

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:

### **Temporary Officer – Assessment Technology and Research (Contract period up to January 2021)**

**Duties:** To assist Managers to carry out research projects on educational assessment. The incumbent is responsible for data collection, data analysis, preparation of reports and documents, project co-ordination and other administrative duties.

**Requirements:**

- (a) A Bachelor's Degree or higher qualification, preferably in education/research;
- (b) At least 5 years' working experience in research, preferable in the field of educational research;
- (c) Good written and oral communication skills in both English and Chinese;
- (d) Proficient in computer applications including Word, Excel and other statistical/IRT computer software, knowledge in programming is required and in R language is desirable;
- (e) Experience in preparing research reports and with fundamental knowledge of Educational Measurement would be an advantage; and
- (f) Candidates with less working experience will also be considered.

**Employment Terms:** The remuneration package will be commensurate with qualifications and experience. Appointment will be on a temporary contract with MPF benefits.

**Date for Application Review: 5 October 2020**

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/temp.html](http://www.hkeaa.edu.hk/tc/Career/temp.html)). Completed application forms should be returned to the Manager – Human Resources at the above address or sent to [recruit@hkeaa.edu.hk](mailto:recruit@hkeaa.edu.hk).*

*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)).*