

循道衛理觀塘社會服務處

誠聘

活動幹事

- 中六程度或以上
 - 負責協助中心推行 SEN 幼兒服務，包括言語治療及小組訓練，協調班組運作，處理相關行政工作
 - 懂中、英文打字及熟識一般電腦應用軟件
 - 具一年或以上之行政經驗，有學障服務經驗者優先
 - 對學障工作有經驗和承擔；有責任感、真誠、主動；並善於與人溝通及合作
- 有意者，請於 31/1/2018 前致函並附履歷，寄九龍觀塘牛頭角道 251 號百靈樓地下 復康服務 服務督導主任收，信封請註明(職位編號：rs-PW1703)。申請人如於一個月內未獲約見作落選論，恕不另函通知。
(申請人所提供的資料將予保密及只作招聘有關職位之用)

循道衛理觀塘社會服務處

誠聘

活動幹事

- 中六程度或以上
 - 負責協助學校及中心推行 SEN 青年服務，包括生涯規劃及小組訓練，協調班組運作，處理相關行政工作
 - 懂中、英文打字及熟識一般電腦應用軟件
 - 具一年或以上之行政經驗，有學障青年服務經驗優先
 - 對學障青年工作有經驗和承擔；有責任感、真誠、主動；並善於與人溝通及合作
- 有意者，請於 31/1/2018 前致函並附履歷，寄九龍觀塘牛頭角道 251 號百靈樓地下 復康服務 服務督導主任收，信封請註明(職位編號：rs-PW1704)。申請人如於一個月內未獲約見作落選論，恕不另函通知。
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循道衛理觀塘社會服務處

神愛關懷中心，一所非政府資助的地區扶貧中心。現誠聘：

註冊社工

負責策劃及執行與婦女參與、就業、勞工權益、房屋及各項民生議題相關之工作，包括：政策倡導、社區教育、組織工作、社會關懷等。願意服務基層及弱勢社羣、實踐基督對公義的教誨。

- 持社會工作文憑或以上，註冊社工
- 對香港整體婦女參與及勞工狀況有基本認識
- 具 1 年或以上社會工作經驗
- 有社區工作、政策倡議及相關經驗者優先
- 主動、具良好人際溝通技巧、有團隊合作精神
- 熟悉一般電腦文書軟件操作
- 具良好中英文書寫及表達能力
- 須輪班，每星期不多於三晚

有意者，請於 19/1/2018 前致函並附履歷，寄觀塘翠屏邨翠榕樓地下 1-10 號，神愛關懷中心，服務督導主任收，信封請註明「職位編號：acc-RSW1703」。申請人如於一個月內未獲約見，作落選論，恕不另函通知。
(申請人所提供的資料將予保密及只作招聘有關職位之用)

Kwun Tong Methodist Social Service, a charitable social service organization, is dedicated to serve the vulnerable with a Christian faith based mission. We now invite passionate and high calibre person to join us.

1. Contract Corporate Communication and Resources Development Manager (CAD-CCRDM-02)

- Responsible for corporate affairs including brand building, publication of marketing materials, execution of promotional plans and website maintenance.
- Developing resources such as organizing fundraising events and networking with potential funders.
- Management of supportive partners such as donors, corporates, churches etc.
- A Hong Kong recognized degree or above, major in Public Relations/Event Management / Marketing or related discipline
- Minimum 5 years of experience in business corporate/NGO/Christian Organizations
- Good command in spoken and written English, Cantonese and Mandarin
- Proficiency in Microsoft computer applications
- Be flexible, creative, outgoing, presentable, energetic and enthusiastic
- A good team player, highly initiatives, able to work independent and under pressure to meet tight schedule

2. Missionary Registered Social Worker (MCS-MRSW-02)

Methodist City Space provides non-subsidized social service and spiritual support for people working in Kwun Tong.

- Design and deliver a variety of training programs and projects for customers and at centre.
- Prepare business proposals, follow-up service projects and handle service accounts
- Develop and manage networks of customers and trainers.
- A Hong Kong recognized diploma or above in Social Work
- Minimum 5 years of working experience with 2 years in training delivery
- Good command in spoken and written English, Cantonese and Mandarin
- Proficiency in Microsoft computer applications
- Be flexible, innovative, presentable and enthusiastic, a good team player, able to work independent .

3. Registered Social Worker (LBP-RSW-02)

The Life Betterment Project is strived to provide community supportive service for families with young children living in subdivided flats or roof tops etc.

- To provide parent-child support and children developmental service including case management, children character building and enhancement groups, parent-child activities, parent group and volunteer training.
- Registered social worker with a Hong Kong recognized diploma or above in social work
- Minimum 2 years of social work experiences, and working experience in serving grassroots families, children and parents is preferable.
- Reliable, enthusiastic, initiative, good interpersonal relationship, a good team player
- Good command in spoken and written English, Cantonese and Mandarin
- Proficiency in Microsoft computer applications

Please send your application letter quoting our job reference code together with a full resume, available date, last and expected salary by post to the General Secretary, The Kwun Tong Methodist Social Service, 6A, Takad Centre, 135-Wai Yip Street, Kwun Tong Kowloon before January 19, 2018. Applicant not hearing from us within 1 month from the date of advertisement may consider their applications fail.

(Personal data will be used in confidentiality and strictly for recruitment purposes only)