

EDUCATION BUREAU
Non-Civil Service Vacancies
Publication Date: 11 Septmeber 2026

Government Secondary and Primary Schools

Contract Period: up to 31 August 2027

	Post Title	Salary
1.	<u>Teaching Assistant (Diploma Level)</u>	\$19,270
2.	<u>Teaching Assistant (Matriculated)</u>	\$17,525
3.	<u>Semi-skilled Worker</u>	\$15,240
4.	<u>General Worker</u>	\$15,000

Post : Teaching Assistant (Diploma Level)**Salary : \$19,270 per month (Contract Period: up to 31 August 2027)**

No	<u>Related subject / discipline</u>	<u>School</u>	<u>EDB Job No</u>
1	Special Educational Needs & English Language	NTHYK Tai Po District Secondary School	EDB/SRA/0510/26
CSB1	English Language	Jockey Club Government Secondary School	EDB/SRA/0505/26
LD1		Hennessy Road Government Primary School	EDB/SRA/0503/26

Duties : (a) To assist teachers in handling non-teaching duties; (b) To assist in preparing teaching tools, materials and references; (c) To facilitate extra-curricular and students' activities; (d) To provide academic and counseling support for students; (e) To prepare data for school self-evaluation and external school review; (f) To conduct teaching-related analysis and survey; (g) To design webpage for teaching; (h) To provide support for students with special educational needs and handle related administrative work; (i) Work on shift or overtime may be required; and (j) Any other duties assigned by the school.

Entry Requirements : (a) A Diploma from a Hong Kong tertiary educational institution, or equivalent; (b) Major in related subjects preferred; (c) A good command of both Chinese and English; (d) Familiar with Chinese and English input methods and computer operations preferred, such as word-processing, spreadsheet and presentation software; (e) Relevant working experience preferred; and (f) May be required to take trade test and/or written test.

Post : Teaching Assistant (Matriculated)**Salary : \$17,525 per month (Contract Period: up to 31 August 2027)**

No	<u>Related subject / discipline</u>	<u>School</u>	<u>EDB Job No</u>
2		Homantin Government Secondary School	EDB/SRA/0500/26
3	Information Technology	Homantin Government Secondary School	EDB/SRA/0501/26
4		Kowloon Tong Government Primary School	EDB/SRA/0502/26
5		Tin Shui Wai Government Secondary School	EDB/SRA/0504/26

Duties : (a) To assist teachers in handling non-teaching duties; (b) To assist in preparing teaching tools, materials and references; (c) To facilitate extra-curricular and students' activities; (d) To provide academic and counseling support for students; (e) To prepare data for school self-evaluation and external school review; (f) To conduct teaching-related analysis and survey; (g) To design webpage for teaching; (h) To provide support for students with special educational needs and handle related administrative work; (i) Work on shift or overtime may be required; and (j) Any other duties assigned by the school.

Entry Requirements : (a) (i) Level 3 (Note 1) or above in five subjects (may include Chinese Language and English Language) in the Hong Kong Diploma of Secondary Education Examination (HKDSEE), or equivalent; or (ii) Grade E or above in two subjects at Advanced Level in the Hong Kong Advanced Level Examination and Level 3 (Note 2) / Grade C or above in three other subjects (may include Chinese Language and English Language) in the Hong Kong Certificate of Education Examination (HKCEE), or equivalent; (b) Met the language proficiency requirements of Level 2 (Note 2) or above in Chinese Language and English Language in HKDSEE or HKCEE, or equivalent; (c) 1 year's relevant working experience in education field; (d) A good command of both Chinese and English; (e) Familiar with Chinese and English input methods and computer operations preferred, such as word-processing, spreadsheet and presentation software; and (f) May be required to take trade test and/or written test.

Post : Semi-skilled Worker**Salary : \$15,240 per month (Contract Period: up to 31 August 2027)**

No	School	EDB Job No
CSB2	Shau Kei Wan Government Secondary School	EDB/SRA/0508/26

Duties : (a) To perform general duties in school workshop/laboratory; (b) To handle daily cleaning and maintenance work; (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; (b) Able to communicate in Chinese and simple English; (c) Knowledge in use and maintenance of workshop tools and general stationery equipment; (d) Working experience in school workshop/laboratory preferred; and (e) May be required to take trade test.

Additional duties/entry requirements:

Post (CSB2) : To perform school cleaning and labourer duties; To put up outdoor banners; To relocate furniture and equipment; To assist in receiving visitors at lobby; To receive calls and answer general telephone enquiries; and To perform outdoor duties.

Post : General Worker**Salary : \$15,000 per month (Contract Period: up to 31 August 2027)**

No	School	EDB Job No
6	Tang Shiu Kin Victoria Government Secondary School	EDB/SRA/0506/26
7	Cheung Chau Government Secondary School	EDB/SRA/0509/26
8	NTHYK Yuen Long District Secondary School	EDB/SRA/0511/26
LD2	Shau Kei Wan Government Secondary School	EDB/SRA/0507/26

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.

Notes :

- For appointment purpose, "Attained with Distinction" in Applied Learning subjects (subject to a maximum of two Applied Learning subjects), and Grade C in Other Language subjects in the HKDSEE are accepted as equivalent to Level 3 in the New Senior Secondary subjects in the HKDSEE. "Attained" in Applied Learning subjects (subject to a maximum of two Applied Learning subjects), and Grade E in Other Language subjects in the HKDSEE are accepted as equivalent to Level 2 in the New Senior Secondary subjects in the HKDSEE.
- For appointment purpose, 'Grade C' and 'Grade E' in Chinese Language and English Language (Syllabus B) in the HKCEE before 2007 are accepted administratively as comparable to 'Level 3' and 'Level 2' respectively in Chinese Language and English Language in the 2007 HKCEE and henceforth.

Closing date of application :**Posts (1) and (8) : 17 September 2026****Posts (2)-(4), (6), (CSB1) and (LD1) : 24 September 2026**

Posts (5), (CSB2) and (LD2) : 18 September 2026**Post (7) : 25 September 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)".

Application submitted in paper form by post, by fax or in person is NOT ACCEPTED.

[For posts (CSB2), (6)-(8) and (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>
Hennessy Road Government Primary School	169 Thomson Road, Wanchai, Hong Kong	hrgpsinfo@edb.gov.hk	2572 6633
Kowloon Tong Government Primary School	6 Tim Fuk Road, Kowloon Tong, Kowloon	klntgps@edb.gov.hk	2336 0991
Cheung Chau Government Secondary School	5B School Road, Cheung Chau, New Territories	cicccgss@edb.gov.hk	2981 0514
Homantin Government Secondary School	8 Perth Street, Homantin, Kowloon	hgss@edb.gov.hk	2711 2680
Jockey Club Government Secondary School	2B Oxford Road, Kowloon Tong, Kowloon	tobyng@edb.gov.hk	2336 6761

NTHYK Tai Po District Secondary School	Tai Yuen Estate, Tai Po, New Territories	recruit_tpdss@edb.gov.hk	2664 3032
NTHYK Yuen Long District Secondary School	123 Kau Yuk Road, Yuen Long, New Territories	nthykyldss@edb.gov.hk	2476 6226
Shau Kei Wan Government Secondary School	42 Chai Wan Road, Shaukeiwan, Hong Kong	recruit_skwgss@edb.gov.hk	2560 3544
Tang Shiu Kin Victoria Government Secondary School	5 Oi Kwan Road, Wanchai, Hong Kong	tskgss_hr@edb.gov.hk	2573 6962
Tin Shui Wai Government Secondary School	Phase II Tin Yiu Estate, Tin Shui Wai, New Territories	tswgss@edb.gov.hk	2445 0967