

Media Fam Facilitators Recruitment (Freelance basis)

Each year, the Hong Kong Tourism Board (HKTb) caters around 200 media fam visits from Mainland and overseas. Through the travel features and TV programmes they create, HK's image and our fascinating attractions can be exposed and showcased to travelers worldwide. The HKTb is looking for candidates who are passionate about Hong Kong and able to provide professional escort services and filming assistance to our visiting media guests.

Your responsibilities

- Escort Mainland and overseas media groups and facilitate them to experience different tourism offerings in Hong Kong.
- Provide professional advice, assistance and product information to media.
- Provide simultaneous interpretation service during media visit/ filming in Hong Kong.
- For TV filming, MFFs are required to provide filming support including but not limited to advising the best filming locations and providing on-site coordination.
- Be willing to work long and flexible hours.

Our requirements

- F.5 graduate or above;
- Fluent in Cantonese and one foreign language;
- Good knowledge of Hong Kong's tourism products and lesser-known local culture;
- At least one year relevant working experience in handling media tour;
- Experience in supporting TV program filming will be an advantage;
- Willing to work long and flexible hours
- Excellent interpersonal and communication skills;
- Interested in meeting people from different cultures;
- Passion about introducing Hong Kong;
- Responsible, independent and possess strong problem-solving skill; and
- Must be a licensed tour guide registered under the Hong Kong Travel Industry Council (TIC).

Foreign languages requested

- English, French, Russian, Mandarin, Japanese, Korean, Thai and Bahasa

Application method

- (1) Download the Application Form.
- (2) Send the form to PR-Recruit@hktb.com; or
- (3) Mail it to the following address:

Agnes Chang
Manager, Public Relations

Hong Kong Tourism Board
11/F Citicorp Centre
18 Whitfield Road
North Point, Hong Kong

Application Deadline: 16 February 2015

Only shortlisted applicants will receive our notice for interview. The applicant may consider his/her application unsuccessful if no interview notice is received by 2 March 2015.

Hong Kong Tourism Board
Application for Media Fam Facilitator (Freelance basis)

(Confidential)

- 1) English Name: Mr/ Ms _____
- 2) Chinese Name: _____
- 3) TIC License No.: _____
- 4) Contact Tel. No.: _____
- 5) Email Address: _____
- 6) Education: (Secondary / University / Professional Studies)

Name of School	From (Month/Year)	To (Month/Year)	Highest Level Attained	Certificates Awarded (give dates)

7) Relevant Work Experience:

Job Nature (e.g. Media Tour, Travel Program or Movie Filming)	Period	Your Responsibilities

8) Professional and Technical Qualifications (indicate grade of membership):

9) Language / Dialect Ability (indicate fluency):

Spoken		Written	
Cantonese	Fair/Good	Cantonese	Fair/Good
English	Fair/Good	English	Fair/Good
Mandarin	Fair/Good	Mandarin	Fair/Good
Other Languages (please be specific)		Other Languages (please be specific)	Fair/Good
_____	Fair/Good	_____	Fair/Good

10) Special Knowledge of Hong Kong's Local Culture:

- | | | |
|-----------------------------------|---|---------------------------------|
| <input type="checkbox"/> Heritage | <input type="checkbox"/> Feng Shui | <input type="checkbox"/> Sports |
| <input type="checkbox"/> Greenery | <input type="checkbox"/> Arts and Culture | _____ |
| <input type="checkbox"/> Shopping | <input type="checkbox"/> Chinese Traditions | <input type="checkbox"/> Others |
| <input type="checkbox"/> Food | <input type="checkbox"/> Tai Chi | _____ |
| <input type="checkbox"/> Kung Fu | <input type="checkbox"/> Health | |

11) Have you or any of your family members worked with the HKTB previously, or are you doing so currently? If yes, when?

Personal Information Collection Statement

The information provided will only be used for applying for the post of Media Fam Facilitator, and will not be given to any other party who is not authorized to read it.

I certify that the particulars contained above are true, to the best of my knowledge and belief. I understand that if I willfully give false information or withhold any material information, it will render me liable to disqualification from application.

Date _____

Signature _____