

## Assistant IT Manager (Ref: 2401189) Office of the Chief Information Officer

The Office of the Chief Information Officer (<https://www.eduhk.hk/ocio>) provides quality services to support all central information systems in support of teaching, learning, research and administration and places emphasis on staff's career/professional development. The Office is looking for quality professionals to fill the post.

The appointee(s) will be assigned to the application development team. Duties include:

- Assist in the planning, design and execution of smart campus projects;
- Participate in the development, testing and deployment of smart campus applications;
- Support the maintenance and troubleshooting of existing systems and applications;
- Assist in creating and maintaining technical documentation;
- Provide ongoing technical support and training to end-users; and
- Perform any other duties as assigned.

The following are the requirements for the position(s):

- Bachelor's degree in Information Technology, Computer Science, or related disciplines;
- Preferably three years of relevant full-time post-qualification working experience gained in a sizable IT environment;
- Proficiency in integrating and managing IoT devices and systems for smart campus applications;
- Strong knowledge and experience in AI/ML technologies, particularly in natural language processing or computer vision;
- Experience in developing and deploying AI-driven solutions, such as chatbots and meeting transcription services;
- Proficiency in mobile application development, with experience in both iOS and Android platforms;
- Familiarity with cloud computing platforms, such as AWS, Azure, or Google Cloud, for deploying and managing scalable applications;
- Strong understanding of cybersecurity principles and best practices for safeguarding campus IT infrastructure;
- Excellent project management skills, with the ability to lead cross-functional teams and manage multiple projects simultaneously;
- Familiarity with data analytics and visualization tools to derive insights from campus data;
- Excellent command of English and Chinese, with the ability to manage multiple tasks, work independently, and think proactively;
- Strong analytical, problem-solving and interpersonal skills; and be a good team player.

Applicants who have responded to the previous advertisement (Ref: 2400875) for the same position are under consideration and need not re-apply.

Salary will be commensurate with qualifications and experience. The appointee will be offered the functional title of Assistant IT Manager which holds the substantive post of Assistant Computer Officer in the University.

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. **Review of applications will start from 8 November 2024, and will continue until the post is filled.** 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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