

## **Project Officer**

We are looking for a project officer to work with technicians and university teachers to develop and manage multimedia-teaching solutions. The appointee will work for a QESS (Quality Enhancement Support Scheme) project on developing an integrative e-Learning system in tertiary education and to produce online and blended learning courses that are enhanced by immersive technologies.

### **Responsibilities:**

- Assist the technical team to develop multimedia teaching materials (online course videos, VR/AR teaching materials);
- Liaise with service providers, programmers and teachers in developing E-learning curriculum and resources;
- Organize events, symposia, and workshops;
- Good design and layout skills; and
- Manage the project website and other publicity materials.

### **Requirements:**

- Bachelor degree holder or above (preferably in Education, Social Sciences, Computer Science, Creative Media, etc.)
- Preferably with at least 1 year's post-qualification work experience
- A good command of written and spoken English and Chinese
- Good administrative and organization skills
- Ability to work independently
- Preference will be given to those who have experience in managing projects related to E-learning, multimedia production or teaching and learning enhancement in tertiary education.
- Familiar with VR production is a plus.

Salary will be commensurate with qualification and experience. Please send your CV and a completed application form to Hong Kong Shue Yan University at [tschow@hksyu.edu](mailto:tschow@hksyu.edu) (Contact person: Dr Jason CHOW) on or before 15<sup>th</sup> August 2021. Personal data collected will be used for recruitment purpose only.