

| | |
|--|----------------------------------|
| Project Officer, Business Solutions | Post Date: 16 August 2019 |
| Digital Transformation Division | Deadline: 30 August 2019 |
| Ref: DTD199/HKCS/160819 | HKCS |

Job Duties:

- Provide business support and organise training related to business solutions, such as e-commerce, data analytic, blockchain
- Participate in liaison with clients to understand their needs and requirements, and assist to pursue collaboration with industry partners
- Explore and assist to develop new digital services to cope with the industry needs
- Support market engagement programs to promote HKPC services
- Coordinate with multiple stakeholders, including internal cross-division members, government officials, industry associations and vendors and broaden the network for corresponding projects
- Prepare consultancy reports, presentation materials and training handouts
- Handle ad hoc projects and assignments

Job Requirements:

- Bachelor Degree from disciplines from Computer Science / IT / Manufacturing or equivalent with 2 years or more relevant experience
- Experience in business solution projects is a must
- Solid skills on system integration, e-commerce solutions, blockchain or data analytics an advantage
- Good interpersonal, presentation and communication skills and team work essential
- Mature, self-motivated and result-oriented with excellent time and project management skills
- Good command of both spoken and written English and Chinese, including Putonghua
- Applicants may be considered for other positions if not matching the requirements of the subject position

Application:

HKPC will take into consideration both the quantitative and qualitative requirements of the post when selecting the suitable candidates. A competitive salary package commensurate with academic qualifications and experience will be offered.

Applicants should send application, together with a detailed resume, current and expected salary and contact telephone number by email to rdtd19919@hkpc.org (quoting the reference number on the subject heading) **on or before 30 August 2019**.

Applications not quoting reference number will lead to late processing.

Personal data collected will be used for recruitment purpose only. Candidates not invited for interviews within 6 weeks may consider their applications unsuccessful and the applications will be disposed by HKPC within 12 months.