

INTELLECTUAL PROPERTY DEPARTMENT
Civil Service Vacancies

Solicitor

Salary:

Master Pay Scale Point 32 (\$77,855) per month to Master Pay Scale Point 44 (\$119,650) per month.

Entry Requirements:

Candidates should be –

- (a) (i) solicitors admitted in Hong Kong; or
 - (ii) barristers with one year's professional experience since attaining the right to full practice in Hong Kong^{Note (1)};
- (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)^{Note (2)}, or equivalent^{Notes (3)}; and
- (c) have obtained a pass result in the Basic Law and National Security Law Test (BLNST)^{Note (4)}.

Notes:

- (1) *Barrister with right to full practice in Hong Kong but who do not possess one year's professional experience since attaining the right to full practice may also apply. If selected, they will enter at an appropriate point below the minimum of the Solicitor pay scale.*
- (2) *The results of the UE and UC papers in the CRE are classified as 'Level 2', 'Level 1' or 'Fail', with 'Level 2' being the highest.*
- (3) *For civil service appointment purposes, the equivalent of the language proficiency requirements are as follows—*

UE Paper in CRE

(a) Equivalent of 'Level 2' result

- (i) Level 5 or above in English Language of the Hong Kong Diploma of Secondary Education Examination (HKDSEE); or*
- (ii) Grade C or above in Use of English of the Hong Kong Advanced Level Examination (HKALE); or*

- (iii) *Grade C or above in English Language of the General Certificate of Education (Advanced Level) (GCE A Level); or*
 - (iv) *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, and such IELTS result must remain valid on any date during the application period (i.e. 16 to 30 January 2026).*
- (b) *Equivalent of 'Level 1' result*
- (i) *Level 4 in English Language of the HKDSEE; or*
 - (ii) *Grade D in Use of English of the HKALE; or*
 - (iii) *Grade D in English Language of the GCE A Level*

UC Paper in CRE

(a) *Equivalent of 'Level 2' result*

- (i) *Level 5 or above in Chinese Language of the HKDSEE; or*
- (ii) *Grade C or above in Chinese Language and Culture or Chinese Language and Literature of the HKALE*

(b) *Equivalent of 'Level 1' result*

- (i) *Level 4 in Chinese Language of the HKDSEE; or*
- (ii) *Grade D in Chinese Language and Culture or Chinese Language and Literature of the HKALE*

- (4) *All applicants for civil service jobs will be assessed on their knowledge of the Basic Law and the National Security Law. A pass result in the BLNST is an entry requirement for all civil service jobs. Only those candidates who have passed the BLNST will be considered for appointment. For candidates who have not taken the relevant BLNST or have not attained a pass result in the relevant BLNST at the time of application, they may still apply for the job and arrangements will be made for them to take the relevant BLNST during the recruitment process.*

Duties:

Mainly deployed to a variety of legal work in the intellectual property (IP) field covering provision of legal and policy advice, formulating and taking forward legislative proposals, administering the applicable legislation (including Trade Marks Ordinance, Patents Ordinance, Registered Designs Ordinance, Copyright Ordinance and Lay-out Design (Topography) of Integrated Circuits Ordinance), exercising quasi-judicial functions and handing down written decisions under the applicable legislation, providing legal advisory services to government, and promoting public awareness and literacy of IP issues ranging from creation, protection, management and commercialization of IP rights in support of further development of Hong Kong as a regional IP trading centre.

Terms of Appointment:

A new recruit will normally be appointed on civil service probationary terms for three years. Upon passage of the probation bar, the officer may be considered for appointment on the prevailing permanent terms.

Prospects:

Promotion opportunities to the rank of Senior Solicitor (with \$127,700 per month as the current starting salary) may arise after satisfactory service. Appointees may also have opportunities to meet and engage academia, experts, professionals and industry players in the local, regional and international IP community and to participate in seminars and conferences in and outside Hong Kong.

How to Apply:

- (a) Applicants must apply online through the G.F. 340 Online Application System of the Civil Service Bureau (<https://www.csb.gov.hk>) on or before **30 January 2026 at 6:00 p.m. (Hong Kong Time)**.
- (b) After submitting the application through the G.F. 340 Online Application System, candidates should send a full curriculum (C.V.) by email to adminunit.pr@ipd.gov.hk on or before **6 February 2026 at 6:00 p.m. Hong Kong Time**. The online application number should be quoted in the email and copies of the supporting documents. If applicants fail to provide the C.V. as requested, their applications will NOT be considered. The C.V. (with copies of academic certificates and transcripts and employment proofs) should include the following —
 - (i) grading of the subjects taken in public examinations from secondary education onwards (with exact dates of scoring the results);
 - (ii) results in LLB, JD, CPE, PCLL and other relevant qualifications, listing the gradings of the subjects taken;
 - (iii) results of CRE language papers (or equivalent) and the BLNST;
 - (iv) admission certificate with exact date and place of admission or call;
 - (v) employment records with detailed description of duties; and
 - (vi) a written submission indicating the qualities and relevant experience possessed by the candidate which would qualify him or her for appointment.
- (c) All relevant qualifications should be obtained on or before the closing date for application. Qualifications obtained after the closing date for application will NOT be considered.
- (d) **Applications, C.V. and supporting documents which are late, incomplete, insufficient, unclear or submitted in person, by post, by fax or by e-mail will NOT be accepted. If it is not clear from the applications, C.V. and supporting**

documents that the entry requirements are met, the applications will NOT be considered.

- (e) Candidates who are selected for interview will normally receive an invitation in about four to eight weeks after the closing date for application. This period may be longer in exceptional circumstances (e.g. when a large number of applications are received or when there are other complications). Candidates may be required to complete a written work during the interview. Those who are not invited for interview may assume that their applications are unsuccessful. As invitations or notifications will be issued by email, applicants should provide accurate email addresses and ensure that their email accounts can receive incoming emails properly. Applicants are responsible for checking their emails to ensure that invitation(s) or notification(s) can reach them timeously.

Contact Address:

Administration Unit, Intellectual Property Department, 25/F, Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong.

Enquiry Telephone: 3520 0747 / 3520 0740

Closing Date for Application:

30 January 2026 at 6:00 p.m. (Hong Kong Time)

Newspapers Advertised (with date):

Ming Pao Daily News (16 January 2026) and South China Morning Post (17 & 24 January 2026)

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 requirements irrespective of their disability, sex, marital status, pregnancy, age, family status, sexual orientation and race.
- (c) Civil service vacancies are posts on the civil service establishment. Candidates selected for these vacancies will be appointed on civil service terms of appointment and conditions of service and will become civil servants on appointment.
- (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) The information on the monthly salary and maximum pay point is for reference only and may be subject to changes.
- (f) Fringe benefits include paid leave, medical and dental benefits, and where appropriate, assistance in housing.
- (g) Where a large number of candidates meet the specified entry requirements, shortlisting criteria may be devised to select the better qualified candidates for further processing. In these circumstances, only shortlisted candidates will be invited to attend recruitment test(s) and/or interview(s).
- (h) 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 recruitment test(s) and/or interview(s) without being subject to further shortlisting. Candidates who have declared disabilities found suitable for appointment may be given an appropriate degree of preference over other applicants whose suitability for appointment is considered comparable to that of the former. The Government policy and other related measures on employment of persons with disabilities are set out in the booklet *“Employ People Based on Their Abilities – Application for Government Jobs by Persons with Disabilities”* which is available for reference on the Civil Service Bureau’s website at under “Administration of the Civil Service – Appointments”.
- (i) Towards the application deadline, the on-line system would possibly 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.

**知識產權署
公務員職位空缺**

職位：律師

薪酬：

總薪級表第 32 點(月薪 77,855 元)至總薪級表第 44 點(月薪 119,650 元))。

入職條件：

申請人必須—

- (a) (i) 在香港取得律師資格；或
- (ii) 在香港取得大律師資格和全面執業權後，具備一年專業經驗^{註(4)}；
- (b) 符合語文能力的要求，即在綜合招聘考試的英文運用試卷取得“二級”成績，以及在中文運用試卷取得“一級”成績^{註(1)}，或同等成績^{註(2)}；以及
- (c) 在《基本法及香港國安法》測試取得及格成績^{註(3)}。

註：

- (1) 綜合招聘考試的中文運用及英文運用試卷的成績分為“二級”、“一級”或“不及格”，並以“二級”為最高等級。
- (2) 政府在聘任公務員時，語文能力要求的同等成績如下：

綜合招聘考試英文運用試卷

- (a) 等同“二級”成績
 - (i) 香港中學文憑考試英國語文科第 5 級或以上成績；或
 - (ii) 香港高級程度會考英語運用科 C 級或以上成績；或
 - (iii) General Certificate of Education (Advanced Level) (GCE A Level) English Language 科 C 級或以上成績；或
 - (iv) 在 International English Language Testing System (IELTS)學術模式整體分級取得 6.5 或以上，並在同一次考試中各項個別分級取得不低於 6 的成績的人士，在 IELTS 考試成績的兩年有效期內，會獲接納為等同綜合招聘考試英文運用試卷的二級成績。IELTS 考試

成績必須在職位申請期內其中任何一日(即 2026 年 1 月 16 日至 30 日)有效。

(b) 等同“一級” 成績

- (i) 香港中學文憑考試英國語文科第 4 級成績；或
- (ii) 香港高級程度會考英語運用科 D 級的成績；或
- (iii) GCE A Level English Language 科 D 級成績

綜合招聘考試中文運用試卷

(a) 等同“二級” 成績

- (i) 香港中學文憑考試中國語文科第 5 級或以上成績；或
- (ii) 香港高級程度會考中國語文及文化、中國語言文學或中國語文科 C 級或以上的成績

(b) 等同“一級” 成績

- (i) 香港中學文憑考試中國語文科第 4 級成績；或
- (ii) 香港高級程度會考中國語文及文化、中國語言文學或中國語文科 D 級的成績

(3) 政府會測試所有應徵公務員職位人士的《基本法》及《香港國安法》知識。在《基本法及香港國安法》測試取得及格成績是所有公務員職位的入職條件。申請人必須在《基本法及香港國安法》測試中取得及格成績方會獲考慮聘用。如申請人在申請公務員職位時仍未曾參加相關的《基本法及香港國安法》測試或未曾在相關的《基本法及香港國安法》測試考獲及格成績，仍可作出申請。他們會被安排在招聘過程中參加相關《基本法及香港國安法》測試。

(4) 在香港有全面執業權，但在取得全面執業權後並無一年專業經驗的大律師亦可申請。如獲取錄，入職薪金會定於某個適當的薪點，較律師薪級的起薪點為低。

職責：

主要從事知識產權領域的各種法律工作，包括提供法律和政策意見、制定和推展立法建議、管理適用法律(包括《商標條例》、《專利條例》、《註冊外觀設計條例》、《版權條例》及《集成電路的布圖設計（拓樸圖）條例》)、履行類似司法職能並根據適用法律發出書面決定、向政府提供法律諮詢服務，以及提高公眾對於知識產權的創造、保護、管理和商品化方面的知識產權意識和素養，以支持進一步發展香港成為區域知識產權貿易中心。

前途：

如服務表現令人滿意，可能有機會晉升為高級律師（目前起薪為每月 127,700 元）。受聘人員可能有機會與本地、區域及國際知識產權界的學術界、專家、專業人士及業界人士會面及交流合作，並參與香港或香港以外地方的研討會及會議。

聘用條款：

獲取錄的申請人通常會按公務員試用條款受聘三年。通過試用關限後，或可獲考慮按當時適用的長期聘用條款聘用。

申請手續：

- (a) 申請人必須於香港時間 2026 年 1 月 30 日下午 6 時或之前透過公務員事務局的 G.F. 340 網上申請系統 (<http://www.csb.gov.hk>) 作網上申請。在 G.F. 340 網上申請系統遞交申請書後，申請人必須於香港時間 2026 年 2 月 6 日下午 6 時或之前把一份詳盡的履歷履歷電郵至 adminunit.pr@ipd.gov.hk。如申請人未能提供所需的履歷及證明文件，其申請將不獲受理。申請人須在電郵及證明文件註明網上申請編號。履歷(包括學歷證書和成績單及工作證明副本)應包括下列資料—
- (i) 由中學起在公開考試中報考科目的成績級別(述明考取成績的確實日期)；
 - (ii) 法學士、法學博士、法律專業共同試、法學專業證書考試及其他相關學歷或考試的成績，並列出報考科目的成績級別；
 - (iii) 綜合招聘考試中文運用及英文運用試卷(或同等)及《基本法及香港國安法》測試的成績；
 - (iv) 述明取得律師或大律師資格的確實日期及地點的認許證明書；
 - (v) 就業記錄連同詳細的職責說明；以及
 - (vi) 闡述申請人所具備適合受聘於高級律師及／或律師職位的優點及相關經驗的文書。
- (b) 申請人所有相關資歷以截止申請日期或之前為準，截止申請日期後所獲得的資歷將不獲考慮。
- (c) 申請書、履歷及證明文件如逾期遞交，資料不齊全、不充分、不清楚，或以親身、郵寄、傳真或電郵方式遞交，將不獲受理。申請書、履歷及證明文件所提供的資料未能清楚顯示申請人符合本職位所規定的入職條件，將不獲受理。

- (d) 申請人如獲選參加面試，通常會在截止申請日期後約 4 至 8 個星期內接獲邀請。如遇特殊情況(例如申請人人數眾多或有其他複雜情況)，所需時間可能會更長。申請人或須在面試時完成一份書面作業。申請人如沒有接獲邀請，可視其申請為落選。有關邀請信或通知書將以電郵方式送出，申請人必須提供正確的電郵地址及確保電郵帳戶能正常接收郵件。申請人有責任查閱其電郵，以確保及時查閱邀請信或通知書。

聯絡地址：

香港灣仔皇后大道東 213 號胡忠大廈 25 樓知識產權署行政組

查詢電話：

3520 0747／3520 0740

截止申請日期：

2026 年 1 月 30 日香港時間下午六時正

刊登職位的報章(及日期)：

明報(2026 年 1 月 16 日)及

南華早報(2026 年 1 月 17 日及 2026 年 1 月 24 日)

所有申請均會絕對保密處理。

附註：

- (a) 除另有指明外，申請人於獲聘時必須已成為香港特別行政區永久性居民。
- (b) 作為提供平等就業機會的僱主，政府致力消除在就業方面的歧視。所有符合基本入職條件的人士，不論其殘疾、性別、婚姻狀況、懷孕、年齡、家庭崗位、性傾向和種族，均可申請本欄內的職位。
- (c) 公務員職位是公務員編制內的職位。申請人如獲聘用，將按公務員聘用條款和服務條件聘用，並成為公務員。
- (d) 入職薪酬、聘用條款及服務條件，應以獲聘時之規定為準。
- (e) 每月薪酬及頂薪點的資料只供參考，有關資料日後或會有所更改。

- (f) 附帶福利包括有薪假期、醫療及牙科診療。在適當情況下，公務員更可獲得房屋資助。
- (g) 如果符合訂明入職條件的申請人人數眾多，招聘部門可以訂立篩選準則，甄選條件較佳的申請人，以便進一步處理。在此情況下，只有獲篩選的申請人會獲邀參加招聘測試及／或面試。
- (h) 政府的政策，是盡可能安排殘疾人士擔任適合的職位。殘疾人士申請職位，如其符合入職條件，毋須再經篩選，便會獲邀參加招聘測試及／或面試。在適合受聘而有申報為殘疾的申請人和適合受聘程度相若的其他申請人當中，招聘當局可給予前者適度的優先錄用機會。有關政府聘用殘疾人士的政策及其他相關措施載列於《用人唯才：殘疾人士申請政府職位》的資料冊內。申請人可於公務員事務局互聯網站參閱該資料冊，網址如下：
<http://www.csb.gov.hk> 內的 “公務員隊伍的管理-聘任”。
- (i) 在臨近截止申請日期，接受網上申請的伺服器可能因為需要處理大量申請而非常繁忙。申請人應盡早遞交申請，以確保在限期前成功於網上完成申請程序。