

YMCA 香港中華基督教青年會 Chinese YMCA of Hong Kong

Established in 1901, Chinese YMCA of Hong Kong aims to help the youth to develop a holistic character and contribute to the society by providing activities and services in accordance with the teachings of Jesus Christ and the Christian Spirit: "To serve, not to be served". The Association is now looking for high caliber candidates to fill the following position:

Assistant Chief Social Services Officer / Assistant General Secretary

Ref: ACSSO/10/25

Responsibilities:

- Report to the General Secretary and assist in the setting and refinement of strategic direction. Responsible for the resource mobilization, and risk management in relation to Camp Services, Recreation & Sports Service, Youth Development, and other assigned units.
- Formulate the long-term strategies for Camp Services, Recreation & Sports Service, Youth Development, and other assigned units, as well as monitor and ensure their effective implementations.
- Initiate and implement related service and various social projects under various funding sources.
- Ensure effective corporate governance, optimizing financial resources, building teams with professional standards and policy development to achieve the Association's mission.
- Cultivate collaborative relationships with key stakeholders, including government agencies and departments, academic institutions, non-governmental organizations, business partners, as well as internal management and staff.
- Provide related committees with secretarial support in terms of the preparation of documents and reports, and follow through the implementation of decisions.
- Perform such other duties as may from time to time be assigned by the General Secretary.

Requirements:

- Holders of Master's Degree or above in Social Work from recognized universities;
- Not less than 10 years of working experience gained at sizable social service organization or relevant experience, of which at least 5 years should be at senior management level;
- Committed and contribute to the Mission and Vision of the Association;
- Possess strong leadership, entrepreneurial mind, influencing capability, innovative mindset, strategic thinking, excellent interpersonal, presentation and organizational skills.

Supervisor- Camp, Recreation & Sports (SWO/ES) Ref:SWOES/10/25

Responsibilities:

- Report to the Assistant Chief Social Services Officer of the Association.
- To lead our Camp, Recreation & Sports Services with a strategic, entrepreneurial mindset.
- Assist in the formulation of the long-term strategies for camp, recreation & sports services and lead their implementation.
- Champion innovative initiatives that align with the Association's mission and community needs.
- Design and execute marketing and fundraising campaigns. Cultivate partnerships with corporate sponsors, donors, and stakeholders to expand outreach and secure sustainable funding.
- Oversee all aspects of service operations including manpower planning, HR management, budgeting, and financial oversight. Provide secretarial support to the Committee and ensure compliance with governance standards.
- Liaise with LCSD, funding bodies, donors, and supporters to mobilize resources and support service growth. Foster collaboration with government agencies, NGOs, and cross-sector partners.
- Inspire and lead multidisciplinary teams to deliver high-quality, impactful programs. Promote a culture of innovation, accountability, and continuous improvement.
- Represent the organization externally and build a strong, positive brand image through strategic communication and stakeholder engagement.

Requirements:

- A recognized degree or above in Recreation Management, Sports Management, Hospitality Management, Business Administration, or a related discipline is highly preferred.
- Minimum of 10 years' experience in a sizable organization with at least 5 years in a senior management role.
- Have relevant experience in managerial position of camp services or recreation & sports service is an advantage.
- Demonstrated dedication to the mission of the Association and passion for camp services and recreation & sports
- Strong business acumen with a track record in fundraising, partnership development, and strategic planning. Exceptional leadership qualities with an entrepreneurial spirit, strategic thinking, and the ability to influence and
- inspire. Must possess excellent interpersonal, presentation, and organizational skills. Have good command of spoken and written English and Chinese (Putonghua and Cantonese).

We offer 5-day work with good remuneration and fringe benefits including annual leave, family leave, birthday leave, paid sick leave, marriage leave, compassionate leave, maternity/paternity leave, study subsidy and medical insurance to the right candidate in contract basis. Interested candidates, please submit your full resume stating the expected salary with reference no. and make attention to the Human Resources Department by email to hrrecruit@ymca. org,hk on or before 28th October, 2025.

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

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Head of Education Division [REF: HHRD/HED/ED/SCMP]

The Tung Wah Group of Hospitals is the largest charitable organization in Hong Kong with over 390 service centres spreading over the territory providing medical and health, education and community services to the public.

The Group invites qualified candidates to apply for the post of Head of Education Division. Reporting to the Chief Executive, the major roles and responsibilities of the post include: formulate and monitor the implementation of school management policies and quality assurance mechanism, develop and implement new educational policies and systems as well as curriculum and programme initiatives for fulfilling the organizational mission and corporate objectives in education services provision, lead TWGHs schools to provide quality education services as well as develop collaboration network with local and Mainland authorities, education institutions, professional bodies.

For details of the qualifications and job requirements,

visit website please our https://www.tungwah.org.hk/about/join-tw/vacancies/.

Deadline of application is 10 November 2025.

WE ARE AN EQUAL OPPORTUNITIES EMPLOYER







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 the Hong Kong Special Administrative Region of the People's Republic of China, 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 commendable results in the QS World University Rankings by Subject 2025 - it is ranked in the global top 30 for seven subjects, is first in Hong Kong for three subjects, and is in the global top 100 for 26 subjects. For further details about the University, please visit PolyU's website at https://www.polyu.edu.hk/.

PolyU is going to establish the **Department of Architecture (ARCH)** under the Faculty of Construction and Environment (FCE) with effect from 1 July 2026. FCE is globally renowned for its excellence in Architecture & Built Environment and Civil & Structural Engineering, both ranked 17th worldwide by Quacquarelli Symonds (QS Subject Ranking) in 2025. As a new dynamic hub for architectural innovation, ARCH aims to consolidate FCE's academic strengths, drive innovative education and research, attract global talent, and elevate both the Faculty's and PolyU's international standing in architecture and advanced technologies. The successful candidate will play a pivotal role in shaping the Department's vision, building a strong academic team to achieve transformative impact in AI-enhanced and big data driven architectural education and research.

The University is now inviting applications and nominations for the post of Head of Department of Architecture.

Head of Department of Architecture (Ref. 251014008-IE)

The successful candidate will be appointed Chair Professor/Professor normally on regular terms of appointment (equivalent to tenured professorship), commensurate with his/her qualifications and experience, and will hold a concurrent headship appointment. The post specification for the post concerned can be obtained from https://jobs.polyu.edu.hk/deans_heads. The concurrent headship appointment is normally for an aggregate period of six years in two three-year terms of office. Other suitable candidate(s) from the search, if deemed appropriate by the University, may be appointed Chair Professor/Professor if not Head of Department.

Conditions of Service

Terms of appointment and remuneration package are negotiable and highly competitive. 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 and Nomination

The University invites applications and nominations for this appointment. Please submit an application through PolyU's career website (https://jobs.polyu.edu.hk/deans_heads). Candidature may also be recommended by nominations via email to the Chairman of the Search Committee for recruitment of Head of Department of Architecture at hrscarch@polyu.edu.hk. Consideration of applications and nominations will commence on 30 November 2025 until the position is filled. General information about the University is available at https://www.polyu.edu.hk or from the Human Resources Office [Tel: (852) 2766 5041]. 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/hro/equal_opportunities_diversity_and_inclusion/.

www.polyu.edu.hk



香港個人資料私隱專員公署

保障、尊重個人資料私隱

Protect, Respect Personal Data Privacy

Senior Legal Counsel / Chief Personal Data Officer

Requirements

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

For the post of Chief Personal Data Officer: A minimum of 9 years of work experience in regulatory or compliance work, or public service complaint handling, of which not less than 4 years are performed at a supervisory level;

Applicants with less experience may apply but may be offered appointment at a remuneration package commensurate with the level of experience.

Expectations

- a) A broadly based experience in private practice or public organisations, preferably with experience in advising on the implementation of statutory functions and exercise of statutory powers by regulatory authorities or law enforcement agencies, or on the handling of complaint cases and compliance check cases;
- Relevant experience in public administration, professional practice, compliance work, complaint handling or private sector
- management at a senior level; c) Strong analytical ability to make independent judgement with a high level of acumen in social and political issues;
- d) Positive, diligent and self-motivated with good inter-personal skills; and
- e) Excellent presentational skills in both written and oral English and Chinese.

- a) To supervise a team of officers in the handling of compliance work, complaint and public enquiry cases relating to possible breaches of the requirements of the PD(P)O;
- b) To liaise with other law enforcement agencies in seeking expert advice, assistance in operations and cooperation in
- To draft and update guidance notes, implementation guidelines and/or Codes of Practice issued by the PCPD;
- d) To represent the PCPD in seminars, international or local conferences and sundry public engagements; e) To vet and provide legal advice on responses to media enquiries, public enquiries and the handling of complicated complaint cases or data breach incidents; and
- f) To handle civil proceedings and Administrative Appeals Board cases.

Salary: \$127,700 to \$147,125

Closing date for Application: 26 October 2025 (Sunday)

Tel. Enquiry: 3423 6657

Interested candidates may apply in confidence by 1) providing a detailed resume, 2) completing the job application form available on PCPD's website (https://www.pcpd.org.hk/english/about_pcpd/career/career.html), 3) providing a cover letter in English or Chinese, stating the candidate's suitability for the job, and 4) providing copies of results of public examinations, all of which should be sent to the Human Resources Section of the PCPD by email (email address: hr@pcpd.org.hk).

Please visit the PCPD's website at https://www.pcpd.org.hk for further information about the post.



E:classified@scmp.com



香港中文大學

The Chinese University of Hong Kong

Applications are invited for:-Diversity and Inclusion Office

Administrative Officer

(Ref: 250001TI) (Closing date: November 7, 2025)

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

The Diversity and Inclusion Office (DIO) has been established since 2020 to support the University's effort in creating a more inclusive campus and fostering a stronger integration between university members of different backgrounds and cultures. It also serves as the secretariat of the Diversity and Inclusion Steering Committee and Committee Against Discrimination and Sexual Harassment of the University.

The appointee will be responsible for:

(a) assisting in the development and implementation of policies and practices for supporting a university community that values and prioritizes equity, diversity and inclusiveness;

(b) undertaking duties related to the elimination of discrimination and sexual harassment, including handling complaints and enquiries, conducting conciliation to resolve disputes related to discrimination complaints, and offering assistance and advice to the individuals concerned in the subsequent conciliation or investigation process;

(c) supporting the secretariat to relevant committees of the University (e.g. Committee Against Discrimination and Sexual Harassment);

assisting the Director of the DIO in the supervision of staff; and

undertaking any other duties as assigned.

The applicants should have (i) a good Bachelor's degree, preferably in a relevant discipline (e.g. social sciences, law, public policy/administration); (ii) at least eight years' post-qualification experience, three years of which should be relevant to the duties described above, and experience in handling complaints and enquiries, conciliation/mediation, policy advocacy and public education work is preferable; (iii) good knowledge of the discrimination legislation and its application in Hong Kong; (iv) excellent command of both written and spoken English and Chinese (including Putonghua); (v) proficiency in MS Office and other computer applications; (vi) excellent interpersonal and communication skills; (vii) a strong sense of responsibility and self-motivation; and (viii) good analytical and organizational skills, and attention to detail. Legal qualification or knowledge and training in conciliation is advantageous.

Appointment will initially be made on contract basis for up to two years, renewable subject to good performance and mutual agreement. Shortlisted candidates will be invited for a written test.

CUHK is an equal opportunities employer and is committed to promoting equality, inclusivity, diversity and the highest ethical standards.

The University only accepts and considers applications submitted online for the post above via the CUHK career

Application Procedure

site. For more information and to apply online, please visit http://career.cuhk.edu.hk.

EDUCATION BUREAU

Non-Civil Service Vacancy

Assistant Project Officer (EDB/EI/211/25)

\$51,544 per month (Gratuity: 10%) Salary:

(Contract Period: 1 year)

Closing Date for Application: 31 October 2025

Tel. Enquiry: 2123 6033

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

Project Officer (Pilot Schemes) (EDB/EI/207/25)

Salary: \$47,006 per month (Gratuity: 10%)

(Contract Period: up to 28 February 2027)

Closing Date for Application: 27 October 2025

Tel. Enquiry: 3527 0176

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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T: 2565 8822 E:classified@scmp.com

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香港中文大學 The Chinese University of Hong Kong

Applications are invited for:-

University Medical Service Office

(1) Physician (Ref: 250001RG) (Closing date: October 31, 2025)

Applicants should (i) be fully registered medical practitioners holding a valid annual practising certificate with the Medical Council of Hong Kong; (ii) have at least two years' relevant experience after full registration; and (iii) have good working knowledge of both Chinese and English. Experience in Family Medicine or Emergency Medicine is an

The main duty is to provide primary medical care service to students, staff & dependents, and retired staff & dependents.

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

[Those who have responded to the previous advertisement for the same post (Ref. 250001NK) need not re-apply.]

(2) Locum Physician

(Ref: 250001RH) (Closing date: October 31, 2025)

Applicants should (i) be fully registered medical practitioners holding a valid annual practising certificate with the Medical Council of Hong Kong; (ii) have at least two years' relevant experience after full registration; and (iii) have good working knowledge of both Chinese and English.

The main duty is to provide primary medical care service to students, staff & dependents, and retired staff &

Appointment will initially be made on contract basis for three months, renewable subject to good performance and mutual agreement. Shortlisted candidates will be invited for an interview.

[Those who have responded to the previous advertisement for the same post (Ref. 250001NN) need not re-apply.]

Application Procedure

T:2565 8822

E:classified@scmp.com

Looking for high-flyers?

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Here's the perfect platform for you

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.

St. Paul's College Primary School

Founded in 1851, St. Paul's College is the oldest secondary school in Hong Kong, with a Primary School operating under the Direct Subsidy Scheme. We are committed to providing high-quality education upon Christian principles, as professed by the Hong Kong

Headmaster / Headmistress

The School's foremost priority is to nurture students who excel academically, think creatively and critically, and uphold high moral standards through an unwavering commitment to serving the community with honour and integrity.

We are now seeking a new Headmaster/Headmistress to assume this post from 1st September, 2026. The Headmaster/Headmistress is accountable to the College Council, which comprises 17 members, and is responsible for elevating the School to the highest academic standards, nurturing students with strong moral values, and overseeing the administration and strategic development of the School. The Headmaster/Headmistress is also expected to maintain close contact and liaise with representatives of the Education Bureau and various stakeholders.

The ideal candidate should possess the following attributes:

- A clear vision and passion for education founded on Christian moral principles

Sheng Kung Hui, for our students.

- High personal integrity and virtue, with a deep respect for diversity and a passion for learning and academic excellence
- A proven track record of strategic leadership in teaching, curriculum and staff development, resource management, and school administration
- Extensive local, regional and international knowledge, networks and expertise in best practices for primary education

The candidate should also have a good command of English and be fluent in Cantonese and Putonghua. The candidate should meet, or be in the process of meeting the Hong Kong Education Bureau's requirements for appointment as a primary school principal.

Interested parties should apply in writing with a full résumé to:

St. Paul's College Primary School Search Committee Chairman c/o St. Paul's College

69 Bonham Road Hong Kong

Applications should be sent by registered mail. The application deadline is 10th November, 2025. For further information about the School, please visit the website at www.spc-ps.edu.hk.

The College Council reserves the right not to fill the position or to fill the position by invitation. All applications will be treated in strict confidence. The information provided will be used for recruitment purposes only. Applicants not invited for an interview by 5th December, 2025 should consider their applications unsuccessful.

EDUCATION BUREAU

Non-Civil Service Vacancy

Project Officer (Teacher Registration) (EDB/PDT/206/25)

\$42,640 per month (Gratuity: 10%) Salary:

(Contract Period: 1 year)

Closing Date for Application: 30 October 2025

Tel. Enquiry: 3509 7562

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.



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 position:

NON-TEACHING STAFF

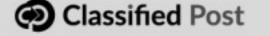
CAMPUS MANAGEMENT OFFICER

- 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

Please send a CV and a covering letter to recruit@vingwa.edu.hk. The application deadline is 22nd October 2025. Please state the position applied for.

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readers are confident, competent and career-oriented



EDUCATION BUREAU

Non-Civil Service Vacancy

Curriculum Officer (Gifted Education) (EDB/EI/210/25)

\$82,330 per month (Gratuity: 15%)

(Contract Period: 2.5 years)

Closing Date for Application: 31 October 2025

Tel. Enquiry: 3698 3471

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T:2565 8822

E:classified@scmp.com

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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.

W School-based Native-speaking English Teacher P Our school is an aided primary institution under

the Tung Wah Group of Hospitals and is currently seeking a Native English Teacher (NET).

TWGHs Tsoi Wing Sing Primary School

Responsibilities:

- Conduct NET lessons, including Phonics, Reading, and Speaking, in collaboration with local English teachers.
- Prepare teaching materials for lessons. Organise and lead English activities outside of the classroom and after school.

- Native English speaker. Relevant degree or qualification.
- Previous experience in teaching at the primary
- level is preferred. Qualifications in sports teaching will be
- Must have fulfilled the Basic Law and National Security Law Test (BLNST) requirements.

In accordance with the Code of Aid for Aided If you are passionate about teaching and meet the

Interested parties please send full resume to the principal at TWGHs Tsoi Wing Sing Primary

School, 19 Pok Chuen Street, Shatin, N.T. Join us

in fostering a love for learning!

above requirements, we would love to hear from

(Personal data provided by job applicants will be used for recruitment purposes only.)

BUILD YOUR CAREER

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

Count on us for your perfect career foundation



SOCIAL SERVICES

GENERAL



肺塵埃沉着病補償基金委員會



The Pneumoconiosis Compensation Fund Board ("the Board") is inviting eligible candidate to join our team for the exciting opportunity below:

IT Officer (\$36,850-\$61,865)

Main Responsibilities:

- Assist the Head of Operations in managing the Board's IT needs, and promote the adoption of innovative IT solutions to enhance operational efficiency
- Manage and implement cybersecurity policies and measures, ensuring the Board's II infrastructure fully complies with security standards such as NIST and ISO 27001
- Conduct regular security assessments, vulnerability scans, and penetration tests to safeguard both current and new systems
- Develop incident response plans and related operation manuals
- Review and update disaster recovery plans
- Assess the needs of operations, information security, data processing, and management information systems
- Ensure secure deployment, integration, and operation of IT solutions, protect sensitive data, and maintain data privacy
- Identify, deploy, and drive the adoption of AI solutions (such as Generative AI, robotic
 process automation, charbots, and data analytics) to enhance workflow automation.
- process automation, chatbots, and data analytics) to enhance workflow automation productivity, and decision-making effectiveness
- Manage and supervise the performance of external IT vendors, helping to ensure timely delivery of IT projects.
- delivery of IT projects
 Complete other tasks as assigned by supervisors

Requirements:

assessment programmes

- University degree in Computer Science, Information Technology, or a related discipline
 At least 5 years of experience in solution implementation and/or cybersecurity management
- within a structured organization

 Practical experience with cybersecurity frameworks (e.g., NIST, ISO 27001) and risk
- management practices
 Relevant experience in conducting security risk assessments, audits, and third-party risk
- Professional certifications such as PMP, Prince2, CISSP, or CISA are preferred
- Familiarity with AI platforms (e.g., Microsoft Copilot, OpenAI GPT, Google Cloud AI) and hands on experience in AI enabled workflow or automation projects is a definite advantage
- hands-on experience in AI-enabled workflow or automation projects is a definite advantage
 Able to work independently, with attention to detail, problem-solving ability, and good
- Strong analytical and communication skills in both English and Chinese

Applicants should send a covering letter and detailed curriculum vitae, with present/last.cypected-salary and date-of-availability by email to recruit03@pcfb.org.hk or by post in an envelope marked "Confidential" to Head of Human Resources and Administration, Pneumoconiosis Compensation Fund Board, 15/F., Nam Wo Hong Building, 148 Wing Lok St, Sheung Wan, Hong Kong at or before 5 pm on documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documents-documen

All applications will be handled in strictest confidence and information collected will be used for recruitment purpose only. In accordance with our retention policy, the personal data of unsuccessful candidates collected for this recruitment exercise will be kept for 12 months from its completion and thereafter destroyed.

More information of the Board can be obtained through our website: www.pcfb.org.hk.



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

Administrative Assistant (Music)

Responsibilities:

- To assist the coordination works of the Music Festival

 To assist in the preparation and production of the Music Festival Syllabus
- To assist in the general administration and logistics works related to the Music and Speech Festivals
- To handle telephone enquiries and counter service
 To provide administrative support to the Association Office

Qualifications and Requirements:

- Post-Secondary or Diploma in any discipline with at least 2 years of working experience
- · Knowledge of music is a must
- Detail-oriented and able to work well in a fast-paced environment with tight
- · Good interpersonal skills in handling enquiries and complaints
- 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;
 Proficient in MS Office and Chinese word processing
- Good command of both written and spoken English and Chinese with knowledge of Putonghua
- Able to work overtime and be on duty for events held occasionally during holidays

Salary Scale & Fringe Benefits:

- Salary: HK\$14,280 HK\$36,850 (MPS Point 0 to 16) depending on qualifications and related work experience
- MPF, Annual Leaves and Medical Insurance

Please send full resume, with present and expected salaries, and date of availability, to the Accounts and Administration Manager of the Association via email to recruitment@hksmsa.org.hk.

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.

Financial Secretary's Office Budget and Tax Policy Unit

Senior Tax Researcher (Non-Civil Service Vacancy)

Salary: HK\$127,700 - \$137,085 per month, subject to the number of years of relevant working experience.

Closing date: 23 October 2025

Tel. Enquiry: 2810 2864

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.



LEISURE AND CULTURAL SERVICES DEPARTMENT

Assistant Music Officer II (Musicianship) (Civil Service Vacancy)

Salary: Master Pay Scale Point 13 (HK\$31,795 per month) to Master Pay Scale Point 23 (HK\$51,545 per month)

Closing Date for Application: 23 October 2025

Tel. Enquiry: 3842 7755

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.

Informa

THE FAMILY PLANNING ASSOCIATION OF HONG KONG

Information & Communication Manager (One-year renewable contract)

(i) Lead the Information & Communication Division in the development and implementation of advocacy, publicity and SRH (sexual and reproductive health) promotional programs. (ii) Oversee fieldwork in promoting the Association's services and disseminating SRH messages in the community. (iii) Develop good relationship with government departments, funders, media, collaborating partners and other stakeholders. (iv) Manage and monitor projects related to SRH and rights. A bachelor's degree from a Hong Kong university or equivalent, preferably in communications, marketing, public relations or related discipline; a minimum of 5 years' relevant working experience, with two years at management level preferred; high proficiency in written and spoken English and Chinese.

Please send full resume with expected salary to the Administration Department of the Family Planning Association of Hong Kong by email to recruit@famplan.org.hk or by post at 10/F, Southorn Centre, 130 Hennessy Road, Wanchai, Hong Kong by 21 October 2025.

(Applicants who have not been invited for interview within two months may consider their applications unsuccessful. All applications will be used for recruitment purpose only and will be destroyed within two years.)

HOUSING DEPARTMENT

Works Supervisor I (Construction) (Civil Service Vacancy)

Salary: Master Pay Scale Point 13 (HK\$31,795 per month) to Master Pay Scale Point 16 (HK\$36,850 per month)

Closing Date for Application: 31 October 2025 (Applicants must submit the required supporting documents)

Tel. Enquiry: 2761 6136

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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EDUCATION BUREAU

Speech Therapist (Civil Service Vacancy)

Salary: Master Pay Scale Point 16 (HK\$ 36,850 per month) to Master Pay Scale Point 33 (HK\$ 81,510 per month)

Closing Date for Application: 7 November 2025 (Friday)

Information and application procedures about the post is available on the GovHK on the internet (https://www.gov.hk), the Education Bureau's website (https://www.edb.gov.hk > About EDB > Bureau's information > EDB Recruitment> Civil Service Vacancies) and in the "Government Vacancies" Mobile Application available for download from Google Play/

Telephone Enquiry: 2892 6177 or 2892 5705

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