

Research Assistant II (Half-time) (3 posts) (Ref: 2500288)
Department of Social Sciences and Policy Studies

Project Title: Supporting Departmental Activities in Summer 2025
[Appointment Period: around 2 months]

The Department of Social Sciences and Policy Studies is seeking three enthusiastic fresh graduates to support a comprehensive range of learning, teaching, research, and knowledge-transfer activities during the summer of 2025, mainly from July to August. Responsibilities include assisting with various ad hoc tasks, supporting the production of educational materials, and performing other related duties as assigned by the supervisors. The appointment will be for approximately 2 months.

Requirements:

- Applicants should have at least Level 2 or equivalent or above in five subjects including Chinese Language, English Language and Mathematics in HKDSE; or Grade E (Level 2) or above in five subjects including Chinese, English (Syllabus B) and Mathematics in HKCEE or equivalent. Priority will be given to fresh graduates of Bachelor of Social Sciences.
- Proficiency in computer literacy (including MS Word, Excel, Chinese word processing, database creation, management, CANVA and multimedia production skills)
- Good command of English and Chinese
- Ability to work independently with good planning, organizational, and interpersonal skills

Salary will be commensurate with qualifications and experience.

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 **8 April 2025**. 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/jobsoff/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.

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

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