

Assistant Curator (Holding a substantive rank of Library Assistant II) (Ref: 2401365) Library

The Education University of Hong Kong Library is now seeking a person with project management, research, publication, promotion and marketing experience, preferably with a background in museums, cultural heritage or education field.

The appointee will support the development and operation of the **Hong Kong Museum of Education**. Main duties include providing support to research and development of exhibition proposals; undertaking curatorial work, exhibition development and management, publications, promotion and other exhibition-related activities; coordinating acquisitions, cataloguing, storage and display of artifacts; assisting in planning and organization of educational programmes, events and activities.

Applicants should have Level 2 or equivalent or above in 5 subjects including Chinese Language, English Language and Mathematics in the HKDSE; or Grade E (Level 2) or above in at least 5 subjects including Chinese, English (Syllabus B) and Mathematics in HKCEE or equivalent. Applicants with a Bachelor's Degree relevant to Museum Studies, Arts, Culture, Education Studies, History or related fields are highly preferred. Those with several years of experience in a museum, gallery or related educational organization will be an advantage. They should be a good team player with a strong sense of responsibility and self-initiative. They are expected to have a good command of written and spoken English and Chinese (Cantonese and Putonghua); strong computer skills and good communication skills.

Salary will be commensurate with qualifications and experience.

Initial appointment will be made on a fixed-term contract. Fringe benefits include the University's Voluntary Contributions to MPF Scheme or a contract-end lump sum payment (totaling up to 10% of the basic salary), leave, medical and dental benefits.

The University only accepts and considers applications submitted online for this post. Applicants should complete the [online application form](#) and upload a full CV on or before **6 December 2024**. Applications which are incomplete or without the required documents may not be considered. Personal data provided by applicants will be used for recruitment and other employment-related purposes. For details of the Personal Information Collection Statement, please refer to <http://www.eduhk.hk/jobsopp/index.php?glang=en>.

All applications will be treated in strict confidence. Only those who are shortlisted will be contacted. The University reserves the right not to fill the position(s) advertised. Since the incumbent's work would involve contacts with persons aged under 18 and/or mentally incapacitated persons, prospective employee(s) will be required to undergo Sexual Conviction Record Check operated by the Hong Kong Police Force.

Further information about the University is available at <http://www.eduhk.hk>.

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