



# 消防處「退休後就業計劃」幫到你

尋找退休後的方向

服務對象為已退休或

正在放取退休前休假的消防處人員

如有興趣的退休人員，請下載個人履歷表，並將已填妥的個人履歷表電郵到「retired\_fsd\_members\_info@hkfsd.gov.hk」、傳真至 2311 4867 或郵遞至九龍尖沙咀東部康莊道 1 號消防處總部大廈 11 樓南翼 1106 室消防處福利及建築物管理。

如有任何查詢，請於辦公時間內致電消防處福利及建築物管理「退休後就業小組」熱線電話 2733 7643 聯絡。

## **Infrastructure construction site**

### First Response Team Leader

#### **Responsibilities**

- To carry out firefighting to suppress the fire at initial stage under safe condition, rendering first-aid treatment, and coordinating with government medical service of transportation of any casualty, with a member of the First Response Team or other designated staff.
- To supervise and work with the First Response Team Member in the fire safety patrol.
- To make critical decisions regarding evacuation, fire-fighting and medical assistance.
- To actuate the fire alarm in case of fires or other emergencies, to report the incidents immediately to the emergency agencies, and to determine to effect evacuation, if necessary.
- To oversee the emergency response, command and direct the team for effective performance.
- To act as primary contact with government emergency services e.g., Fire Services Department or medical service, during emergency operations, and to keep record of the incidents, action taken and outcomes for future reference and improvement.
- To identify the potential fire hazards and propose rectification measures;
- To conduct regular inspection and checking for the fire-fighting equipment in working order;
- To assist in preparing the emergency response plan, evacuation procedures, and training and drills to the Fire Response Team and/or other staff;

- To conduct in-house fire safety and suppression training to those designated staff ;
- To carry out any other duty as assigned by the Fire Safety Manager.

### **Requirements**

- Candidate must have passed in HKCEE with more than 5 subjects including Chinese and English Language; or higher.
- Having 15 years of firefighting and fire protection experiences at Fire Officer rank.
- Able to master simple computer software e.g. WORDS, Excel and/or PowerPoint.
- Good communication skills and able to maintain esprit de corps.
- Work on shift (54 conditioned working hours) and wear uniform.
- Driving License Class 1& 2

### **Remarks**

- Job location: Shek Kwu Chau (transportation arranged by the company)
- Successful candidate will be employed on contract basis varying from 9 to 12 months. He may be transferred to another company which is responsible for operating the infrastructure upon completion of the contract and/or the project.
- Holding a Construction Industry Safety Training Certificate "Green Card" is a MUST before reporting duty.

# **Guardian Property Management Limited**

## **Property Assistant / Assistant Property Officer**

### **Responsibilities**

- The successful candidate will be responsible for assisting the Property Manager in handling property / facility management related duties, general clerical works, customer service duties, and other ad hoc duties assigned by the manager.

### **Requirements**

- Certificate / Diploma or above
- 1-2 years in related work experience
- Good command of spoken and written Chinese and English
- Good PC knowledge in MS Office and Chinese word processing

## 佳定物業管理有限公司

### 保安主管 (港珠澳大橋-香港口岸)

薪酬: 基本薪金 每月港幣 \$20,000 (一般性質) 或 每月港幣 \$22,000 (交通管制)

#### 主要職責

- 負責監督及安排保安員之日常工作，安排每月更表及每日崗位人手，處理突發情況
- 每週6天工作，每天9小時(視乎工作地點而定)，中/夜班，輪休

#### 資格

- 持有效保安證及 QAS 證書，4 年保安經驗
- 略懂英語及普通話，具相關工作經驗優先
- 具駕駛執照優先

## 佳定物業管理有限公司

### 保安員（交通管制）（港珠澳大橋-香港口岸）

薪酬：基本薪金 每月港幣 \$20,505

#### 主要職責

- 負責巡邏、站崗、檢查禁區證、交通管制及執行上級指示
- 每週6天工作，每天9小時，早／中／夜班，輪休

#### 資格

- 持有效保安證、QAS 證書、駕駛執照，1年保安經驗
- 略懂英語及普通話

# 佳定物業管理有限公司

## 保安員（港珠澳大橋-香港口岸）

薪酬：基本薪金每月港幣 \$18,505

### 主要職責

- 負責巡邏、站崗、檢查禁區證、執行上級指示
- 每週6天工作，每天9小時，早／中／夜班，輪休

### 資格

- 持有效保安證、QAS 證書，1年保安經驗
- 略懂英語及普通話

# 佳定物業管理有限公司

## **保安主任 (金鐘區)**

薪酬: 基本薪每月港幣 \$18,000 及約滿酬金

### 主要職責

- 負責監督及安排保安員之日常工作，安排每月更表及每日崗位人手，處理突發情況
- 每週 6 天工作，每天 9 小時(0700-1600 / 1455- 2355 / 2300-0800)，輪休

### 資格

- 中五學歷，持有效保安證及 QAS 證書，最少 2 年保安經驗
- 略懂英語及普通話

## 佳定物業管理有限公司

### 保安機動部隊 (STT) (金鐘區 政府物業工作)

薪酬: 月薪\$18,500 及約滿酬金

#### 主要職責

- 每週 6 天工作，每天 9 小時 (0700-1600 / 1500- 2400)，輪班輪休

#### 資格

- 持有效保安證及 QAS 證書
- 略懂英語及普通話，必須為退休紀律部隊，需穿著軍裝制服

# 佳定物業管理有限公司

## 保安組長 / 副組長 (全港各區工作)

### 主要職責

- 負責監督保安及物業管理工作，包括訪客登記、巡邏、站崗等
- 薪酬福利面議
- 每週6天工作，每天8 / 12小時（視乎工作地點而定），輪班輪休

### 資格

- 持有效保安證及 QAS 證書
- 略懂英語及普通話，具兩年或以上相關工作經驗優先

# 佳定物業管理有限公司

## (高級)保安 (全港各區工作)

### 主要職責

- 負責一般保安及物業管理工作
- 薪酬福利面議
- 每週6天工作，每天8/10/12小時(視乎工作地點而定)，輪班輪休

### 資格

- 持有效保安證及 QAS 證書
- 略懂英語及普通話，具相關工作經驗優先