

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 – Research and Development**

### **The applicant must possess**

- (1) a recognised degree in engineering / surveying / architecture / science or other construction related discipline;
- (2) a minimum of 10 years' post-qualification work experience in engineering / surveying / architecture / science / research role or other construction related fields; experience in supervising subordinates is preferred;
- (3) profound knowledge in budgetary control, planning and / or project management will be an advantage;
- (4) a high level of integrity and a sense of responsibility;
- (5) strong interpersonal skills;
- (6) proactive, resourceful, creative, energetic character and can work independently; 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 provide the assistance in taking up the duties to support the initiatives for enhancing the performance and competitiveness of the construction industry;
- (2) to provide support to the CIC, its committees, working groups and task forces in undertaking assignments;
- (3) to oversee the research and consultancy projects funded by the CIC;

- (4) to liaise with the stakeholders and relevant parties for the implementation of research and consultancy outcomes;
- (5) to prepare work plans, study briefs, research reports, papers, guidelines, standards, documents of technical nature as well as any other relevant documents for enhancing the performance of the industry;
- (6) to supervise subordinates; and
- (7) to carry out any other duties as assigned from time to time by the Executive Director.

## Applications

The position is on a renewable fixed-term contract (subject to performance and operational needs) for a period of 2 years.

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 **(18 / M – RD – 061K)** to [hrdm@cic.hk](mailto:hrdm@cic.hk) or by mail (please mark "CONFIDENTIAL" on the envelope) to the address below on or before **25 April 2018**. For further details on CIC please refer to website: <http://www.cic.hk>.

*Manager - Human Resources  
Construction Industry Council  
38/F, COS Centre  
56 Tsun Yip Street  
Kwun Tong, Kowloon*

All information provided by applicants will be treated in strict confidence and used for consideration in relation to the relevant post within the organisation. All personal data of unsuccessful applicants will be destroyed within two years from the date of the application deadline. Applicants who are not invited for an interview within 8 weeks may consider their application unsuccessful.

此文件關於招聘。如有需要索取此文件的中文版本，請致電2100 9024或以電郵hr@cic.hk聯絡。

