCC) is a Direct Subsidy Scheme Secondary School for students aged 11–18 years old. The College provides an international style education and offers both the Hong Kong and IGCSE/GCE A-level curricula. Students are educated in a multi-cultural environment based on strong Christian values. Approximately 60% of students and 40% of teachers are from international backgrounds.

The College is looking for applicants for the following positions:
NON-TEACHING POSITIONS (For August 2025)

■ **SEN ASSISTANT**

- Bachelor’s degree holder
- Good in both spoken and written English and Chinese
- Committed to assisting students to make positive progress in their learning
- Able to build professional caring relationships
- Experience in supporting students with specific learning difficulties is an advantage
- Assist with operational, logistical and administrative tasks related to special examination arrangements

■ **CAREERS & HIGHER EDUCATION OFFICER**

- Proficiency in paperwork and document handling in an educational setting
- Good organizational skills to help coordinate events, workshops and appointments
- Ability to work well in a supportive role, assisting with operational tasks as needed
- Respect for confidentiality and the ability to handle sensitive information with care
- Creative design skills to assist in creating visually engaging social media material is an advantage
- Knowledge of secondary school career guidance and higher education pathways is an advantage

Applications are invited from candidates who would like to make a difference in the educational sector and contribute to our mission. Please send a CV and a covering letter with email addresses and telephone numbers of two referees, one of whom should be your current employer, to: recruitment@yhkcc.edu.hk. The application deadline is **31st July, 2025**.

Address : 2 Chung Yat Street, Tung Chung, Hong Kong Email : info@yhkcc.edu.hk
Telephone : 2988 8123 Fax : 2988 2000 Website : www.yhkcc.edu.hk

EDUCATION BUREAU
Non-Civil Service Vacancy

Project Manager (Life-wide Learning and Mainland Exchange) (EDB/QAD/181/25)

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

Closing Date for Application: 1 August 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.

EDUCATION BUREAU
Non-Civil Service Vacancy

Project Officer (School-based Professional Support) (EDB/CSD/174/25)

Salary: \$46,580 per month (Gratuity: 10%)
(Contract Period: 2 Years)

Closing Date for Application: 25 July 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.

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E : classified@scmp.com

 **Classified Post**

EDUCATION BUREAU
Non-Civil Service Vacancy

Executive Manager (EDB/KGE/177/25)


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

Closing Date for Application: 26 July 2025

Tel. Enquiry: 2892 6621

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.

香港李寶椿聯合世界書院



Li Po Chun United World College of Hong Kong

is part of the United World College movement (www.uwc.org). The College comprises 257 students from about 94 countries, the vast majority on scholarships. The College is residential. The major educational focus of the College is holistic and experiential education based on the IB Diploma with an extensive afternoon/evening activities & service programme.

The College is seeking to appoint the following position:

- **IB Diploma Teacher of English (part-time)**

To commence August 2025

More details are available at: www.lpcuwc.edu.hk

Personal data provided by job applicants will be used only for the purposes of recruitment at Li Po Chun United World College and will not be disclosed to any outside organisation.

A DSS School in Yuen Long is looking for following positions :

Teachers for the academic year of 2025-2026

Chemistry / Physical Education / Mathematics 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 purposes only.

EDUCATION BUREAU
Non-Civil Service Vacancy

Legal Officer (Infrastructure, International School and Statistics) (EDB/ISS/175/25)

Salary: \$61,395 per month (Gratuity: 15%)
(Contract Period: 1 year)

Closing Date for Application: 1 August 2025

Tel. Enquiry: 3509 8410 / 3509 8403

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.

S. K. H. Tseung Kwan O Kei Tak Primary School
Job Vacancy

1. Supporting Staff (English Language Subject)

Assist students in language learning, organize English activities to enrich the language learning environment and promote independent language learning

Requirement:


- University degree or above
- Native English speaker

Applicants should send their applications with full resume to S.K.H. Tseung Kwan O Kei Tak Primary School Principal at 82 Po Hong Road, Tseung Kwan O, N.T. or via fax no. 2191 1551 or e-mail to tkokt@tkokt.edu.hk

All information provided will be used for recruitment related purpose and will be purged within 6 months after the completion of recruitment.

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T : 2565 8822
E : classified@scmp.com

 **Classified Post**

EDUCATION BUREAU
Non-Civil Service Vacancy

Project Officer (Science) (EDB/CSD/180/25)

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

Closing Date for Application: 1 August 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.



CIVIL AVIATION DEPARTMENT

Operations Officer (Airworthiness) (Civil Service Vacancy)

Salary: Master Pay Scale Point 27 (HK\$61,865 per month) to Master Pay Scale Point 44 (HK\$119,650 per month)
Depending on relevant experience of the candidate.

Closing Date for Application: 1 August 2025

Tel. Enquiry: 2910 6324

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

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GENERAL



CENSUS AND STATISTICS DEPARTMENT

RESEARCH MANAGER
(Non-Civil Service Contract Vacancy)

Salary: HK\$51,545 per month

Closing Date for Application: 31 July 2025

Tel. Enquiry: 2582 3038 or 2582 4813

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 Housing Authority

Contract Statistical Officer II

Salary: \$22,145 to \$32,105 (plus 10% Year-end Incentive Payment)

*Successful candidate will be offered with continuous employment till reaching the prevailing retirement age upon passing the probationary period.

Closing Date for Application: 25 July 2025

Tel. Enquiry: 2761 6169

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>), or (3) by fax through our telephone hotline 2712 2712 (Please press in sequence 4, 5, 7 after choosing the language).

GOVERNMENT APPOINTMENTS

Be the first
in town to reach
elite career seekers

Government of the Hong Kong Special Administrative Region
Applications for Common Recruitment Examination

Tentative Examination Date: 27 September 2025
Applicants may choose to take any of the Common Recruitment Examination (CRE) papers in this examination to be held in Hong Kong.

The CRE consists of three 45-minute papers of multiple-choice questions, namely Use of English, Use of Chinese and Aptitude Test. Applicants may choose to take any of the papers. Persons who wish to apply for civil service posts at degree or professional level should first obtain the requisite CRE results as specified in the relevant recruitment advertisements.

Eligibility:
Holders of degree, or a qualification meeting the entry requirement on professional qualifications for civil service degree or professional posts, or university students who will have attained a degree (not including Associate Degree) in the academic year of 2025-26 or 2026-27.

Application Procedure:
Submit an application before 11:59 p.m. on 1 August 2025 (Hong Kong time) through the on-line application system on the Civil Service Bureau (CSB) webpage at www.csb.gov.hk/eng/crc.html.

Note: Applications submitted by post, fax or e-mail will NOT be accepted.

Enquiries:
Telephone : (852) 2537 6429 / Email : csbcseu@csb.gov.hk


Please visit the CSB webpage at www.csb.gov.hk/eng/crc.html for details.



T : 2565 8822
E : classified@scmp.com

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PROPERTY & CONSTRUCTION



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

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

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

Candidates should have:

- Certificate from Construction Industry Council in Hong Kong / Hong Kong Institute of Construction / Hong Kong Institute of Vocational Education / Technical Institute / Technical College / Polytechnic University or equivalent in an appropriate discipline; or
- Successfully completed a recognised technician apprenticeship in an appropriate discipline; or
- Successfully completed a recognised craft apprenticeship with 2 years’ experience as a skilled worker in an appropriate discipline; or
- Minimum 5 years’ experience as a skilled worker in an appropriate discipline; and
- Qualification of a Competent Person (CP) as per s.2 and s.4(2) of Chapter 59AE – Factories and Industrial Undertakings (Confined Spaces) Regulation, or a Designated Competent Person (DCP) who is a CP and completed the 1-day “Confined Space Safety Training Course for Competent Persons Engaged in DSD’s Works” run by the Construction Industry Council and obtained a certificate is preferable.

A level of proficiency in Chinese and English Languages equivalent to Secondary 3 standard or above shall be attained.

Resident Assistant Clerical Officer (Labour Relations)
(Ref No.: CCSTW_RACO(LR))

Candidates should have:

- Level 2 or equivalent [Note 1] or above in five subjects in HKDSEE or equivalent; or
- Level 2 [Note 2] / Grade E or above in five subjects in HKCEE or equivalent; and
- Knowledge in application of common business software (e.g. Microsoft Word and Excel); and
- Full time working experience on personnel management or human resources related duties; and
- Preferably with post-secondary certificate on personnel management of human resources.

Resident Clerical Assistant (Ref No.: CCSTW_RCA)

Candidates should have:

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

Note 1 : “Attained” in Applied Learning subjects (subject to a maximum two Applied Learning subjects), and Grade E in Other Language subjects in the HKDSEE are accepted as equivalent to Level 2 in the New Senior Secondary subjects in the HKDSEE. Subjects include Chinese Language and English Language.


Note 2 : Attained 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


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

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

Interested candidates please email to recruit.rss@atkinsrealis.com (with relevant reference number) for on-line application on or before 25 July 2025.

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

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GENERAL



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:

Officer (Corporate Affairs)

Key Responsibilities:

- Assist in the planning, coordination and implementation of projects and corporate initiatives
- Collaborate with internal and external stakeholders to develop and execute project plans
- Track, monitor and report project progress on a timely basis
- Provide administrative support for matters such as office operations, budget preparation, procurement and general enquiries
- Perform other assigned duties as required

Requirements:

- University degree with good academic results
- Fresh graduates are welcome. Experience in project management, marketing and/or business development is a plus
- Good understanding of the Basic Law of the HKSAR
- Committed to contributing to the future development of Hong Kong and achieving the HKIC’s objectives
- Strong sense of integrity and professional ethics
- Detail-minded and self-motivated with strong organisational skills
- Good communication and interpersonal skills
- Strong analytical and problem-solving skills
- Proficiency in written and spoken Chinese and English
- Willingness to work outside normal office hours as and when required

Closing Time for Application: **5:00 p.m., 25 July 2025**

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



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

Communications and Public Relations Assistant

1. Responsibilities:

- To assist in brand building, planning, execution and promotion of the Association through various news and social media platforms;
- To assist in preparing circulars for members, speeches, website news updates, annual reports, case studies, newsletters and other festival information in Chinese and in English;
- To assist in handling media interview pitching, preparing press materials and line-to-take, and monitoring news;
- To assist in managing sponsorship opportunities and handling follow-up work;
- To assist in the general administration and logistics works related with the two Festivals; and
- Handling telephone enquiries, complaints received and counter service

2. Requirements:

- Post-Secondary Education in any discipline; with a minimum of three years’ working experience in corporate communication, publicity, media relations and public relations is preferred
- 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
- Good command of both spoken and written Chinese and English
- Knowledge of and experience in managing social media platforms is preferable
- Knowledge in graphic design software will be an advantage
- Proactive, resourceful, good interpersonal; analytical and organisational skills; ability to work independently and as a team
- Able to work and perform under pressure
- Able to work overtime and be on duty for events held occasionally during holidays

3. Salary Scale:
\$14,280 - \$36,850 (MPS Point 0 to 16) depending on related work experience

4. Fringe Benefits:
Medical Insurance, Mandatory Provident Fund and paid annual leave

5. 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@hksmsa.org.hk> or by post to the Administrative Secretary, Hong Kong Schools Music and Speech Association, Room 303, 7 Carnel Village Street, Homantin, Kowloon.

(Please state “CPRA” on the envelope or subject line of the email.)
Only short-listed candidates will be contacted. Data collected will be used for recruitment purpose only.

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.



香港房屋委員會
Hong Kong Housing Authority

Term Technical Officer (Architectural)

Monthly Salary: \$25,115 (plus 15% contract-end gratuity)

Closing Date for Application: 25 July 2025

Tel. Enquiry: 2761 6170

Please visit <http://www.housingauthority.gov.hk> for information concerning 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 Project Executive

Salary: \$35,080 (plus 15% contract-end gratuity)

Closing Date for Application: 1 August 2025 (Applicants must submit the required documents)

Tel. Enquiry: 2761 5428

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 (<http://www.housingauthority.gov.hk>), or (3) by fax through our telephone hotline 2712 2712 (Please press in sequence 4, 5, 7 after choosing the language).



LEISURE AND CULTURAL SERVICES DEPARTMENT

Technical Officer II (Design), Cultural Services (Civil Service Vacancy)

Salary: Master Pay Scale Point 8 (HK\$23,585 per month) to Master Pay Scale Point 21 (HK\$47,010 per month)

Closing Date for Application: 24 July 2025

Tel. Enquiry: 2601 8814

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.



AGRICULTURE, FISHERIES AND CONSERVATION DEPARTMENT

Non-Civil Service Vacancy

Casual Craftsman

Salary: \$19,175 /month

Closing Date for Application: 1 August 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.



CENSUS AND STATISTICS DEPARTMENT

STATISTICIAN (Civil Service Vacancy)

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

Closing Date for Application: 31 July 2025

Tel. Enquiry: 2582 3038 or 2582 4813

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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