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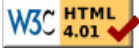
Recruitment Notices

Assistant Operations Officer (Aviation Administration)

Salary :	Master Pay Scale Point 16 (HK\$24,715 per month) to Master Pay Scale Point 21 (HK\$31,525 per month).
Entry requirements :	Candidates should (a) have a degree from a university in Hong Kong, or equivalent; (b) have a pass result in the Aptitude Test in the Common Recruitment Examination (CRE); and (c) have met the language proficiency requirements of Level 2 results in the two language papers (Use of Chinese and Use of English) in the CRE, or equivalent. (See Note 1)
Notes:	<p>(1) The results of the Aptitude Test (AT) paper in the CRE are classified as Pass or Fail. The results of the Use of Chinese (UC) and Use of English (UE) papers of the CRE are classified as Level 2, Level 1 or Fail, with Level 2 being the highest.</p> <p>Grade C or above and Grade D in Use of English of the Hong Kong Advanced Level Examination (HKALE), or equivalent, are accepted as equivalent to Level 2 and Level 1 results respectively in the UE paper of the CRE. Grade C or above and Grade D in Chinese Language and Culture or Chinese Language and Literature of the HKALE are accepted as equivalent to Level 2 and Level 1 results respectively in the UC paper of the CRE.</p> <p>Applicants with an overall band of 6.5 or above with no subtest score below band 6 obtained in the same sitting in the Academic Module of the International English Language Testing System (IELTS) within the two-year validity period of the test result are considered as having met the English Language Proficiency requirement of the Assistant Operations Officer (Aviation Administration) post. The IELTS test result must be valid on the starting day of the application period, i.e. 19 April 2013.</p> <p>(2) For the purpose of heightening public awareness of the Basic Law (BL) and promoting a culture of learning of BL in the community, assessment of BL knowledge will be included in the recruitment for all civil service jobs. Results of the BL test for degree/ professional grades will be one of the considerations to assess the suitability of a candidate but will not affect his/her eligibility for applying for civil service jobs. As a general principle, the main consideration for suitability for appointment remains a candidate's qualification, experience and caliber.</p>
	Assistant Operations Officers (Aviation Administration) are required to undertake a training programme comprising formal training and on-the-job training for a period of three years, and are mainly deployed on assisting Operations Officers in

Hong Kong Customs
Coordination Office
(HKSCO)

E-filing System for
Flight Application



Duties :	performing duties relating to regulatory functions on aviation safety and security, planning and provision of aviation related facilities, planning and support to air navigation service and technical administration of international air services. <i>(Note: May be required to work irregular hours)</i>
Terms of Appointment :	A new recruit will normally be appointed on civil service probationary terms for three years. Upon passage of probation bar, he/she may be considered for appointment on the prevailing permanent terms.
Address and Enquiry Tel. No. :	Personnel Registry, Level 5, Civil Aviation Department Headquarters, 1 Tung Fai Road, Hong Kong International Airport, Lantau, Hong Kong (Tel. No. 2910 6392)
Closing Date for Application :	3 May 2013
Newspaper(s) Advertised (with date) :	Ming Pao Daily News (19 April 2013) and South China Morning Post (20 April 2013)
General Notes :	<p>(a) Candidates must be permanent residents of the Hong Kong Special Administrative Region at the time of appointment unless specified otherwise.</p> <p>(b) As an Equal Opportunities Employer, the Government is committed to eliminating discrimination in employment. The vacancy advertised is open to all applicants meeting the basic entry requirement irrespective of their disability, sex, marital status, pregnancy, age, family status, sexual orientation and race.</p> <p>(c) Civil service vacancies are posts on the civil service establishment. Candidates selected for these vacancies will be appointed on civil service terms of appointment and conditions of service and will become civil servants on appointment.</p> <p>(d) The entry pay, terms of appointment and conditions of service to be offered are subject to the provisions prevailing at the time the offer of appointment is made.</p> <p>(e) The information on the maximum pay point is for reference only and may be subject to changes.</p> <p>(f) Fringe benefits include paid leave, medical and dental benefits, and where appropriate, assistance in housing.</p> <p>(g) Where a large number of candidates meet the specified entry requirements, the recruiting department may devise shortlisting criteria to select the better qualified candidates for further processing. In these circumstances, only shortlisted candidates will be invited to attend recruitment examination and/or interview.</p> <p>(h) It is Government policy to place people with a disability in appropriate jobs wherever possible. If a disabled candidate meets the entry requirements, he/she will be invited to attend the selection interview/written examination without being subject to further shortlisting.</p> <p>(i) Holders of academic qualifications other than those obtained from Hong Kong institutions/Hong Kong Examinations and Assessment Authority may also apply but their qualifications will be subject to assessments on equivalence with the required entry qualifications. They should submit copies of their official transcripts and certificates by</p>

	<p>submit copies of their official transcripts and certificates by mail to the above enquiry address.</p> <p>(j) Civil service vacancies information contained in this column is also available on the GovHK on the Internet at http://www.gov.hk.</p> <p>(k) Towards the application deadline, our on-line system would likely be overloaded due to large volume of applications. To ensure timely completion of your on-line application, it is advisable to submit the application as early as possible.</p>
<p>How to apply :</p>	<p>Application Forms [G.F. 340 (Rev. 3/2013)] are obtainable from any Public Enquiry Service Centres of District Offices, Home Affairs Department or any Job Centres of the Employment Services Division, Labour Department. The said form can also be downloaded from the Civil Service Bureau's website (http://www.csb.gov.hk). Candidates must state clearly results of all subjects obtained in the public examinations, details of bachelor degree obtained (e.g. major subjects and class and division of honors obtained), and results in the UC, UE (i.e. Level 2 or 1) and AT of the CRE as appropriate on the application forms or a separate sheet attached to their applications.</p> <p>Completed forms, together with copies of official transcripts and certificates (for holders of non-local academic qualifications), should reach the above enquiry address of the recruiting department on or before the closing date for application. On-line application can also be made through the Civil Service Bureau's website (http://www.csb.gov.hk).</p> <p>Candidates with non-local academic qualifications who apply online should submit their copies of official transcripts and certificates within one week after close of application period the latest to the above enquiry address, and the online application number should be quoted on the envelope and the copies of supporting documents. If candidates fail to provide the above required information or the supporting document as requested, their applications will not be considered. Selected candidates are required to sit for a written examination to be held in Hong Kong in August 2013. Those who are invited to attend the written examination will receive an invitation in July 2013. Candidates who are further selected for interview will normally receive an invitation in about ten weeks from the date of the written examination. Those who are not invited for written examination/interview may assume that their applications are unsuccessful. For enquiries, please call the telephone number indicated.</p>

 Student Air Traffic Control Officer

<p>Salary :</p>	<p>Training Pay Scale Point 11 (\$17,525 per month) to Training Pay Scale Point 14 (\$21,275 per month)</p>
	<p>Candidates should –</p> <p>(a) (i) have Level 3 or equivalent (See Note 1) or above in five subjects, with at least one of them being Mathematics, Geography, Physics, Information and Communication Technology or Aviation Studies, in the Hong Kong Diploma of</p>

Entry requirements :	<p>Secondary Education Examination (HKDSEE) (See Note 2), or equivalent; or</p> <p>(ii) have a pass in two subjects at Advanced Level in the Hong Kong Advanced Level Examination (HKALE) and Grade C/Level 3 (See Note 3) or above in three other subjects in the Hong Kong Certificate of Education and Examination (HKCEE) (See Note 2) with at least one of them being Mathematics, Geography, Physics or Computer Studies, or equivalent;</p> <p>(b) have met the language proficiency requirements of Level 3 (See Note 3) or above in English Language and Level 2 (See Note 3) or above in Chinese Language in HKDSEE or HKCEE, or equivalent; and</p> <p>(c) be able to communicate effectively in English.</p>
Notes:	<p>(1) For civil service appointment purpose, "Attained with Distinction" in Applied Learning subjects (subject to a maximum of two Applied Learning subjects), and Grade C in Other Language subjects in the HKDSEE are accepted as equivalent to Level 3 in the New Senior Secondary subjects in the HKDSEE. "Attained" in Applied Learning subjects (subject to a maximum of two Applied Learning subjects), and Grade E in Other Language subjects in the HKDSEE are accepted as equivalent to Level 2 in the New Senior Secondary subjects in the HKDSEE.</p> <p>(2) The subjects may include Chinese Language and English Language.</p> <p>(3) For civil service appointment purpose, "Grade C" and "Grade E" in Chinese Language and English Language (Syllabus B) in the HKCEE before 2007 are accepted administratively as comparable to "Level 3" and "Level 2" respectively in Chinese Language and English Language in the 2007 HKCEE and henceforth.</p> <p>(4) For the purpose of heightening public awareness of the Basic Law (BL) and promoting a culture of learning of BL in the community, assessment of BL knowledge will be included in the recruitment for all civil service jobs. Candidates who are invited to attend the written test will be assessed on their BL knowledge through a written test on the same day. The BL test result will be one of the considerations to assess the suitability of a candidate.</p>
Duties :	<p>A Student Air Traffic Control Officer is mainly deployed on receiving training leading to the award of Air Traffic Control ratings; undertaking single-engine light aircraft flying training; and performing duties connected with air traffic control*. He/she is required to work shifts on a 24-hour basis.</p> <p>[*A Student Air Traffic Control Officer is required to be medically fit to International Civil Aviation Organization standards for Air Traffic Control Officers (Further information can be found on Civil Aviation Department website at http://www.cad.gov.hk.)]</p>
	<p>A new recruit will normally be appointed on civil service probationary terms. The period of probation is three years or the time taken for the officer to complete and pass the first</p>

Terms of Appointment :	departmental Specialized Rating Training course and obtain the associated Air Traffic Control rating, and be proficient to perform the duties of the rating independently, whichever is the later and subject to a maximum of five years. Upon passage of probation bar, the officer may be considered for appointment on the prevailing permanent terms.
Address and Enquiry Tel. No. :	Personnel Registry, Level 5, Civil Aviation Department Headquarters, 1 Tung Fai Road, Hong Kong International Airport, Lantau, Hong Kong (Tel No. 2910 6395).
Closing Date for Application :	3 May 2013
Newspaper(s) Advertised (with date) :	Ming Pao Daily News (19 April 2013) and South China Morning Post (20 April 2013)
General Notes :	<p>(a) Candidates must be permanent residents of the Hong Kong Special Administrative Region at the time of appointment unless specified otherwise.</p> <p>(b) As an Equal Opportunities Employer, the Government is committed to eliminating discrimination in employment. The vacancy advertised is open to all applicants meeting the basic entry requirement irrespective of their disability, sex, marital status, pregnancy, age, family status, sexual orientation and race.</p> <p>(c) Civil service vacancies are posts on the civil service establishment. Candidates selected for these vacancies will be appointed on civil service terms of appointment and conditions of service and will become civil servants on appointment.</p> <p>(d) The entry pay, terms of appointment and conditions of service to be offered are subject to the provisions prevailing at the time the offer of appointment is made.</p> <p>(e) The information on the maximum pay point is for reference only and may be subject to changes.</p> <p>(f) Fringe benefits include paid leave, medical and dental benefits, and where appropriate, assistance in housing.</p> <p>(g) Where a large number of candidates meet the specified entry requirements, the recruiting department may devise shortlisting criteria to select the better qualified candidates for further processing. In these circumstances, only shortlisted candidates will be invited to attend recruitment examination and/or interview.</p> <p>(h) It is Government policy to place people with a disability in appropriate jobs wherever possible. If a disabled candidate meets the entry requirements, he/she will be invited to attend the selection interview/written examination without being subject to any further shortlisting.</p> <p>(i) Holders of academic qualifications other than those obtained from Hong Kong institutions/Hong Kong Examinations and Assessment Authority may also apply but their qualifications will be subject to assessments on equivalence with the required entry qualifications. They should submit copies of their official transcripts and certificates by mail to the above enquiry address.</p> <p>(j) Civil service vacancies information contained in this column is also available on the GovHK on the Internet at http://www.gov.hk.</p> <p>(k) Towards the application deadline, our on-line system would likely be overloaded due to large volume of applications. To</p>

	ensure timely completion of your on-line application, it is advisable to submit the application as early as possible.
How to apply :	<p>Application Forms [G.F. 340 (Rev. 3/2013)] are obtainable from any Public Enquiry Service Centres of District Offices, Home Affairs Department or any Job Centres of the Employment Services Division, Labour Department. The said form can also be downloaded from the Civil Service Bureau's website (http://www.csb.gov.hk). Candidates must state clearly results of all subjects obtained in the public examinations on the application forms or a separate sheet attached to their applications. Completed forms, together with copies of official transcripts and certificates (for holders of non-local academic qualifications), should reach the above enquiry address of the recruiting department on or before the closing date for application. On-line application can also be made through the Civil Service Bureau's website (http://www.csb.gov.hk). Candidates with non-local academic qualifications who apply online should submit their copies of official transcripts and certificates within one week after close of application period the latest to the above enquiry address, and the online application number should be quoted on the envelope and the copies of supporting documents. If candidates fail to state clearly results of all subjects obtained in the public examinations or fail to provide the supporting documents as requested, their applications will not be considered. Selected candidates are required to sit for a written examination to be held in Hong Kong in August 2013. Those who are invited to attend the written examination will receive an invitation in July 2013. Candidates who are further selected for the completion of Occupational Personality Questionnaire (OPQ) will normally receive an invitation in about six weeks from the date of the written test. Following the OPQ, the interview will be held in October 2013. Those who are not invited for written examination/OPQ/interview may assume that their applications are unsuccessful. For enquiries, please call the telephone number indicated.</p>

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