

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:

School of Professional Education and Executive Development (SPEED)

Research Assistant (Ref. 210625-04)
[Appointment period: twelve months]

Duties

The appointee will assist the Principal Investigator and team member in the educational project - “AI Lab”.

He/She will (a) provide administrative support to the project; (b) assist in literature review, data collection and analysis; (c) assist in writing up and presenting research results; (d) assist in activities conducted in secondary schools and prepare teaching materials, such as videos, websites and teaching plans, and (e) perform any other duties as assigned.

Qualifications

Applicants should have the following qualifications and qualities: (a) an honours degree or an equivalent qualification; (b) good analytical skill preferably with some experience in analyzing quantitative data; (c) good IT skill preferably with some experience in website production and video shooting; (d) high proficiency in English and Chinese, and (e) be self-motivated, responsible and able to work independently.

Preference will be given to those with experience in research areas related to teaching and learning.

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/. 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. Initial consideration of applications will commence in mid-July 2021.

For enquiries/further information, please contact Dr Chan Hoi-huen at 3746 0172 or via email gabriel.chan@cpce-polyu.edu.hk.

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

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