



The SPORTS FEDERATION & OLYMPIC COMMITTEE OF HONG KONG, CHINA, is responsible for the promotion of Olympism and sports in Hong Kong. We are now looking for the right candidate to fill up of the following post of Manager (NSA Corporate Governance) [Ref. M(NCG)] on contract basis, which is renewable subject to the prevailing conditions.

Duties

The M(NCG) will be responsible to:

- (i) organize briefing sessions to Member Associations for the introduction of the review exercise;
- (ii) conduct interviews with Office Bearers and key staffs of Member Associations on the corporate governance;
- (iii) research and review of the documents from Member Associations, which include their Articles of Associations, the composition of their executive boards and election mechanisms, financial reporting and auditing compliances, selection of athletes and appeal mechanism, etc.;
- (iv) review Member Associations' compliance with the requirements of the Olympic Charter, the Code of Ethics of IOC and Articles of Association of SF&OC, etc and implementation of the ICAC's Best Practice Reference;
- (v) assist the development of the Code of Governance and the establishment of an assessment mechanism to review Member Associations' compliance with the requirements of the Olympic Charter, the Code of Ethics of IOC and Articles of Association of SF&OC, etc and implementation of the ICAC's Best Practice Reference; and
- (vi) prepare reports to the relevant Committee/ Board / Government.

Requirement

Applicants should have:

- (i) a minimum of 10 years' solid experience in sports sector and/or audit with 5 years at supervisory level;
- (ii) a recognized university degree, with sports management/ administration/ legal/ audit or relevant disciplines preferred;
- (iii) excellent analytical skills, responsible, self-motivated and independent;
- (iv) an excellent command of both written and spoken English and Chinese; and
- (v) good communication and interpersonal skills.

All short-listed applicants will be invited to attend a written test. Suitable candidates may be offered other post at similar ranking in other division of the Federation.

Remuneration

Successful candidates will be appointed on contract basis with monthly basic salary plus gratuity equals to 5% of the total basic salary drawn during the period of contract upon satisfactory completion of the contract. Fringe benefits include MPF, medical, paid leave and employee's insurance.

Application

Interested parties should send full resume with current and expected salary to the Hon. Treasurer, Sports Federation & Olympic Committee of Hong Kong, China, 2/F, Olympic House, 1 Stadium Path, So Kon Po, Causeway Bay, Hong Kong on or before 14 December 2020. Please mark respective [Ref. M(NCG)] on the envelope.

All applications will be treated in the strictest confidence. Personal data provided will be used strictly in accordance with the Personal Data Policies. Applicants who do not hear from us within 4 weeks after the closing date may assume their applications unsuccessful. All information on unsuccessful candidates will be destroyed within 6 months.