Civil Service Vacancy

HOUSING DEPARTMENT

Technical Officer (Geotechnical)

Salary: Master Pay Scale Point 9 ($16,825 per month) to Master Pay Scale Point 22 ($33,020 per month)

Entry Requirements:
Candidates should have (a) a Diploma or Higher Certificate in Civil Engineering from a Hong Kong polytechnic university/polytechnic, the Hong Kong Institute of Vocational Education or a technical institute/technical college, or equivalent; and (b) met the language proficiency requirements of Level 2 or above in Chinese Language and English Language in the Hong Kong Diploma of Secondary Education Examination (HKDSEE) or Hong Kong Certificate of Education Examination (HKCEE), or equivalent [See Note (1)].

Notes:
1. For civil service appointment purpose, ‘Grade E’ in Chinese Language and English Language (Syllabus B) in previous HKCEE is accepted administratively as comparable to ‘Level 2’ in Chinese Language and English Language in the 2007 HKCEE and henceforth.
2. For the purpose of heightening public awareness of the Basic Law (BL) and promoting a culture of learning of BL in the community, assessment of BL knowledge will be included in the recruitment for all civil service jobs. Candidates who are invited to attend the recruitment interview will be assessed on their BL knowledge through a written test to be conducted immediately before or after the recruitment interview. The BL test result will be one of the considerations to assess the suitability of a candidate.

Duties: A Technical Officer (Geotechnical) is mainly deployed on (a) conducting site inspections and taking field measurements; (b) carrying out geotechnical engineering calculations, technical data searching, and recording and updating of technical drawings; (c) assisting in the preparation of geotechnical reports, slope maintenance manuals and tender documents; and (d) assisting in checking geotechnical reports submitted by consultants.

Terms of Appointment: A new recruit will normally be appointed on civil service probationary terms for three years. Upon passage of probation bar, he/she may be considered for appointment on the prevailing permanent terms.

Address and Enquiry Tel. No.: Appointments Sub-section, Housing Department, 3/F, Block 2, Housing Authority Headquarters, 33 Fat Kwong Street, Ho Man Tin, Kowloon (Tel.: 2761 6660).

Closing Date for Application: 28 June 2013
General Notes:
(a) Candidates must be permanent residents of the Hong Kong Special Administrative Region at the time of appointment unless specified otherwise.
(b) As an Equal Opportunities Employer, the Government is committed to eliminating discrimination in employment. The vacancy advertised is open to all applicants meeting the basic entry requirement irrespective of their disability, sex, marital status, pregnancy, age, family status, sexual orientation and race.
(c) Civil service vacancies are posts on the civil service establishment. Candidates selected for these vacancies will be appointed on civil service terms of appointment and conditions of service and will become civil servants on appointment.
(d) The entry pay, terms of appointment and conditions of service to be offered are subject to the provisions prevailing at the time the offer of appointment is made.
(e) The information on the maximum pay point is for reference only and may be subject to changes.
(f) Fringe benefits include paid leave, medical and dental benefits, and where appropriate, assistance in housing.
(g) Where a large number of candidates meet the specified entry requirements, the recruiting department may devise shortlisting criteria to select the better qualified candidates for further processing. In these circumstances, only shortlisted candidates will be invited to attend recruitment examination and/or interview.
(h) It is Government policy to place people with a disability in appropriate jobs wherever possible. If a disabled candidate meets the entry requirements, he/she will be invited to attend the selection interview/written examination without being subject to further shortlisting.
(i) Holders of academic qualifications other than those obtained from Hong Kong institutions/Hong Kong Examinations and Assessment Authority may also apply but their qualifications will be subject to assessments on equivalence with the required entry qualifications. They should submit copies of their official transcripts and certificates by mail to the above enquiry address.
(j) Civil service vacancies information contained in this column is also available on the GovHK and the Housing Department on the Internet at http://www.gov.hk and http://www.housingauthority.gov.hk respectively.
(k) Towards the application deadline, our on-line system would likely be overloaded due to large volume of applications. To ensure timely completion of your on-line application, it is advisable to submit the application as early as possible.

How to Apply:
Application Forms (G.F. 340 [(Rev. 3/2013)]) are obtainable from any Public Enquiry Service Centres of District Offices, Home Affairs Department or any Job Centres of the Employment Services Division, Labour Department. The said form can also be downloaded from the Civil Service Bureau's website (http://www.csb.gov.hk).

Completed forms, together with copies of certificates and transcripts in support of the academic qualifications (including photocopies of certificates and transcripts showing the results achieved in Chinese and English languages); technical
qualifications; and (c) support documents of working experience, should reach the above enquiry address of the recruiting department on or before the closing date for application. Please specify the title of the post being applied for on the envelope.

Online application can also be made through the Civil Service Bureau's website (http://www.csb.gov.hk). Candidates who apply online should submit copies of certificates and transcripts in support of the (a) academic qualifications (including photocopies of certificates and transcripts showing the results achieved in Chinese and English languages); (b) technical qualifications; and (c) support documents of working experience within one week after close of application period to the above enquiry address, and the online application number should be quoted on the envelope and the copies of supporting documents.

If candidates fail to provide the supporting documents as requested within the stipulated one week period, their applications will not be considered. Candidates who are selected for interview will normally receive an invitation in about six to eight weeks from the closing date for application. Those who are not invited for interview may assume that their applications are unsuccessful.