

## **Recruitment Advertisement**

### **RADIO TELEVISION HONG KONG (Civil Service Vacancies)**

#### **Senior Artisan (Senior Scene Fabricator / Operator)**

**Salary :** Master Pay Scale Point 8 (HK\$16,425 per month) to Master Pay Scale Point 10 (HK\$18,535 per month)

**Entry Requirements:** Candidates should have

- (a) (i) a craft certificate in prop making / scenic art / carpentry, or equivalent, from Hong Kong Institute of Vocational Education or Construction Industry Council Training Academy or technical institute / college, or equivalent; and have 4 years' experience in set construction / decoration / TV or film production; or
  - (ii) completed a recognized apprenticeship in relevant field, or equivalent; and have 6 years' relevant experience; or
  - (iii) at least 8 years' relevant experience; and
- (b) be able to read and write simple Chinese and communicate in Chinese. Ability in understanding simple English is an advantage.

#### **Notes:**

- (1) For the purpose of heightening public awareness of the Basic Law (BL) and promoting a culture of learning of BL in the community, assessment of BL knowledge will be included in the recruitment for all civil service jobs. Candidates who are invited to attend the recruitment interview will be tested orally on their BL knowledge during recruitment interview. The results of BL assessment will be taken into account only if two candidates are considered equal in all other aspects.
- (2) Candidates expecting to obtain the required academic qualifications within three months from the closing date for application may apply. Consideration for appointment will be subject to their successful obtaining the required academic qualifications.
- (3) Candidates will be required to pass a trade test for consideration of his / her suitability for appointment.
- (4) Candidates have to provide documentary proofs of their qualifications and relevant experience before or after the recruitment interview.

**Duties:** A Senior Artisan (Senior Scene Fabricator / Operator) is mainly deployed on (a) supervising and co-ordinating the work of Artisans (Scenic Fabricators / Operators) and hired freelancers in erecting and striking of sets; (b) preparing calculations and measurement based on all types of construction plans / drawings and sketches; (c) carrying out the carpentry work of set fabrication in accordance with drawings, plans and sketches, etc; (d) constructing all types of scenic elements and to repair furniture and other scenic elements; (e) transporting and erecting scenic elements in studios and on locations; and (f) adjusting, modifying, repairing and maintaining scenic elements and props.

*(Note: May be required to work irregular hours and overnight duties on as-and-when-required basis, and to work during typhoons, Rainstorm Black Warning and other emergencies.)*

**Terms of Appointment:** A new appointee will be appointed on civil service probationary terms for three years. Upon passage of probation bar, he/she may be considered for appointment on the prevailing permanent terms.

**Address and Enquiry Tel. No.:** Personnel Registry (Recruitment Team), Radio Television Hong Kong, Broadcasting House, 30 Broadcast Drive, Kowloon (Tel: 2339 6444).

**Closing Date for Application : 31 October 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) Civil service vacancies are posts on the civil service establishment. Candidates selected for these vacancies will be appointed on civil service terms of appointment and conditions of service and will become civil servants on appointment.
- (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) The information on the maximum pay point is for reference only and may be subject to changes.
- (f) Fringe benefits include paid leave, medical and dental benefits, and where appropriate, assistance in housing.
- (g) 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 trade test.
- (h) 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 trade test without being subject to further shortlisting.
- (i) 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 deliver or post copies of their official transcripts and certificates to the above address.
- (j) Civil service vacancies information contained in this column is also available on the GovHK on the Internet at <http://www.gov.hk>.
- (k) Towards the application deadline, our on-line system will likely be overloaded due to large volume of applications. To ensure timely completion of your on-line application, it is advisable to submit the application as early as possible.

**How to apply:** Application must be made on the prescribed application form G.F. 340 (Rev.3/2013), which is 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 form can also be downloaded from the Civil Service Bureau's website (<http://www.csb.gov.hk>) or RTHK's website (<http://rthk.hk/recruit>). Applicants should submit their application on or before the closing date of application through either one of the following means: (a) deliver or post it to the address stated in this advertisement [The post mark date on the envelope will be regarded as the date of application. Please specify on the envelope "Application for the post of Senior Artisan (Senior Scene Fabricator / Operator)"]; or (b) submit it through internet [through Civil Service Bureau's website (<http://www.csb.gov.hk>)]. Applicants are recommended to apply through the internet]. Holders of academic qualifications other than those obtained from Hong Kong institutions / Hong Kong Examinations and Assessment Authority should deliver or send by post, on or before 14 November 2014, copies of their official transcripts, diplomas / certificates and other relevant qualification documents to the department at the address stated in this advertisement [please clearly state the internet application number, where applicable, on every page of the documents]. Applicants are encouraged to provide

their email addresses on the application form. Applications that are incomplete, or without the needed qualification documents, or late or submitted by fax / email will not be considered. Candidates who are selected for further consideration will normally receive an invitation in about 6 to 8 weeks from the closing date for application. Those who are not invited to the trade test may assume that their applications are unsuccessful. Only shortlisted candidates will be notified.