聖保羅男女中學
ST. PAUL'S CO-EDUCATIONAL COLLEGE

PROPERTY MANAGER

We are looking for an experienced professional to manage the maintenance and minor A&A works of the school campus. The right candidate should be familiar with the building-related laws of Hong Kong and should have over 10 years of post-qualification experience in building project/contract management. His/her duty includes the procurement of consultants and contractors, the project management of maintenance and minor A&A works, liaison with Government Departments, assisting the school to prepare an annual budget each year for all A&A and repair works.

He/she will be in charge of the campus maintenance section, provide technical advice and is required to supervise the subordinate(s) working under him/her.

Applicants are invited to apply by submitting an application letter together with resume showing current and expected salary by email to **recruit@spcc.edu.hk** or by post to **The Principal, St. Paul's Co-educational College, 33 MacDonnell Road, Hong Kong.** Please mark “Confidential” and specify the post you apply for on the envelope. Candidates will be required to undergo a Sexual Conviction Record Check (SCRC).

(All enquiries and applications will be treated in strict confidence and only used for employment related purposes.)