Research Assistant I (Ref: RAI/ELE/0520)
Department of English Language Education

The appointee will assist the Principal Investigator on an e-resources project which involves the design and creation of a web-based training platform for English teachers and the design and creation of e-resources for English language teaching and learning. These e-learning resources include instructional videos, e-books, web-based learning materials, online assessment tools and others.

He/she will also be responsible for working closely with other project members and stakeholders to ensure the high quality and design of the training platform and e-resources, as well as the effective implementation of the resources for teachers and students. Other duties include assisting in the assessment of materials, training for use, report-writing, and others as assigned by the Principal Investigator. The initial appointment will be for a period of 12 months, with the possibility of renewal subject to mutual agreement.

Applicants should have a Bachelor’s Degree in the above disciplines, with at least one year’s working experience. They should have strong proficiency in technical skills and spoken and written English. Preference will be given to those with teaching experience, though it is not required. In addition to working well with others, candidates should be highly self-motivated, attentive to detail, and able to work efficiently within tight timelines. 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 hro1@eduhk.hk or by post to the above address on or before 20 May 2020. 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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