

THE HONG KONG POLYTECHNIC UNIVERSITY

DEPARTMENT OF BIOMEDICAL ENGINEERING

Post Specification

Project Manager (Ref. 19080816)

[Appointment period: twelve months initially, with possibility of further appointment]

Duties

The appointee will be appointed at the substantive level of Project Fellow. He/she will assist the project leader in the project - "Improvement of posture awareness and management of adolescent idiopathic scoliosis (AIS)". He/she will take the role of Project Manager and work closely with the Project Associate and Project Assistants, and be required to:

- (a) supervise and arrange the project implementation;
- (b) manage and assign tasks to subordinate staff members;
- (c) liaise and build collaborations with primary and secondary schools;
- (d) monitor activity progress, including school talks, screening programmes, treatment and follow-ups;
- (e) organize promotional activities including leaflets, posters and website developments;
- (f) organize mutual support group activities for the patients and their parents; and
- (g) prepare the progress and final reports of the project.

Qualifications

Applicants should:

- (a) have a doctoral degree in healthcare (rehabilitation) related discipline plus at least three years of postdoctoral research experience or equivalent qualifications and experience;
- (b) have relevant experience in management of clinical service;
- (c) have experience in designing website for healthcare education;
- (d) have a good command of both written and spoken English;
- (e) have the ability to work independently; and
- (f) be responsible, adaptable and a good team player in interdisciplinary settings.

Applicants are invited to contact Dr M. S. Wong at tel no. 2766 7680 or email m.s.wong@polyu.edu.hk for further information.

Remuneration

A highly competitive remuneration package will be offered. Applicants should state their current and expected salary in the application.

8 August 2019