



Hong Kong Institute of
Certified Public Accountants
香港會計師公會

The Hong Kong Institute of Certified Public Accountants is recognized globally as the pre-eminent body of top-tier accountants that leads and serves businesses and the public interest of Hong Kong. At the Institute, we say a CPA is a "success ingredient" in a career, in the business world, and in society as a whole. In building a strong accounting profession, the Institute helps to establish and continuously enhance Hong Kong's reputation as a world-class financial centre.

To meet our business development needs, we are inviting high calibre professionals to join us for the following position:

OFFICER (PUBLIC RELATIONS), CORPORATE COMMUNICATIONS [Ref. CW-CC]

Role and Responsibilities

- Responsible for execution of media communications of the Institute, including press event arrangements, daily news monitoring, issue management and media column byline article writing.
- Handle bilingual writing assignments for business activities of the Institute including speeches, press releases and copyediting publications at corporate level.

Qualifications and Required Attributes

- Degree or above in Communications, Journalism, Chinese/English Language, or relevant discipline
- At least five years of working experience in the media or public relations or corporate communications related functions, reporter experience is a plus
- Excellent Chinese and English business and speech writing
- Social-political sensitivity on news about the business world
- Good team player, independent and self-motivated
- Critical thinking and proactive
- Agile mind with power of analysis

Applications should be marked "**Confidential**" quoting the reference **[CW-CC]** with full details of education, work experience, present and expected salaries, contact telephone number and earliest date available. Please apply in writing to the **Head of Human Resources, Hong Kong Institute of Certified Public Accountants, 37/F, Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong** or by email to hr@hkicpa.org.hk.

*Personal data provided will be used for recruitment purpose only.
For more information, please visit our website at www.hkicpa.org.hk.*