

SAFETY MANAGER

The postholder is responsible to the Head of Campus Development. He/She will be responsible for reviewing and establishing the Academy's policies and guidelines on health, safety and environment issues, implementing and maintaining health and safety measures stipulated under the prevailing legislations and regulation. Duties also include conducting safety inspections and risk assessments of on-campus and off-campus venues to identify hazards, compiling reports with recommendations on incidents/accidents, organizing training activities and promotional events to staff and students to enhance their awareness on health, safety and environmental awareness as well as co-ordinating with stakeholders, contractors, consultants and government bodies to ensure compliance with the required standards.

Applicants should:

- (a) Have a recognised degree in Engineering/Safety Management/Occupational Safety and Health or equivalent with at least seven years of relevant experience;
- (b) Have relevant experience with universities/tertiary institutions or Government departments will be advantageous;
- (c) Be a Registered Safety Officer with the Labour Department;
- (d) Have valid certificates in First Aid, Confined Space Competent Persons, Construction Industry Safety Training (Green Card) and other relevant certificates;
- (e) Have good command of written and spoken English and Chinese; and
- (f) Have proficiency in MS Office and PC applications.

TERMS OF APPOINTMENT

Appointment will be on a two-year contract. A gratuity payment equal up to 15% of basic salary earned during the contract period will be payable upon satisfactory completion of contract. Fringe benefits include leave, medical and dental benefits. Starting salary will be commensurate with qualifications and experience.

APPLICATIONS

Please apply in writing with full résumé, expected salary, copies of academic qualifications, together with a sample of research writing. Applications with reference code '**SfyM**' clearly marked on the envelope should be sent to the **Human Resources Office, The Hong Kong Academy for Performing Arts, No.1 Gloucester Road, Wanchai, Hong Kong**, or email (hro@hkapa.edu) on or before **8 May 2021**.

Personal data collected will be used for recruitment-related purposes only.