

THE HONG KONG POLYTECHNIC UNIVERSITY

SCHOOL OF NURSING

Post Specification

Postdoctoral Fellow/Research Associate (Full-time/Part-time) (Ref. 18072308)
[Appointment period: twelve months]

Duties

The appointee will assist the project leader in a three-year research project - “GEG enhancement of the nursing profession in Macao” funded by the Galaxy Foundation, focusing on community health care in Macau including training of community health professionals as well as execution of a number of research projects in Macau and in the region. The School of Nursing will work on the project in collaboration with Kiang Wu Nursing College of Macau and Macao Polytechnic Institute. He/She will be required to:

- (a) provide administrative support to the project;
- (b) coordinate and implement activities related to the project (teaching, research or other activities) and provide logistics support to training courses, community projects and functions, and special events;
- (c) liaise with all partners, including the donor, community centres and non-governmental organization (NGOs), in the delivery of project-related activities;
- (d) draft annual reports for the donor and regular progress reports for the project;
- (e) assist in conducting literature search and literature review;
- (f) assist in subject recruitment and data collection for the project;
- (g) assist in data analysis, drafting of reports and presentation of materials; and
- (h) perform any other duties as assigned by the project leader or his delegates.

The appointee may be required to work on irregular hours including evenings, Saturdays and Sundays. Traveling to the Chinese mainland and Macau is required for liaison/coordination work with business partners.

Qualifications

Applicants for the **Postdoctoral Fellow** post should have a doctoral degree or an equivalent qualification in Nursing or related disciplines and must have no more than three years of post-qualification experience at the time of application.

Applicants for the **Research Associate** post should have a master’s degree in the said disciplines or a good honours degree in the said disciplines with at least three years of research/relevant work experience.

Applicants should also have:

- (a) experience in coordinating research projects;
- (b) proficiency in SPSS and Microsoft Office software including Chinese word processing;
- (c) a good command of both written and spoken English and Chinese, with fluency in Putonghua; and
- (d) good interpersonal and communication skills.

Applicants are invited to contact Prof. Alex Molasiotis at tel no. 2766 6396, fax no. 2330 5140 or email alex.molasiotis@polyu.edu.hk for further information.

Remuneration

For full-time appointment, a highly competitive remuneration package will be offered. Applicants should state their current and expected salary in the application.

For part-time appointment, the remuneration rates are HK\$341 per hour for the post of Postdoctoral Fellow and HK\$162 per hour for the post of Research Associate.

23 July 2018