



## Department of Health

The Government of the Hong Kong Special Administrative Region

### Non-civil Service Vacancy

#### Department of Health

#### Research Officer (Public Health)

#### Salary :

HK\$ 39,350 per month (**Note (1)**)

#### Entry Requirements :

- (a) (i) have a Master degree in Public Health, Epidemiology and Biostatistics, Environmental Health or Environmental Science from a Hong Kong university, or equivalent; or  
(ii) have a postgraduate diploma in Public Health, Epidemiology and Biostatistics, Environmental Health or Environmental Science from a Hong Kong university, or equivalent, with 2 years' relevant full time post qualification working experience.
- (b) in addition to requirement (a), another 2 years of relevant full time post qualification working experience in conducting environmental health/ epidemiology related research studies, environmental health risk assessment, risk communication, data base management and data analysis is preferred (**Note (1)**);
- (c) Meet the Language Proficiency Requirement :
  - (i) Level 3 or above in Chinese Language and English Language in the Hong Kong Certificate of Education Examination (HKCEE) or Hong Kong Diploma of Secondary Education Examination (HKDSEE) or equivalent (**Note (2)**); or
  - (ii) have (1) Chinese Language and Culture or Chinese Language and Literature and (2) Use of English at "Grade E" or above in the Hong Kong Advanced Level Examination (HKALE), or equivalent; and
- (d) be able to speak fluent Cantonese and English.

***[Remark: Candidates may be invited to attend a written test.]***

#### Notes:

- (1) *Candidate unable to comply with Entry Requirement (b) may also apply but may enter at a lower salary.*
- (2) *For appointment purpose, 'Grade C' in Chinese Language and English Language (Syllabus B) in the HKCEE before 2007 are accepted administratively as comparable to "Level 3" in Chinese Language and English Language in the 2007 HKCEE and henceforth.*

## **Duties**

- (a) Provide professional input on environmental health issues (including physical, chemical and biological hazards);
- (b) Monitor, collate, review and appraise scientific and medical literature/evidence on various environmental health issues;
- (c) Provide comments on environmental health issues in various studies and projects;
- (d) Carry out environmental health risk assessments / studies; and
- (e) Provide statistical support.

*[Remark: May be required to work shift and irregular hours.]*

**Terms of Appointment :** Successful candidates will be appointed on non-civil service contract terms up to one year. Renewal of contract will be subject to the service need of the Department and the performance of the candidate.

**Fringe Benefits :** Rest days, statutory holidays (or substituted holidays), 14 days' paid annual leave, maternity/ paternity leave and sickness allowance, where appropriate, will be granted in line with the Employment Ordinance.

**Address and Enquiry Tel:** Appointments Unit, Department of Health, Room 1807, 18/F, Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong. For enquiries, please call 2961 8526.

**Closing Date for Application :** 18 May 2017

## **General Notes :**

- (a) Candidates must be permanent residents of the Hong Kong Special Administrative Region at the time of appointment unless specified otherwise.
- (b) As an Equal Opportunities Employer, the Government is committed to eliminating discrimination in employment. The vacancy advertised is open to all applicants meeting the basic entry requirement irrespective of their disability, sex, marital status, pregnancy, age, family status, sexual orientation and race.
- (c) Non-civil service vacancies are **not** posts on the civil service establishment. Candidates appointed are **not** on civil service terms of appointment and conditions of service. Candidates appointed are not civil servants and will **not** be eligible for posting, promotion or transfer to any posts in the Civil Service.
- (d) The entry pay, terms of appointment and conditions of service to be offered are subject to the provisions prevailing at the time the offer of appointment is made.
- (e) Where a large number of candidates meet the specified entry requirements, the recruiting department may devise shortlisting criteria to select the better qualified candidates for further processing. In these circumstances, only shortlisted candidates will be invited to attend

recruitment examination and/or interview.

- (f) It is Government policy to place people with a disability in appropriate jobs wherever possible. If a disabled candidate meets the entry requirements, he/she will be invited to attend the selection interview/written examination without being subject to further shortlisting.
- (g) Holders of academic qualifications other than those obtained from Hong Kong institutions/Hong Kong Examinations and Assessment Authority may also apply but their qualifications will be subject to assessments on equivalence with the required entry qualifications. They should submit copies of their official transcripts and certificates by mail to the enquiry address indicated.
- (h) Non-civil service vacancies information contained in this column is also available on the 'GovHK' on the Internet at <http://www.gov.hk>.
- (i) Towards the application deadline, the on-line system would likely be overloaded due to large volume of applications. To ensure timely completion of your on-line application, it is advisable to submit the application as early as possible.

### **How to Apply:**

Application Forms [G.F. 340 (Rev. 3/2013)] are obtainable from any Home Affairs Enquiry Centre of District Offices, Home Affairs Department or any Job Centre of the Employment Services Division, Labour Department. The said form can also be downloaded from the Civil Service Bureau's website at <http://www.csb.gov.hk>. On-line application can also be made through the same website.

The application period for the post of Research Officer (Public Health) is from 28 April 2017 to 18 May 2017. Applicants should state in details in the application forms their requisite academic qualifications and requisite post-qualification working experience. They must also attach copies of their official transcripts of studies and certificates, documentary proof of their requisite post-qualification working experience, and curriculum vitae on the working experience to their application forms. Completed application forms should reach the enquiry address indicated on or before the closing date for application with the envelope clearly marked "**Application for the post of Research Officer (Public Health)**". Applications not made in the prescribed form, submitted by fax or email, or which are incomplete or late submission will not be considered.

For online applicants, copies of all relevant documents must be submitted to the enquiry address indicated within one week after closing date for application. They should quote the online application number on the envelope and every page of the copies of the documents. Please do not send originals of transcripts/ certificates.

Applicants should ensure that the correct address is clearly printed or written on the envelope and sufficient postage is affixed before posting so as to avoid unsuccessful delivery of application. Any underpaid mail items will be returned or disposed of by the Hongkong Post.

Candidates who are selected for interview and/ or written test will normally receive an invitation in about six to eight weeks from the closing date for application. Those who are not invited for interview and/ or written test may assume that their applications are unsuccessful. For enquiries, please call the telephone number indicated.



## 非公務員職位空缺

### 衛生署

#### 研究主任(公共衛生)

薪金：每月港幣 39,350 元(註(1))

#### 入職條件：

- (a) (i) 持有香港任何一所大學頒授的公共衛生、流行病學與生物統計學、環境衛生或環境科學碩士學位，或同等學歷；或
- (ii) 持有香港任何一所大學頒授的公共衛生、流行病學與生物統計學、環境衛生或環境科學深造文憑，或同等學歷，並在取得有關學歷後，具備兩年相關全職工作經驗。
- (b) 除(a)項條件外，如在取得有關學歷後，在進行與環境衛生／流行病學有關的研究、環境衛生風險評估、風險傳達、數據庫管理及數據分析方面，具備另外兩年相關全職工作經驗，可獲優先考慮(註(1))；
- (c) 符合語文能力要求：
  - (i) 在香港中學會考或香港中學文憑考試中國語文科及英國語文科考獲第 3 級或以上成績，或具備同等成績(註(2))；或
  - (ii) 在香港高級程度會考中，在(1)中國語文及文化、中國語言文學或中國語文科，以及(2)英語運用科考獲 E 級或以上成績，或具備同等成績；以及
- (d) 操流利粵語及英語。

*[備註：申請人可能會獲邀參加筆試。]*

#### 註：

- (1) 未能符合(b)項入職條件的申請人仍可申請，但入職薪金可能會相應調低。
- (2) 政府在聘任時，2007 年前的香港中學會考中國語文科及英國語文科(課程乙)C 級成績，在行政上會被視為等同 2007 年或之後香港中學會考中國語文科和英國語文科第 3 級成績。

#### 職責：

- (a) 就環境衛生事宜(包括物理、化學及生物危害)提供專業意見；
- (b) 監察、整理、檢討和評估有關各項環境衛生事宜的科學及醫學文獻／證據；
- (c) 就各項研究及項目的環境衛生事宜提供意見；
- (d) 進行環境衛生風險評估／研究；以及

(e) 提供統計支援。

*[備註：可能須輪班及不定時工作。]*

**聘用條款：**獲取錄的申請人會按非公務員合約條款受聘，合約期最長為一年。續約與否，視乎本署的服務需要及受聘人的工作表現而定。

**附帶福利：**本署會按照《僱傭條例》的規定，在適當情況下向受聘者提供休息日、法定假日(或代替假日)、14天有薪年假、產假／侍產假及疾病津貼。

**地址及查詢電話：**香港灣仔皇后大道東 213 號胡忠大廈 18 樓 1807 室衛生署聘任組。如有查詢，請致電 2961 8526。

**截止申請日期：**2017 年 5 月 18 日

**附註：**

- (a) 除另有指明外，申請人獲聘時必須是香港特別行政區永久性居民。
- (b) 政府是提供平等就業機會的僱主，致力消除在就業方面的歧視。所有符合基本入職條件的人士，不論其殘疾程度、性別、婚姻狀況、懷孕狀況、年齡、家庭崗位、性傾向和種族，均可申請本欄內的職位。
- (c) 非公務員職位並**不是**公務員編制內的職位。申請人如獲聘用，**不會**按公務員聘用條款及服務條件聘用。獲聘的申請人並非公務員，**不會**享有獲調派、晉升或轉職至公務員職位的資格。
- (d) 入職薪酬、聘用條款及服務條件，以獲聘時的條文為準。
- (e) 如果符合訂明入職條件的申請人人數眾多，招聘部門或會訂立篩選準則，甄選條件較佳的申請人作進一步篩選。在這情況下，只有入選的申請人才會獲邀參加招聘考試及／或面試。
- (f) 政府訂有政策，盡可能安排殘疾人士擔任適合的職位。殘疾人士申請職位，如符合入職條件，便毋須再經篩選，會獲邀參加面試／筆試。
- (g) 持有本港以外學府／非香港考試及評核局頒授學歷的人士也可申請，惟其學歷必須經過評審，以確定是否等同職位所要求的入職學歷資格。有關申請人須把修業成績單及證書副本郵寄到所列的查詢地址。
- (h) 本欄內的非公務員職位空缺資料，也可於互聯網上的香港政府一站通網頁閱覽(<http://www.gov.hk>)。
- (i) 臨近截止申請日期時，網上系統可能因申請大量湧入而不勝負荷。為確保在限期前完成網上申請手續，申請人應盡早遞交申請。

**申請手續：**

申請人可向民政事務總署各區民政事務處民政諮詢中心或勞工處就業科各就業中心索取申請表格[G.F. 340 (3/2013 修訂版)]，亦可從公務員事務局互聯網站(<http://www.csb.gov.hk>)下載申請表格。此外，申請人也可透過同一網站提交申

請。

研究主任(公共衛生)職位的申請日期為 2017 年 4 月 28 日至 2017 年 5 月 18 日。申請人應在申請表格內詳列其所須具備的學歷及取得學歷後的工作經驗，並將修業成績單、證書、取得學歷後工作經驗的證明文件副本及個人履歷，夾附於申請表格一併遞交。填妥的申請表格必須於截止申請日期或之前送達所列查詢地址，信封面清楚註明“**申請研究主任(公共衛生)職位**”。申請書如並非以指定表格填寫、以傳真或電郵遞交、未填妥或逾期遞交將不獲受理。

申請人如在網上遞交申請表格，必須於截止申請日期後的 1 星期內，把所有相關文件副本送交所列查詢地址，並於信封面及文件副本的每一頁註明網上申請編號。切勿郵寄修業成績單／證書的正本。

申請人如以郵遞方式提交申請或補交文件證明副本，請在投寄前確保信封面已清楚寫上正確的地址及已貼上足夠郵資，以避免申請未能成功遞交。所有郵資不足的郵件會由香港郵政安排退回或銷毀。

申請人如獲邀參加面試及／或筆試，通常會在截止申請日期後約 6 至 8 星期內接獲通知。如申請人未獲邀參加面試及／或筆試，則可視作已經落選。如有查詢，請致電所列電話號碼。