



MANDATORY PROVIDENT FUND SCHEMES AUTHORITY (MPFA)

The MPFA was set up in September 1998 under the Mandatory Provident Fund Schemes Ordinance (Cap. 485). Our mission is to regulate and supervise privately managed provident fund schemes; to educate the working population about saving for retirement and the role of the MPF System as one of the pillars supporting retirement living; and to lead improvements to provident fund systems to make them more efficient and user-friendly, and better meet the needs of the working population.

Staff are our most valuable asset. We are looking for talents who are willing to adopt our core values in performing their work: Commitment, Quality, Teamwork and Community Perspective; and share our concern for the retirement protection of Hong Kong's workforce. Those who are interested in pursuing our mission and developing their careers in the MPFA are invited to join us.

Temporary Senior Officer (Enforcement) (12-month Contract)

Ref. ESP15/2020

Job Summary

Reporting to Manager (Enforcement)/Senior Inspector, the appointee will be responsible for handling prosecution cases, civil claims and investigation cases on breach of court order, conducting related research and handling ad-hoc project of the Enforcement Division.

The Job

- To investigate into non-compliant employers such as the breaches of court order cases under the Mandatory Provident Fund Schemes Ordinance;
- To conduct inspections to detect MPF non-compliance by employers;
- To collect evidence to substantiate prosecution cases and serve as prosecution witness, if necessary;
- To prepare investigation reports and statistical reports on findings and analyze case results for management information and decision;
- To work closely with prosecutors / counsels in handling prosecution cases in criminal court;
- To attend civil court hearings on behalf of the Authority;
- To assist in conducting research and handle ad-hoc projects;
- To supervise staff to handle prosecution cases, civil claims proceedings and to conduct enforcement actions; and
- To perform other duties as assigned by the Management.

The Person

- A recognized degree or equivalent;
- At least 4 years of relevant experience in law enforcement, pension, customer services, labour relations, public administration and accounting/auditing field, preferably gained from the public sector or large organizations;
- Good command of written and spoken English and Chinese;
- Good interpersonal, judgment, analytical and presentation skills; and
- Mature, flexible, customer-oriented and able to work independently as well as under pressure.

Remuneration Package

We offer a competitive salary commensurate with the appointee's qualifications and relevant experience. The appointment will be made on a 12-month fixed-term contract.

To Apply

Interested candidates are invited to apply by sending full career details and application letter, quoting the job reference number, with information of current / expected remuneration, availability, to the email address hresp@mpfa.org.hk or the address below:

**Human Resources Department, MPFA
Level 8, Tower 1, Kowloon Commerce Centre
51 Kwai Cheong Road, Kwai Chung, Hong Kong**

The closing date for application is **19 October 2020** or **postmarked on 19 October 2020**. Applicants not invited for interview by the end of January 2021 may assume that their applications are unsuccessful and their applications will not be retained for more than two years. For enquiries, please email at hresp@mpfa.org.hk.

The information provided will be kept confidential and only be used for those purposes relating to your application. Please visit our website for the details of the MPFA's Personal Information Collection Statement for Job Applicants at http://www.mpfa.org.hk/eng/mpfa/join_us/job_opportunities/index.jsp. The MPFA is an equal opportunities employer and welcomes applications from all qualified candidates.