



The Hong Kong Institute of Certified Public Accountants is the only statutory licensing body of CPAs in Hong Kong 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:

ASSOCIATE DIRECTOR / MANAGER, STANDARD SETTING – AUDIT, ASSURANCE AND ETHICS (Ref: AD-SS)

Reporting to the Director and Deputy Director of Standard Setting, the successful candidates will provide a full range of support in the development, maintenance and execution of standard setting work of the Department.

Role and Responsibilities

- Provide technical and secretarial support to the committees/ advisory panels/ working groups served by the Department, including the preparation of high quality meeting papers and/or presentation materials for outreach activities.
- Draft guidance, articles, standards and other materials relating to current and proposed Hong Kong and international standards relating to auditing, assurance, ethics and financial reporting, and oversee their publication according to due process.
- Liaise with Hong Kong stakeholders (e.g. the government, regulators, preparers, investor/ financial analysts, academics and practitioners) to promote and facilitate the implementation of new and/or revised professional standards and address relevant emerging issues.
- Participate at domestic and international meetings.
- Respond to technical enquiries from Hong Kong stakeholders in relation to standard setting.
- Conduct research, including liaison with national and international standard-setters and other relevant stakeholders, analyse, as well as provide support on responding to new developments and emerging issues relating to standard setting.
- Assist in the preparation of budgetary information and the department's training plans.
- Liaise with external and internal parties on administrative matters related to the technical work of the Department.
- Perform other duties assigned by the Director and Deputy Director of Standard Setting.

Qualifications and Required Attributes

- CPA or Chartered Accountant with a minimum of 8 years' post qualification experience gained in an auditing professional practice, a national/ international standard setter or a professional accountancy body is required.
- Experience of at least 2 out of the 8 years in technical auditing, accounting and/or ethics would be an advantage.
- Strong technical and analytical skills in professional standards on auditing, assurance, accounting and ethics, including demonstrated ability in innovation and in thinking outside the box.
- Communicates clearly and effectively with diverse audiences, including the ability to liaise with senior members/ stakeholders within and outside the Institute.
- Excellent written and oral communication skills in English. Good command of Cantonese and/or Putonghua would be an advantage.
- Assertive, decisive, self-motivated and confident in dealing with general public/ stakeholders on simple and complex technical matters.
- Well-organized, able to work independently and in teams.
- Having a keen interest in public interest issues and having the ability to ascertain public interest dimensions of technical issues to arrive at a balanced view.

* Candidate with less experience will be considered for the post of Manager.

Applications should be marked "**Confidential**" quoting the reference code **(AD-SS)** with full details of education, work experience, present and expected salaries, contact telephone number and earliest available date. 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 talent@hki CPA.org.hk.

Personal data provided will be used for recruitment purpose only.

For more information, please visit our website at www.hki CPA.org.hk.