

**Senior Research Assistant / Research Assistant I (Ref: 2501082)  
Office of the Associate Vice President (Internationalisation)**

The appointee will provide a comprehensive range of supports to the Associate Vice President (Internationalisation) – AVP(I). Duties include conducting research on the educational systems of countries under the Belt & Road Initiatives, making presentations, and drafting administrative papers and reports. The appointee is also required to carry out different types of duties related to internationalisation, in particular collaboration and partnership with educational institutions and government departments in the Belt & Road countries; and perform any other duties as assigned by AVP(I), such as providing supports to AVP(I) in the form of personal assistant. Candidates experienced in organizing international conferences, symposiums, capacity building workshop or similar events are encouraged to apply.

Applicants for Research Assistant I should have at least a Bachelor's Degree; those applying for the Senior Research Assistant post should have at least a Master's Degree with no less than one-year post master's degree full-time working experience in tertiary institutions; or a doctorate in relevant areas. They should have excellent command of both written and spoken English and Chinese (both Cantonese and Putonghua); good management and interpersonal skills; be able to work both as a team member and independently; and be attentive to details. They should also be meticulous, patient, highly self-motivated and have a strong sense of responsibility.

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Salary will be commensurate with qualifications and experience.

Initial appointment will be made on a fixed-term contract. Fringe benefits include contract-end gratuity, 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 **23 October 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>.

**EdUHK is an Equal Opportunities Employer.**