

## THEi - FMH Career Fair 2018

## Vacancies List - HKJC

Job Title	Job Nature	Job Type	Work Location	Roles and Responsibilities	Requirement/Qualifications
Waiter / res	F&B Operations	Graduate Positions	Sha Tin and Happy Valley Racecourses	Responsible for the Food & Beverage Services in the restaurants at Racecourses Assist in general restaurant operations Assist in stock control and replenishment of the working area Ensure the service quality and ISO22000 / HACCP standard meet with requirement	Graduates from related studies, with relevant internship / working experience an advantage but not necessary
Sports & Leisure Attendant / Officer	Recreation / Sport & Leisure Operations	Graduate Positions	Happy Valley Clubhouse	Assist in the operations of the recreation facilities and leisure activities Handle Members' enquiries Stock control and ordering of amenities Ensure the safety and hygiene guidelines is followed Prepare daily report	Graduates from related studies, with relevant internship / working experience an advantage but not necessary
Catering Support Services Assistant	F&B Operations	Graduate Positions	Sha Tin and Happy Valley Racecourses	Provide administration support to Manager in the Catering Support Services Department Responsible for the supervision of cleanliness and hygiene and ensure that the hygiene and cleaning standards are maintained Stock control and ordering of amenities Assign Part-time staff duty and rosters	Graduates from related studies, with relevant internship / working experience an advantage but not necessary
Facilities Service Assistant	Property / Facilities Management	Graduate Positions	Sha Tin and Happy Valley Racecourses	Provide facilities services and administrative support to the Corporate Facilities Services team Prepare electronic notice board, meeting room set-up, prepare festival decoration Co-ordinate part-time staff daily duty and roster Assist supervisors in assigned jobs Work on public holidays or weekends occasionally	Graduates from related studies, with relevant internship / working experience an advantage but not necessary
Part Time Waiter/res	F&B Operations	Part Time Job	Sha Tin / Happy Valley	Responsible for the Food & Beverage Services in the restaurants at Racecourses Assist in general restaurant operations	6 months of relevant experience. Candidate will less experience can apply for Waiter/res Trainee (\$54), promotion will be given after 20 duties with satisfactory performance.
Part Time Cashier	F&B Operations	Part Time Job	Sha Tin / Happy Valley Racecourses	Handle cash/Octopus/Visa transaction Assist in general restaurant operations	6 months of relevant experience.
Part Time Cook II (Western / Chinese)	F&B Operations	Part Time Job	Sha Tin / Happy Valley Racecourses	Working in the Chinese / Western kitchen, assist in food production and refill dishes at buffet tables	Students from related studies, and completed the first year internship
Part Time Server (Fast Food)	F&B Operations	Part Time Job	Sha Tin / Happy Valley Racecourses	Assist in the general operations of the Fast Food sections at the Racecourses, deliver food/meals to customer at food counters	Nil