



中國香港跳繩總會

HONG KONG ROPE SKIPPING ASSOCIATION, CHINA | SINCE 1997

體育幹事助理員

薪酬

月薪港幣11,925元

入職條件

申請人必須

- (a) 為18歲或以上香港特別行政區永久性居民;及
- (b) 具備良好溝通技巧。

[註:申請人如具備體育活動管理相關工作經驗將獲優先考慮。]

職責

- (a) 協助體育總會組織體育活動;
- (b) 支援體育總會的行政工作;
- (c) 進行場地/活動巡察;及
- (d) 協助體育總會管理人員執行其他一般工作

工作時間

每週標準工作淨時數為45小時(不包括用膳時間)。須輪班當值、不定時工作包括星期六、日及公眾假期及超時工作。實際工作時間由主管分派。

聘用條款

合約為期約五個月。

福利

在適當的情況下,僱員可根據《僱傭條例》的規定而享有休息日、法定假日或代替假日、年假、產假/侍產假和疾病津貼。

申請

有意申請者請於9/10/2022(日)或之前將履歷電郵至hkrsa.jobapplication@gmail.com,並註明「申請體育幹事助理員」。

Address: Workshop F on 11/F, Leapont Centre, Nos 18-28 Wo Liu Hang Road, Shatin, N.T.

地址: 新界火炭禾寮坑路18-28號聯邦中心11樓F室

電話Tel: 9464 9757 傳真Fax: 3020 5764

電郵Email: hkrsa.com@gmail.com 網頁 Website: www.hkrsa.com



中國香港跳繩總會

HONG KONG ROPE SKIPPING ASSOCIATION, CHINA | SINCE 1997

Sport Organiser Helper

Salary: HK\$11,925 per month

Entry Requirements

Applicants should

- (a) be a Hong Kong Permanent Resident aged 18 or above; and
- (b) possess good communication skills.

[Note: Possession of work experience in organising sport programmes will be an advantage.]

Duties

- (a) To assist HKRSA in organising sports events/programmes;
- (b) To support the administration of HKRSA;
- (c) To perform site/programme supervision at the venue; and
- (d) To assist HKRSA in other general duties

Working Hours

The conditioned working hours are 45 hours net per week (excluding meal breaks). Appointed candidates may be required to perform shifts duties work irregular hours and overtime (including on Saturdays, Sundays and Public Holidays). Actual working hours will be arranged by supervisors.

Terms of Appointment

Successful candidates will be appointed for about five months.

Fringe Benefits

Rest days, statutory holidays (or substituted holidays), annual leave, maternity/paternity leave, sickness allowance, where appropriate, will be granted in line with the provisions of the Employment Ordinance.

Applications

Please send your resume to hkrsa.jobapplication@gmail.com on or before 9/10/2022 (Sun) with the subject "Application for Sport Organiser Helper".

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