



RADIO TELEVISION HONG KONG

Non-Civil Service Vacancy

Online News Editor/Sub-editor (English News and Current Affairs Section)

(Salary: \$49,495 - \$58,775 per month, depending on experience)

Entry Requirements: Candidates should have –

- (a) (i) a Hong Kong degree, preferably in Journalism & Communication, or equivalent; and 6 years' experience in journalism / sub-editing or broadcasting; OR
- (ii) an accredited associate degree or an accredited higher diploma, preferably in Journalism & Communication, from a Hong Kong tertiary institution, or equivalent; and 8 years' relevant experience; OR
- (iii) an accredited diploma, preferably in Journalism & Communication, from a Hong Kong tertiary institution, or equivalent; and 10 years' relevant experience; OR
- (iv) Level 3 or equivalent or above in 5 subjects in the Hong Kong Diploma of Secondary Education Examination (HKDSEE), or equivalent [See Notes (1) & (2)]; and 11 years' relevant experience; OR
- (v) Grade E or above in 2 subjects at advanced level in the Hong Kong Advanced Level Examination and Level 3 / Grade C or above in 3 other subjects in the Hong Kong Certificate of Education Examination (HKCEE), or equivalent [See Notes (2) & (3)]; and 11 years' relevant experience; OR
- (vi) Level 2 or above in English Language together with 4 other subjects at Level 2 or equivalent or above in the HKDSEE, or equivalent [See Note (1)]; and 12 years' relevant experience; OR
- (vii) Level 2 or above in English Language together with 4 other subjects at Level 2 / Grade E or above in the HKCEE, or equivalent [See Note (3)]; and 12 years' relevant experience; AND
- (b) met the language proficiency requirement of Level 2 or above in English Language in the HKCEE / HKDSEE, or equivalent [See Note (3)].

Candidates who possess –

- (i) excellent command of written and spoken English;
- (ii) good broadcasting voice;
- (iii) sound knowledge of public and current affairs; and / or
- (iv) skills in undertaking web publishing work, including handling text, photo, sound, video and social media

will have an advantage.

[Notes:

- (1) “Attained with Distinction” in Applied Learning subjects (subject to a maximum of two Applied Learning subjects), and Grade C in Other Language subjects in the HKDSEE are accepted as equivalent to Level 3 in the New Senior Secondary subjects in the HKDSEE. “Attained” in Applied Learning subjects (subject to a maximum of two Applied Learning subjects), and Grade E in Other Language subjects in the HKDSEE are accepted as

equivalent to Level 2 in the New Senior Secondary subjects in the HKDSEE.

- (2) The subjects may include Chinese Language and English Language.
- (3) “Grade C” and “Grade E” in Chinese Language and English Language (Syllabus B) in previous HKCEE are accepted administratively as comparable to “Level 3” and “Level 2” respectively in Chinese Language and English Language in the 2007 HKCEE and henceforth.
- (4) Candidates may be required to sit for a trade test and / or voice test.]

Duties: Responsible for editing and publishing news on websites and mobile apps, which may include text, images, sound and video; planning and developing online news services; sub-editing; evening and / or overnight editing; compiling, reading news bulletins and summaries on air; editing and preparing hourly summaries from incoming reporters for broadcast; programme preparation / production; managing and coordinating staff and other resources; supervising and training staff; organizing and implementing work plans and assignments; and ensuring the content of news bulletins or news-related programmes are accurate, balanced and of good standard. (Note: Required to work irregular hours / over-night shifts / on public holidays; and to work during typhoons, rainstorm black warning and other emergencies)

Terms of Appointment & Fringe Benefits: Successful candidate will be appointed on one-year non-civil service contract terms. If the contract is satisfactorily completed with consistently high standard of performance and conduct, the officer may be granted a gratuity which, when added together with the Government’s contribution to MPF scheme, equals 15% of the total basic salary drawn during the contract period. Rest days, general holidays, annual leave, maternity leave, sickness allowance, where appropriate, will be granted on terms not less favourable than the provisions of the Employment Ordinance.

How to Apply: Application forms (G.F.340 (Rev.3/2013)) are obtainable from any Public Enquiry Service Centres 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 web site (<http://www.csb.gov.hk>) or Radio Television Hong Kong’s web site (http://app3.rthk.hk/recruit/index_e.php). Completed forms should be sent to the address below on or before the closing date for application. Candidates who are selected for interview will normally receive an invitation in about 6 weeks from the closing date for application. Those who are not invited for interview may assume that their applications are unsuccessful. Only shortlisted candidates will be notified.

Address and Enquiry Tel: Head / English News and Current Affairs Section, Radio Television Hong Kong, Radio Division, Broadcasting House, 30 Broadcast Drive, Kowloon. (Tel: 2337 4185)

Closing Date for Application: 13 June 2014

General Notes:

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

- (C) 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.
- (D) 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.
- (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 recruitment examination and/or interview.
- (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/written examination without being subject to any further shortlisting criteria.
- (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 enquiry address.