

## COLLEGE OF PROFESSIONAL AND CONTINUING EDUCATION

Founded by The Hong Kong Polytechnic University (PolyU), the *College of Professional and Continuing Education (CPCE)* oversees the operations of the *Hong Kong Community College*, offering quality sub-degree programmes for secondary school leavers; and the *School of Professional Education and Executive Development*, offering professionally oriented academic award programmes for persons at various stages of their career, including top-up degree awards for associate degree and higher diploma graduates.



School of Professional Education  
and Executive Development  
專業進修學院

**SPEED**

The College now invites applications for the following post:

### School of Professional Education and Executive Development (SPEED)

**Project Associate (Course Instruction) for Applied Learning Chinese (for non-Chinese speaking students) (ApL(C))** (Ref. 180212-01)  
[Appointment period: twelve months]

#### Duties

The appointee will assist in the course provision for Applied Learning introduced by the Education Bureau (EDB) (“Project”).

The appointee will be required to:

- (a) engage in teaching in the area of Chinese in Business Service at senior secondary level;
- (b) undertake teaching and learning related duties;
- (c) revise teaching materials and assessments;
- (d) assist in the administration and promotion of the course; and
- (e) perform any other duties as assigned.

The appointee will be required to teach in daytime on weekdays and/or weekends on different campuses and/or in different secondary schools.

#### Qualifications

Applicants should have the following qualifications and qualities:

- (a) a good honours degree;
- (b) CM or GM teacher qualifications under Education Bureau, major in Chinese Language or related disciplines is preferred;
- (c) at least three years of solid experience preferably in teaching experience in secondary school language subjects;
- (d) training in teaching Chinese subjects preferably for non-Chinese speaking students (e.g. teaching Chinese as a second language);
- (e) be highly motivated, committed and able to work independently; and
- (f) a good command of written and spoken English and Chinese.

## **Remuneration**

Salary offered will be commensurate with qualifications and experience.

## **Application**

Please complete the job application form which is available on [http://www.cpce-polyu.edu.hk/chro/app\\_form/](http://www.cpce-polyu.edu.hk/chro/app_form/). For applicants who wish to provide a separate curriculum vitae, they should still complete the job application form for facilitating the recruitment process. Completed application forms should be returned to the **Human Resources Office, College of Professional and Continuing Education, Room 1710, 17/F, PolyU Hung Hom Bay Campus, 8 Hung Lok Road, Hung Hom, Kowloon** by post/fax (2364 0098)/e-mail ([huoffice@cpce-polyu.edu.hk](mailto:huoffice@cpce-polyu.edu.hk)) on or before **Saturday, 24 February 2018**. Applicants who are not invited to an interview within two months of the closing date may consider their applications unsuccessful.

Note: College of Professional and Continuing Education Limited is an affiliate of The Hong Kong Polytechnic University.

February 2018