



Recruitment Post Information Sheet

Employer Information

Company Name (in English)*	
Company Name (in Chinese)	
Business Nature (E&M, Housing etc.)	
Industry (e.g. consultant, contractor, etc.)	
Brief Introduction of the Company (Please provide website if applicable)	

Details of Recruitment

Position & Responsibilities*	
Employment Mode (Full Time / Part Time) ; (permanent / contract base)	
Minimum Academic Qualifications Requirement	
Relevant Working Experience Requirement	
Other Requirements	
Salary and Fringe Benefits	
Location	
Contact Person* (Please provide your contact number / email address)	
Application Deadline	

* Indicates required field

REMARKS:

1. By filling this form, you are deemed to have accepted the Terms and Conditions, and Privacy Policy
2. Please submit the completed information sheet to general@aibe-edu.org
3. The recruitment post would be publicized on "Professional Career Corner" at AIBE website (www.aibe-edu.org).
4. Asian Institute of Built Environment reserves the right to cancel a recruitment post if there are difficulties arising.
5. All application documents will be archived as recruitment files, in which connection; the data will thereafter be handled by Asian Institute of Built Environment staff.
6. Under the provisions of the Personal Data (Privacy) Ordinance, the company filling the information sheet has the rights to request access to, and to request the correction of, their personal data. A written request should be submitted to Asian Institute of Built Environment.

APPLICANT DECLARATION

1. I declare that the information given is accurate to the best of my knowledge.
2. I authorize Asian Institute of Built Environment to obtain, and to release, further information if necessary.
3. I understand that provision of any false or misleading information therein shall lead to REMOVAL of recruitment post without notice.

I sign to confirm I have read and understood above terms and declarations.

Signature _____

Date _____