

香港航空青年團  
**HONG KONG AIR CADET CORPS**  
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From : OC IA Gp	To : All senior members
Email :	cc : CO,CSO, DCOs, OC Gps, HQs
Ref : IA-HFTF	Date : 11 Apr 2019

**Recruitment of Part-Time Coordinator for HAB 2019/20 Happy Family Thematic Funding**

We are inviting applications from senior members for the following position:

**Part-Time Coordinator**

- Report to DCO IA or his delegates.
- Coordinate with the Home Affairs Bureau (HAB) and funding units for administration support in compliance with the funding requirements of HAB.
- Assist to compile and check the financial and activity reports for auditing purpose.
- Perform other related duties as assigned.
- Priority will go to colleagues in the rank of Flying Officer or above.
- Allowance: HK\$40 per hour.
- Flexible working hours. The whole project involves approximately 1,462 working hours
- Period of service: 29 April 2019 to 30 June 2020 or until the 2019/20 Happy Family Thematic Funding final report accepted by HAB.

Interested colleagues please send an application to **HFTF2019@gmail.com** (subject: Application for HAB 2019/20 HFTF Part-Time Coordinator). Deadline for application is **18 April 2019**. More information about HFTF can be found on the Corps' Website at <http://www.aircadets.org.hk/web/resources.php>

*Note: Applicants not be invited for interview by 25 April 2019 may consider their application unsuccessful. All information provided by applicants will be treated in strict confidence and for the use of recruitment purpose only.*

Franky W C TSE  
Sqn Ldr  
OC IA Gp