



中國香港手球總會

HANDBALL ASSOCIATION OF HONG KONG, CHINA

Recruitment for the post of Sport Organiser Trainee (SOT) (One-year contract)

Salaries: HK\$11,925 per month

Entry Requirements:

Applicants should

- (a) be a Hong Kong Permanent Resident aged 18 or above; and
- (b) possess good communication skills.

[Note: Possession of work experience in organising sport programmes will be an advantage.]

Duties:

- (a) To assist NSAs in organising sports events/programmes;
- (b) To support the administration of NSAs/SOs;
- (c) To perform site/programme supervision at the venue; and
- (d) To assist NSAs in other general duties

Working Hours:

The conditioned working hours are 45 hours net per week (excluding meal breaks).

Appointed candidates may be required to perform shifts duties work irregular hours and overtime (including on Saturdays, Sundays and Public Holidays). Actual working hours will be arranged by supervisors.

Terms of Appointment:

Successful candidates will be appointed for about twelve months
(1st December 2020 – 30th November 2021)

Fringe Benefits:

Rest days, statutory holidays (or substituted holidays), annual leave, maternity/paternity leave, where appropriate, will be granted in line with the provisions of the Employment Ordinance

Applications:

Apply in writing by 16 November 2020 with full resume to HAHKC via email to info@handball.org.hk with subject of “*Apply for Sport Organiser Trainee*”. Only suitable candidates will be shortlisted for interviews. (All information provided will only be used for recruitment related purpose. All collected data will be disposed after the completion of recruitment process.)