



**RADIO TELEVISION HONG KONG**  
**Non-Civil Service Vacancy**

**Make-up Stylist (Production Services Division)**  
**(Salary: \$16,140 per month)**

**Entry Requirements:** Candidates should have–

- (a) (i) a Hong Kong degree, preferably in Theatre / Entertainment Arts / Image Design or related studies, or equivalent; and 1 year's experience in make-up; OR
- (ii) an accredited Associate Degree / Higher Diploma, preferably in Theatre / Entertainment Arts / Image Design or related studies, from a Hong Kong tertiary institution, or equivalent; and 2 years' relevant experience; OR
- (iii) an accredited Diploma, preferably in Theatre / Entertainment Arts / Image Design or related studies, from a Hong Kong tertiary institution, or equivalent; and 3 years' relevant experience; OR
- (iv) 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 (1) & (3)]; or 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 4 years' relevant experience; OR
- (v) Level 2 or above in Chinese Language and English Language together with 3 other subjects at Level 2 or equivalent or above in the HKDSEE, or equivalent [See Note (2)]; or Level 2 or above in Chinese Language and English Language together with 3 other subjects at Grade E or above in the HKCEE, or equivalent [See Note (3)]; and 5 years' relevant experience; AND
- (b) met the language proficiency requirements of Level 2 or above in Chinese Language and English Language in the HKCEE / HKDSEE, or equivalent [See Note (3)].

[Notes:

- (1) The subjects may include Chinese Language and English Language.
- (2) "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.
- (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 pass a trade test and / or written test.]

**Duties:** (a) designing and setting different styles of make-up arrangement; (b) advising producers on the make-up styles for specific programme requirement; (c) assisting in purchasing the necessary equipment and hiring the required helpers for the Make-up Team; and (d) assisting in undertaking administrative and operational duties as assigned by supervisors. (Note: The post-holder may be required to work irregular hours and in shifts.)

**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 day, general holidays, annual leave, maternity leave, sickness allowance, where appropriate, will be granted on terms not less favourable than the provisions in 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 of Labour Department. The said form can also be downloaded from the Civil Service Bureau Home Page on the Internet (address: <http://www.csb.gov.hk>) or Radio Television Hong Kong's Internet website ([http://app3.rthk.hk/recruit/index\\_e.php](http://app3.rthk.hk/recruit/index_e.php)). Completed forms should be sent to the address as specified below on or before the closing date for application. Candidates who are selected for interview will normally receive an invitation within 6 weeks from the closing date for application. Those who are not invited for interview may assume that their applications are unsuccessful. Only short-listed candidates will be notified.

**Address and Enquiry Tel:** Production Manager, Production Services Division, Radio Television Hong Kong, 1A Broadcast Drive, Kowloon. (Enquiries : 2339 7673)

**Closing Date for Application:** 12 December 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.