

Vacancy

CLP Power Hong Kong Limited
Customer & Business Development
Customer Experience Support
Data Governance
Data Governance Support Analyst (2-Year Contract)
[Ref. CLPP-CBD-CES-DG-DGSA]

CLP was founded in Hong Kong in 1901, at a time when electricity was still a novelty worldwide. Today we power millions of homes and businesses across the Asia Pacific regions. In Hong Kong, we operate a vertically-integrated electricity supply business providing a highly-reliable supply of electricity to 80% of the city's population. Outside Hong Kong, we invest in the energy sector in Mainland China, India, Southeast Asia, Taiwan and Australia. Our business includes power generation, transmission and distribution, and electricity and gas retail activities. Our goal is to meet Asia-Pacific's energy challenge in a sustainable manner from one generation to the next.

Applications are now invited to fill the following vacancy in the Customer Experience Support Department of our Customer & Business Development (CBD). Reporting to Data Governance Manager, the candidate is required to carry out major duties as follows:

- Support to plan, organise and implement initiatives to increase awareness and promote culture of customer data protection within the business group
- Handle internal enquiries about data protection, data governance and data access requests from external parties
- Assist in data incident investigation, compliance check and impact assessment
- Facilitate the development and implementation of data governance policies and procedures for efficient and secured handling of customer data
- Support the team to execute routine data management activities to ensure customer data integrity and enhance data quality, e.g. data cleansing and reporting
- Research on local and global issues that affect the customer data privacy landscape

Requirements:

- A recognized University Degree, preferably in Social Sciences, Communications, Marketing, Research, Language or relevant disciplines
- Minimum 3 years' relevant experience in data handling, data governance or other related job duties. Experience in preparation of internal training and promotional materials is an advantage
- Knowledge in personal data privacy and/or cyber security landscape and/or information security management preferable
- Knowledge in computer graphics/ infographics design and multi-media production is a plus
- Candidates with less experience may be considered for a junior role

Please apply by sending email to hrcd@clp.com.hk giving a detailed C.V., including career history, major achievements and personal attributes on or before **18 May 2021**.

Important: To facilitate our easy tracking please use a unique file name for all attachments and your email subject box in this format: **CES_DGSA_Last Name_First Name_Other Names** (if applicable)

Applicants not invited for interview within 6 weeks from the closing date may assume their applications unsuccessful.

Information provided will be for recruitment purpose within the CLP Group and only short-listed candidates will be contacted. We comply with all applicable laws and regulations of HKSAR in handling applications. For details of the Personal Information Collection Statement, please visit our website: <http://clp.to/engPICS>

For further information on our company, please visit our website: <https://www.clpgroup.com/>

Date Exhibited: 11.05.2021

Date Withdrawn: 18.05.2021

Information Classification: PROPRIETARY

(本項職位空缺只備英文版本)



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