



The Society for the Prevention of Cruelty to Animals (HK) is now seeking a dynamic and creative individual who wishes to use his/her experience and skills to make a meaningful and vital contribution to the welfare of animals.

Contract Fundraising Assistant (1 year contract) – Outdoor

RESPONSIBILITIES

- Arranging duty roster of Part-time Fundraising Assistants
- Product sales
- Shifting around Charity Sales counters for stationed staff's break time
- Assisting and monitoring product refilling process
- Maintaining tidiness of product storage area
- Reporting daily sales figures
- Collecting customers' feedbacks on products and reporting to Fundraising Officer
- Collecting customers' information and competitive activities at street fundraising

REQUIREMENTS

The successful candidate is expected to have the following requirements: -

- F. 5 or above.
- Working experience in CS, product selling or telemarketing is preferable.
- Good command of written and spoken Chinese and English.
- Self-motivated, team player, highly energetic and outgoing.
- Be able to take shift outdoor duty in different locations throughout HK,
- Kowloon and New Territories and on weekdays, public holiday/weekend

All information collected is for recruitment purpose only. Please submit your full resume to The Human Resources Manager, SPCA (HK), 5 Wan Shing Street, Wanchai, HK or Email to hr@spca.org.hk.