



## EQUAL OPPORTUNITIES COMMISSION

The Equal Opportunities Commission (EOC) is a statutory body charged with the mandate to eliminate discrimination on the grounds of sex, marital status, pregnancy, disability, family status and race, as well as to eliminate sexual harassment, and harassment and vilification on the grounds of disability and race. The EOC promotes equality of opportunities between men and women, between persons with and without a disability, persons of different races and irrespective of family status. It is the EOC's vision to create a pluralistic and inclusive society free of discrimination where there is no barrier to equal opportunities. The following position is available in the **Complaint Services Division** of the Equal Opportunities Commission (EOC). Applications are invited from suitably qualified candidates:

### Director, Complaint Services

(Monthly salary of HK\$144,100 to HK\$157,700, 3-year fixed term contract)

#### The Role

- Managing and leading the Complaint Services Division and ensuring its efficiency and effectiveness
- Managing enquiries and complaints under the Sex Discrimination Ordinance (SDO), the Disability Discrimination Ordinance (DDO), the Family Status Discrimination Ordinance (FSDO) and the Race Discrimination Ordinance (RDO)
- Undertaking duties relating to formal investigation to address issues of systemic discrimination
- Taking effective action to combat blatant discrimination through collaborative efforts
- Drawing up operational policies and procedures, and making improvements where appropriate
- Building networks with local concern groups and institutions as well as relevant counterparts outside Hong Kong
- Developing initiatives to ensure continuous and sustainable improvement of the complaints handling and conciliation processes
- Any other duties as assigned

#### The Person

- Tertiary educated
- Substantial knowledge and experience relating to complaint investigation, mediation and redress
- Strong leadership ability with a strategic vision, extensive experience in management at a senior level
- Good understanding of the issues relating to discrimination and equal opportunities; some legal background is desirable
- Professional integrity with high intellectual capacity
- Motivated and committed to EOC's vision, mission and values
- Preference will be given to candidates who have a good command of both English and Chinese

**[Appointment will be on three-year agreement terms renewable depending on service needs and performance. The remuneration package will consist of a basic salary and a cash allowance in accordance with the Commission's policy. The appointee will also be eligible for a gratuity on completion of the agreement subject to satisfactory performance and conduct. ]**

#### To Apply

Applications (including CV), **marked confidential and specifying the post applied for**, should be sent to the Chief Operations Officer, Equal Opportunities Commission, 16/F, 41 Heung Yip Road, Wong Chuk Hang, Hong Kong **on or before 3 November 2018**. Candidates shortlisted for further consideration will normally be contacted in around 6 weeks from the closing date of application. The information provided will be treated in strict confidence and will be used for employment purpose only. Information of unsuccessful candidates will normally be destroyed 2 years after the recruitment exercise is completed. For more information on the Commission, please visit our website at <http://www.eoc.org.hk>.

**WE ARE AN EQUAL OPPORTUNITIES EMPLOYER**