

Senior Research Assistant / Research Assistant I (Ref: 2600837)
Department of Health and Physical Education

Project Title: Citywide Programme to Promote Healthy Living through Active Lifestyle
[Appointment Period: 12 months]

We are seeking motivated and competent candidates to join our research team to support multidisciplinary research projects involving the scientific evaluation of community sports programmes.

Key Responsibilities:

- Support project administration and management, including coordination of research activities, scheduling, and progress monitoring;
- Conduct research activities such as participant recruitment, data collection (fitness assessments, surveys, interviews), data processing, and data analysis;
- Assist in preparing progress reports, funding claims, and research deliverables;
- Perform any other duties as assigned by the supervisor; and
- Working on the evenings of weekday or weekend may be required.

For the Senior Research Assistant position, the appointee will additionally be responsible for:

- Supervise and mentor a small team of Research Assistants;
- Take a leading role in coordinating multiple research sites and ensuring adherence to research protocols, scientific rigour, and ethical conducts;
- Provide administrative support for research projects: monitor project progress, assist with budgeting and finance, arrange meetings, and prepare documents for committees;
- Liaise with external partners (NGOs, schools, community centres) and coordinate fieldwork and stakeholder meetings; and
- Support the preparation of scientific reports and manuscripts.

For the post of Senior Research Assistant, applicants should have a Master's degree in Health Psychology, Sports Science, Physical Education, or a related health discipline, plus one year of post-degree full-time working experience, or a Doctoral degree in the above fields. Administrative experience in project management, project finance, or committee secretariat support is desirable. The appointee should have an excellent command of written and spoken English and Chinese (including Cantonese), self-motivated, responsible, well-organised, and able to work independently as well as collaboratively in a team, and having a publication record in peer-reviewed scientific journals is an advantage.

For the post of Research Assistant I, applicants should have a Bachelor's degree or above in Health Psychology, Sports Science, Physical Education, or a related health discipline. Previous research experience (e.g., data collection, literature review, or data analysis) is preferred. The appointee should have a good command of written and spoken English and Chinese (including Cantonese), and be self-motivated, responsible, organised, and able to work independently and as part of a team.

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.

The University only accepts and considers applications submitted online for this post. Applicants should complete the [online application form](http://www.eduhk.hk/jobsoff/index.php?glang=en) and upload a full CV on or before **29 September 2026**. 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. 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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