

Assistant Manager (Fuel Supplies)
(Ref. No. GCD-CS-AMFS-COW)

Responsibilities:

Reporting to the Senior Manager, the appointee will mainly perform the following responsibilities:

- To assist in formulating and executing fuel procurement strategy
- To conduct regular fuel market analysis, and evaluate different types of fuel and commodities before entering into relevant agreements
- To coordinate with stakeholders for timely supply of fuel and commodities, payment processes and other contract administrative matters
- To conduct quality assurance for the fuel and commodities supplied to the Company, and carry out related overseas visits when necessary

Requirements:

- Bachelor's Degree in Engineering, Science or related disciplines with Level 4 or above in HKDSE English and Chinese
- A minimum of 8 years' relevant work experience, preferably in energy and fuel industry
- Knowledge of power plant operation or shipping processes an advantage
- Good PC skill and knowledge of MS Office
- Good command of English and Chinese (including Putonghua) languages, both spoken and written

Working Location: Admiralty

Candidates with less relevant experience may be considered for the position of Senior Officer (Fuel Supplies).

Application:

If you are interested in this position, please send your resume and the [Application Form \(in PDF format\)](#) to the Human Resources Division, The Hongkong Electric Co., Ltd. at recruit@hkelectric.com. Please also visit our website to know more about our Company <http://www.hkelectric.com>.

Important: To facilitate our easy tracking, please use a unique file name for all attachments and your email subject box in this format: GCD-CS-AMFS-COW-Last Name First Name Other Names (if applicable)

Applicants not invited for interview within two months from the application date may consider their applications unsuccessful. All unsuccessful applications will be kept for six months after the date of this advertisement.

We are an equal opportunity employer. Personal data provided by job applicants will be treated in strictest confidence and used only for recruitment-related purposes in accordance with the laws and ordinance of the HKSAR.

(本項職位空缺只備英文版本)