

## **Knowledge Transfer Officer (holding a substantive rank of Project Officer)**

(Ref: 2400303)

### **Research and Development Office (Knowledge Transfer Sub-Office)**

The appointee will be responsible for providing support to the Knowledge Transfer (KT) Sub-office's business networking and promotion initiatives. Main duties include: (i) organising industry network activities for ecosystem building; (ii) proposing demonstrations of the University's innovations in exhibitions and promotional events; (iii) assisting in business development; (iv) conducting presentations of the University's innovation; (v) providing insight to researchers on technology commercialisation and innovation trends; (vi) performing other duties as assigned by the supervisor/Director of Knowledge Transfer.

The appointee needs to work off-campus at times and be flexible in working hours. The appointment will be for a period of two years, with the possibility of renewal subject to mutual agreement. Working outside Hong Kong may be occasionally required.

Applicants should have a Bachelor's degree with normally 2 years or more of post-qualification working experience. They should be creative, communicative, and with good project management skills. Applicants with experience in event management, product marketing or business development are preferred. Sound knowledge in technology transfer would be an advantage.

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Salary will be commensurate with qualifications and experience.

Initial appointment will be made on a fixed-term contract. Fringe benefits include the University's Voluntary Contributions to MPF Scheme or a contract-end lump sum payment (totaling up to 10% of the basic salary), leave, medical and dental benefits.

The University only accepts and considers applications submitted online for this post. Applicants should complete the [online application form](#) and upload a full CV. **Review of applications will start from 5 April 2024, and will continue until the post is filled.** Applications which are incomplete or without the required documents may not be considered. Personal data provided by applicants will be used for recruitment and other employment-related purposes. For details of the Personal Information Collection Statement, please refer to <http://www.eduhk.hk/jobsoff/index.php?glang=en>.

All applications will be treated in strict confidence. Only those who are shortlisted will be contacted. The University reserves the right not to fill the position(s) advertised.

Further information about the University is available at <http://www.eduhk.hk>.

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