



Under the auspices of the Sports Federation & Olympic Committee of Hong Kong, China, the Hong Kong Anti-Doping Committee (HKADC) is an organization responsible for planning and implementing the anti-doping programme in the territory. We are now looking for the right candidate to fill the post of **Deputy Manager (Testing) in the HKADC Office** on contract basis, which is renewable subject to the prevailing conditions.

### **Duties**

The DM(Testing) will mainly be responsible to :

- (i) plan and oversee the Testing Programme according to WADA's compliance requirements;
- (ii) formulate policies and procedures of the Testing Programme in accordance with the latest WADA Code and International Standards;
- (iii) manage the records and statistics of the Testing Programme;
- (iv) manage the HKADC Testing Pools;
- (v) plan and coordinate in-competition and out-of-competition testing;
- (vi) manage the performance and training of the Doping Control Officers; and
- (vii) assist in the Results Management process.

### **Requirements**

Applicants should have:

- (i) a recognized university degree in sports management, legal studies, computer studies or relevant disciplines;
- (ii) a minimum of six years' work experience, with four years solid experience in sports related committee work is preferred;
- (iii) good knowledge in anti-doping and related areas, and
- (iv) excellent command of both written and spoken Chinese and English.

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

### **Remuneration**

Successful candidate 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 3 May 2022. Please mark [Ref. DM(Testing)] 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.