

**Assistant Librarian (Ref: 2500398)
Library (User Services Section)**

The Education University of Hong Kong Library is seeking an experienced library professional with strong background in providing service-oriented learning and research support at higher education level. The appointee will be assigned to Research and Learning Support Unit of the Library. He/she should be highly motivated and proactive, able to multitask and work well in a team. He/she will provide online and face-to-face reference and information services in support of learning, teaching and research; develop and deliver general and course-specific library instruction workshops; create online library guides and tutorials; design and produce online and interactive learning objects to support learning and teaching. He/she will also serve as liaison with academic departments and work closely with academic and teaching staff to promote the integration of library services and information literacy components into course curricula. Shift duties in evenings, weekends and public holidays are required.

Applicants should have a recognized first degree plus a postgraduate qualification in Librarianship or Information Sciences (MLS, MCLIP or equivalent) with at least two years' post-qualification experience in an academic library. Good communication and listening skills, good command of written and spoken English and Chinese, including Putonghua, are essential. Teaching experience, formal teacher training and qualification, knowledge in library e-resources, multimedia authoring tools, bibliographical management tools and new forms of scholarly communication will be an advantage.

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 **17 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/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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