

**Report Published under Section 48(2) of the
Personal Data (Privacy) Ordinance (Cap. 486)**

Investigation Report:

**Unfair collection of personal data
by the use of
“blind” recruitment advertisement**

Report Number: R14-6242

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香港個人資料私隱專員公署
Office of the Privacy Commissioner
for Personal Data, Hong Kong

**Investigation Report: unfair collection of personal data
by the use of “blind” recruitment advertisement**

This report in respect of the investigations carried out by the Privacy Commissioner for Personal Data (the “**Commissioner**”) pursuant to section 38(b) of the Personal Data (Privacy) Ordinance, Cap. 486 is published in the exercise of the power conferred on the Commissioner by Part VII of the Personal Data (Privacy) Ordinance. Section 48(2) of the Personal Data (Privacy) Ordinance provides that “*the Commissioner may, after completing an investigation and if he is of the opinion that it is in the public interest to do so, publish a report –*

(a) *setting out -*

(i) *the result of the investigation;*

(ii) *any recommendations arising from the investigation that the Commissioner thinks fit to make relating to the promotion of compliance with the provisions of this Ordinance, in particular the data protection principles, by the class of data users to which the relevant data user belongs; and*

(iii) *such other comments arising from the investigation as he thinks fit to make; and*

(b) *in such manner as he thinks fit.”*

ALLAN CHIANG
Privacy Commissioner for Personal Data

Investigation Report: unfair collection of personal data by the use of “blind” recruitment advertisement

The Commissioner has served 48 Enforcement Notices on the organisations who have placed “blind” recruitment advertisements on JobMarket, Recruit, JiuJik, Classified Post, JobFinder, JobsDB and Career Times for personal data solicitation. These “blind” recruitment advertisements were in breach of the fairness principle for personal data collection, i.e. Data Protection Principle 1(2) of the Personal Data (Privacy) Ordinance, Cap 486.

What is a “blind” recruitment advertisement?

A “blind” recruitment advertisement is one that does not identify either the employer or the recruitment agency acting on its behalf. The act of placing “blind” recruitment advertisements (“**Blind Ads**”) that directly solicit personal data from job applicants constitutes unfair collection of personal data which is not permitted under the Personal Data (Privacy) Ordinance (the “**Ordinance**”).

Relevant provisions of the Ordinance

2. Of relevance to the current investigations is Data Protection Principle (“**DPP**”) 1(2) in Schedule 1 to the Ordinance and paragraph 2.3.3 of the Code of Practice on Human Resource Management (the “**Code**”).

DPP1(2) stipulates:

“Personal data shall be collected by means which are (a) lawful; and (b) fair in the circumstances of the case.”

Paragraph 2.3.3 of the Code states:

“An employer who directly, or through its agent, advertises a vacancy that solicits the submission of personal data by job applicants should provide a means for the applicants to identify either the employer or its agent.”

3. The Code is issued pursuant to section 12 of the Ordinance for the purpose of providing practical guidance in respect of the requirements under the Ordinance relating to human resource management. Failure to abide by its mandatory provisions will weigh unfavorably against the data user concerned in any case that comes before the Commissioner. Where any data user fails to observe any of the mandatory provisions of the Code, a court, or the Administrative Appeals Broad, is entitled to take that fact into account when deciding whether there has been a contravention of the Ordinance.

4. By virtue of section 38(b) of the Ordinance, the Commissioner shall carry out an investigation into a suspected breach of the Ordinance. After completing the investigation, the Commissioner may, to serve the public interest, publish an investigation report pursuant to section 48(2) of the Ordinance setting out the result of the investigation as well as recommendations and comments arising from the investigation.

Background to investigation

5. Over the past five years, this Office received 550 enquiries in relation to Blind Ads. Some of the enquirers were informants who smelt a rat and reported to this Office incidences of Blind Ads. Other enquirers sought assistance from this Office after they received unsolicited direct marketing calls and believed this was a result of their inadvertent disclosure of personal data in response to Blind Ads.

6. Indeed, Blind Ads could be used as an unscrupulous means to solicit personal data for direct marketing or worse still, fraudulent activities, thus causing nuisance or financial loss to the affected persons. An alarming employment related identity theft took place in November 2013 in which swindlers collected personal data of job applicants by a recruitment advertisement and based on the personal data collected prepared fake documents of data such as address, employment and income proof to apply for personal loans from financial institutions¹.

7. In view of the growing trend of Blind Ads and with the advent of the peak season of summer workers recruitment, the Commissioner considers that it is in the public interest to publish the outcome of a self-initiated compliance survey of and consequent formal investigations against Blind Ads so as to alert job applicants, employers and other stakeholders (including recruitment agencies

¹ News reported by singpao.com on 21 November 2013 - http://www.singpao.com/XW/gat/201311/t20131121_473392.html

and recruitment media) to the privacy risks associated with Blind Ads, and to deter possible fraudulent activities that exploit Blind Ads.

Self-initiated survey

8. A compliance survey was conducted by this Office on the recruitment advertisements posted on seven major recruitment media, namely *JobMarket*, *Recruit*, *JiuJik*, *Classified Post*, *JobFinder*, *JobsDB* and *Career Times*, during the period from 15 to 22 March 2014. According to the representations (Annex 1) in the official websites of these recruitment media, these advertising platforms have a wide readership and high circulation.

9. 311 Blind Ads were identified in the survey, with a breakdown tabulated below:

| | Total no. of recruitment advertisements (a) | Total no. of Blind Ads (b) | % of Blind Ads (b)/(a) |
|--|--|-------------------------------------|---------------------------------|
| <u>Printed Publication</u> (Date of publication) | | | |
| JobMarket (21.3.2014) | 405 | 86 | 21.2 |
| Recruit (21.3.2014) | 511 | 66 | 12.9 |
| JiuJik (21.3.2014) | 252 | 31 | 12.3 |
| Classified Post (22.3.2014) | 177 | 11 | 6.2 |
| JobFinder (19.3.2014) | 360 | 3 | 0.8 |
| Subtotal | 1,705 | 197 | 11.6 |
| <u>Online</u> (Date of posting) | | | |
| JobsDB (21.3.2014) | 4,497 | 89 | 2.0 |
| Career Times (21.3.2014) | 2,814 | 25 | 0.9 |
| Subtotal | 7,311 | 114 | 1.6 |
| Total | 9,016 | 311 | 3.4 |

Investigation findings and conclusions

10. In view of the preponderance of Blind Ads, especially in the printed media, the Commissioner decided to initiate investigations in 71 cases under section 38(b) of the Ordinance, representing about a quarter of the Blind Ads uncovered in this compliance survey. The investigation targets were selected on a random basis.

11. Up to 22 May 2014, 48 investigations have been completed. Annex 2 to this report contains the names of the employers who placed / instructed the placing of Blind Ads, copy of their Blind Ads and their explanations, categorised as follows:

- (A) Admission - The employers, while confirming the placing of Blind Ads for recruitment purpose, made no further statement. This category accounts for 18 investigations;
- (B) Ignorance - The employers admitted the placing of Blind Ads for recruitment purpose and attributed the cause of breach to ignorance / negligence / misunderstanding of the legal requirements. This category accounts for 13 investigations;
- (C) Blaming the recruitment media - The employers, apart from admitting the placing of Blind Ads for recruitment purpose, were of the view that the recruitment media should advise/remind them of the impropriety of their advertisements. This category accounts for 10 investigations; and
- (D) Defence - The employers admitted placing of the Blind Ads but did not agree that their recruitment advertisements were in breach of the legal requirements. This category accounts for 7 investigations.

12. DPP1(2) of the Ordinance requires that personal data should be collected by means which are fair in the circumstances of the case. In a recruitment situation, this requirement obliges an employer advertising for a job vacancy and soliciting personal data from the job applicants to provide a means for the applicants to identify either the employer or its agent, as prescribed in paragraph 2.3.3 of the Code.

13. All the Blind Ads in question solicited personal data of the job applicants through response channels like an email address, a fax number or a physical address without revealing the identity of the employer or the recruitment agency acting on behalf of the employer. The advertisers therefore failed to comply with the Code. Without a valid defence, this was tantamount to unfair collection of personal data and was therefore a contravention of DPP1(2).

14. The reasons advanced by Category B advertisers (ignorance, negligence and misunderstanding of the legal requirements) are not valid defences. Blaming the recruitment media by Category C advertisers will not exonerate them from their legal obligations under the Ordinance.

15. For category D advertisers, the defences put forward belong to two broad types. The first type of defence is that the display of the abbreviation of the company name was sufficient to identify the company. For example, Fine Art Packaging Limited (case number 201406242) explained that the recruitment media had mistakenly published the abbreviation of their company name, “Fiart”, as a serial number on the Blind Ads. The Commissioner considers that even if the abbreviation had been correctly published, “Fiart” by itself did not provide sufficient and unambiguous information for the job applicants to identify the employer as Fine Art Packaging Limited. The small font size used in the original artwork for “Fiart” also defeated any purpose of identification.

16. The second type of defence is the argument that there was no intention on the part of the advertiser to solicit personal data. For example, The Natural Tea Company (case number 201406279) stated in their advertisement: *“Interested parties pls. e-mail to [an email address] with expected salary”*. They argued that *“... one is under no obligation to submit any personal data when responding to the advertisement, and can merely request an interview without submitting such”*. Taking into account the disparity in bargaining power between the employer and the job-seeker, the Commissioner cannot conceive that the respondent to their advertisement would merely request an interview without submitting his personal data. The advertisement specifically asked interested parties to respond to an email address with expected salary. Although there was no express solicitation of personal data, the advertisement as presented would more than likely lure an ordinary job-seeker to provide his full CV, in an attempt to secure the job.

Enforcement action against employers

17. The Commissioner accordingly concluded that the employers in all of the 48 investigations had contravened DPP1(2) of the Ordinance for using the advertisements to solicit job applicants' personal data. These employers were served the Result of Investigation and Enforcement Notice ("EN") under sections 47 and 50 of the Ordinance respectively, directing them to:

- (i) delete the personal data collected unless it has to be retained for satisfying other legal requirements, or for a continuing recruitment process in which case the job applicant needs to be informed and given the option to demand deletion of his personal data, regardless; and
- (ii) formulate a policy of placing recruitment advertisement, including the prohibition of "blind" recruitment advertisement for solicitation of job applicants' personal data.

18. The employers are required to comply with the above direction in stages and in any event not later than two months from the date they were served the EN. Contravention of an EN is an offence under section 50A of the Ordinance and an offender is liable on conviction to a fine at \$50,000 and to imprisonment for 2 years and, in the case of a continuing offence, to a daily penalty of \$1,000. In the event the offender repeats the DPP contravention intentionally, it commits an offence that attracts the same penalty, without being served an enforcement notice.

Implications for all stakeholders

19. Lawfulness and fairness in collection of personal data is a very fundamental data protection principle that all data users must comply with. The Commissioner hopes that the publication of this report, which involves investigations and enforcement action in respect of a total of 48 cases will serve to:

- highlight the acuteness of the problem of Blind Ads;
- enhance the sensitivity of job seekers to unfair collection of their personal data;
- promote employers' compliance with the Ordinance;
- encourage the recruitment media to serve as a gatekeeper in preventing

- unfair collection of personal data through Blind Ads; and
- deter swindlers from soliciting personal data for non-employment related purposes by exploiting Blind Ads.

Advice to employers

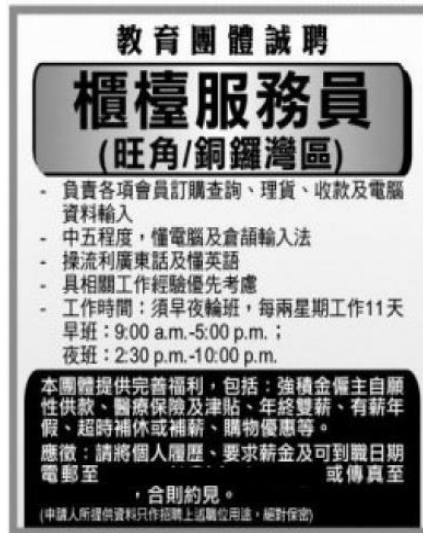
20. A job advertisement placed by an organization serves to attract suitable candidates to fill the vacancy as well as to project its corporate image. A Blind Ads in this regard is counter-productive as it demonstrates the company's ignorance of the law and a disrespect for privacy and data protection. Employers should therefore refrain from placing Blind Ads unless there are overriding reasons.

21. The Commissioner appreciates that there are circumstances where there is a genuine need for the employer to conceal its identity when advertising for a job vacancy. For example, where the employer wishes to look for new staff from outside the organization to replace a serving staff, a Blind Ad would help to avoid causing embarrassment to the staff affected. Also, a company may need to prevent premature disclosure of some "inside information" associated with the job vacancy, in compliance with the Securities and Futures Ordinance.

22. In these circumstances, a Blind Ad may be placed without contravening the Ordinance if it is used to solicit job applicants' enquiries rather than personal data. The employer may provide job applicants, upon request, with an application form that bears the employer's identity. Alternatively, the employer may use a recruitment agency identified in the advertisement to receive the personal data solicited from applicants.

23. The following example illustrates how this could be done:

Original version of the Blind Ad



教育團體誠聘
櫃檯服務員
(旺角/銅鑼灣區)

- 負責各項會員訂購查詢、理貨、收款及電腦資料輸入
- 中五程度，懂電腦及倉頡輸入法
- 操流利廣東話及懂英語
- 具相關工作經驗優先考慮
- 工作時間：須早夜輪班，每兩星期工作11天
早班：9:00 a.m.-5:00 p.m.；
夜班：2:30 p.m.-10:00 p.m.

本團體提供完善福利，包括：強積金僱主自願性供款、醫療保險及津貼、年終雙薪、有薪年假、超時補休或補薪、購物優惠等。

應徵：請將個人履歷、要求薪金及可到職日期
電郵至 或傳真至
，合則約見。

(申請人所提供資料只作招聘上述職位用途，絕對保密)

- (a) Option 1 – Provide a channel for data subjects to ascertain the identity of the employer prior to submission of their personal data for job application.



教育團體誠聘
櫃檯服務員
(旺角/銅鑼灣區)

- 負責各項會員訂購查詢、理貨、收款及電腦資料輸入
- 中五程度，懂電腦及倉頡輸入法
- 操流利廣東話及懂英語
- 具相關工作經驗優先考慮
- 工作時間：須早夜輪班，每兩星期工作11天
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本團體提供完善福利，包括：強積金僱主自願性供款、醫療保險及津貼、年終雙薪、有薪年假、超時補休或補薪、購物優惠等。

有興趣人士請致電 2808-xxxx，與陳小姐聯絡。

(申請人所提供資料只作招聘上述職位用途，絕對保密)

- (b) Option 2 – Provide the name of the appointed recruitment agency in the recruitment advertisement and designate the agency to solicit personal data of job applicants.



Advice to job applicants

24. Job applicants are advised to beware of anonymous job advertisers. They should avoid providing personal data to them without first ascertaining their identities.

25. Job seekers who do not know the advertiser to whom their personal data is submitted would be handicapped in exercising their rights of data access and correction. Worse still, they may fall prey to swindlers who deliberately solicit personal data for non-employment related purposes by exploiting Blind Ads, and suffer from nuisance and other harm.

Advice to recruitment media

26. As revealed in many of the statements made by the employers to the Commissioner, they have a high expectation for the recruitment media to remind them of the impropriety of Blind Ads. The following quotes are examples.

"believe that the recruitment media would advise [the employer] to make corrections applicable to the current laws."

"recruitment advertisement has been published for recruitment purpose for years, [the employer] [has] not been told or reminded by any

[recruitment media] *that the contents of the Advertisement was not [appropriate], it made [the employer] believed that the Advertisement had no problem at all.*”

“we understand that many of the employers may not notice about the [Ordinance]. So we hope [recruitment media] should remind the employers when the advertisement was post[ed].”

"the recruitment media, who should be well versed with what constitutes a breach of privacy in the advertisement and provide professional advice to advertisers to avoid contravention of the Ordinance and harming their reputation, had not fulfilled their responsibility."

“at any given time, if we were informed the advertisement is at fault, we would have complied willing to amend all necessary wording and to provide the correct information in accordance with the law.”

“our only purpose was to get the correct resumes for the position ... [recruitment media] did not inform us that our advertisement was incorrect and if they had given us some indication we would have immediately changed the wordings.”

27. Enquiries reveal that at present, the recruitment media’s efforts in identifying the advertisers vary:-

- *JiuJik, JobMarket and Classified Post* only require the advertisers to provide their company names and contact phone numbers;
- *Recruit, JobsDB and Career Times* additionally require a copy of the advertiser’s business registration certificate; and
- *JobFinder* requires advertisers to provide their company names, contact phone numbers and their business registration numbers.

28. Recruitment media are not data users and hence the Commissioner has no jurisdiction to impose any requirement on them in managing the privacy issue of Blind Ads. However, they are in the best position to act as a gatekeeper to prevent unfair collection of personal data through Blind Ads. The Commissioner therefore urges them to:

- consider whether they will step up their efforts in identifying the advertisers;
- screen the advertisements received to identify Blind Ads soliciting job

- applicants' personal data;
- return non-compliant advertisement to the advertiser for rectification; and
- consider refusal of Blind Ads soliciting job applicants' personal data.

29. The Commissioner hopes that the recruitment media will heed his advice and take pride in building a privacy-assuring platform for the advertisers to place job advertisements and for the job-seekers to make responses.

Other Comments



30. The Commissioner started off with investigations against organisations responsible for placing 71 Blind Ads. This report covers 48 cases for which investigations have been completed, with ENs served in all cases for unfair collection of personal data and contravention of DPP1(2) of the Ordinance. There was no prima facie evidence in these completed cases which pointed to misuse of the personal data.

31. Investigations in respect of the remaining 23 cases are continuing at the time of publication of this report. Further report on these outstanding investigation cases may be promulgated in future as appropriate and after the investigations have been completed.

Recruitment media surveyed in the investigation



The following readership information was found on the official websites of respective recruitment media:

1. *JiuJik* delivers 210,000 print copies weekly along and nearby MTR stations through convenience stores and at key high pedestrian traffic locations.
2. *JobMarket* enjoys sole distribution at 4 main routes of MTR stations. Its free distribution also reaches out to educational institutions. Its online community currently has 300,000 active members.
3. *Recruit* is distributed at MTR exits and high-traffic commercial areas and educational institutions. More than 120 million copies of it have been distributed to job seekers to date. It has over 300,000 registered members currently.
4. *Classified Post* is bundled with the South China Morning Post for sale. It has circulated 107,426 print copies and has over 312,000 registered online members as of the second half year of 2012.
5. *JobFinder* is bundled with Face Magazine but can be sold alone. Its current weekly circulation reaches 140,000.
6. *JobsDB* has built databases in Asia Pacific with over 14.6 million job seeker members and over 220,000 corporate clients. The monthly page views of HK portal reach 5,800,000 in 2014.
7. *Careers Times* has more than 600,000 online members and 980,000 daily views in 2014.

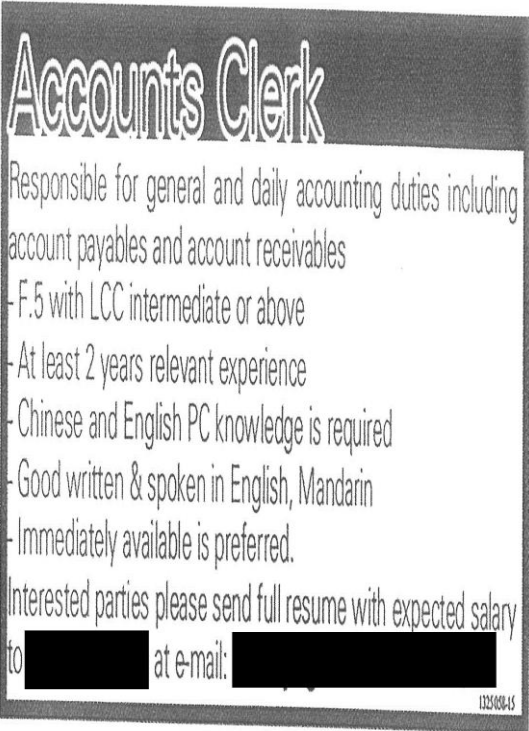

| Case No. | Employer | Advertisement | Category of response * |
|-----------|------------------------|---|------------------------|
| 201406242 | Fine Art Packaging Ltd |  <p>Artwork Designer (5 days work)</p> <p><i>Requirements</i></p> <ul style="list-style-type: none"> * Experience in paper products & packaging design, e.g. wrapping paper, gift box or gift packaging * Proficient with MAC and popular graphic software such as PhotoShop, Illustrator and InDesign <p>Interested parties please send full resume with expected salary to [REDACTED]</p> <p>1325798-31</p> <p>serial number replacing "Fiart" ←</p> | D |
| 201406245 | Inform Advertising |  <p>A well established Advertising Agency invites:</p> <p>1. Graphic Designer 平面設計 熟 Mac : AI, Photoshop & InDesign</p> <p>2. Advertising Executive 廣告營業 At least 1 year relevant sales experience</p> <p>Please send your resume with expected salary by: E-mail: [REDACTED]</p> <p>Personal data collected for recruitment purposes only</p> | A |

| Case No. | Employer | Advertisement | Category of response * |
|-----------|-----------------------------|---|------------------------|
| 201406246 | Childford Industries Co Ltd | <div data-bbox="635 286 1214 1104" style="border: 1px solid black; padding: 10px;"> <h2 style="text-align: center;">Shipping Clerk</h2> <p>Job Responsibilities</p> <ul style="list-style-type: none"> • Able to handle full set E-Booking & shipping documentation independently • Ability to maintain good working relationship with internal customers, hardworking and self-motivated <p>Job Requirements</p> <ul style="list-style-type: none"> • F.5 or above • 2-3 years relevant shipping experiences in shipping, toys industry preferred • Good command of spoken and written English and Mandarin is prefer. • Proficiency in MS word, Excel and Chinese word processing. • Immediately available preferred <p>Interested parties please send your application letter & full resume with expected salaries and earliest availability by email to [REDACTED]</p> <p style="text-align: right; font-size: small;">1324578-06</p> </div> | B |
| 201406248 | Aquila (HK) Co Ltd | <div data-bbox="632 1182 1214 2033" style="border: 1px solid black; padding: 10px;"> <p style="text-align: center;">Kowloon Bay Gift Decorations Export Firm</p> <h2 style="text-align: center;">1)Merchandiser / Asst. Merchandiser</h2> <ul style="list-style-type: none"> - F.5 or above with 2 years relevant experience - PC knowledge, Fluent in English & Mandarin - Travel to China if required <h2 style="text-align: center;">2)Shipping Clerk</h2> <ul style="list-style-type: none"> - F.5 or above - Handle full set shipping documents - Good command of English & Mandarin - Good PC knowledge <p style="text-align: right; font-size: small;">1324566-13</p> <p style="text-align: center;">5.5 days work, bank holidays</p> <p>Please email full resume to : [REDACTED] Attn: [REDACTED]</p> </div> | A |

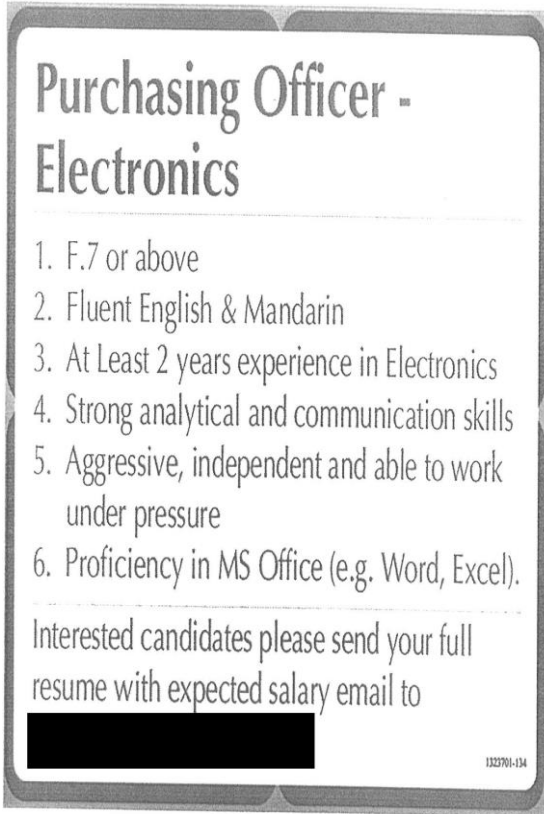
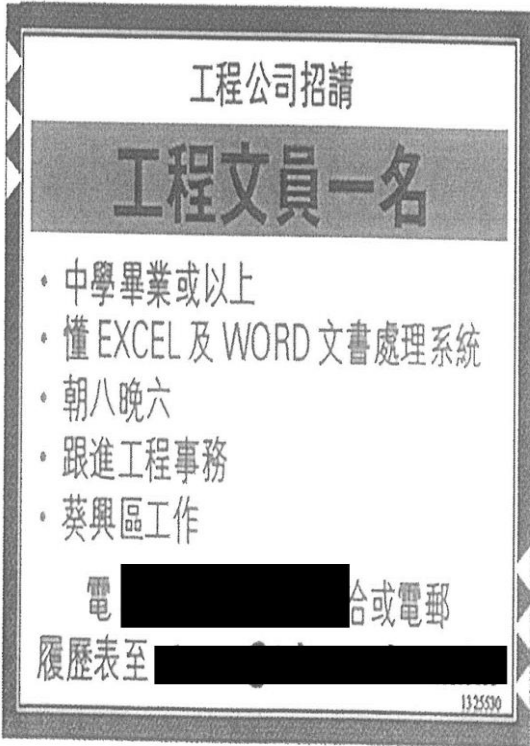
* Description of categories in paragraph 11 of the investigation report. A - Admission; B - Ignorance; C - Blaming the recruitment media; and D - Defence

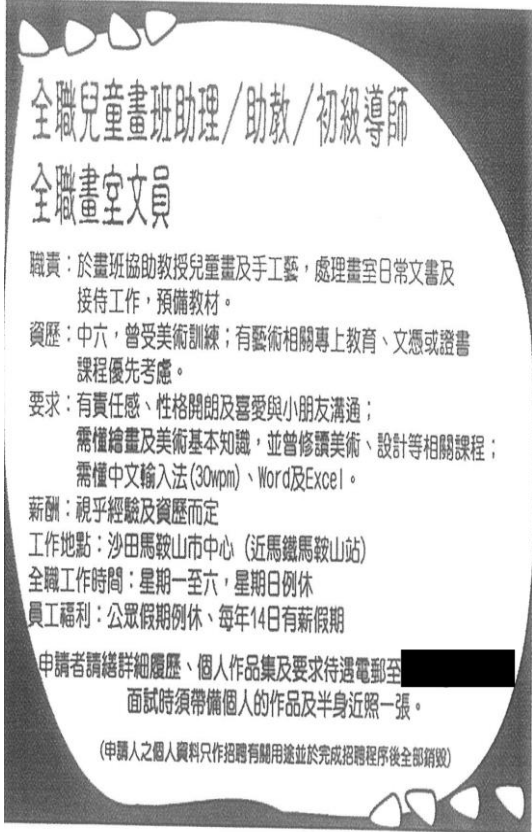

| Case No. | Employer | Advertisement | Category of response * |
|-----------|-----------------------|--|------------------------|
| 201406249 | Noble Ocean Intl Ltd |  <p>Shipping Clerk (12K)</p> <ul style="list-style-type: none"> - F.5 or above - 1 year shipping experience on sea forwarder/logistics field - Good Mandarin & English - Hardworking, responsible & self-initiative - Sai Ying Pun, 5.5 days work, Bank holiday, Medical, MPF <p>Interested parties, please send your updated resume to [redacted] email address [redacted]</p> <p>1320537-15</p> | C |
| 201406250 | Hua Wei Hong Kong Ltd |  <p>Leading DVD consumables trader at Kwun Tong urgently requires:-</p> <p>ASSISTANT PURCHASER</p> <p>Responsibilities:-</p> <ol style="list-style-type: none"> 1. Overall purchasing activities including purchase, order processing, follow up and sampling 2. Handle data entry and document filing 3. Logistic experience is an advantage 4. Immediate available is preferred <p>Requirement:-</p> <ol style="list-style-type: none"> 1. Minimum 2 years relevant working experience 2. Proficient in PC application such as Excel, Word, and Chinese Word Processing <p>Interested parties, please email your detailed CV with expected salary to [redacted] or by Fax: [redacted]</p> <p>1324477-15</p> | A |



* Description of categories in paragraph 11 of the investigation report. A - Admission; B - Ignorance; C - Blaming the recruitment media; and D - Defence



| Case No. | Employer | Advertisement | Category of response * |
|-----------|---------------------------------------|--|------------------------|
| 201406251 | Jinyuan Int. Petrochemical Limited |  <p>Accounts Clerk</p> <p>Responsible for general and daily accounting duties including account payables and account receivables</p> <ul style="list-style-type: none"> - F.5 with LCC intermediate or above - At least 2 years relevant experience - Chinese and English PC knowledge is required - Good written & spoken in English, Mandarin - Immediately available is preferred. <p>Interested parties please send full resume with expected salary to [redacted] at e-mail: [redacted]</p> <p>132908-15</p> | A |
| 201406252 | Apexi Industrial Manufacturing Ltd |  <p>Sales Executive</p> <ul style="list-style-type: none"> - F.5 or above - Relevant experience in Electronics and Industrial field - Fluent in English, Cantonese & Mandarin - Self motivated, independent, hardworking & sales oriented - 5 working days - Salary + Commission <p>Interested parties please resume with expected salary by fax: [redacted] or by email: [redacted]</p> <p>132206-15</p> | C |



* Description of categories in paragraph 11 of the investigation report. A - Admission; B - Ignorance; C - Blaming the recruitment media; and D - Defence

| Case No. | Employer | Advertisement | Category of response * |
|-----------|--|---|------------------------|
| 201406253 | Katech Limited |  <p>Purchasing Officer - Electronics</p> <ol style="list-style-type: none"> 1. F.7 or above 2. Fluent English & Mandarin 3. At Least 2 years experience in Electronics 4. Strong analytical and communication skills 5. Aggressive, independent and able to work under pressure 6. Proficiency in MS Office (e.g. Word, Excel). <p>Interested candidates please send your full resume with expected salary email to [REDACTED]</p> <p>1323701-134</p> | B |
| 201406254 | Tai Tau Tsai Environmental Engineering Ltd |  <p>工程公司招請</p> <p>工程文員一名</p> <ul style="list-style-type: none"> • 中學畢業或以上 • 懂 EXCEL 及 WORD 文書處理系統 • 朝八晚六 • 跟進工程事務 • 葵興區工作 <p>電 [REDACTED] 洽或電郵</p> <p>履歷表至 [REDACTED]</p> <p>1325530</p> | C |



| Case No. | Employer | Advertisement | Category of response * |
|-----------|-------------------------------|--|------------------------|
| 201406255 | JR Art Education Centre |  | C |
| 201406257 | Quantum Lighting Products Ltd |  | A |

| Case No. | Employer | Advertisement | Category of response * |
|-----------|----------------------|---|------------------------|
| 201406260 | Incomex Limited |  <p>紅磡噴畫設備供應商招聘</p> <h2>初級技術員</h2> <ul style="list-style-type: none"> - 中學程度 - 主職維修噴墨打印機 - 積極主動、有責任感及勤奮 - 具良好溝通技巧，須戶外工作 - 有在職培訓，有維修經驗者優先 <p>有醫療福利，有薪假期，公眾假期， 交通津貼，晉升機會高</p> <p>有意者請電郵至 [redacted] R099167</p> | D |
| 201406261 | Alico Management Ltd |  <p>Property Management Company in Tokwawan required : -</p> <h2>HUMAN RESOURCES OFFICER</h2> <ul style="list-style-type: none"> ● F.5 or above, good command of both English and Chinese ● Knowledge in Chinese Windows typing ● Mature, Initiative, good interpersonal skill, able to handle independently all personnel function of a 200-workforce ● Knowledge of the Employment Ordinance Min 2 years experience in similar capacity; ● <i>Candidate with lesser experience will be considered as Asst. HR Officer</i> <p>Please send E-mail / Fax to [redacted] E-mail : [redacted] or Fax : [redacted]</p> <p>Data collected will be used for recruitment purpose only. R099116</p> | D |

| Case No. | Employer | Advertisement | Category of response * |
|-----------|-------------------------|--|------------------------|
| 201406262 | Galey Industrial Co Ltd |  <p>A well-established toys company in Tsimshatsui East invites applicants for the below post. Applicants should have the following requirements:</p> <p>Product Designer (Toys)</p> <ul style="list-style-type: none"> - Diploma holder in product design - 1-3 years of relevant experience in toys industry - Solid knowledge in Autocad, Photoshop and Adobe Illustrator - With good and quick freehand sketching skills <p>Interested parties, please send full resume with expected salary to e-mail: [REDACTED] R100182</p> | C |
| 201406263 | Wing Tat Industrial Co |  <p>Accounts Clerk</p> <ul style="list-style-type: none"> - LCC Inter or above - Good spoken / written English, Cantonese - Good command in Eng/Chi typing, MS office - Responsible, honest, self-motivated - Advantage living in Shatin <p>General Clerk</p> <ul style="list-style-type: none"> - Purchasing Experience advantage - Good spoken / written English, Cantonese - Good command in Eng/Chi typing, MS office - Responsible, honest, self-motivated - Advantage living in Shatin <p>Interest parties please send resume and expected salary by email to [REDACTED] Attn [REDACTED] for interview.</p> <p>** Personal data collected will be used for recruitment purpose only. R100298</p> | A |

| Case No. | Employer | Advertisement | Category of response * |
|-----------|-----------------------------------|--|------------------------|
| 201406264 | Successful Travel Company Limited |  <p>Junior Accounts Clerk</p> <p><i>Job Description :</i> Handle bookkeeping jobs</p> <p><i>Requirments :</i></p> <ul style="list-style-type: none"> - Form 5 or above - LCCI intermediate level or above - Hard working <p><i>Industry :</i> Travel Agency <i>Location :</i> Lai Chi Kok</p> <p><i>Apply Method :</i> Please send full resume to Email: [Redacted]</p> <p style="text-align: right;"><small>R099162</small></p> | B |
| 201406265 | Chit Shing PVC Products Mfy Ltd |  <p>Accounts Clerk</p> <p><i>Job Description</i></p> <ul style="list-style-type: none"> - Daily account operation - Responsible for handling full set of accounts and preparation of accounting reports <p><i>Requirement</i></p> <ul style="list-style-type: none"> - Form 5 with LCC Intermediate and minimum 3 years' relevant working experience - Able to handle full set of books - Good PC knowledge & Chinese Word processing - Good command of English & Chinese (Mandarin an Advantage) - Self-motivated, responsible, independent and hardworking <p>Please send your full CV with current & expected salary to [Redacted] or phone [Redacted] at [Redacted]</p> <p style="text-align: right;"><small>* Personal data collected will be used for recruitment purpose only* R100170</small></p> | A |

* Description of categories in paragraph 11 of the investigation report. A - Admission; B - Ignorance; C - Blaming the recruitment media; and D - Defence

| Case No. | Employer | Advertisement | Category of response * |
|-----------|--------------------------|--|------------------------|
| 201406266 | Smart Vision (Group) Ltd |  | C |
| 201406267 | Sweet N Fun Ltd |  | D |



| Case No. | Employer | Advertisement | Category of response * |
|-----------|-----------------|---|------------------------|
| 201406268 | Tony Labels Ltd | <div style="border: 1px solid black; padding: 5px;"> <p style="text-align: center;">Merchandiser</p> <ul style="list-style-type: none"> - Bachelor or equivalent qualifications with 3 years of working exp. - Independently responsible for processing customer enquiries, preparing samples and order; - Fluency in Mandarin; Good command in spoken and written English - Strong negotiation and communication skills <p style="text-align: center;">Assistant Merchandiser</p> <ul style="list-style-type: none"> - F.5 or above with 1 year of working exp. in garment or related field; - Independently responsible for processing customer enquiries, preparing samples and order; - Fluency in Mandarin; Good command in spoken and written English <p style="text-align: center;">Stock Keeper</p> <ul style="list-style-type: none"> - F.5 or above with 1 year related working exp. - Responsible for warehouse daily work, assist in stock packing & delivery , stock check & inventory check. <p style="text-align: center;">** 5 1/2 days (Alternative Saturday) work** **Immediate available preferred**</p> <p>Interested parties please send full resume and expected salary by E-mail: [redacted] or [redacted] (Data collected will be used for recruitment purpose only) R100295</p> </div> | A |
| 201406269 | Paint N Play | <div style="border: 1px solid black; padding: 5px;"> <p style="text-align: center;">工作範圍 全職/兼職</p> <p style="text-align: center; font-size: 1.2em;">兒童繪畫導師</p> <ul style="list-style-type: none"> • 負責教導2-12歲兒童繪畫藝術，包括粉彩、水彩、塑膠彩、黏土等 • 協助編制教學課程及預備教材 • 一般文書工作 <p style="text-align: center;">入職條件</p> <ul style="list-style-type: none"> • 持美術或設計文憑或以上程度 • 1-2年教授幼兒畫班經驗，有教授幼稚園經驗者優先 • 需具愛心、耐性及喜歡小朋友 • 喜與別人溝通，有創意及主動 • 流利粵語及英語，懂普通話為佳 <p style="text-align: center;">銅鑼灣區工作，申請人請將詳細履歷、薪金要求、預計上班日期，電郵至 [redacted]</p> <p style="text-align: center; font-size: 0.8em;">申請人提供的資料均會保密 只用作辦理招聘手續之用</p> <p style="text-align: right;">R100085</p> </div> | A |

* Description of categories in paragraph 11 of the investigation report. A - Admission; B - Ignorance; C - Blaming the recruitment media; and D - Defence


| Case No. | Employer | Advertisement | Category of response * |
|-----------|--|--|------------------------|
| 201406270 | K&M Management Limited | <div style="border: 2px solid black; padding: 10px; text-align: center;"> <h2 style="margin: 0;">倉務員</h2> <p style="margin: 0;">(Ref. SK201403)</p> </div> <p>職責：</p> <ul style="list-style-type: none"> - 處理一般倉務(包括收貨，點貨) - 有執貨，收貨經驗 - 整理存貨記錄等工作 <p>要求：</p> <ul style="list-style-type: none"> - 中三或以上學歷，具備倉庫經驗優先 - 願意超時加班工作，誠實可靠，有責任心，工作態度認真 - 略懂電腦操作 - 能即時上班者優先考慮 - 有抗衡式或伸展式剷車牌優先考慮 - 待遇：十三個月工資及花紅，有勤工獎金，提供醫療保險 <hr/> <p>上班地點：柴灣 或 粉嶺 或 九龍東 (請註明)</p> <p>請電郵至 [REDACTED] 或傳真至 [REDACTED]</p> <p style="font-size: small;">(所有資料將會保密處理及只作招聘之用) R100047</p> | A |
| 201406274 | Hong Kong Professional Teachers' Union | <div style="border: 1px solid black; padding: 10px;"> <p style="text-align: center;">教育團體誠聘</p> <h2 style="text-align: center; margin: 0;">櫃檯服務員</h2> <p style="text-align: center; margin: 0;">(旺角/銅鑼灣區)</p> <ul style="list-style-type: none"> - 負責各項會員訂購查詢、理貨、收款及電腦資料輸入 - 中五程度，懂電腦及倉額輸入法 - 操流利廣東話及懂英語 - 具相關工作經驗優先考慮 - 工作時間：須早夜輪班，每兩星期工作11天 早班：9:00 a.m.-5:00 p.m. ; 夜班：2:30 p.m.-10:00 p.m. <p>本團體提供完善福利，包括：強積金僱主自願性供款、醫療保險及津貼、年終雙薪、有薪年假、超時補休或補薪、購物優惠等。</p> <p>應徵：請將個人履歷、要求薪金及可到職日期電郵至 [REDACTED] 或傳真至 [REDACTED]，合則約見。</p> <p style="font-size: x-small;">(申請人不得將資料用於招聘用途，恕不保證)</p> </div> | B |

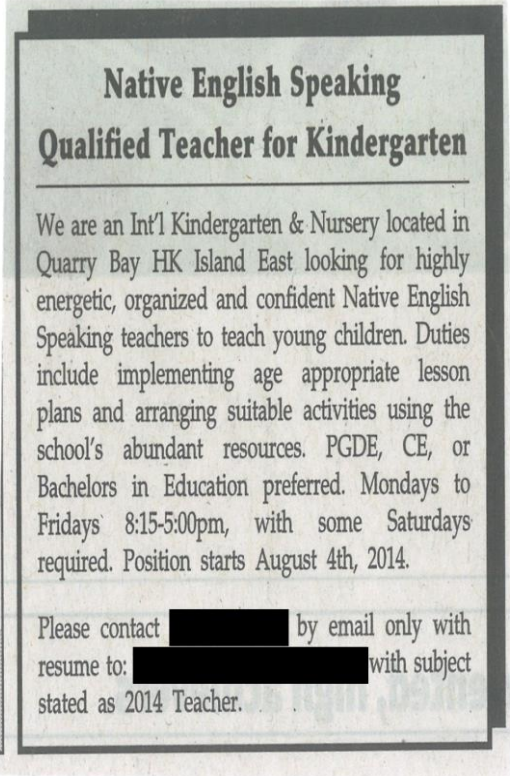
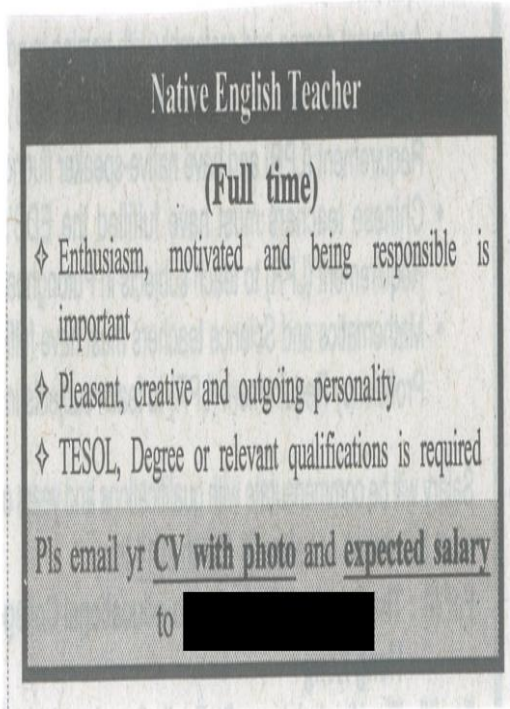
| Case No. | Employer | Advertisement | Category of response * |
|-----------|-----------------------------|--|------------------------|
| 201406276 | Wing Hing Chemical Co. Ltd. | <p>A well established pharmaceutical chemical trading company in Lai Chi Kok is looking for a well organized and responsible candidate to join our team as a sales coordinator.</p> <p style="text-align: center;">Sales Coordinator</p> <p>Requirements:</p> <ul style="list-style-type: none"> • Form 5 or above (Diploma Graduate preferable) • 1 year working experience or above • Alternate Saturday Duty • Good command of PC skills (Ms Word, Excel, PowerPoint) • Good command of English & Chinese (Both written and spoken) • Good communication and interpersonal skills <p>Responsibilities:</p> <ul style="list-style-type: none"> • Liaison with clients • Arrange sales orders and daily invoices • Track delivery schedule • Perform marketing research & Ad hoc marketing projects <p>Benefits:</p> <ul style="list-style-type: none"> • Medical insurance • 12 months salary + 1 month double pay + Performance Bonus <p>Contact info : e-mail: [REDACTED] Fax: [REDACTED]</p> | B |
| 201406277 | John Kaiser-Time Limited | <p>A reputable watch company located in Kwai Chung is looking for right candidate:</p> <p style="text-align: center;">Logistics Clerk</p> <ol style="list-style-type: none"> 1. F.5 graduated or above with 3 years experience in logistics operations 2. Handle the operations of the warehouse, goods and custom declaration 3. Good in speaking and writing in English and Chinese 4. Good in PC skill <p>Interested parties please call: [REDACTED] or email your resume to: [REDACTED]</p> | A |

* Description of categories in paragraph 11 of the investigation report. A - Admission; B - Ignorance; C - Blaming the recruitment media; and D - Defence

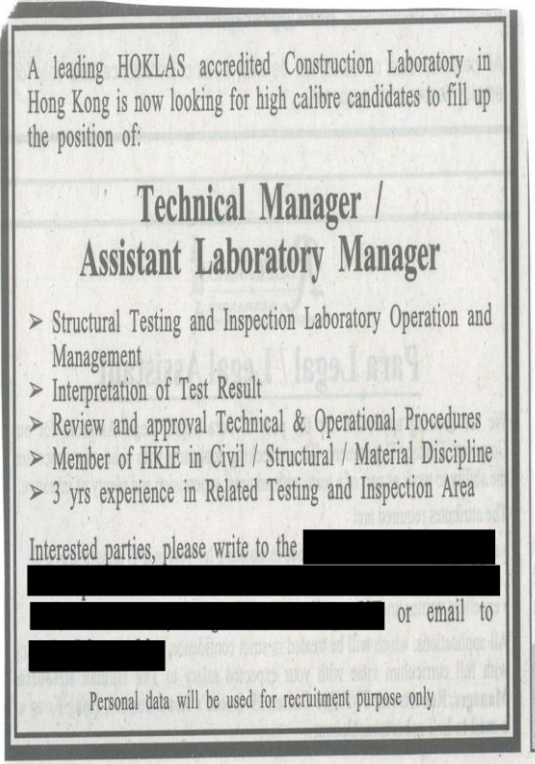

| Case No. | Employer | Advertisement | Category of response * |
|-----------|---------------------------------|--|------------------------|
| 201406278 | Handkerchief Production Limited |  <p>Shop Manager / Supervisor</p> <p>REQUIREMENTS</p> <ul style="list-style-type: none"> • Form 5 or above with 5 years relevant experience in retail operation in which 2 years' experience in managing a shop in Luxury / High-end fashion brands • Marketing and design background preferable • Design or marketing graduate, or diploma will be considered as Shop Manager • Self-confident, responsible, hardworking, proactive & pleasant personality • Able to build trust with customers, proactive, friendly with excellent customer serving skills and sales analysis knowledge • Good communication, leadership and people management skills • Good command of Cantonese, English & Mandarin <p>Shop Location: [REDACTED]</p> <p>Interested parties please send your full resume with expected salary to [REDACTED]</p> <p>Only suitable candidates will be notified for interview. (Data collected will be used for recruitment purpose only.)</p> | A |
| 201406279 | The Natural Tea Co. (HK) Ltd |  <p>A trading company based in Chai Wan urgently requires:</p> <p>Graphic Designer / Marketing Officer</p> <ul style="list-style-type: none"> - 2-3 years relevant experience, lesser experience will also be considered. - Hands on experience in Photoshop, Adobe & other graphic skills. - Creative, Independent, Self-motivated & Hardworking. - Responsible for promotion activities & product design. - Willing to work overtime if required. - Some outdoor work required. - Proficiency in English & Mandarin required. <p>Interested parties pls. e-mail to [REDACTED] with expected salary.</p> | D |

* Description of categories in paragraph 11 of the investigation report. A - Admission; B - Ignorance; C - Blaming the recruitment media; and D - Defence

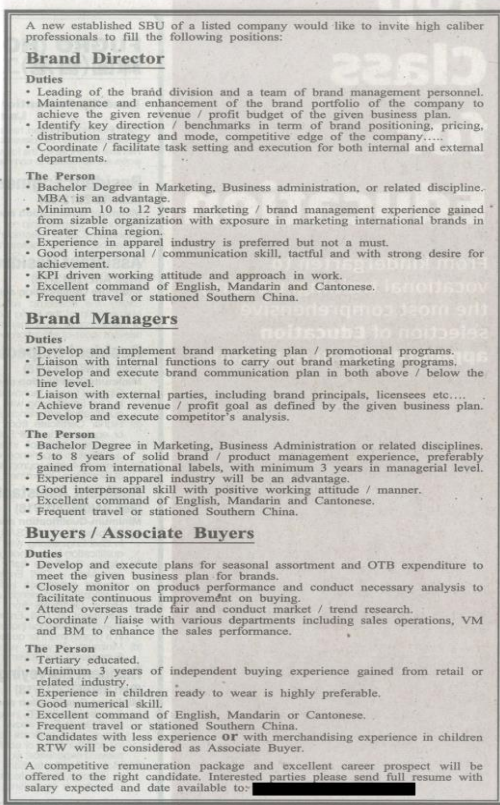

| Case No. | Employer | Advertisement | Category of response * |
|-----------|----------------------------|---|------------------------|
| 201406280 | Freight Management Co. Ltd |  <p>A Freight forwarding company in Tsuen Wan is urgently seeking:-</p> <h2>Shipping Clerk</h2> <p>Qualification:</p> <ul style="list-style-type: none"> • F.6 or above, 1-2 years experience in forwarding industry is advantage, but Not essential • Language - Fluent Putonghua & Good English • Salary: Negotiable • Job type: Full time, permanent • Job location: Tsuen Wan <p>Contact: [REDACTED]</p> | B |
| 201406282 | Mok Siu Kee Limited |  <p>大角咀區</p> <h2>誠聘 營業文員</h2> <ul style="list-style-type: none"> - 負責日常銷售、提供完善在職培訓 - 基本電腦操作知識，有銷售或鉛門窗經驗優先 - 年終花紅、醫療福利、銷售佣金 - 月薪 8-9.5K 或面議 <p>有意者請將履歷電郵至： [REDACTED] 或 傳真至 [REDACTED] 或 致電 [REDACTED] 查詢</p> | A |

| Case No. | Employer | Advertisement | Category of response * |
|-----------|----------------------------|---|------------------------|
| 201406285 | Kornhill Education Limited |  <p>Native English Speaking Qualified Teacher for Kindergarten</p> <p>We are an Int'l Kindergarten & Nursery located in Quarry Bay HK Island East looking for highly energetic, organized and confident Native English Speaking teachers to teach young children. Duties include implementing age appropriate lesson plans and arranging suitable activities using the school's abundant resources. PGDE, CE, or Bachelors in Education preferred. Mondays to Fridays 8:15-5:00pm, with some Saturdays required. Position starts August 4th, 2014.</p> <p>Please contact [redacted] by email only with resume to: [redacted] with subject stated as 2014 Teacher.</p> | C |
| 201406286 | Global Education Centre |  <p>Native English Teacher (Full time)</p> <ul style="list-style-type: none"> ◇ Enthusiasm, motivated and being responsible is important ◇ Pleasant, creative and outgoing personality ◇ TESOL, Degree or relevant qualifications is required <p>Pls email yr <u>CV with photo and expected salary</u> to [redacted]</p> | B |


* Description of categories in paragraph 11 of the investigation report. A - Admission; B - Ignorance; C - Blaming the recruitment media; and D - Defence

| Case No. | Employer | Advertisement | Category of response * |
|-----------|-------------------------|---|------------------------|
| 201406288 | FT Laboratories Limited |  <p>A leading HOKLAS accredited Construction Laboratory in Hong Kong is now looking for high calibre candidates to fill up the position of:</p> <p style="text-align: center;">Technical Manager / Assistant Laboratory Manager</p> <ul style="list-style-type: none"> > Structural Testing and Inspection Laboratory Operation and Management > Interpretation of Test Result > Review and approval Technical & Operational Procedures > Member of HKIE in Civil / Structural / Material Discipline > 3 yrs experience in Related Testing and Inspection Area <p>Interested parties, please write to the [redacted] [redacted] or email to [redacted]</p> <p style="text-align: center;">Personal data will be used for recruitment purpose only</p> | A |
| 201406289 | Hong Kong Football Club |  <p>We are one of the premier private clubs in the Asia and are looking to recruit a high calibre individuals for the following positions in Hong Kong:</p> <p>Executive Chef</p> <p>Job Requirements:</p> <ul style="list-style-type: none"> • An outstanding individual with minimum 5 years experience in a similar club or hotel environment who is able to work in a demanding environment • Must have a Catering Diploma from a recognized Hospitality institute • Experience in all aspects of Kitchen Management including menu planning • Should be a dedicated team leader • Must be passionate about producing quality food • Will have a hands-on approach to running the Kitchen • Must be a good communicator with Staff <p>Restaurant & Bar Manager</p> <p>Job Requirements:</p> <ul style="list-style-type: none"> • An outstanding individual with minimum 5 years experience in a high volume and/or multi-unit food and beverage operation • Ability to work in a fast-paced work environment • Attention to detail with emphasis on accuracy, quality and maintenance of service and hygiene standards • Excellent supervisory, communication and Customer Service skills • English and Cantonese speaking is a must <p>We offer an attractive remuneration and benefits package to the right candidate.</p> <p>For any enquiries, please send email to: [redacted] If you are not invited for interview within 6 weeks, please consider your application unsuccessful. All information on unsuccessful candidates will be erased from our files within 6 months.</p> | D |

* Description of categories in paragraph 11 of the investigation report. A - Admission; B - Ignorance; C - Blaming the recruitment media; and D - Defence

| Case No. | Employer | Advertisement | Category of response * |
|-----------|--------------------------------------|--|------------------------|
| 201406290 | Evergreen International Holdings Ltd |  <p>A new established SBU of a listed company would like to invite high caliber professionals to fill the following positions:</p> <p>Brand Director</p> <p>Duties</p> <ul style="list-style-type: none"> • Leading of the brand division and a team of brand management personnel. • Maintenance and enhancement of the brand portfolio of the company to achieve the given revenue / profit budget of the given business plan. • Identify key direction / benchmarks in term of brand positioning, pricing, distribution strategy and mode, competitive edge of the company.... • Coordinate / facilitate task setting and execution for both internal and external departments. <p>The Person</p> <ul style="list-style-type: none"> • Bachelor Degree in Marketing, Business administration, or related discipline. MBA is an advantage. • Minimum 10 to 12 years marketing / brand management experience gained from sizable organization with exposure in marketing international brands in Greater China region. • Experience in apparel industry is preferred but not a must. • Good interpersonal / communication skill, tactful and with strong desire for achievement. • KPI driven working attitude and approach in work. • Excellent command of English, Mandarin and Cantonese. • Frequent travel or stationed Southern China. <p>Brand Managers</p> <p>Duties</p> <ul style="list-style-type: none"> • Develop and implement brand marketing plan / promotional programs. • Liaison with internal functions to carry out brand marketing programs. • Develop and execute brand communication plan in both above / below the line level. • Liaison with external parties, including brand principals, licensees etc.... • Achieve brand revenue / profit goal as defined by the given business plan. • Develop and execute competitor's analysis. <p>The Person</p> <ul style="list-style-type: none"> • Bachelor Degree in Marketing, Business Administration or related disciplines. • 5 to 8 years of solid brand / product management experience, preferably gained from international labels, with minimum 3 years in managerial level. • Experience in apparel industry will be an advantage. • Good interpersonal skill with positive working attitude / manner. • Excellent command of English, Mandarin and Cantonese. • Frequent travel or stationed Southern China. <p>Buyers / Associate Buyers</p> <p>Duties</p> <ul style="list-style-type: none"> • Develop and execute plans for seasonal assortment and OTB expenditure to meet the given business plan for brands. • Closely monitor on product performance and conduct necessary analysis to facilitate continuous improvement on buying. • Attend overseas trade fair and conduct market / trend research. • Coordinate / liaise with various departments including sales operations, VM and BM to enhance the sales performance. <p>The Person</p> <ul style="list-style-type: none"> • Tertiary educated. • Minimum 3 years of independent buying experience gained from retail or related industry. • Experience in children ready to wear is highly preferable. • Good numerical skill. • Excellent command of English, Mandarin or Cantonese. • Frequent travel or stationed Southern China. • Candidates with less experience OR with merchandising experience in children RTW will be considered as Associate Buyer. <p>A competitive remuneration package and excellent career prospect will be offered to the right candidate. Interested parties please send full resume with salary expected and date available to: [REDACTED]</p> | B |
| 201406292 | Sinocom Trading Ltd |  <p>Merchandiser</p> <ul style="list-style-type: none"> • Men's woven shirts who has capability to handle Middle East Chain Stores & South America Market; • Need full knowledge how to work with Chain stores; • 5 years experiences; • Must have knowledge of woven fabrics & supplier base. <p>— Please kindly send the resume to: — [REDACTED] and [REDACTED]</p> | C |

* Description of categories in paragraph 11 of the investigation report. A - Admission; B - Ignorance; C - Blaming the recruitment media; and D - Defence


| Case No. | Employer | Advertisement | Category of response * |
|-----------|--|---|------------------------|
| 201406293 | Lung Hing Pyrotechnics Co Ltd |  <p>We are an established I/E & Manufacturing company and now looking for high calibre persons to join our team as below:</p> <p>Merchandiser</p> <ul style="list-style-type: none"> • Postsecondary graduated or above with 2-3 years related working experience; • Good command of written and spoken English/Chinese (Mandarin); • Knowledge of Chinese computer software / Chinese typing; • Detail-attentive, self-motivated; • IMMEDIATE AVAILABILITY IS A MUST <p>Interested parties, please email to [redacted] (No Agency Please)</p> | C |
| 201406297 | Collyer Logistics South China Limited | <p>Post Date 21-Mar-14 jobsDB Ref. JHK100003002752389</p> <p>An Int'l logistics company in Kwai Fong is looking for :-</p> <hr/> <p style="text-align: center;">Trade Manager (North America)</p> <hr/> <ul style="list-style-type: none"> • Degree holder in Logistics, transportation or shipping is preferable (TP trade) • 5 years minimum experience within the shipping industry • Proactive, ambitious, independent, responsible, well organized and good interpersonal relations skills • Good negotiation skills • Fluent spoken and written English and Mandarin • Able to work under pressure <p>Benefits:</p> <ul style="list-style-type: none"> • 13th month salary • Performance bonus • Medical & Dental Insurance <p>To apply, please send expected salary to [redacted] and copy to: [redacted] to obtain application</p> | A |

* Description of categories in paragraph 11 of the investigation report. A - Admission; B - Ignorance; C - Blaming the recruitment media; and D - Defence



| Case No. | Employer | Advertisement | Category of response * |
|-----------|--------------------------|---|------------------------|
| 201406298 | Pinefield Industries Ltd | <p>Post Date 21-Mar-14 jobsDB Ref: JHK100003002748853</p> <p>Major wooden furniture and Home décor company seeks :</p> <hr/> <p style="text-align: center;">MARKETING MANAGER OR DIRECTOR for OEM export to USA</p> <hr/> <ul style="list-style-type: none"> • Degree graduate • At least 10 years OEM marketing experience to US or Europe retailers • Strong product development and design ability (experience in wooden furnitures, frames, mirrors, storage, sunglasses, gifts, art pieces, etc. are helpful) • Good command of spoken Putonghua and Cantonese, Excellent command of English • Ability to handle and develop customers independently from Market Research, product development, product design, selling, order follow up customers relations building to new customer development <p>Please e-mail to [REDACTED] with salary expectation to obtain an application.</p> | D |
| 201406299 | Apex Winner Ltd | <p>Post Date 21-Mar-14 jobsDB Ref: JHK100003002750433</p> <p>We are a listed company in Hong Kong. To cope with our business expansions, we invite candidates to join our company.</p> <hr/> <p style="text-align: center;">Assistant Accountant</p> <hr/> <p>Responsibilities:</p> <ul style="list-style-type: none"> • Reviewing bank and cash balances, accounts voucher and ledger of PRC subsidiaries; • Monitoring daily accounting systems and internal control procedures for PRC subsidiaries; • Providing information and support on budget and forecast; • Assisting in ad hoc duties <p>Requirements:</p> <ul style="list-style-type: none"> • Degree holder in Accounting; • Knowledge on 金蝶 system is a definitely advantage; • Minimum 5 years' working experience in commercial sector or accounting firm; • Responsible, self-motivated and able to work independent; • Fluent in Mandarin, and good communication skills in written Chinese; • With PRC and manufacturing experience will be highly preferred • Travel to office in PRC is required <p>We offer competitive remuneration package including alternate Saturday, medical insurance, double pay and discretionary bonus to the right candidate. Interested parties please send e-mail to [REDACTED] for application.</p> | B |

* Description of categories in paragraph 11 of the investigation report. A - Admission; B - Ignorance; C - Blaming the recruitment media; and D - Defence



| Case No. | Employer | Advertisement | Category of response * |
|-----------|--|--|------------------------|
| 201406301 | Collyer Logistics South China Limited | <p>Post Date 21-Mar-14 Employer Ref. jdb0117 jobsDB Ref. JHK100003002752;</p> <p>An international logistics company in Kwai Fong is looking for:</p> <hr/> <p style="text-align: center;">Operations Manager</p> <hr/> <ul style="list-style-type: none">• Managing daily operation & documentation for shipments to/from HK/China and overseas with shipping line/ customers/ overseas agents and China Offices• Assist to allocate company resource and human resource to support daily operation & company growth• Good relationship with the carriers for Europe and TP trades <ul style="list-style-type: none">• F. 5 or above, degree holder of Logistics in major is preferred• At least 3 years experience at managerial in freight forwarder field• Excellent of written and spoken English and good Mandarin• Excellent communications skills to overseas and customers <p>Benefits:</p> <ul style="list-style-type: none">• 13th month salary• Performance bonus• Medical & Dental Insurance <p>To apply, please send expected salary to [redacted] and copy to: [redacted] to obtain application</p> | A |
| 201406302 | Yanchang Petroleum International Limited | <p>Human Resources & Administration Officer jobsDB Hong Kong</p> <p>Post Date 21-Mar-14 jobsDB Ref. JHK100003002752989</p> <p>We are the Hong Kong Office of a well-established PRC based company located in Admiralty with size of around 15 staff. To cope with our business expansion, we are seeking for high caliber applicants for the following positions:</p> <hr/> <p style="text-align: center;">Human Resources & Administration Officer</p> <hr/> <p>Job Duties:</p> <ul style="list-style-type: none">• Handle full spectrum of human resources functions and duties including payroll, staff recruitment & evaluation, compensation & benefits, insurance and employees' relations and activities• Review, formulate and implement human resources, compensation and benefits strategies, policies and procedures to meet the Company's business objectives• Advise and enforce human resources and administration policies and procedures• Assist on flight and hotel booking and travel insurance arrangements for directors and/or senior executives of the Company• Perform general office administration duties and provide other ad hoc administrative support as necessary• Provide supervision and coaching to the receptionist in performing her daily job duties <p>Requirements:</p> <ul style="list-style-type: none">• Degree Holder in Human Resources Management or related disciplines• 5 years' relevant working experience• Familiar with the Hong Kong Employment Ordinance• Excellent command of Mandarin, Cantonese and English• Proficient in MS Word, Excel, PowerPoint and Chinese Word Processing• Excellent communication and interpersonal skills with parties internally and externally• Well-organized, detailed-minded and able to work independently• Self-motivated, a good team player, strong sense of responsibility and good communication skills• Immediate available is preferred <p>Email: [redacted]</p> | A |

| Case No. | Employer | Advertisement | Category of response * |
|-----------|-----------------------------|---|------------------------|
| 201406303 | Impro International Limited | <p>Post Date 21-Mar-14 Employer Ref. HK-SA01/2014 jobsDB Ref. JHK109003002751839</p> <p>We are a leading manufacturer of engineered castings and precision machined products. Our products are widely distributed to global leaders in automotive, marine, heavy-duty and high horsepower engines, aerospace, health care and renewable energy industries. We are inviting high caliber candidate for the following position :</p> <hr/> <p style="text-align: center;">Sales Administrator (Ref. HK-SA01/2014)</p> <hr/> <p>Responsibilities :</p> <ul style="list-style-type: none"> • To provide administrative support to sales team • To prepare quotation, keep track of project status and logistics arrangement • To compile data analysis and report for management review • To maintain database and documentary control • To work closely with China team and overseas office <p>Requirements:</p> <ul style="list-style-type: none"> • Diploma holder in Business Administration or related discipline • Minimum 5 years relevant working experience • Excellent communication and interpersonal skills • Previous experience in trading & manufacturing and international working environment • Highly proficiency in MS Office • Good command of spoken English and Mandarin, a good listener and facilitator internally and externally • Knowledge of SAP would be an advantage • Self-motivated and responsible • Good team player with positive attitude <p>We offer attractive remuneration package to the right candidate. Interested parties please send your full resume, stating job reference number, present and expected salary and availability by email to [REDACTED]</p> <p>All information received will be treated in strict confidence and only for recruitment purpose.</p> | A |
| 201406307 | Hing Man (Lee's) Ltd | <p>Posted on 21/03/2014 Job Ref.: CT3085406-01#0007 </p> <hr/> <p>An expanding Brassiere Wire & Accessories Manufacturing Trading Co invites application of following post:</p> <div style="background-color: #e0e0e0; padding: 5px; text-align: center;"> <p>Sales Dept – Sales Executive Job Ref.: CT3085406-01#0007</p> </div> <ul style="list-style-type: none"> • F.7 or above • Good communication & presentation skill • Fluent in spoken & written English & Mandarin • Required 3 days per week in Zhao Qing • Immediate Available (MUST) • Work location: Tai Wai / Zhao Qing <p>5.5 days, Public holiday, MPF, Medical, Year-end double pay, Bonus, Commission</p> <p>Please CV with expected salary by email to [REDACTED] for interview.</p> | C |

* Description of categories in paragraph 11 of the investigation report. A - Admission; B - Ignorance; C - Blaming the recruitment media; and D - Defence

| Case No. | Employer | Advertisement | Category of response * |
|-----------|-----------------------------|--|------------------------|
| 201406308 | BY Y.B. Studio Asia Limited | <p>Posted on 21/03/2014 Job Ref.: CT3086108-01#0003 </p> <hr/> <p>A concept store locate at JCCAC under western management, to cope with our continuous growth, we are looking for energetic candidates to join us as:</p> <div style="text-align: center; background-color: #f0f0f0; padding: 5px; margin: 10px 0;"> <p>Product Development Designer Job Ref.: CT3086108-01#0003</p> </div> <ul style="list-style-type: none"> • Diploma holder in Fashion / Product Design or related disciplines • Strong on colour sense, new material, technique, graphic and accessories • Sensitive on market trends & Strong fashion sense with creative mind and open for all the possibility. • Strong management and communication skills • Proficient in Macintosh, Illustrator and Photoshop <p>Competitive remuneration package will be offered to right candidate. Full Time or Part Time or Freelance require. If you are interested in a long term and stable employment, please send full resume with expected salary to ██████████ attention ██████████ for interview.</p> | B |
| 201406309 | BY Y.B. Studio Asia Limited | <p>Posted on 21/03/2014 Job Ref.: CT3086108-01#0002 </p> <hr/> <p>A concept store locate at JCCAC under western management, to cope with our continuous growth, we are looking for energetic candidates to join us as:</p> <div style="text-align: center; background-color: #f0f0f0; padding: 5px; margin: 10px 0;"> <p>Assistant Project Coordinator Job Ref.: CT3086108-01#0002</p> </div> <p>Responsibilities</p> <ul style="list-style-type: none"> • Provide administrative and logistic support to the development team while participating in all development activities including donor and public relations events, exhibitions, and others • Provide support services for the solicitation of donations, including effective enquiry handling and donation processing • Continually update and correct database records • Coordinate and participate in the productions and distribution of all fundraising, promotion and communication materials, including quarterlies, bi-monthly e-newsletters, promotion mails and etc. • Maintain and update website, facebook and other internet resources • Assist in the handling of media and public relation materials • Keep proper records and generate reports • Perform other duties as assigned by the head of the team from time to time <p>Requirements</p> <ul style="list-style-type: none"> • F.5 or above with 2 years relevant working experience, NGO experience preferred • Proficiency in Microsoft Office (Word, Excel, PowerPoint, Access), Photoshop & Dreamweaver (i.e. html code), database knowledge and skills on different internet resources (webpage, facebook and E-marketing etc.) are essential • Strong verbal and written communications skills • Must work well with others and work independently with little supervision • Self-motivated, well-organized, hardworking and meticulous • Strong initiative, mature, committed to work and have a strong sense of responsibility • Commitment to the mission of the organization • 5 and a half working days including Sun & public holidays • Immediately available is preferred <p>Competitive remuneration package will be offered to right candidate. Full Time or Part Time or Freelance require. If you are interested in a long term and stable employment, please send full resume with expected salary to ██████████ attention ██████████ for interview.</p> | B |

* Description of categories in paragraph 11 of the investigation report. A - Admission; B - Ignorance; C - Blaming the recruitment media; and D - Defence

| Case No. | Employer | Advertisement | Category of response * |
|-----------|-----------------------------|--|------------------------|
| 201406310 | BY Y.B. Studio Asia Limited | <p>Posted on 21/03/2014 Job Ref.: CT3086108-01#0001 </p> <hr/> <p>A concept store locate at JCCAC under western management, to cope with our continuous growth, we are looking for energetic candidates to join us as:</p> <div style="text-align: center; background-color: #f0f0f0; padding: 5px;"> <p>Shop Keeper or Shop Associate Job Ref.: CT3086108-01#0001</p> </div> <p>Requirements:</p> <ul style="list-style-type: none"> • F.3 with 3 years retail working experience • Self-initiative with pleasant personality, hardworking and good communication skills • Willing to learn, mature and responsible • Good command of spoken English, Chinese and Mandarin • Experience with Retail Pro would be an advantage <p>Working Schedule:</p> <ul style="list-style-type: none"> • 4 - 5 working hours per day • Shifts in Saturday, Sunday and Public Holidays <p>Competitive remuneration package will be offered to right candidate. If you are interested in a long term and stable employment, please send full resume with expected salary to [REDACTED] or directly to [REDACTED] at [REDACTED] for interview.</p> | B |
| 201406311 | BY Y.B. Studio Asia Limited | <p>Posted on 21/03/2014 Job Ref.: CT3086108-01#0004 </p> <hr/> <p>An International Fashion Trading Firm under western management, to cope with our continuous growth, we are looking for energetic candidates to join us as:</p> <div style="text-align: center; background-color: #f0f0f0; padding: 5px;"> <p>Fashion Assistant Merchandiser Job Ref.: CT3086108-01#0004</p> </div> <ul style="list-style-type: none"> • Form 5 or above (T.I./University, Polytechnic Graduate preferable); • 2 years working experience in garment field; • Good PC knowledge; • Good command of spoken and written English & Mandarin; • Willing to travel to China; <p>Competitive remuneration package will be offered to right candidate. Full Time or Part Time or Freelance require. If you are interested in a long term and stable employment, please send full resume with expected salary to [REDACTED] attention [REDACTED] for interview.</p> | B |

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