Opportunities in Education Administration

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MANAGER - ASSESSMENT DEVELOPMENT, HKEAA
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Education Background

➢ Bachelor in Computer Science (HKU)
➢ Master in Education (Curriculum Studies) (HKU)
➢ Certificate/Diploma/Short Courses:
  ➢ LLB
  ➢ Project Management Professional (PMP)
  ➢ ISO 9001 audit and 27001
  ➢ Translation
Working experience

➢ Full-time:
  ➢ Teacher/Instructor in 3 different kinds of schools/institutes
  ➢ Manager-Assessment Development, HKEAA

➢ Part-time:
  ➢ Computer instructor
  ➢ Technical advisor (ERB)
  ➢ Specialist (HKCAAVQ)
  ➢ Assessment consultant, judges, etc.
Job opportunities in Education

Private Sector

Public Sector

Self-financing

Govt. funding
Private Sector

Administration / teaching in

- international schools (e.g. ESF*, Montessori Kindergarten)
- supplementary schools (e.g. Beacon College, Wise Children Ed. Centre早慧)
- exam/qualification institutes (e.g. The CFA* Institute)
- education teams of commercial enterprises (e.g. Microsoft, Cisco)
- education service/equipment providers (e.g. Speedy Group (700+ staff))
- startup companies (e.g. Snapask)
- various learning centres for ballet, drama, sports, etc.

* English Schools Foundation (ESF)
  Chartered Financial Analyst (CFA)
Public Sector: self-financing

Administration / teaching in

- self-financing post-secondary schools (e.g. YMCA of HK, Carita, universities)
- statutory bodies* (e.g. ERB, HKEAA, HKCAAVQ, ICAC, Office of the Ombudsman)

* The Employees Retraining Board (ERB)
  The Hong Kong Examinations and Assessment Authority (HKEAA)
  The Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ)
Public Sector: Government funding

- **Mainstream:**
  - Subsidised schools, DSS schools, govt. schools, grant schools, caput schools
  - CDI, EDB

- **others:**
  - Special needs schools
  - Education divisions in various sponsors such as Tung Wah Group, Po Lung Kuk, Carita & Sik Sik Yuen.
  - Education institutes such as Ho Koon Nature Education cum Astronomical Centre (Sponsored by Sik Sik Yuen)
# Teacher ➔ Manager

<table>
<thead>
<tr>
<th>Teacher</th>
<th>Manager</th>
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<tbody>
<tr>
<td>Mainly deal with students, parents &amp; colleagues (&lt;50)</td>
<td>Mainly deal with teachers, schools &amp; stakeholders (&gt; 1000 in total)</td>
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<td>Routine teaching work &amp; school admin.</td>
<td>Admin. work in the dynamic environment/variables</td>
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<td>Better renumeration in general</td>
<td>Renumeration by performance</td>
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<td>Annual leaves – plentiful, rigid</td>
<td>Annual leaves - flexible</td>
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Education Administration

Advantages:
- Teaching experience
- Experience in schools/institutes administration
- People skills
Case study 1 (CDI, EDB)

- Mainly work in Curriculum Development, Regional Education Offices, Quality Assurance
- 5-7 years teaching/working experience (Curriculum Development Officer)
- Establishment/contract term
Case study 2 (HKEAA)

- Exam admin. / assessment development
- >= 1 year working experience (Assistant Officer)
- >=5 years working experience (Manager)
- Job-hopping:
  - SPACE, SPEED, SCOPE, etc.
  - Registry in universities
  - ERB, HKCAAVQ
  - The CFA Institute, ICAC (Community Relations Dept), Office of the Ombudsman
Thank you!