



Hong Chi Association was founded in 1965 and one of the largest non-profit organisations dedicated solely to serving people with intellectual disabilities in Hong Kong. For further information about the Association, please visit its website at www.hongchi.org.hk

Manager (Education) (Ref.: MG(EDU)(EDU)/07/06/24/W)

Responsibilities:

- Assist the Assistant General Secretary (Education) in the management and development of the special schools under the Association

Requirements:

- University graduate with at least 5 years of working experience, preference will be given to candidates with experience in educational administration
- Able to work independently but can also work in collaboration with the team
- Good command of both written and spoken English and Chinese
- Good interpersonal and communication skills
- Work Location: Tai Po
- Candidate with less experience will be considered as Education Officer

Interested parties please send the completed Job Application Form (can be downloaded from

https://www.hongchi.org.hk/uploads/app_2c_job_application_form_012023.pdf)

with mark "Confidential & Ref. No." to **Education Office, Hong Chi Association, Pinehill Village, Chung Nga Road, Nam Hang, Tai Po, N.T.** or by email to edu@hongchi.org.hk

****Prospective employees are requested to undergo Sexual Conviction Record Check on voluntary basis****

(All data collected will be used for recruitment purposes only.)