

EDUCATION BUREAU

Non-Civil Service Teaching Vacancies in Government Secondary Schools

Civil Service Bureau Job Number : 45117

(Advertising Date : 26 July 2024)

Post : Temporary Graduate Master / Mistress

Salary : MPS Pt.15 (HK\$35,080 per month) to MPS Pt. 33 (HK\$81,510 per month)

<u>No</u>	<u>School</u>	<u>Subject</u>	<u>EDB Job No</u>	<u>Contract Period</u>	<u>Closing Date of Application</u>
1	Belilios Public School	Geography	BPS/001	1 September 2024 – 31 August 2025	1 August 2024
2	Tuen Mun Government Secondary School	Science	TMGSSTT/002	1 September 2024 – 31 August 2025	1 August 2024
3	Tuen Mun Government Secondary School	Business, Accounting & Financial Studies and Geography	TMGSSTT/003	1 September 2024 – 31 August 2025	1 August 2024
4	Queen's College	Physics	QC/003	1 September 2024 – 31 August 2025	2 August 2024
5	Queen's College	Visual Art and Business, Accounting & Financial Studies	QC/004	1 September 2024 – 31 August 2025	2 August 2024
6	Shau Kei Wan Government Secondary School	Visual Arts English Language Education (S1-S6)	SKWGSS/019	1 September 2024 – 31 August 2025	2 August 2024
7	Sheung Shui Government Secondary School	English	SSGSS/005	1 September 2024 – 31 August 2025	2 August 2024
8	Sheung Shui Government Secondary School	Chinese	SSGSS/006	1 September 2024 – 31 August 2025	2 August 2024
9	Sheung Shui Government Secondary School	Chemistry and Science (S.1-3)	SSGSS/007	1 September 2024 – 31 August 2025	2 August 2024
10	Sheung Shui Government Secondary School	Biology and Science (S.1-3)	SSGSS/008	1 September 2024 – 31 August 2025	2 August 2024
11	Queen Elizabeth School	Mathematics	EDB/QES/2425/ MATHS/01	1 September 2024 – 31 August 2025	7 August 2024
12	Queen Elizabeth School	Geography and Citizenship & Social Development	EDB/QES/2425/ GEOG/01	1 September 2024 – 31 August 2025	7 August 2024

Duties :

- (a) Coordinate and discharge diversified professional duties;
- (b) Undertake class teaching; and
- (c) Perform other related duties as assigned by the school.

Entry Requirement :

- (a) A Hong Kong bachelor's degree majoring in the relevant subject discipline, or equivalent.
- (b) English / Putonghua teachers should have met the Language Proficiency Requirement.
- (c) Non-language subject teachers adopting English as medium of instruction should have Level 3 or above in English Language of the HKDSE, or Grade C or above in English Language (Syllabus B) of the defunct HKCEE or other recognized qualifications.
- (d) A pass result in the Basic Law and National Security Law Test.

Post : Contract Teacher

<u>No</u>	<u>School</u>	<u>Subject</u>	<u>EDB Job No</u>	<u>Contract Period</u>	<u>Duties</u>	<u>Entry Requirements</u>	<u>Salary</u>	<u>Closing Date of Application</u>
1	Sheung Shui Government Secondary School	Native-speaking English Teacher (NET)	SSGSS/009	1 Sep 2024 – 31 Aug 2024	<ul style="list-style-type: none"> 1. To deliver interactive English speaking lessons 2. To help build up an English-rich learning environment 3. To organise lunch-time and after-school English learning activities 4. To help draft English school newsletters and reports 5. Any other duties assigned by the school. 	<ul style="list-style-type: none"> (a) Native-speaker of English or possess native-speaker English competence. (b) i. A Hong Kong Bachelor's Degree majoring in English Language or Linguistics or English Literature or English Studies or Modern Language or equivalent; Or ii. A Hong Kong Bachelor's Degree in any subject or equivalent, and holder of TEFL or 	MPS Pt.15 (HK\$34,060 per month) to MPS Pt. 33 (HK\$79,135 per month)	2 August 2024

						TESL certificate; (c) A pass in the Basic Law and National Security Law Test. (d) Self-motivated and enthusiastic in creating a language-rich environment, and enjoy interaction with students (e) Preferably have relevant working experience (f) Having a valid work visa		
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Terms of Appointment:

Successful candidates will be employed on non-civil service contract.

Fringe benefits:

The fringe benefits are subject to the conditions of employment for temporary teachers on month-to-month terms prevailing at the time the offer of appointment is made.

General Notes:

- (1) Candidates must be permanent residents of the Hong Kong Special Administrative Region at the time of appointment unless specified otherwise.
- (2) 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.
- (3) Non-civil service vacancies are not posts on the civil service establishment. Candidates appointed are not on civil service terms of appointment and conditions of service. Candidates appointed are not civil servants and will not be eligible for posting, promotion or transfer to any posts in the Civil Service.

- (4) 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.
- (5) Where a large number of candidates meet the specified entry requirements, the recruiting school 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.
- (6) 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 any further shortlisting criteria. Applicants who have declared disabilities found suitable for appointment may be given an appropriate degree of preference over other applicants whose suitability for appointment is considered comparable to that of the former. The Government policy and other related measures on employment of persons with disabilities are set out in the booklet “Employ People Based on Their Abilities – Application for Government Jobs by Persons with Disabilities” which is available for reference on the Civil Service Bureau's website at <http://www.csb.gov.hk> under “Administration of the Civil Service – Appointments”.
- (7) 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 recruiting schools at the address specified.

How to Apply:

- (1) Application forms [G.F. 340 (Rev. 7/2023)] are obtainable from any Home Affairs Enquiry Centre of District Offices, Home Affairs Department or any Job Centre of the Employment Services Division, Labour Department. The said form can also be downloaded from the Civil Service Bureau's web site (<http://www.csb.gov.hk>).
- (2) Please mark clearly the EDB Job No and specific post applied for, e.g. Temporary Teacher (KC/001) on application forms [G.F. 340 (Rev. 7/2023)].
- (3) The new version of application form for Government jobs G.F. 340 (Rev.7/2023) has been in use with effect from 26 July 2023. Candidates who apply for Government jobs advertised on or after 26 July 2023 should use the new G.F. 340 (Rev. 7/2023). If candidates submit the old version form (G.F. 340 (Rev. 3/2013)), they will be required to fill in the new G.F. 340 (Rev. 7/2023) afresh and submit it within seven days upon request. If candidates fail to submit the new G.F. 340 (Rev. 7/2023) within the stipulated deadline, their applications will not be processed further
- (4) Completed forms should reach the recruiting school on or before the closing date of application. To avoid delayed or unsuccessful delivery of applications by post, please ensure that the correct address is clearly printed or written on the envelope and sufficient postage has been affixed before posting. Mail items bearing insufficient postage will not be delivered to the recruiting schools and will be returned to the sender or disposed of by the Hongkong Post, where appropriate. Applicants will bear any consequences arising from paying insufficient postage.
- (5) Candidates who are selected for interview will normally receive an invitation in about one to four weeks from the closing date for application. Those who are not invited for interview may assume that their applications are unsuccessful. For enquiries, please call the telephone number of the recruiting schools.

School Address and Enquiry Telephone :

<u>School</u>	<u>Address</u>	<u>Enquiry Telephone</u>
Belilios Public School	51 Tin Hau Temple Rd, North Point	2571 8018
Tuen Mun Government Secondary School	393 Castle Peak Road, Castle Peak Bay, Tuen Mun, New Territories, Hong Kong	2458 0459
Queen's College	120 Causeway Road, Causeway Bay, HK	2576 1992
Shau Kei Wan Government Secondary School	42 Chai Wan Road, Shaukeiwan, Hong Kong	2560 3544
Sheung Shui Government Secondary School	21 Pak Wo Road, Sheung Shui, N.T.	2668 0628
Queen Elizabeth School	152 Sai Yee Street, Mongkok, Hong Kong	2380 9621