

The Caritas Institute of Community Education (CICE) is a constituent college of Caritas Community & Higher Education Service dedicated to providing quality vocational education and professional training programmes to students and working adults to support their lifelong learning initiatives.

The Institute invites applications for the following full-time post:

**Lecturer in English (Full-time) (Ref: L/E/FT/DGE/01/2025)**

**Department of General Education**

Duties include: (1) teach English of of Diploma of Applied Education (DAE) programme and other academic programmes; (2) be engaged in quality assurance processes for programme management; (3) modify and improve teaching/learning/assessment materials to support curriculum improvement; (4) assist in the planning and development of new courses and programmes; (5) provide academic support and guidance to students (6) coordinate with part-time teaching staff; and (7) assist with administrative tasks related to programmed and courses, including promotion, handling student enquiries, and organization student activities.

Candidates should (a) have a Bachelor's degree in relevant disciplines, preferably with a recognized post-graduate Certificate/Diploma in Education; (b) possess at least two years of teaching experience; and (c) have good command of Chinese and English and proficiency in MS office applications.

Application together with detailed resume stating current and expected salaries should be sent by post to: **Manager, Human Resources, Caritas Institute of Community Education, Room 337, Caritas House, 2 Caine Road, Hong Kong** or by email to *recruit@cice.edu.hk* no later than 17 July 2025. Applicants not invited for interview by mid-August 2025 may assume that their applications are unsuccessful.

(All information provided will only be used for recruitment related purposes.)