

Founded in 1994 and awarded the University title in 2016, The Education University of Hong Kong (EdUHK) is a publicly funded university, dedicated to the advancement of teacher education and related disciplines through a diverse offering of academic, professional and research programmes. The University aspires to become a leading university in the Asia Pacific region and beyond, with a focus on educational and multidisciplinary research, development and innovation. We are committed to nurturing outstanding and caring educators and professionals as well as enhancing the impact of scholarship.

The University has an academic/teaching staff strength of about 450 and total student headcount of about 11,000. It has a Graduate School and three Faculties, namely, Faculty of Education and Human Development, Faculty of Humanities, and Faculty of Liberal Arts and Social Sciences, comprising 15 academic departments, as well as a number of University-level research centres and Faculty-level research and professional development centres and academies. For more information about the University, please visit <http://www.eduhk.hk>.

We are looking for suitable candidate(s) to fill the following position(s). If you are excited by the prospect of contributing your expertise to the development of a leading university at the heart of Asia Pacific region and beyond, we would like to hear from you.

Project Manager (Ref: 2500008)
Office of the Associate Vice President (Internationalisation)

The appointee will be responsible for managing and coordinating a strategic project focused on enhancing internationalization under the Belt and Road initiative. Duties include executing and overseeing project activities; managing project resources, budgets, and staff; fostering and strengthening partnerships with academic and governmental institutions in Belt and Road countries, with a particular focus on collaborations with countries in the Middle East and Central Asia; and performing other project-related tasks as assigned by the Associate Vice President (Internationalisation). The initial appointment will be for a period of 2 years with the possibility of renewal subject to mutual agreement.

Applicants should have a Bachelor's Degree, preferably a higher degree in Education, Management or related disciplines, with substantial years of post-qualification full-time experience in project management and coordination. Rich and extensive experience working with international offices in tertiary institutions and government departments / agencies, especially those in Belt and Road countries, is highly desirable. They should be a good team player with proven experience in supervising a team of project staff. They should have proficient verbal and written communication skills in both English and Chinese (Cantonese and Putonghua). They should also be proactive, efficient, meticulous, self-motivated, and have a strong sense of responsibility.

Salary will be commensurate with qualifications and experience.

Initial appointment will be made on a fixed-term contract. Fringe benefits include the University's Voluntary Contributions to MPF Scheme or a contract-end lump sum payment (totaling up to 15% of the basic salary), leave, medical and dental benefits, and, where applicable, housing benefits.

The University only accepts and considers applications submitted online for this post. Applicants should complete the [online application form](#) and upload a full CV. **Review of applications will start from 20 January 2025, and will continue until the post is filled.** Applications which are incomplete or without the required documents may not be considered. Personal data provided by applicants will be used for recruitment and other employment-related purposes. For details of the Personal Information Collection Statement, please refer to <http://www.eduhk.hk/jobsoff/index.php?glang=en>.

All applications will be treated in strict confidence. Only those who are shortlisted will be contacted. The University reserves the right not to fill the position(s) advertised.

EdUHK is an Equal Opportunities Employer.