

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* which offers quality sub-degree programmes for secondary school leavers and the *School of Professional Education and Executive Development* which offers 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. There are four Academic Divisions in CPCE, namely Division of Business and Hospitality Management, Division of Languages and Communication, Division of Science, Engineering and Health Studies and Division of Social Sciences, Humanities and Design.



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



The College now invites applications for the following post:

Division of Science, Engineering and Health Studies

Technical Officer (Ref. 220506-01)

Duties

The appointee will (a) provide technical and administrative support to the operations of the engineering laboratories; (b) support academic staff to conduct laboratory classes, research, consultancy activities and projects; (c) maintain equipment and facilities in good conditions; (d) execute the laboratory regulations related to general and safety issues, and (e) perform any other duties as assigned.

Qualifications

Applicants should have (a) a recognised degree in Mechanical Engineering/Building Services Engineering/Electrical Engineering or a related discipline; (b) at least 5 years of relevant working experience preferably in tertiary institutions; (c) a valid Certificate of Registration as Electrical Worker for Grade H and Grade B or above Electrical Work issued by Director of Electrical and Mechanical Services, the Government of the Hong Kong Special Administrative Region; (d) fluency in Chinese and English; (e) good interpersonal and communication skills; (f) good practical skills in electrical design, installation, operation, maintenance, and CAD, and (g) self-motivation and the ability to work independently.

Remuneration and Conditions of Service

Salary offered will be commensurate with qualifications and experience. Initial appointment will be made on a two-year contract. Re-engagement thereafter is subject to mutual agreement.

Application

Please complete the job application form which is available on http://www.cpce-polyu.edu.hk/chro/app_form/ and send it to the Human Resources Office, College of Professional and Continuing Education via email huoffice@cpce-polyu.edu.hk. For applicants who wish to provide a separate curriculum vitae, they should still complete the job application form for facilitating the recruitment process. Recruitment will continue until the position is filled.

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

May 2022