

The Construction Industry Council (CIC) was formed on 1 February 2007 under the Construction Industry Council Ordinance (Cap. 587). Our Mission is to strengthen the sustainability of the construction industry in Hong Kong by providing a communication platform, striving for continuous improvement, increasing awareness of health and safety, as well as improving skills development.



The CIC is looking for a highly talented individual to fill the position of:

Manager – Curriculum Development (part-time)

The applicant must possess

- (1) a recognised degree or post-graduate qualification in education / training. A construction-related background is preferred but not essential;
- (2) a minimum of 10 years post-qualification work experience in overseeing or implementing outcomes based education and training, preferably from education and / or vocational training institutions;
- (3) good track record in project management and change management;
- (4) ability to implement plans and strategies in vocational education and training, curriculum development and be able to accomplish assigned tasks independently and with quality to meet strict deadlines;
- (5) excellent organisation skills, proactive working attitude and willingness to take up responsibilities;
- (6) good interpersonal skills and be able to communicate effectively to all levels; and
- (7) excellent command of both written and spoken English and Chinese.

(Applicants who do not possess the required qualifications and / or experience may be considered for other positions within the organisation.)

Duties include

- (1) to oversee, facilitate and support the development of learning programmes (inclusive of assessment) pitched at different levels of the Qualifications Framework (QF) through structured training and consultation;
- (2) to prepare instructing staff and lecturers to take up the responsibilities of developing

learning programmes through structured training, guidance, consultation and peer learning activities;

- (3) to provide and / or organise briefings, workshops, seminars, learning and development activities of different kinds (e.g. outcomes based education and training, outcomes-based assessment design, Qualifications Framework's level determination, preparation for programme validation and accreditation, etc.) for staff and major stakeholders;
- (4) to assist in developing QF credits assigning guidelines and policy; and
- (5) to carry out any other duties as assigned from time to time by the Executive Director.

Applications

The position is on a time-limited fixed-term contract subject to operational needs.

Please send an updated curriculum vitae, the results of English and Chinese Language obtained in public examinations, current and expected salary together with a covering letter stating one's suitability for the job and quoting the job reference number **(17 / PTM – CD – 085H)** to hrdm@cic.hk or by mail to the address below on or before **23 May 2017**. For further details on CIC please refer to website: <http://www.cic.hk>.

*Manager - Human Resources
Construction Industry Council
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