

Company Description

Consumer Search Hong Kong Limited (CSG) is a professional market research consultancy established in Hong Kong in 1982.

With the commissioning of a "Drug Use Survey among Students" by the Narcotics Division, the Security Bureau, CSG is looking for (i) at least 150 **part-time statistical officers** and (ii) one **project executive (contract base)** to help look after the survey execution.

The Survey, with the objective to understand students' knowledge of and attitude towards the use of alcohol, tobacco and drugs, will be conducted among primary, secondary and post-secondary students of the local and international schools/ institutions during the enumeration period in September 2017 to June 2018.

Job Responsibilities

- Attend briefing for the main survey
- Provide instructions/ guidance to students and handle queries during pre-arranged classroom sessions. The main purpose is to provide on-site support to students in completing the survey questionnaires.
- Advise the project team on your availabilities for effective planning of the project schedules.
- Other than the above-mentioned responsibilities, additional duties for the project executive (contract base) will also include (i) the coordination of survey schedule with representatives of participating schools, (ii) the execution of effective alignment of resources for each school commitment, (iii) the monitoring of the survey progress using a batch control mechanism and (iv) the implementation of quality assured operations flow of the entire survey.

Qualities of Candidates

- Good communication and problem-solving skills
- Able to speak fluent Cantonese and English, other languages (e.g. Korean, Japanese and French) would be an advantage
- An organized and responsible person
- Related education work experience will be a plus

Salary

Part-time statistical officers: \$50-\$55 per school hour plus travel

Project executive (contract base): \$10,000 per month plus discretionary performance bonus

Interested candidate should email CV as soon as possible to robert.li@csg-worldwide.com with job references as follows:

- Part-time statistical officers: HKU/nd2017/SO
- Project executive (contract base): HKU/nd2017/PE