

The Hong Kong Examinations and Assessment Authority (HKEAA) is an independent and not-for-profit statutory body which administers public examinations in Hong Kong. Our scope of responsibility extends to administering over 200 international and professional examinations. We are looking for talented people to join hands with the HKEAA family in contributing to the provision of valid, reliable and equitable examinations and a range of assessment services to meet the educational and societal needs of the community. Applications are now invited for the following post:

Assistant Officer – Information Technology (Data Centre Operations) (Ref: IT/02/115)

Duties: Reporting to the O-IT(DCO), the professional will supervise a team of operators in daily system operation support and facilities management including ventilation systems, temperature and humidity sensors, UPS, fire suppression systems, and monitoring systems, etc. Apart from assisting in IT operations policy and procedure compilation, the professional will also be responsible for maintaining asset inventory and managing stock taking. He or she will take up a challenging role to assist transforming the Authority's IT Control Centre (ITCC) from the traditional physical mode into a hybrid, virtualised and cloud-connected entity. Occasionally, he or she will also be assigned to assist IT infrastructure related projects other than data centre projects.

Requirements:

- (a) A Bachelor's Degree in computer technology or related disciplines;
- (b) At least 3 years of related working experience in data centre support and management;
- (c) Supervisory/team leader experience is preferable;
- (d) Experience with VMware/HCI solution/change management/incident management/problem management/vendor management are advantageous; and
- (e) Possess knowledge of common quality assurance methodology, standards and framework (e.g. ISO9000, ISO20000, ISO27001, ITIL etc.).

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: 1 March 2024

Applications would be considered until the post is filled.

A detailed resume including your qualifications and experience, current/expected salary and earliest availability should be sent to the Manager - Human Resources, by quoting the position applied and reference number via email at itd-recruit@hkeaa.edu.hk. Due to the secrecy nature of HKEAA's job duties, applicants invited for interview may be required to make a declaration of any conflict of interests. Applicants not notified within 8 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 (<http://www.hkeaa.edu.hk>).