

THE HONG KONG POLYTECHNIC UNIVERSITY

DEPARTMENT OF HEALTH TECHNOLOGY AND INFORMATICS

Post Specification

Technical Officer (Ref. 21070202-IE)

Duties

The appointee will be required to:

- (a) assist in the coordination of the smooth running and maintenance of both the teaching and research laboratories of Medical Laboratory Science;
- (b) prepare reagents, samples and equipment, and perform demonstration for students in practical classes;
- (c) order chemicals, consumables and equipment, and assist in monitoring the budget of the laboratories, etc.;
- (d) provide technical assistance to research and project students;
- (e) assist in the implementation of Health and Safety policies of the University;
- (f) check and update the stock and inventory, and be responsible for the maintenance of equipment; and
- (g) perform any other duties as assigned by the Head of Department or his delegates.

Qualifications

Applicants should have:

- (a) a recognised degree in Biomedical Science or an equivalent qualification;
- (b) at least five years of relevant post-qualification experience in Haematology and/or Cellular Pathology; and
- (c) an excellent command of both written and spoken English and Chinese.

Preference will be given to those with higher academic qualifications and good supervisory experience.

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

Remuneration and Conditions of Service

A highly competitive remuneration package will be offered. Initial appointment will be on a fixed-term gratuity-bearing contract. Re-engagement thereafter is subject to mutual agreement. Applicants should state their current and expected salary in the application.

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. Application forms can be downloaded from http://www.polyu.edu.hk/hro/job/en/guide_forms/forms.php. If a separate curriculum vitae is to be provided, please still complete the application form which will help speed up the recruitment process. **Consideration of applications will commence on 2 August 2021 until the position is filled.** The University's Personal Information Collection Statement for recruitment can be found at http://www.polyu.edu.hk/hro/job/en/guide_forms/pics.php.

2 July 2021