



THE HONG KONG FOOTBALL ASSOCIATION LIMITED

香 港 足 球 總 會 有 限 公 司

IT and Corporate Support Manager

Established in 1914, the Hong Kong Football Association (HKFA) is the national sports association for football in Hong Kong. We are committed to enhance football development in Hong Kong. Over the past years, HKFA has been effective in broadening the base of participants and expanding various development programmes on community football covering grassroots and youth football, women's football and futsal. We provide coaching education and referee training courses to increase the supply of qualified coaches and referees to support player development and improve the standards of refereeing. We also organize football leagues, local and international competitions.

Based on the solid groundwork laid in the past years, the continual collaborations with football stakeholders as well as funding support from the FIFA, AFC, the Government of the HKSAR, the Hong Kong Jockey Club and other sponsors, we keep moving in the right directions for the implementation of our new HKFA five year strategic plan, namely "[The Vision 2025 Strategic Plan](#)", which the major goals identified vary from increased participation opportunities for all, viz. "Football for Everyone" to a long-term target of a Hong Kong men senior team going to the FIFA World Cup in 2034.

Our future success depends on the diverse talent and performance of dedicated employees. We now call for applications to fill this position which is financially supported by the Home Affairs Bureau's Arts and Sports Development Fund. The position is under the Corporate Services Department in the organization structure of HKFA. Reporting to the Head of Corporate Governance, the appointee is responsible for assuming the overall responsibility for all IT related matters and supporting the Head of Corporate Governance to implement key objectives of corporate services. The main duties are listed below:

Job Descriptions

- Lead both IT and Corporate Support teams
- Manage the Association's information technology and computer systems, and ensure networks running smoothly
- Design, develop, implement and coordinate systems, policies and procedures to support the Association's operations
- Ensure proper backup, take constant monitoring and proper cybersecurity management
- Act in alignment with user needs and system functionality to contribute to organizational policy, in particular on data confidentiality, privacy and data protection
- Identify problematic areas and implement strategic solutions in time. Quickly remediate disaster and communicate with top management to prepare for any business repercussions
- Protect information systems and computer networks from cyber-attacks, intrusions, malware and various types of data breaches
- Audit systems, assess their outcomes and efficiencies, and provide recommendation for improvement
- Preserve assets, information security and control structures
- Handle annual budget and ensure cost effectiveness
- Develop course materials and conduct user training on topics such as IT system, data protection and cybersecurity
- Manage ad hoc projects as assigned
- Any other duties as and when directed by the Head of Corporate Governance

Qualifications and Experience

- Degree holder or above in Computer Science, Engineering, Information Systems or related disciplines
- Minimum of 10 years relevant work experience, with at least 3 years in managerial level
- Demonstrate all-round IT experience including application development / programming, networking (engineering & administration), infrastructure, system maintenance & technical support and project management
- Knowledge of data protection and risk management, in particular with understanding of the importance of data confidentiality, privacy, principles of data protection and corresponding statutory requirements
- Bilingual in English and Cantonese
- Excellent interpersonal skills and the ability to work collaboratively with people at all levels internally and externally

The successful candidate will be offered on a contract term employment. Starting salary will be commensurate with qualifications and experience. Our employee benefits include Group Medical and Life Insurance to the right candidate.

Interested parties please send full resume with present & expected salary and available date by "[APPLY NOW](#)" on or before 2 June 2022.

Please ensure that you have explored the following official link which lists the relevant instructions before making an application:

www.hkfa.com/en/load_page/82

The information provided by the applicants will be treated in strict confidence and will only be used for the purpose of considering your employment application.