



香港善導會  
The Society of Rehabilitation and  
Crime Prevention, Hong Kong

## Recruitment of Contract Post

### Manager (Employment Development Service) (Lai Chi Kok)

Reporting to the Senior Management, the appointee will provide leadership and management of the Employment and ERB services of the Agency, which includes but not limited to the overall planning and development of services with different funding modes (government subsidised, non-government funders and self-financing, etc), implementing innovative programmes in response to current and emerging service trend and social needs, promotion of effective stakeholder relationship and networking, as well as mobilising available resources for the service advancement and development.

#### Requirements

- Post-secondary education preferably with Bachelor degree in Social Work or Business discipline;
- Registered Social Worker with minimum 7 years' work experience preferably in employment / ERB or related services plus over 4 years' supervisory / management and service development experience;
- Proficient in both spoken and written English and Chinese;
- Strong leadership and people management with good presentation, collaboration, networking and organisational skills;
- Dynamic and resourceful with proven ability to network and foster relationships, both internally and externally, work efficiently under pressure and multi-tasks oriented;
- Excellent working knowledge on employment marketing, training and enhancement; and
- Computer literate and able to pick up new technologies and innovative concepts quickly.

Appointment will be made on contract term with staff benefits including training subsidies, medical benefits. Qualified candidates are invited to submit application letter and full resume with present and expected salary and earliest availability to [recruit@sracp.org.hk](mailto:recruit@sracp.org.hk)

*(All information provided will be kept as confidential & only be used for recruitment related purposes)*