



匡智會是專為智障人士服務的非牟利機構，為不同年齡及智障程度人士及其家庭提供全面服務。現誠聘以下職位：

1. Manager

(Ref.: MG(DSC-ND)/15/03/24/M)

Responsibilities:

- Direct and ensure the provision of quality service of DSC
- Maintain effective personnel, financial and case management
- Lead the team to provide quality service to people with intellectual disabilities

Requirements:

- Degree holder of Social Work with at least 3 years' relevant experience or above OR Diploma of Social Work with at least 5 years' relevant experience in social work
- Registered Social Worker
- HKCEE English (Syl. B) and Chinese grade E or above / HKDSE Eng & Chi Level 2 or above, or equivalent
- Experience in rehabilitation services / working with people with intellectually disability is preferred
- Strong leadership, mature and with good interpersonal & communication skills
- Good command of written and spoken English and Chinese
- Proficiency in computer application and Chinese word processing
- Work locations: Sheung Shui

2. Trajectory Development Manager

(Ref.: TDM(HCCH)/15/03/24/M) *

Responsibilities:

- Work in shifts in the children home
- Co-develop an individualized development plan with the children with intellectual disabilities
- Build their social capital and social network
- Provide ongoing support after discharging from home
- Complete the training designated for TDM

Requirements:

- Bachelor's degree or above in Psychology, Education, Guidance and Counselling, Social Work, or a cognate discipline: Non-degree holders with commensurable experience are also acceptable
- Experience working with the children with intellectual disabilities preferred
- Good command of both Chinese and English
- Work location: Tai Po

3. Assistant Manager

3a. (Ref.: AM(JTSE)/15/03/24/M)

3b. (Ref.: AM(JCPC-2)/15/03/24/M) *

Responsibilities: (for 3a)

- To assist manager in overall management of The Job Training & Employment Services
- Lead the team to provide quality service to people with intellectual disabilities
- Liaise with collaborating partners / potential employers

Responsibilities: (for 3b)

- To assist manager in overall management of the day training and hostel routine of the DAC cum hostel
- Lead the team to provide quality service to people with intellectual disabilities

Requirements:

- Degree holder of Social Work or Diploma of Social Work with at least 5 years' relevant experience in social work (for 3a) / in rehabilitation field (for 3b)
- Registered Social Worker
- HKCEE Eng (Syl. B) & Chi grade E or above / HKDSE Eng & Chi Level 2 or above, or equivalent
- Experience in vocational rehabilitation services preferred (for 3a)
- Experience in rehabilitation services preferred (for 3b)
- Fluency in written English and Chinese and spoken Cantonese
- Proficiency in computer application and Chinese word processing
- Work locations: 3a. Fanling & New Territories area, 3b. Tai Po

備註：

* 由入職日起至2024年9月30日期間可獲發放每月港幣1,500.00元之額外酌情補貼(須符合本會其他條款細則)

應徵者請於信封面註明職位編號及'保密'，可郵寄或電郵到以下地址：

Position (1) (Sheung Shui)

Hong Chi District Support Centre-N.T (North District), 2/F, Ancillary Facilities Block, Cheung Lung Wai Estate, N.T., Hong Kong or by email to dsc_hd@hongchi.org.hk

Position (2) (Tai Po)

Ms. Yvonne Ho, Services Management Office, Pinehill Village, Chung Nga Road, Nam Hang, Tai Po, N.T., Hong Kong or by email to adult_ss4@hongchi.org.hk

Position (3a) (Fanling & N.T.)

Ms. Christine Yam, Services Management Office, Pinehill Village, Chung Nga Road, Nam Hang, Tai Po, N.T., Hong Kong or by email to adult_ss6@hongchi.org.hk

Position (3b) (Tai Po)

Hong Chi Jockey Club Pinehill Day Activity and Residential Complex (DAC02), Pinehill Village, Chung Nga Road, Nam Hang, Tai Po, N.T., Hong Kong or by email to phvdac01_hd@hongchi.org.hk

Position (4) (Tuen Mun) (Tin Shui Wai)

Hong Chi District-based Speech Therapy Team (Tuen Mun & Tin Shui Wai) Room 201, Block D, 23 Ling Shan Road, Fanling, N.T.

or by email to dstt@hongchi.org.hk

職位 (5) (6) (7) (8) (大埔)

新界大埔南坑頌雅路松嶺村匡智松嶺綜合職業訓練中心收或電郵至 ivtc_hd@hongchi.org.hk

職位 (9) (屯門)

新界屯門山景邨社康大樓3樓1室收或電郵至 shanking@hongchi.org.hk

4. Full time Speech Therapist / 言語治療師 (Ref.: ST(DSTT)/15/03/24/M)

Responsibilities:

- To provide speech therapy to pre-school aged children studying in Integrated Program of nurseries

Requirements:

- Degree in Speech and Hearing Science or equivalent
- HKCEE Eng (Syl. B) & Chi grade E or above / HKDSE Eng & Chi Level 2 or above, or equivalent
- Fluency in written English and Chinese and spoken English and Cantonese
- Work location: Tuen Mun and Tin Shui Wai

5. Programme Development Officer (Ref.: PDO(IVTC-APL)/15/03/24/M)

Responsibilities:

- Develop and monitor vocational training curriculum and related assessment for people with intellectual disabilities
- Collaborate with various parties to ensure smooth operation of programs
- Coordinate events for program promotion

Requirements:

- Diploma / Degree holder, preferably in Social Work / Psychology / Education
- Experience in development of training program and related assessment
- Familiarity with the content and pedagogy of vocational training will be an advantage
- Proficiency in basic computer application and statistical analysis
- Location: Tai Po

6. 社會工作員

(編號：SW(IVTC-T)/15/03/24/M)

職責範圍：

- 負責中心及宿舍個案工作
- 就業跟進、活動策劃及家長工作
- 協助監察中心運作

申請資格：

- 持認可社會工作文憑或以上，必須為註冊社會工作者
- 中學會考中文及英文(課程乙)達第二等級 / E 級或以上(或同等等級)
- 具智障人士服務經驗優先
- 工作地點：大埔

7. 高級職業訓練導師 / 職業訓練導師 (編號：SVTI/VTI(IVTC-T)/15/03/24/M)

職責範圍：

- 協助推行智障人士職業技能訓練(美髮服務 / 酒店房務 / 工作訓練)
- 撰寫學習計劃及紀錄
- 協助教授應用學習調適課程
- 帶領智障人士外出實習及工作

申請資格：

- 大專或以上程度(適用於高級職業訓練導師)
- 中五或以上程度(適用於職業訓練導師)
- 具服務智障人士 / 美髮服務 / 酒店房務工作經驗優先
- 熟悉中文微軟文書處理、電郵應用及中文打字
- 工作地點：大埔

8. 職業訓練導師

(編號：VTI(IVTC-B)/15/03/24/M) *

職責範圍：

- 照顧及訓練16歲以上輕度智障人士的自理能力、社交技巧及其獨立生活技能
- 協助家舍管理工作及外出活動

申請資格：

- 中五或以上程度
- 具服務智障人士工作經驗優先
- 能閱讀書寫中文及操流利廣東話
- 成熟、有愛心及耐性
- 需輪班工作，包括星期日及公眾假期
- 需晝夜候勤(每星期3 - 4晚)
- 工作地點：大埔

9. 訓練導師 (編號：TI(SKCC)/15/03/24/M)

職責範圍：

- 為中度至嚴重智障成人提供訓練及活動工作(包括自理、技能、興趣、社交、情緒處理等)

申請資格：

- 中五或以上程度
- 具智障 / 自閉症譜系障礙人士的服務工作經驗者優先
- 具科技資訊的工作經驗者優先
- 能閱讀書寫中英文及操流利廣東話
- 熟悉電腦文書處理、電郵應用及中文打字
- 工作地點：屯門