

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 Zero Carbon Building (ZCB) of the Construction Industry Council is a showcase of the state-of-the-art eco-building design and technology to the construction industry internationally and locally, with the aim to raise community awareness of sustainable living in Hong Kong.

We are seeking an outstanding professional who is passionate about creating leading edge solutions for green, innovative and dynamism to promote ZCB to the industry as well as to the public, and to be responsible for the overall development, enhancement and operation of the ZCB.

## **Senior Manager – Business Development & Operation, ZCB**

### **The applicant must possess**

- (1) a recognised degree, preferably with relevant postgraduate and / or professional qualifications;
- (2) a minimum of 12 years' post-qualification experience in marketing / branding / business development, of which no less than 8 years in senior management positions. Experience in managing similar organisations and in providing secretarial support to Committees and Board of Directors would be a definite advantage;
- (3) strong business acumen and with proven track record of soliciting and developing business partnership with different organisations;
- (4) a strong knowledge of global trends of green building development and an outstanding track record of overseeing and leading green developments and strategies in large, multi-cultural and complex organisations;
- (5) proven record in soliciting sponsorships and in securing funding, familiar with government procedures and governance of public organisations;
- (6) excellent communication and interpersonal skills; and well connected with local professional communities, industry stakeholders as well as international counterparts;
- (7) a high level of integrity and a strong sense of commitment and accountability; and

- (8) excellent command of both written and spoken English and Chinese is a must, be able to articulate vision persuasively and to engage different stakeholders of diverse backgrounds successfully.

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

## **Duties include**

Reporting to the Director – Industry Development, the incumbent is expected:

- (1) to collaborate and work together with the ZCB Management Board to develop marketing and business strategies for branding the ZCB as a hub of green building and smart technologies;
- (2) to oversee the day-to-day operations of the ZCB to ensure smooth and efficient management;
- (3) to undertake research on new initiatives, to drive ZCB to achieve its strategies proposed by the Committee and Task Forces Groups and to take forward their implementation;
- (4) to formulate, facilitate and implement effective business strategies for the ZCB's development;
- (5) to advise and report the development strategies of the ZCB to the relevant Committees and to provide secretariat support to the relevant Committee and its various Task Force Groups;
- (6) to promote the ZCB as the Hub of Education / Information / exhibition for Green / Eco / sustainable living / Cutting edge technology;
- (7) to actively seek sponsorship opportunities for funding the operation and maintenance of the ZCB and to deploy resources therein strategically and effectively to achieve its objectives;
- (8) to develop local, regional and international networks of partnership with the community, professional bodies, industry and various stakeholders; and
- (9) 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 / SM – BDO (ZCB) – 197K)** to [hrdm@cic.hk](mailto:hrdm@cic.hk) or by mail to the address below on or before **13 December 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。

