Post-doctoral Fellow (Ref: PDF/GS/0819)  
Graduate School  

A qualified and highly dedicated person is sought for supporting various research and administrative activities of the Graduate School. The appointee will be responsible for drafting research proposals for external funding, project management, writing journal articles, as well as supervising junior research personnel and postgraduate students. He/She will need to provide support to the management and administration of different aspects of postgraduate programmes. The appointee may also be involved in other work such as assisting in the development of postgraduate regulations and conducting research related to research supervision and postgraduate studies. The appointment will be for a period of 12 months, with the possibility of renewal subject to mutual agreement.

Applicants should have a Doctoral Degree in an area related to Social Sciences or Education with a good research track record and good communication skills. They should be highly proficient in both English and Chinese, self-motivated and able to work under tight timeline.

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 hro3@eduhk.hk or by post to the above address on or before 23 August 2019. 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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