HONG KONG ACADEMY OF MEDICINE

Hong Kong Academy of Medicine ("HKAM") was established by the HKAM Ordinance (Cap. 419) in 1993. HKAM is an independent institution with statutory power to organize, monitor, assess and accredit all medical and dental specialist training in Hong Kong. It also provides and accredits continuing medical education and continuous professional development for the purpose of specialist registration. HKAM now recruits the following staff.

AV Assistant
(Monthly Salary : MPS 0 – 9 ; $13,240 - $23,295)

Major Responsibilities:
- To set up and operate digital production studio, AV facilities and equipment at different venues of HKAM Building
- To perform photo-shooting, video-shooting and related production works
- To carry out routine preventive maintenance and checking
- To maintain accurate inventory
- To liaise with AV/IT/Production contractors
- To liaise with departments/teams and event organizers on production requirements and technical support
- To perform any other duties as the Academy may determine to be relevant to the post

Requirements:
- Holder of Certificate/Diploma or above in Stage and Live Entertainment Technology or related discipline
- 3 years of hands-on experience in AV system operation for live event
- Good knowledge in digital photography/videography equipment, software and lighting
- Knowledge in the areas of AV system engineering, studio lighting, animation production, and/ or basic TCP/IP network will be an advantage
- A good team player with good communication skills
- Willing to perform irregular shift duties and work on evenings, Saturdays, Sundays and Public Holidays

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Starting salary will commensurate with qualification and experience of the successful candidate. To apply for the post, please send a detailed resume, current / expected salary, and contact email / telephone number to the following address or by email to hr@hkam.org.hk. Review of applications will commence after **6 June 2023.**

Chief Executive Officer
Hong Kong Academy of Medicine
99 Wong Chuk Hang Road
Aberdeen, Hong Kong

(Please mark "AV Asst" on the envelope)

Information provided by applicants will only be used for recruitment related purposes and will be handled in confidence by authorized personnel. All personal data of unsuccessful candidates will be destroyed after six months from the date of application.