

The Hong Kong Examinations and Assessment Authority (HKEAA) is an independent and not-for-profit statutory body. Its main role is to conduct the Hong Kong Diploma of Secondary Education Examination (HKDSE). It also administers other assessment projects and examinations leading to academic, professional or practical qualifications on behalf of international examining bodies and local professional bodies. Applications are now invited for the following post:

**Officer – Education Assessment Services (Data Analysis) (Ref: EA/01/656)**

**Duties:** The appointee will be responsible for providing assessment operations, particularly on data processing and analysis for Territory-wide System Assessment (TSA) / Basic Competency Assessment (BCA). Major duties include but not limited to data processing, item analysis, support to assessment administration/implementation.

**Requirements:**

- (a) A recognized degree in statistics/education/research or a relevant subject with a higher degree will be an advantage;
- (b) At least 5 years of working experience in data handling or research, preferably in the field of statistics/educational assessment;
- (c) Good knowledge of Educational Measurement, e.g. classical testing theory is preferred;
- (d) Hands-on experience using statistical software and programming using FoxPro, VBA and SPSS; and
- (e) Good command of spoken and written English and Chinese;
- (f) Candidates with academic qualifications but less working experience may be considered.

**Employment Terms:** The remuneration package will be commensurate with qualifications and experience. Appointment will be on a fixed-term contract with contract-end-gratuity, MPF benefits, medical and dental care. Future employment may be offered on renewable contracts subject to performance and staffing needs.

**Date for Application Review: 25 January 2021**

Applications would be considered until the post is filled.

*Application forms can be obtained from the HKEAA office on 13/F., Southorn Centre, 130 Hennessy Road, Wan Chai, Hong Kong or downloaded from the HKEAA website ([www.hkeaa.edu.hk/tc/Career/general.html](http://www.hkeaa.edu.hk/tc/Career/general.html)). Completed application forms should be returned to the Manager – Human Resources at the above address. Applicants not notified within 10 weeks from the application review date should consider their applications unsuccessful.*

*The HKEAA is an equal opportunities employer and welcomes applications from all qualified candidates. Information provided relating to employment will be kept confidential and used only for processing applications. For details, please refer to the Policy Statement on Equal Opportunities and the Personal Information Collection Statement on the HKEAA website ([www.hkeaa.edu.hk](http://www.hkeaa.edu.hk)).*