

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:

## **Senior Inspector / Inspector**

### **The applicant must possess**

- (1) a higher diploma or a recognised degree in civil engineering, building services, electrical or mechanical engineering, quantity surveying or other construction-related disciplines; previous experience in law enforcement or with legal background will be an advantage;
- (2) a minimum of 9 years' (for Senior Inspector) or 5 years' (for Inspector) working experiences in construction sites of different types of construction projects; experience in supervisory role will be an advantage;
- (3) proven knowledge in trade skills and construction practice in the construction industry of Hong Kong;
- (4) independent thinking and good physical fitness;
- (5) a high level of integrity and a good sense of responsibility;
- (6) good communication and interpersonal skills and be a pleasant team player;
- (7) good command of both written and spoken English and Chinese and proficiency in Microsoft application software and Chinese Word Processing; and
- (8) holding a valid Hong Kong Driving Licence (Class 1) is preferred.

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

## Duties include

Report to the Manager – Inspection, the incumbent is expected:

- (1) to enforce the Construction Workers Registration Ordinance Cap.583 (“CWRO”), including daily construction site inspection, daily attendance record checking and prosecution where appropriate; to work on weekend is occasionally required on a roster basis;
- (2) to investigate, gather evidence, take witness statements, file summons and prosecute in court for cases non-compliant to the CWRO;
- (3) to perform analysis on different trade skills, work scope and the CWRO requirements;
- (4) to consolidate the inspection results with an aim to suggest enhancements to the whole workers registration system as well as to assist industry stakeholders in enhancing their compliance to the CWRO;
- (5) to assist in handling enquiries and / or conduct briefings or trainings in relation to the CWRO;
- (6) to prepare inspection plans, bilingual reports and perform data analysis;
- (7) to keep abreast of the trade skills development and the latest practices in the construction industry and thus self-initiated continuing learning (in addition to the training arranged by the CIC) is a must; and
- (8) 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 **(17 / SI/I – 128W)** to [hrds@cic.hk](mailto:hrds@cic.hk) or by mail to the address below on or before **9 August 2017**. 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。

