

Clerk of Works

Key Responsibilities

- Inspect for compliances and workmanship for various sites
- Immediate instruct rectification of major defects
- Monitor and report project progress, including defects rectification
- Prepare reports and keep records of works
- Attend inspections with Government departments and public utility companies
- Carry out other quality assurance, site safety compliance and project management duties

The Person

- Higher certificate / diploma in building studies or equivalent
- MHKIE, MHKIS or MICW valid membership is an advantage
- Minimum 6 years' relevant experience for both general building works and fine fitting out works for commercial and residential projects
- Good knowledge in fitting out details, methods, sequences and products information
- Be conversant with quality procedure and be able to inspect in detail, report concisely, interpret clearly and record completely
- Proven English proficiency
- Independent, analytical, self-motivated, well-organized and communicative
- Possess authoritative character to contractors and vendors

A competitive remuneration package and career advancement opportunities will be offered to the right person. Are you interested in working for such dynamic organization?

Please write to us with available date, present and expected salary to Human Resources Department, Hip Shing Hong Group, 23 Floor, Hip Shing Hong Centre, 55 Des Voeux Road Central, Hong Kong or via email to hr@hshd.com.hk.

(Personal data collected will be used for recruitment purposes only)