競爭事務委員會
COMPETITION COMMISSION

The Competition Commission (the Commission) is an independent statutory body established under the Competition Ordinance (Cap. 619) (the Ordinance) which was enacted in June 2012. The objectives of the Ordinance include the prohibition of conduct that prevents, restricts or distorts competition in Hong Kong.

Manager (Public Affairs) (Ref.: CC/MPAM220250612)

Responsibilities

Reporting to Senior Manager (Corporate Communications), major duties of the position holder include:

- **Develop and write a variety of high-quality content types in English** including press releases, newsletters, speeches, articles and other publicity materials;
- As an **English content writer and editor** of all communications materiaGoodls, work directly with internal departments on the crafting of messages to promote the Commission's work and developing line-to-take for issue management;
- Plan, coordinate and execute publication projects including but not limited to the design and production of Annual Report, newsletters, brochures and other promotional materials;
- Maintain strong working relationships with trade media, handle media enquiries, interviews and other related matters;
- In charge of daily news monitoring and the preparation of gists in English; and
- Perform other English editing and corporate communications work as assigned.

Requirements

- A recognized degree preferably in English Language and Literature, communications, journalism or related disciplines; or equivalent;
- At least 5 years of working experience including **solid experience in the area of English writing and editing**;
- Excellent verbal and written communications skills, with **native or near native-level English** and a good command of Chinese;
- Analytical thinker who can grasp and present complex concepts in a clear, concise and impactful way;
- A basic understanding of graphic design and desktop publishing is preferred;
- Experience of working with agencies, designers or publishing house is preferred;
- Good interpersonal and communication skills;
- Self-starter and good team player with strong commitments and excellent attitudes; and
- Proactive, flexible and meticulous with a keen eye for details.

Candidates with less experience may be considered for a more junior position and a salary commensurate with that position. Applicants who have applied for the same post previously need not re-apply.

Terms of Appointment

Terms:	Appointment will normally be offered on a 2-year fixed-term contract, renewable depending on performance and operational needs.
Basic Salary:	The starting salary for this post is HK$62,335 per month. The basic salary will be commensurate with the candidate's qualifications and experience.
Cash Allowance:	10% of the basic salary
Contract-end Gratuity:	15% of the basic salary (including 5% employer's contribution of MPF)
Fringe Benefits:	Annual leave, medical & dental benefits, life insurance and MPF.

Application:
Interested applicants should submit their applications at the Commission's Job Application System at https://www.compcomm.hk/en/about/career/current_vacancies.html.

The closing date for application is **11 July 2025.**

Where a large number of candidates meet the specified entry requirements, the recruiting section may devise shortlisting criteria to select the better qualified candidates for further processing. In these circumstances, only shortlisted candidates will be invited to attend the written test and/or interview. Candidates who are selected for interview will normally receive an invitation in about six to eight weeks from the closing date.

All applications will be handled in strict confidence. Personal data collected from applicants will only be used for recruitment related purposes and will not be transferred to any third party. Personal data of unsuccessful applicants will be destroyed within 12 months of the recruitment process being completed by the appointment of a candidate for the relevant position.

Pursuant to the Personal Data (Privacy) Ordinance, a person who provides personal data to the Commission has the right to request access to and correction of their personal data held by the Commission. Requests for access to or correction of personal data should be made in accordance with the Commission's Privacy Policy available on the Commission's website at www.compcomm.hk. The Commission is an equal opportunity employer.