

**Research Assistant I (Ref: 2500860)**  
**Department of Education Policy and Leadership**

**Project Title: Policy Imaginaries and the Future of Humanities and Social Sciences in Higher Education**  
**[Appointment Period: 6 months]**

The appointee will work closely with the research team to conduct academic research, contribute to project deliverables, and assist in securing funding for future initiatives. He/She will be responsible for conducting comprehensive literature reviews to support the project's objectives; collecting, analyzing, and interpreting qualitative and/or quantitative data related to policy imaginaries in higher education; assisting in drafting and preparing grant proposals to secure funding for research activities; preparing reports, presentations, and academic papers for dissemination of research findings; coordinating with team members to ensure timely completion of project milestones; providing administrative and logistical support for research-related activities, including organizing workshops, seminars, and stakeholder meetings; and maintaining accurate records of research activities and ensuring data integrity.

The appointee also requires strong organizational skills, attention to detail, and the ability to work independently and collaboratively in an academic research environment. The initial appointment will be for a period of 6 months with the possibility of renewal subject to mutual agreement.

Applicants should have a Bachelor's Degree in Social Sciences, Education, or a related discipline, preferably with relevant working experience in academic research projects. Demonstrated skills and experience in conducting literature reviews, including the ability to synthesize complex information from diverse sources. Proven experience in drafting grant proposals, with a track record of contributing to successful funding applications. Strong written and verbal communication skills in English, with the ability to produce clear and concise academic writing. Ability to manage multiple tasks, prioritize effectively, and meet deadlines in a fast-paced research environment. Knowledge of or interest in higher education policy, humanities, and social sciences is highly desirable.

**For further enquiries about the post, please contact Dr Hayes Tang at [hhhtang@eduhk.hk](mailto:hhhtang@eduhk.hk).**

Salary will be commensurate with qualifications and experience. Fringe benefits include leave and outpatient medical 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 **25 August 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.

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

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