

CIVIL SERVICE VACANCY
MARINE DEPARTMENT

Surveyor of Ships (Nautical)

Salary : Master Pay Scale Point 34 (\$76,380 per month) to Master Pay Scale Point 44 (\$112,925 per month)

Entry Requirements : Candidates should have -

- (a) a Bachelor's degree in a relevant discipline relating to the maritime field from a university in Hong Kong or equivalent, acceptable to the Director of Marine [See Note (1)];
- (b) a Certificate of Competency (Deck Officer) Class 1 (Master Mariner) issued by or a certificate acceptable to the Director of Marine;
- (c) two years' experience as Chief Officer or above on sea-going ships or at equivalent responsible levels in the nautical related industry [See Note (2)];
- (d) met the language proficiency requirements of 'Level 2' or above in Chinese Language and English Language in the Hong Kong Diploma of Secondary Education Examination (HKDSEE) or the Hong Kong Certificate of Education Examination (HKCEE), or equivalent [See Note (3)]; and
- (e) a pass result in the Basic Law and National Security Law Test [See Note (4)].

Notes :

- (1) Candidates without the requisite academic qualification as specified in paragraph (a) above, but are in the process of obtaining the requisite academic qualification may also apply. Consideration for appointment will be subject to their obtaining the requisite academic qualification by the time of offer of appointment.
- (2) Candidates without the requisite experience as specified in paragraph (c) above, but are in the process of obtaining the requisite years of experience may also apply. Consideration for appointment will be subject to their obtaining the requisite years of experience at the required level by the time of offer of appointment.
- (3) For civil service appointment purpose, 'Grade E' in Chinese Language and English Language (Syllabus B) in the HKCEE before 2007 is accepted administratively as comparable to 'Level 2' in Chinese Language and English Language in the 2007 HKCEE and henceforth.
- (4) All applicants for civil service jobs will be assessed on their knowledge of the Basic Law and the National Security Law. A pass result in the Basic Law and National Security Law Test is an entry requirement for all civil service jobs. Only those candidates who have passed the Basic Law and National Security Law Test will be considered for appointment. For candidates who have not taken the relevant Basic Law and National Security Law Test or have not attained a pass result in the relevant Basic Law and National Security Law Test at the time of application, they may still apply for the job and arrangements will be made for them to take the relevant Basic Law and National Security Law Test during the recruitment process.

Duties : A Surveyor of Ships (Nautical) is mainly deployed on the following types of work at the professional level -

- (a) undertaking statutory and other related duties under the Merchant Shipping Ordinances pertaining to maritime safety, pollution prevention, security, seafarers welfare and management including casualty investigations and audits on Hong Kong registered ships and their companies;
- (b) conducting examination for all classes of deck officers' certificates of competency; and
- (c) undertaking duties as a nautical consultant for the Government.

[Remarks: All Surveyors of Ships (Nautical) are required to travel abroad to carry out surveys or audits.]

Terms of Appointment : A new recruit will normally be appointed on civil service probationary terms for three years. Upon passage of probation bar, he/she may be considered for appointment on the prevailing permanent terms.

General Notes :

- (a) Candidates must be permanent residents of the Hong Kong Special Administrative Region at the time of appointment unless specified otherwise.
- (b) As an Equal Opportunities Employer, the Government is committed to eliminating discrimination in employment. The vacancy advertised is open to all applicants meeting the basic entry requirements irrespective of their disability, sex, marital status, pregnancy, age, family status, sexual orientation and race.
- (c) Civil service vacancies are posts on the civil service establishment. Candidates selected for these vacancies will be appointed on civil service terms of appointment and conditions of service and will become civil servants on appointment.
- (d) The entry pay, terms of appointment and conditions of service to be offered are subject to the provisions prevailing at the time the offer of appointment is made.
- (e) The information on the maximum pay point is for reference only and may be subject to changes.
- (f) Fringe benefits include paid leave, medical and dental benefits, and where appropriate, assistance in housing.
- (g) Where a large number of candidates meet the specified entry requirements, the recruiting department may devise shortlisting criteria to select the better qualified candidates for further processing. In these circumstances, only shortlisted candidates will be invited to attend recruitment examination and/or interview.
- (h) It is Government policy to place people with a disability in appropriate jobs wherever possible. If a disabled candidate meets the entry requirements, he/she will be invited to attend the selection interview/written examination without being subject to further shortlisting. Applicants who have declared disabilities found suitable for appointment may be given an appropriate degree of preference over other applicants whose suitability for appointment is considered comparable to that of the former. The Government policy and other related measures on employment of persons with disabilities are set out

in the booklet “*Employ People Based on Their Abilities – Application for Government Jobs by Persons with Disabilities*” which is available for reference on the Civil Service Bureau’s website at <http://www.csb.gov.hk> under “Administration of the Civil Service – Appointments”.

- (i) Academic qualifications other than those obtained from Hong Kong institutions / Hong Kong Examinations and Assessment Authority will be subject to assessments on equivalence with the required entry qualifications. Holders of such qualifications should submit copies of their official transcripts and certificates by mail to the contact address below.
- (j) Towards the application deadline, our on-line system would likely be overloaded due to large volume of applications. To ensure timely completion of your on-line application, it is advisable to submit the application as early as possible.

How to Apply :

Application Forms (G.F. 340 [(Rev. 3/2013)]) are obtainable from any Home Affairs Enquiry Centres of District Offices, Home Affairs Department or any Job Centres of the Employment Services Division, Labour Department. The said form can also be downloaded from the Civil Service Bureau’s website (<http://www.csb.gov.hk>).

Applications, together with the supporting documents mentioned below, submitted in person or by post, should reach the contact address below on or before the closing date for application (the postmark date on the envelope will be regarded as the date of application). Please specify “**Application for the post of Surveyor of Ships (Nautical)**” on the envelope and ensure sufficient postage is affixed so as to avoid unsuccessful delivery of application. Mail items bearing insufficient postage will not be delivered to the Marine Department and will be returned to the sender or disposed of by the Hongkong Post, where appropriate. Applicants will bear any consequences arising from paying insufficient postage. Applicants may also apply on-line through the Civil Service Bureau’s website (<http://www.csb.gov.hk>). Applications submitted by fax or e-mail will not be accepted.

For applicants who apply on-line, they should submit copies of the required supporting documents mentioned below by post to the contact address below on or before 1 February 2023. The on-line application number should be quoted on the envelope and copies of the supporting documents.

The required supporting documents are as follows -

- (a) for candidates holding qualification obtained from institutions or authorities outside Hong Kong, please provide copies of certificates and transcripts in support of the academic / professional qualification;
- (b) for candidates holding academic qualification obtained from local institutions, please provide copies of transcripts showing the subjects studied;
- (c) supporting documents of work experience showing the nature of work / positions held; and
- (d) a pass result of the Basic Law and National Security Law Test (Degree / Professional Grades) (if any).

Applicants are encouraged to provide their e-mail addresses on the application forms. Candidates who are selected for interview are required to attend a written test which will be held on the same day. They will normally receive an invitation (by e-mail or by post) in about eight to ten weeks from the closing date for application. Those who are not invited for interview may assume that their applications are unsuccessful.

Contact Address : Appointments Unit, Marine Department, 21/F, Harbour Building, 38 Pier Road, Central, Hong Kong

Enquiry Tel No. : 2852 4904

Closing Date for Application : 20 January 2023

Newspaper(s) Advertised (with date) : Ming Pao Daily News (6 January 2023) and South China Morning Post (7 January 2023 and 14 January 2023)

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