

Research Assistant I (Ref: RAI/LTTC/0421)
Centre for Learning, Teaching and Technology

The appointee will be responsible for providing research and administrative support to a project on reviewing a university-level survey instrument on generic competencies. Duties include conducting literature review, refining questionnaire items, collecting and analyzing data, compiling reports, and providing administrative support. The appointee will be expected to carry out other duties as assigned by the Centre Director. The appointment will be for a period of 1 year.

Applicants should have a Bachelor's Degree, preferably in Social Science, Psychology or related disciplines. Preference will be given to applicants who have working experience related to learning and teaching in higher education. Applicants should have an excellent command of written English and Chinese; good interpersonal and communication skills; high proficiency in English, Chinese and Cantonese; and a sound background in statistics and experience in using statistical packages such as SPSS. They should be mature, detail-oriented and able to work independently. Knowledge and experience of developing institutional survey instruments would be an advantage. Immediate availability is preferred.

Salary will be commensurate with qualifications and experience.

Initial appointment will be made on a fixed-term contract. Fringe benefits include contract-end gratuity, leave, medical and dental benefits.

Application Forms are obtainable from (a) <http://www.eduhk.hk/hro/applyfor.htm>; or (b) the Human Resources Office, 3/F, Cho Kwai Chee Foundation Building, The Education University of Hong Kong, 10 Lo Ping Road, Tai Po, New Territories, Hong Kong. The completed Application Form, together with full CV, should be sent to the Human Resources Office by email to hro2@eduhk.hk or by post to the above address. **Review of applications will start from 20 April 2021, and will continue until the post is filled.** Applications which are not made in prescribed form, or incomplete, or late, or not signed, or without the required supporting documents may not be considered. Please quote the reference number of the position in the application and mark "Strictly Confidential – Job Application" on the envelope. 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/jobsopp/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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