

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:

## **Principal – Kwai Chung Campus, Hong Kong Institute of Construction**

### **The applicant must possess**

- (1) a recognised degree / post-graduate qualification in construction or education / training;
- (2) a minimum of 12 years' post-qualification experience in the construction field or in vocational education / professional training in a sizeable training institute, experience in construction / engineering / safety training, course development, curriculum review and qualification framework accreditation will be a definite advantage;
- (3) ability to develop plans and strategies, execute projects, manage operations and accomplish assigned tasks independently and with quality to meet strict deadlines;
- (4) strong networking skills with government officials as well as educational and construction stakeholders, able to communicate effectively with all levels;
- (5) good people management skills and be able to lead a team of professionals in the delivery of training programmes;
- (6) excellent organisation skills, influencing skills, resourcefulness, proactive working attitude and willingness to take up extra responsibilities; 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 conduct strategic planning for the Kwai Chung Campus of the Hong Kong Institute of Construction (HKIC) with the view to offer learning opportunities to people who want to join the construction industry and current practitioners who want to enhance their knowledge and skills;
- (2) to oversee the daily operations of the Kwai Chung Campus in the delivery of training programmes, as well as to review and formulate policies and procedures for the Kwai Chung Campus;
- (3) to co-ordinate, develop and implement qualification ladders for training programmes organised by the HKIC;
- (4) to liaise with industry stakeholders and to develop, co-ordinate and implement specific training programmes according to their needs;
- (5) to review the existing training curriculum and contents in civil engineering, building, electrical & mechanical, etc. and propose enhancement measures so as to ensure that they meet the needs and demands of the industry;
- (6) to plan, implement and manage projects, as well as to monitor and control the programme, cost and quality of such projects;
- (7) to participate in publicity events of the HKIC in the promotion of HKIC's training programmes; 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 **(18 / P – KCC, HKIC – 038H)** to [hrdm@cic.hk](mailto:hrdm@cic.hk) or by mail to the address below on or before **23 March 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。

