Technician / Computer Operator (Classroom and User Services) (Ref: 2301249)
Office of the Chief Information Officer

The Office of the Chief Information Officer (https://www.eduhk.hk/ocio) provides quality services to support all central information systems in support of teaching, learning, research and administration, and places emphasis on staff's career/professional development. The Office is looking for quality professionals to fill the post.

The appointee will be responsible for providing quality classroom and user services to support learning and teaching activities for Study Centres at Tseung Kwan O and North Point. He / She is responsible for the provision of IT Help Desk counter and hotline support as well as hardware and software support for computer users. The appointee is also required to support and maintain the central computer laboratories and computing/audio-visual facilities of the University. Shift duties are required.

Applicants should have a recognized Bachelor's Degree in Electronic Engineering / Information Technology / Computer Science or related disciplines with at least 3 years of relevant full-time post-qualification working experience in the support of audio-visual equipment, PC software and hardware and networking technologies. They should be user-oriented with good problem-solving and analytical skills and proficient in both English and Chinese with good communication skills. They should also work proactively and independently, with the ability to handle multiple tasks simultaneously and be a good team player.

Applicants with Level 2 or equivalent or above in 5 subjects including Chinese Language, English Language and Mathematics in the HKDSE; or Grade E (Level 2) or above in at least 5 subjects including Chinese, English (Syllabus B) and Mathematics in HKCEE or equivalent; and a certificate or diploma in Electronic Engineering / Information Technology / Computer Science or related disciplines with at least 1 year of relevant full-time working experience in the support of audio-visual equipment, PC software and hardware and networking technologies will be considered for the post of Computer Operator.

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 20 November 2023, 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/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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