

Fire Services Department (Non-Civil Service Contract Vacancy)

Contract Senior Artisan (Part-time)

(Salary: HK \$103 per hour)

General Entry Requirements:

The candidate should have -

- (1) (a) completed a recognized apprenticeship or other approved course of practical training in electrical, mechanical, automobile or fire services engineering, and at least 4 years' post-apprenticeship / practical training experience in a relevant trade; or
(b) at least 8 years' practical experience in electrical, mechanical, automobile or fire services engineering;
- (2) completed Primary 6 education, or equivalent; and
- (3) attained a level of proficiency in Chinese and English Languages equivalent to Primary 6 standard.

Note 1: Candidates will be required to pass a relevant trade test.

Note 2: Candidates with practical experience in repair and maintenance of fire appliances will be an advantage.

Duties and Responsibilities:

- (1) To test, inspect, repair and modify mechanical / electrical systems, firefighting hoses, rescue tools and equipment; and to carry out body and painting works;
- (2) To undertake routine servicing and maintenance of fire appliances and the associated rescue tools and equipment; and
- (3) To operate testing tools, instruments and equipment for diagnosing mechanical / electrical faults and maintaining them in good operating condition.

Note 1: Non-civil service contract staff are subject to the same rules and regulations on conduct matters as applied to civil servants. Staff who have neglected or wilfully refused to perform their duties or misconducted themselves in any manner are liable to disciplinary sanctions.

Note 2: Only one part-time employment with Fire Services Department (FSD) can be taken up at any one time. For candidates who are already holding a part-time employment in FSD, they must opt for either employment if selected for appointment.

Terms of Appointment:

Successful candidates will be appointed on non-civil service contract terms for 12 months from the date of appointment subject to review for further renewal. Normally, selected candidates will be required to work a maximum of 17.5 hours per week subject to the arrangement of the supervisors.

How to Apply:

Applicants should list in detail the relevant academic attainments and working experiences in the application form [G.F. 340 (Rev. 3/2013)]. Completed application form together with copies of documents in support of the required academic qualifications, level of proficiency in Chinese and English Languages, relevant practical experience and / or completion of full apprenticeship as appropriate should be sent to the address indicated below on or before the closing date for application. Please mark on envelope the title of the job applied for. The postmark date on the envelope will be regarded as the date of application. Please ensure that the correct address is clearly printed or written on the envelope and sufficient postage is affixed before posting so as to avoid unsuccessful delivery of application. Any underpaid mail items will be returned or disposed of by the Hongkong Post. On-line application can also be made through the Civil Service Bureau's website (<http://www.csb.gov.hk>). Applicants using on-line applications should separately send copies of documents in support of the required academic qualifications, level of proficiency in Chinese and English Languages, relevant practical experience and / or completion of full apprenticeship as appropriate within one week from the closing date of the application to the address below. **Applications not made in the prescribed form or which are incomplete or late will not be considered.**

Application Forms [G.F. 340 (Rev. 3/2013)] are obtainable from any Home Affairs Enquiry Centre of District Offices, Home Affairs Department or any Job Centres of the Employment Services Division, Labour Department. The said form can also be downloaded from the Civil Service Bureau's website (<http://www.csb.gov.hk>). Candidates will be required to attend a selection interview and trade test. Candidates who are selected for the interview and / or trade test will normally receive an invitation in about six to eight weeks from the closing date for application. Those who are not invited for selection interview and / or trade test may assume that their applications are unsuccessful.

Address and Enquiry Telephone No.:

Appointments Section, Fire Services Department, 8/F., Fire Services Headquarters Building, 1 Hong Chong Road, Tsim Sha Tsui East, Kowloon (Enquiry Tel. No.: 2733 7519)

Closing Date for Application: 26 January 2017

General Notes:

(a) Non-civil service vacancies are not posts on the civil service establishment. Candidates appointed are not on civil service terms of appointment and conditions of service. Candidates appointed are not civil servants and will not be eligible for posting, promotion or transfer to any posts in the Civil Service.

(b) Candidates must be permanent residents of the Hong Kong Special Administrative Region at the time of appointment unless specified otherwise.

(c) The entry pay, terms of appointment and conditions of service to be offered are subject to the provisions prevailing at the time the offer of appointment is made.

(d) As an Equal Opportunities Employer, the Government is committed to eliminating discrimination in employment. The vacancy advertised is open to all applicants meeting the basic entry requirements irrespective of their disability, sex, marital status, pregnancy, age, family status, sexual orientation and race.

(e) Where a large number of candidates meet the specified entry requirements, the recruiting department may devise shortlisting criteria to select the better qualified candidates for further processing. In these circumstances, only shortlisted candidates will be invited to attend the selection interview and / or trade test.

(f) It is Government policy to place people with a disability in appropriate jobs wherever possible. If a disabled candidate meets the entry requirements, he / she will be invited to attend the selection interview and / or trade test without being subject to further shortlisting.

(g) Holders of academic qualifications other than those obtained from Hong Kong institutions / Hong Kong Examinations and Assessment Authority may also apply but their qualifications will be subject to assessments on equivalence with the required entry qualifications. They should submit copies of their official transcripts and certificates by mail to the above address.

(h) Towards the application deadline, the on-line system would likely be overloaded due to large volume of applications. To ensure timely completion of on-line application, it is advisable to submit the application as early as possible.