

# Vacancy

## CLP Power Hong Kong Limited Human Resources Department – CLP Power Compliance and Employee Relations Senior Human Resources Specialist (1-Year Contract) [Ref: CLPP-HR-C&ER-SHRS]

*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.*

We are looking for a seasoned HR professional to join the Human Resources Department of CLP Power Hong Kong Limited.

Reporting to the Senior Human Resources Manager - Compliance and Employee Relations, the appointee will be responsible for a wide range of HR projects / initiatives to ensure a high level of legal and policy compliance and efficient and effective processes in the HR operations of the Company.

### Key responsibilities:

- Monitor and review employment-related legislation changes, and partner with Group Human Resources Department for the associated recommended changes and implementation plan
- Heavily involved in regular HR audit / health-check to ensure compliance of internal control policies and systems in the HR operations
- Conduct process reviews to sustain a highly efficient and effective HR operation
- Initiate and lead improvement teams to fill any gaps identified
- Lead or participate in various ad hoc HR projects and conduct ad hoc tasks as assigned

### Requirements:

- University Degree in Human Resources Management, Law or relevant discipline
- A seasoned HR professional with at least 8 years' solid HR management experience in sizable organisations in which 3 years gained in regulatory compliance function preferred
- Fully conversant with the employment legislations in Hong Kong
- Good spoken and written Chinese and English

- Excellent interpersonal, communication, analytical and problem solving skills
- A quick learner with strong self-motivation and able to work under pressure
- Independent, well-organised and result-oriented with good analytical and numerical capability
- Proficient in PC applications e.g. Microsoft Word, Excel, PowerPoint

Please apply by sending email to [chr@clp.com.hk](mailto:chr@clp.com.hk) giving a detailed C.V., including career history, major achievements and personal attributes on or before **14 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: CLPP\_HR\_C&ER\_SHRS\_Last Name\_First Name\_Other Names**

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: <https://clp.to/engPICS>

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

**Date Exhibited: 7 May 2021**

**Date Withdrawn: 14 May 2021**

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