



聖言中學

Sing Yin Secondary School

38 New Clear Water Bay Road, Kowloon.

Tel: 2349 6281 Fax: 2348 4096

E-mail: syadm@singyin.edu.hk

Sing Yin Secondary School

(A Catholic Subsidized EMI School)

Applications are invited for the following position:

School Sports Promotion Coordinator (Temporary Staff)

The School Sports Promotion Coordinator (Temporary Staff) is responsible for supporting the planning, organizing, and execution of sports activities, while also enhancing and promoting the school's sports culture.

- Contract Period: 3 months (18 May 2026 – 31 Aug 2026)
- Monthly salary: not exceeding HK\$17,980
- Standard working hours: 45 hours per week, overtime work will be compensated with time off in lieu
- Leave: Entitlement to public holidays, 14 days of paid annual leave per year, calculated on a pro-rata basis
- Requirements: completion of secondary education, relevant experience or qualifications preferred
- Duties
 - Plan, organize and implement the sports activities plan formulated by the school
 - Assist the PE teachers to organize sports-related activities
 - Assist the teacher to manage the sports equipment and sports facilities
 - Plan, organize and implement the plan formulated by the school
 - Plan, organize, and implement Retired Athletes Transformation Programme, and perform related administrative duties

Applications should be sent by POST to 38 New Clear Water Bay Road, Kowloon by 11 May 2026. Indicate "Job Application" on the envelope.

(Personal data collected will only be used for recruitment and record purposes)
School Registration Number: E.D.1/17044/66