



Home of Loving Faithfulness

Kwu Tung, Sheung Shui, NT

Home Manager

Responsibilities

- To oversee and monitoring the daily service operation of the service units
- To provide supervision and support to multi-disciplinary professions and team members and monitor their performance
- Planning, organizing and implementing social activities programme for service users
- To oversee the accounts
- Develop and implement care plan and skill training, including proposal writing and oversee case management
- Building good relationship with external organizations: schools, training centres and other government departments
- To fulfill SWD requirements

Requirements

- 1) Bachelor's degree in Administrative Management or Project Management with at least 6 years' working experience in residential care home for people with disabilities

OR

- 2) Registered Social Worker with Bachelor's degree, with at least 6 years' working experience in residential care home for people with disabilities
 - Good knowledge in assigning work schedules for service team
 - Strong problem-solving skills with strategic thinking
 - Strong leadership with serving heart, team building skills and excellent interpersonal communication skills
 - Fluency in written and spoken Chinese and English

Interested parties, please send your application with full resume to the Senior Manager by email jobs@holf.org.hk