

# **THE HONG KONG POLYTECHNIC UNIVERSITY**

## **DEPARTMENT OF CHINESE AND BILINGUAL STUDIES**

### **Post Specification**

**Visiting Lecturer (part-time) in Bilingual Corporate Communication (several posts) (Ref. 18083001)**  
**[Appointment period: four to five months]**

### **Duties**

The appointees will be required to:

- (a) engage in teaching and learning activities related to media communication, bilingual corporate writing, strategic communication or corporate communication; and
- (b) perform any other duties as assigned by the Head of Department or his/her delegates.

### **Qualifications**

Applicants should have:

- (a) a master's degree in relevant disciplines with no less than fifteen years of working experience in the relevant field, preferably in senior management / executive management positions;
- (b) a high level of subject knowledge in the field of media communication, bilingual corporate writing, strategic communication or corporate communication;
- (c) an excellent command of spoken English, preferably with fluency in Putonghua; and
- (d) excellent presentation and interpersonal communication skills.

Preference will be given to those who have a doctoral degree in related disciplines and relevant teaching experience in tertiary institutions.

[Applicants who have responded to the previous advertisement(s) need not re-apply.]

### **Remuneration**

The remuneration rate is HK\$1,500 per hour.

## Application

Please send a completed application form by post to **Human Resources Office, 13/F, Li Ka Shing Tower, The Hong Kong Polytechnic University, Hung Hom, Kowloon, Hong Kong** or via email to [hrstaff@polyu.edu.hk](mailto:hrstaff@polyu.edu.hk). Application forms can be downloaded from [https://www.polyu.edu.hk/hro/careers/guidelines\\_and\\_forms/forms](https://www.polyu.edu.hk/hro/careers/guidelines_and_forms/forms). If a separate curriculum vitae is to be provided, please still complete the application form which will help speed up the recruitment process. **The closing date for application is Wednesday, 31 August 2022.** Applicants who are not invited to an interview within two months from the closing date should consider their applications unsuccessful. The University's Personal Information Collection Statement for recruitment can be found at [https://www.polyu.edu.hk/hro/careers/guidelines\\_and\\_forms/pics\\_for\\_recruitment](https://www.polyu.edu.hk/hro/careers/guidelines_and_forms/pics_for_recruitment).

Revised on 1 March 2022