



香港考試及評核局
Hong Kong
Examinations and
Assessment Authority

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

Head of Human Resources and Administration

(Ref: HR/03/302)

Duties: You will lead and manage the Human Resources and Administration Division (HRAD) in the delivery of professional services in human resources, general administration and premises management by formulating appropriate strategies in line with the business plan of the HKEAA. Being the thought partner to the senior management and peers, you will provide strategic advice on all matters relating to the HRAD and maintain regular contacts and working relationship with internal and external parties including government officials, Council members, legal advisers, consultants, contractors and landlords.

Talent acquisition, training and development, building a succession pipeline, rewards and benefits management, performance management and staff relations are part of your role. You will also oversee premises management, including long-term accommodation planning, strategic management of lease and rental, workspace/facilities planning and management, office security and cleaning services as well as renovation and maintenance projects that best suit the overall financial strategy and operation/development needs of the Authority.

Requirements:

- (a) A Bachelor's degree in HR management or Business Administration or an equivalent discipline. Possession of a higher degree in a relevant discipline is an advantage;
- (b) A minimum of 12 years' managerial experience in which 3 years should be at senior managerial level;
- (c) Substantial experience in human resources management and general administration as well as committee work; experience in premises/facilities management is preferable;
- (d) Conversancy in regulatory regime of labour management in Hong Kong and best practices in HR management and facilities administration;
- (e) Dynamic, progressive and people-oriented leader with high energy level and passion, strategic mind and business acumen;
- (f) Excellent skills in staff communication, persuasion and negotiation, and managing a diverse workforce;
- (g) Proficiency in both Chinese (Cantonese as well as Putonghua) and English.

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

Date for Application Review: 24 April 2026

Applications would be considered until the post is filled.

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

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



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 professionals and leaders, 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 2026 – it is ranked in the global top 30 for five subjects, is first in Hong Kong for four subjects, and is in the global top 100 for 24 subjects.

DEPARTMENT OF BUILDING AND REAL ESTATE

Teaching Fellow in Construction and Real Estate Technology

(Ref. 260327018)

The appointee will be required to (a) conduct lectures, tutorials and supervise students at undergraduate and/or postgraduate levels in construction technology, engineering management and related areas. Some evening teaching is expected; (b) prepare teaching materials including hand-outs, presentations, coursework assignments, examination papers, etc.; (c) meet with students during office or assigned hours on academic matters, career issues and other appropriate matters; (d) assess students' study progress by periodic evaluations through coursework assignments, tests and examinations according to established grading scheme / policy; (e) propose / plan new programmes, design / review subject / programme curriculum, and design / facilitate learning activities; (f) contribute to subject / programme validation and coordinate programme quality assurance processes; (g) help promote teaching quality by leading / organising teaching development projects, and/or chairing / serving on teaching-related committees / panels, and by means of workshops / forums and by coaching / mentoring other junior teaching staff to become better teachers; (h) engage actively in scholarly activities; (i) perform administrative duties as and when called upon by the Head of Unit; and (j) render professional service to the community and support activities that promote or foster links with the profession in the industry and/or in the community, e.g. serving on committees of external bodies of the profession, etc.

Applicants should have (a) a relevant master's degree in Construction or a closely related field, plus not less than three years of post-qualification tertiary teaching experience and/or relevant professional, practical or industrial experience; (b) strong competencies in design and delivery of teaching, curriculum and pedagogy development, and subject administration; (c) a good command of both written and spoken English and Chinese; and (d) good teamwork, communication and interpersonal skills. Preference will be given to those with programme management and leadership. Holder of relevant professional qualification will be favourably considered. Applicants who have responded to the previous advertisement need not re-apply.

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.

Application

Please submit an application through PolyU's career website (<https://jobs.polyu.edu.hk/academic>). **Consideration of applications will commence on 15 April 2026 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/hro/equal_opportunities_diversity_and_inclusion/.



香港學術及職業資歷評審局
Hong Kong Council for Accreditation of
Academic & Vocational Qualifications

About HKCAAVQ

The Hong Kong Council for Accreditation of Academic and Vocational Qualifications ("HKCAAVQ") is a statutory body established under the HKCAAVQ Ordinance (Chapter 1150). The HKCAAVQ is appointed as the Accreditation Authority and Qualifications Register (QR) Authority, responsible for quality assurance of academic and vocational qualifications to underpin the Hong Kong Qualifications Framework (QF). HKCAAVQ is also named as the Accreditation Council responsible for institutional review, and degree and sub-degree accreditation under the Post Secondary Colleges Ordinance (Cap 320).

Vision

HKCAAVQ aims to be globally recognised and leading regional independent quality assurance authority in education and training.

Mission

HKCAAVQ safeguards the credibility of qualifications under HKQF and facilitate the continuous quality enhancement and excellence of education and training in Hong Kong and the region through its accreditation, assessment, quality audit and consulting services with innovation and service responsiveness. It advocates and supports mobility of qualifications in regions through collaborative partnerships with leading QA agencies with quality assurance services.

For further details about HKCAAVQ, please visit its website at <http://www.hkcaavq.edu.hk>.

Executive Director

The Position

The Executive Director will work closely with the HKCAAVQ Council in developing strategic directions and ensuring operational excellence through driving and managing changes within and outside the Council. He/She has statutory responsibilities under various legal frameworks governing the work of the HKCAAVQ in upholding quality assurance and performing regulatory monitoring. He/She is committed to supporting the policies of the HKSAR Government and to effectively implementing all statutory duties.

The Executive Director will play an active role in stakeholder engagement, including, in particular, with the relevant bureaux and departments of the HKSAR Government, the Governments of Guangdong, Hong Kong and Macao, and the Government of the Chinese Mainland. He/She is responsible for advancing post secondary education and training in Hong Kong in line with the strategic objectives of the HKSAR Government of advancing Hong Kong as an international post secondary education hub. He/She will lead the Secretariat and oversee the operations in implementing the Strategic Plan, including, in particular, strategic business development with financial sustainability.

The Person

The candidate should have a proven track record in the operational excellence of quality assurance activities and in leading and managing change, including driving digitalisation within an organization. He/She should have a proven track record of managing people and resources. A distinct ability in managing stakeholders, both locally and regionally within the Greater Bay Area, is essential.

The candidate should have a postgraduate degree, preferably an earned doctoral degree. He/She should have extensive leadership and operational experience in higher education and quality assurance, preferably with not less than 15 years'. He/She should also have substantive experience in the Greater Bay Area and in local higher education development.

The candidate should have excellent interpersonal skills. He/She must be able to communicate effectively in English. A good command of Chinese is a distinct advantage.

The candidate must fully commit to supporting the policies of the HKSAR Government and to effectively implementing all statutory duties.

The candidate must possess impeccable integrity, with a strong passion for serving in the pursuit of excellence. The candidate must fully commit to supporting and observing all laws of Hong Kong, including national security laws.

The full position description can be obtained by contacting Korn Ferry (HK) Limited at HKCAAVQ@kornferry.com and (852) 2971 2700.

Application Procedures

Please apply by email or post with a resume and a cover letter, setting out your background and achievements in meeting the position requirements, quoting the position and job reference to Korn Ferry (HK) Limited at 15/F, St George's Building, 2 Ice House Street, Central, Hong Kong and email at HKCAAVQ@kornferry.com. For confidential enquiries, please Korn Ferry (HK) Limited at (852) 2971 2700 or HKCAAVQ@kornferry.com. Please send your application on or before the closing date of 17 April 2026.

Applicants not invited for interview within 12 weeks from the closing date may consider their applications unsuccessful. The Council reserves the right not to fill the post(s). Personal data collected will be used for recruitment purposes only and will be destroyed within 24 months.



MEINHARDT

Consulting Engineers • Planners • Managers

Civil Engineering and Development Department

Agreement No. CE29/2019(CE)

Boardwalk underneath Island Eastern Corridor – Design and Construction

Meinhardt is one of the world's multidisciplinary engineering, infrastructure and project management consulting firms, employing over 4500 professional staff in 47 offices across Asia, Australia, Middle East and UK. With 1200 staff in Hong Kong and China, we provide a full range of technically feasible and cost-effective solutions for buildings, civil infrastructure, rail, highways, aviation and environmental projects.

Meinhardt invites applicants for a range of Residential Site Staff position(s) for contract administration and construction supervision for captioned Contract. The works mainly comprise (a) provision of a proposed Boardwalk of about 2.2 kilometres long from Oil Street to Hoi Yu Street and about 10 metres wide for a pedestrian walkway and a shared zone; (b) construction of three movable bridges; (c) provision of architectural features and ancillary facilities; (d) beautification, modification and revitalisation works of existing facilities along the proposed Boardwalk; (e) associated road, drainage, sewerage, utilities, lighting facilities, electrical and mechanical (E&M), waterworks, and traffic engineering works; (f) and implementation of an environmental monitoring and audit programme for the works mentioned in item (a) to (e) above.

Assistant Resident Engineer (E&M) (Ref: 91640/ARE_E&M)

Qualification and Experience required:

- Bachelor Degree or equivalent in appropriate discipline, with formal training pre-approved by appropriate professional institution / institute and at least 2 years' relevant post-qualification experience; or
- Bachelor Degree or equivalent in appropriate discipline, with at least 4 years' relevant post-qualification experience in professional field and level.

Remarks

Applicants may also refer to other requirement(s) of the above opening(s) as 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.

The candidates should have minimum academic / professional qualification requirements of the above posts.

Conditions: Appointments will be made on Agreement Term with **Meinhardt Consulting Engineers** in accordance with the prevailing Government's terms and conditions. Salary will be commensurate with qualifications and experience. The incumbent may be required to work irregular hours, overtime and shifts (including Saturdays, Sundays and public holidays) to carry out supervision duties in Hong Kong, China or any designated workplace when required.

Where a large number of candidates meet the specified entry requirements, we may devise shortlisting criteria to select the better qualified candidates for further processing. In these circumstances, only shortlisted candidates will be invited to attend recruitment interview.

Confidential applications with full resume, availability, contact numbers and expected salary should be sent by **15 April 2026** to

Head of Human Resources

Meinhardt Consulting Engineers

10/F Genesis, 33-35 Wong Chuk Hang Road, Hong Kong

or e-mail to rss-recruitment@meinhardt.com.hk (Please quote the Ref. No. on the application letter and envelop).

Data collected will be used for recruitment purpose only. The company will retain the applications for a maximum period of 12 months after which their personal data will be destroyed. Candidates who are selected for interview will normally receive an invitation within eight weeks from the closing date for application. Those who are not invited for interview may assume that their application as unsuccessful.

EDUCATION



香港中文大學
The Chinese University of Hong Kong

Applications are invited for:

Estates Management Office

Senior Estate Manager (Building Services) (Ref. 260000III.) (Closing date: April 7, 2026)
he appointee will be responsible for (a) overseeing the overall management of the operation of the Building Services section; (b) developing an overall plan and budget for operation and maintenance routines and/or major repairs, maintenance and replacement works of building service installations for existing and new buildings; (c) formulating, reviewing and updating standards and specifications for repair/maintenance works of building service installations in compliance with statutory requirements; (d) performing overall staff and contractor management, evaluating and enhancing their performance and productivity; (e) performing project management and monitoring budget and expenditures; (f) contributing to strategies for handling administrative and management issues of the Office; and (g) performing other duties as assigned.

Applicants should have (i) a recognised degree in Building Services or a related engineering discipline; (ii) at least 10 years' relevant work experience subsequent to attaining (i) above; (iii) all-round building services engineering skills, and knowledge of relevant safety regulations, rules and code of practices; (iv) excellent leadership and communication skills; and (v) an excellent command of both Chinese and English. Work experience in educational institutions, possession of relevant professional qualification(s) and/or a valid vehicle driving license will be advantageous.

Appointment will initially be made on contract basis for 2 years, 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>.

St. Paul's School (Lam Tin)

Invites applications for the following posts:

Native-speaking English Teacher (NET)
(w.e.f. 16 Aug 2026)

- Possess native-speaker English competence
- Bachelor's degree in English Language / English Literature / English Studies / Linguistics, or an equivalent
- Post-graduate Diploma in Education majoring in English, or an equivalent
- TEFL / TESL qualification at certificate level or above, or an equivalent
- Post-graduate experience teaching English at secondary level or above
- Completion of "Sexual Conviction Record Check"
- On contract basis from 16/8/2026 to 15/8/2028 (subject to renewal after expiry)

Please apply with a covering letter and a full resume to the Principal via email at school@spst.edu.hk

[Data collected will be used for recruitment purposes only.]

EDUCATION BUREAU

Non-Civil Service Vacancy

**Project Executive
(School-based Professional Support)
(EDB/ITE/096/26)**

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

Closing Date for Application: 10 April 2026

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.



GENERAL



LEISURE AND CULTURAL SERVICES DEPARTMENT

**Part-time Usher
(Non-Civil Service Vacancy)**

Salary: HK\$70 per hour

Closing Date for Application: 10 April 2026

Tel. Enquiry: 2734 2825 / 2734 2827

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



RATING AND VALUATION
DEPARTMENT

**Valuation Surveying Graduate
(Non-Civil Service Vacancy)**

Salary : HK\$24,800 per month

Closing Date for Application : 16 April 2026

Tel. Enquiry : 2150 8821

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.

Vacancy for

Homeroom Teacher (NET) / English Language (NET)

We are a Direct Subsidy Scheme English primary school committed to providing our students with quality learning and teaching, and prepare them for the challenges of the 21st Century. We have a diverse team from different backgrounds that has helped us develop our own school culture which would best be described as East Meets West

**P1-P6 NET English teacher (with housing allowance)
(2026-2027)**

Qualifications

We are inviting Native English Speaking Teachers (NET) who are team players, passionate to teach, adaptable to apply for the captioned post. Experience working in Asian culture will be an advantage.

Teaching qualification or subject related degree obtained preferred. Previous teaching experience in primary schools will be an advantage.

Major responsibilities

- Class teacher and main teacher for English. Co-teaching with a local teacher for English, Math, Science and Life education (school based program).
- Support classes at different levels.
- Carry out responsibilities in related to pastoral care, teaching methodology enhancement and school operation in teams.
- Help develop and create materials for school base curriculum.
- Attend school base training during school hours.

Please submit application letter and resume to the Principal, Fukien Secondary School Affiliated School, Phase 2, Yau Tong, Kowloon or email to hr@fssas.edu.hk on or before 25 April 2026. Appointment period will start from August, 2026.

St. Margaret's Co-educational English Secondary and Primary School is a DSS school featuring a global education with Christ's beliefs. We have distinguished ourselves by a multilingual and multicultural campus whereby students are nurtured to be positive-thinking global citizens. We are now inviting applications for the post of **PRINCIPAL** commencing 16 August 2026.

Entry Requirements:

1. Believe in our school's unique mission and vision.
2. Embrace a global outlook on education.
3. Be a current principal, vice-principal or a teacher with a minimum of 5 years' experience as a senior graduate master/mistress in an EMI secondary school.
4. Possess sound knowledge of school administration.
5. Be an insightful and forward-looking servant leader.
6. Demonstrate a high level of proficiency in English and Chinese.
7. Possess excellent interpersonal and communication skills.
8. Have attained the "Certification for Principal" (CFP) and fulfilled the conditions of appointment required by the EDB.

Applications with CV should be sent by mail to the Chairperson of School Management Committee (SMC) of St. Margaret's Co-educational English Secondary and Primary School, 33 Sham Mong Road, West Kowloon on or before 27 April 2026. (Information submitted will be used for recruitment purpose only.)

ENVIRONMENT AND ECOLOGY BUREAU

**Assistant Office Manager
(Non-civil Service Vacancy)**

Salary: HK\$40,620 per month

Closing Date for Application: 16 April 2026

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.

Be the first in town to
reach elite career seekers

T: 2565 8822
E: classified@scmp.com



**SUPERVISORY CONSULAR
INVESTIGATIONS ASSISTANT**

The U.S. Consulate General is looking for a high-caliber individual with strong English skills to join our Consular Section.

For more information and to apply, visit our website:
<https://hk.usconsulate.gov/consulate/jobs/>

Excellent benefits include annual leave, sick leave, medical and life insurance, U.S. and local holidays, year-end bonus, and provident fund. Applicants must possess a valid Hong Kong resident permit. Applications must be received by **April 17, 2026**.

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

Get ahead

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



YOUR RELIABLE PARTNER



With over 40 years' recruitment experience, Classified Post is the definitive platform for recruiting talent in town

Looking for talent?

T: 2565 8822

E: classified@scmp.com

