

INTELLECTUAL PROPERTY DEPARTMENT
Non-Civil Service Vacancies

Post (1) Senior Solicitor
(Salary: \$117,580 per month)

Entry Requirements:

Candidates should -

- (a) (i) be solicitor with at least seven years' professional experience since admission in Hong Kong or a recognised jurisdiction as stipulated under Section 2A and Schedule 2 of the Legal Officers Ordinance (Cap. 87); or
- (ii) be barrister with at least eight years' professional experience since attaining the right to full practice in Hong Kong or a recognised jurisdiction as stipulated under Section 2A and Schedule 2 of the Legal Officers Ordinance (Cap. 87); and
- (b) have met the language proficiency requirements of 'Level 2' result in the Use of English (UE) paper and 'Level 1' result in the Use of Chinese (UC) paper in the Common Recruitment Examination (CRE), or equivalent ^{Note (1)}.

Post (2) Solicitor

(Salary: from \$70,465 to \$89,845. Candidates may be considered for granting of increments with additional year(s) of relevant post-qualification experiences in excess of the stipulated minimum requirement.)

Entry Requirements:

Candidates should -

- (a) (i) be solicitor admitted in Hong Kong or a recognized jurisdiction as stipulated under Section 2A and Schedule 2 of the Legal Officers Ordinance; or
- (ii) be barrister with at least one years' professional experience since attaining the right to full practice in Hong Kong or a recognised jurisdiction as stipulated under Section 2A and Schedule 2 of the Legal Officers Ordinance; and
- (b) have met the language proficiency requirements of 'Level 2' result in the Use of English (UE) paper and 'Level 1' result in the Use of Chinese (UC) paper in the Common Recruitment Examination (CRE), or equivalent ^{Note (1)}.

Notes:

- (1) The results of the UC and UE papers in CRE are classified as 'Level 2', 'Level 1' or 'Fail', with 'Level 2' being the highest.

Level 5 or above in Chinese Language of the Hong Kong Diploma of Secondary Education Examination (HKDSEE); or Grade C or above in Chinese Language and Culture or Chinese Language and Literature of the Hong Kong Advanced Level Examination (HKALE); are accepted as equivalent to Level 2 in the UC paper of the CRE. Level 4 in Chinese Language

of the HKDSEE; or Grade D in Chinese Language and Culture or Chinese Language and Literature of the HKALE, are accepted as equivalent to Level 1 in the UC paper of the CRE.

Level 5 or above in English Language of the HKDSEE; or Grade C or above in Use of English of the HKALE; or Grade C or above in English Language of the General Certificate of Education (Advanced Level) (GCE A Level), are accepted as equivalent to Level 2 in the UE paper of the CRE. Level 4 in English Language of the HKDSEE; or Grade D in Use of English of the HKALE; or Grade D in English Language of the GCE A Level, are accepted as equivalent to Level 1 in the UE paper of the CRE.

Applicants with an overall band of 6.5 or above with no subtest score below band 6 obtained in the same sitting in the Academic Module of the International English Language Testing System (IELTS) within the two-year validity period of the test result are accepted as equivalent to Level 2 result in the UE paper in the CRE. The IELTS test result must be valid on any date during the application period (i.e. 8 to 29 October 2021).

Special notes:

- (a) Candidates should have good comprehensive, analytical, research and writing skills, and be able to explain complicated issues in clear terms.*
- (b) Knowledge of and possession of experience in intellectual property law will be advantages.*

Duties of Senior Solicitor:

A Senior Solicitor is mainly deployed on intellectual property legal work including policy formulation and law-making, registration of trademarks, patents and designs, exercising quasi-judicial functions and handing down written decisions, providing civil legal advisory services to government departments and bureaux, and assisting in the implementation of various initiatives to develop Hong Kong into a regional intellectual property trading centre.

Duties of Solicitor:

A Solicitor is mainly deployed on intellectual property legal work including policy and legal research, registration of trademarks, patents and designs, exercising quasi-judicial functions and handing down written decisions, providing civil legal advisory services to government departments and bureaux, and assisting in intellectual property public education work.

Terms of Appointment:

Successful candidates will be appointed on non-civil service contract terms for one year.

Fringe Benefits:

Upon satisfactory completion of the contract, the appointee will be eligible for an end-of-contract gratuity which, when added together with the Government's contribution to the Mandatory Provident Fund Scheme, will be equal to the 15% of the total basic salary drawn during the contract period.

12 days paid annual leave. Sickness allowance, rest days, statutory holidays and paternity/maternity leave, where appropriate, will be granted in line with the provisions of the Employment Ordinance (Cap. 57).

How to Apply:

- (a) **Completed application form** [G.F. 340 (Rev. 3/2013)] and a full curriculum vitae (C.V.) should be sent to the Administration Unit, Intellectual Property Department on 25/F, Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong not later than **29 October 2021 6:00 p.m. Hong Kong Time**. *Please ensure that sufficient postage is paid if the application is sent by post. Underpaid mail items will be returned or disposed of by the Hongkong Post.* The C.V. should at least include the following details:-
- (i) gradings of the subjects taken in public examinations from secondary education onwards (with copies of certificates);
 - (ii) results in LLB, CPE, PCLL, Law Society Final and Bar Final examinations and other relevant qualifications, listing the gradings of the subjects taken (with copies of transcripts and certificates);
 - (iii) exact date and place of admission or call (with copies of supporting documents);
 - (iv) employment records with detailed description of duties; and
 - (v) a written submission indicating the qualities possessed by the candidate which would qualify him or her for appointment.
- (b) Application Forms [G.F. 340 (Rev. 3/2013)] are obtainable from any Home Affairs Enquiry Centre of District Offices, Home Affairs Department or any Job Centres of the Employment Services Division, Labour Department. The said form can also be downloaded from the Civil Service Bureau's web site (<http://www.csb.gov.hk>).
- (c) On-line application can also be made through the Civil Service Bureau's website at <http://www.csb.gov.hk>. Candidates who apply on-line should submit their C.V. by post with sufficient postage to the Administration Unit, Intellectual Property Department, 25/F, Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong **within one week after the close of application period**.
- On-line application number should be quoted on the envelope and the copies of supporting documents. Candidates should indicate which post(s) they are applying for. Please specify on the envelope **"Application for the post of (1) Senior Solicitor and/or (2) Solicitor"**. If candidates fail to provide the supporting documents as required, their applications will not be considered.
- (d) If candidates do not receive an acknowledge slip/a confirmation e-mail within five working days after the closing date for application, please contact the Administration Unit at 2961 6887 immediately. Candidates who are selected for interview will normally receive an invitation in about eight to twelve weeks after the closing date for application. Those who are not invited for interview may assume that their applications are unsuccessful. As invitations will be issued by post or by email, applicants should provide accurate correspondence address and email address and ensure that their email accounts can receive incoming emails properly.
- (e) **Applications with incomplete, unclear information or without the required copies of the above documents will not be considered.**

Address and Enquiry Telephone:

Administration Unit, Intellectual Property Department, 25/F, Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong (Enquiries: 2961 6887).

Closing Date for Application: 29 October 2021 6:00 p.m. (Hong Kong time)

Newspapers Advertised (with date(s)): Ming Pao Daily News (8 October 2021) and South China Morning Post (9 and 16 October 2021)

ALL APPLICATIONS WILL BE HANDLED IN STRICT CONFIDENCE.

General Notes:

- (a) Candidates must be permanent residents of the Hong Kong Special Administrative Region at the time of appointment unless specified otherwise.
- (b) As an Equal Opportunities Employer, the Government is committed to eliminating discrimination in employment. The vacancy advertised is open to all applicants meeting the basic entry requirement irrespective of their disability, sex, marital status, pregnancy, age, family status, sexual orientation and race.
- (c) Non-civil service vacancies are **not** posts on the civil service establishment. Candidates appointed are **not** on civil service terms of appointment and conditions of service. Candidates appointed are **not** civil servants and will **not** be eligible for posting, promotion or transfer to any posts in the Civil Service.
- (d) The entry pay, terms of appointment and conditions of service to be offered are subject to the provisions prevailing at the time the offer of appointment is made.
- (e) Where a large number of candidates meet the specified entry requirements, the recruiting department may devise shortlisting criteria to select the better qualified candidates for further processing. In these circumstances, only shortlisted candidates will be invited to attend recruitment examination and/or interview.
- (f) It is Government policy to place people with a disability in appropriate jobs wherever possible. If a disabled candidate meets the entry requirements, he/she will be invited to attend the selection interview/written examination without being subject to any further shortlisting criteria.
- (g) Holders of academic qualifications other than those obtained from Hong Kong institution/Hong Kong Examinations and Assessment Authority may also apply but their qualifications will be subject to assessments on equivalence with the required entry qualifications. They should submit copies of their official transcripts and certificates by mail to the above address.
- (h) Towards the application deadline, our on-line system would likely be overloaded due to large volume of applications. To ensure timely completion of your on-line application, it is advisable to submit the application as early as possible.