

EDUCATION BUREAU
Non-Civil Service Vacancies
Publication Date: 13 February 2026

Government Secondary Schools

Contract Period : up to 31 August 2026

	Post Title	Salary
1.	<u>Skilled Worker</u>	\$18,400
4.	<u>General Worker</u>	\$14,710

Post : Skilled Worker

Salary : \$18,400 per month (Contract Period: up to 31 August 2026)

No	School	EDB Job No
LD1	Shau Kei Wan Government Secondary School	EDB/SKWGSS/047/26

Duties : (a) To perform general duties in school workshop/laboratory; (b) To maintain and repair workshop tools and equipment; (c) Work on shift or overtime may be required; and (d) Any other duties assigned by the school.

Entry Requirements : (a) Completion of Primary 6 or above; Secondary 3 level preferred; (b) Registered Electrical Worker and/or Licensed Plumber preferred; (c) Experience in operating electrical devices preferred; (d) Working experience in school workshop/laboratory preferred; and (e) May be required to take trade test.

Post : General Worker

Salary : \$14,710 per month (Contract Period: up to 31 August 2026)

No	School	EDB Job No
LD2	NTHYK Tai Po District Secondary School	EDB/NTTPDSS/048/26

Duties : (a) To perform school cleaning and labourer duties; (b) To print, receive and dispatch of documents; (c) To assist in receiving visitors; (d) To receive calls and answer general telephone enquiries; (e) To perform outdoor duties; (f) Work on shift or overtime may be required; and (g) Any other duties assigned by the school.

Entry Requirements : (a) Completion of Primary 6 or above; (b) Able to communicate in Chinese and simple English; (c) Knowledge in gardening, maintenance of appliances and furniture preferred; (d) Relevant working experience preferred; and (e) May be required to take trade test.

Closing date of application :

Post (LD1): 20 February 2026

Post (LD2): 5 March 2026

How to apply :

You may obtain an application form [G.F. 340 (Rev. 7/2023)] from any Home Affairs Enquiry Centre of District Offices, Home Affairs Department or any Job Centre of the Employment Services Division, Labour Department. You may also download the application form from the Civil Service Bureau's Internet website (<https://www.csb.gov.hk>). To apply, please send the completed application form to the email address listed below **on or before the closing date for application**. Please indicate the post you are applying for together with the corresponding EDB Job Number in the email subject, e.g. "Application for Administrative Assistant (EDB/SRA/001/26)".

[For posts (LD1)-(LD2), applications by post are also accepted]

To apply, please send the completed application form to the address below on or before the closing date for application. To avoid delayed or unsuccessful delivery of applications by post, please ensure that the correct address is clearly printed or written on the envelope and sufficient postage has been affixed before posting. Mail items bearing insufficient postage will not be delivered to this Bureau 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.

The new version of application form for Government jobs G.F. 340 (Rev. 7/2023) has been in use with effect from 26 July 2023. Candidates who apply for Government jobs advertised on or after 26 July 2023 should use the new G.F. 340 (Rev. 7/2023). If candidates submit the old version form (G.F. 340 (Rev. 3/2013)), they will be required to fill in the new G.F. 340 (Rev. 7/2023) afresh and submit it within

seven days upon request. If candidates fail to submit the new G.F. 340 (Rev. 7/2023) within the stipulated deadline, their applications will not be processed further.

Applicants who are selected for interview will normally receive an invitation in about six to eight weeks from the closing date for application. Those who are not invited for interview may assume that their applications are unsuccessful. For enquiries, please call the telephone number indicated.

Bilingual advertisements of the post, including other information such as gratuity (if any) and fringe benefits etc. are available at the Civil Service Bureau's Internet website (<https://www.csb.gov.hk/>).

School Address, Email Address and Enquiry Telephone :

<u>School</u>	<u>Address</u>	<u>Email Address</u>	<u>Enquiry Telephone</u>
NTHYK Tai Po District Secondary School	Tai Yuen Estate, Tai Po, New Territories	recruit_tpdss@edb.gov.hk	2664 3032
Shau Kei Wan Government Secondary School	42 Chai Wan Road, Shaukeiwan, Hong Kong	recruit_skwgss@edb.gov.hk	2560 3566