

**Project Officer / Project Assistant (Ref: 2500816)**  
**Academy for Applied Policy Studies and Education Futures**

**Project Title: Neuroscience Research and Application of Smart Calligraphy for Cognitive Development**

The appointee will provide support for the project entitled “Neuroscience Research and Application of Smart Calligraphy for Cognitive Development.” He or she will assist in coordinating research activities, managing partnerships, organizing cultural events, and facilitating the dissemination of findings related to AI calligraphy technology.

The role involves managing multiple facets of the project, including supporting empirical research, organizing cultural and educational events such as calligraphy festivals and workshops, and facilitating collaboration with various target beneficiaries. The appointee will also assist in data collection and analysis. He or she will perform any other duties assigned by the supervisor.

Applicants should have a Bachelor’s Degree with several years of post-qualification working experience, preferably gained in tertiary institution. They should have good knowledge in computer application and proficiency in both spoken and written English and Chinese. Fluency in Mandarin Chinese is preferred. Occasional business trips to Mainland China are required, including weekends and public holidays.

Applicants with less experience will be considered for the post of Project Assistant.

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Salary will be commensurate with qualifications and experience.

Initial appointment will be made on a fixed-term contract until 31 August 2026. Fringe benefits include leave and outpatient medical 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 on or before **15 August 2025**. 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. Since the incumbent’s work would involve contacts with persons aged under 18 and/or mentally incapacitated persons, prospective employee(s) will be required to undergo Sexual Conviction Record Check operated by the Hong Kong Police Force.

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

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