



Non-Civil Service Vacancy

DEPARTMENT OF HEALTH

Senior Adviser (Salary: \$127,700 per month **plus end-of-contract gratuity)**

Entry Requirements:

Candidates should –

- (a) have a Doctoral Degree in related subjects [Note (1)] from a university in Hong Kong or an equivalent degree from a university outside Hong Kong with at least ten years' relevant post-graduate experience, including at least five years' experience in one or more medical products regulatory authorities conducting assessment of pharmaceutical products for clinical trial authorisation or marketing authorisation [Note (2)];

OR

- (b) have a Master's Degree in related subjects [Note (1)] from a university in Hong Kong or an equivalent degree from a university outside Hong Kong with at least 15 years' relevant post-graduate experience, including at least five years' experience in one or more medical products regulatory authorities conducting assessment of pharmaceutical products for clinical trial authorisation or marketing authorisation [Note (2)];

AND

- (c) have good command of both written and spoken English.

Candidates possessing the following will be an advantage –

- (i) working experience in World Health Organization (WHO) stringent authority or WHO-listed authority;
- (ii) with medical degree and experience in conducting clinical benefit-risk assessments and formulating policies for safety surveillance, pharmacovigilance, and risk mitigation strategies across the product lifecycle;
- (iii) experience in conducting technical evaluation of Chemistry, Manufacturing, and Controls (CMC) dossiers for pharmaceutical products, highly preferably with experience on the evaluation of CMC of biological products and Advanced Therapy Products (ATPs);
- (iv) experience in developing regulatory guidelines or procedures aligned with International Council for Harmonisation of Technical Requirements for Pharmaceuticals for Human Use (ICH) standards; or

- (v) participation in regulatory forums, scientific advisory committees, or international technical working groups, including but not limited to ICH or WHO; or
- (vi) good command of written and/or spoken Chinese (Cantonese and/or Putonghua).

[Notes:

- (1) *Related subjects include Biology, Biomedical Engineering, Biomedical Sciences, Biotechnology, Cell and Molecular Biology, Chemistry, Clinical Pharmacology, Clinical Toxicology, Epidemiology and Biostatistics, Medicine, Microbiology, Pharmaceutical Science, Pharmacology, Pharmacy or Toxicology.*
- (2) *Relevant experience refers to experience attained in medicine or in the pharmaceutical field including research and development of medicines, conducting clinical trials of medicines, preparation or evaluation of regulatory submissions, developing guidelines for evaluation of data for regulatory submissions, etc.]*

Duties:

A Senior Adviser is mainly deployed on –

- (a) providing professional advice on the design and implementation of the registration system for pharmaceutical products under the primary evaluation approach;
- (b) designing and delivering structured mentorship programs to build the technical competence of officers in Drug Office;
- (c) developing and maintaining technical standards and regulatory guidance for the registration of innovative medical products, ensuring alignment with international benchmarks;
- (d) leading critical appraisal of clinical data for registration and clinical trial applications, conducting comprehensive benefit-risk assessments, preparing assessment reports, and formulating lifecycle safety surveillance and pharmacovigilance strategies; and/ or providing expert leadership in the scientific evaluation of CMC components for biological products and ATPs, ensuring compliance with established international regulatory standards; and
- (e) performing any other duties as assigned by seniors.

(Remark: May be required to perform on-call duties or work outside normal office hours.)

Terms of Appointment:

Successful candidates will be appointed on non-civil service contract terms up to 12 months. Renewal of contract will be subject to the service need of the Department and the performance of the candidate.

Fringe Benefits:

- (a) An end-of-contract gratuity may be granted upon satisfactory completion of the contract with consistently high standard of performance and conduct. The amount of gratuity payable will be the sum which, when added to the Government's contribution to a Mandatory Provident

Fund (MPF) scheme in respect of the appointee as required by the MPF Schemes Ordinance (Cap. 485), equals to 15% of the total basic salary drawn during the contract period.

- (b) Candidates appointed are eligible for 14 days' paid annual leave. Rest days, statutory holidays (or substituted holidays), annual leave, maternity/paternity leave and sickness allowance, where appropriate, will be granted in accordance with the provisions in the Employment Ordinance (Cap. 57). For a contract period of less than 12 months, the paid annual leave entitled will be calculated on a pro-rate basis.

Contact Address, Enquiry Tel. No. and Email:

Address: Appointments Section, Department of Health, Room 1807, 18/F, Wu Chung House,
213 Queen's Road East, Wan Chai, Hong Kong
Tel.: 2961 8525
Email: appts_registry3@dh.gov.hk

Closing Date for Application:

3 August 2026 (Monday)

General Notes:

- (a) Candidates who are permanent residents/non-permanent residents of the Hong Kong Special Administrative Region are eligible to apply for this position. Candidates who are not permanent residents will be appointed only when no suitable and qualified candidates who are permanent residents are available.
- (b) As an Equal Opportunities Employer, the Government is committed to eliminating discrimination in employment. The vacancy advertised is open to all applicants meeting the basic entry requirement irrespective of their disability, sex, marital status, pregnancy, age, family status, sexual orientation and race.
- (c) Non-civil service vacancies are not posts on the civil service establishment. Candidates appointed are not on civil service terms of appointment and conditions of service. Candidates appointed are not civil servants and will not be eligible for posting, promotion or transfer to any posts in the Civil Service.
- (d) The entry pay, terms of appointment and conditions of service to be offered are subject to the provisions prevailing at the time the offer of appointment is made.
- (e) Where a large number of candidates meet the specified entry requirements, the recruiting department may devise shortlisting criteria to select the better qualified candidates for further processing. In these circumstances, only shortlisted candidates will be invited to attend recruitment examination and/or interview.
- (f) It is Government policy to place people with a disability in appropriate jobs wherever possible. If a disabled candidate meets the entry requirements, he/she will be invited to attend the selection interview/written examination without being subject to further shortlisting. Applicants who have declared disabilities found suitable for appointment may be given an appropriate degree of preference over other applicants whose suitability for appointment is considered comparable to that of the former. The Government policy and other related measures on employment of persons with disabilities are set out in the booklet "*Employ People Based on Their Abilities – Application for Government Jobs by Persons with Disabilities*" which is available for reference on the Civil Service Bureau's website at <https://www.csb.gov.hk> under "Administration of the Civil Service – Appointments".

- (g) Holders of academic qualifications other than those obtained from Hong Kong institutions/Hong Kong Examinations and Assessment Authority may also apply but their qualifications will be subject to assessments on equivalence with the required entry qualifications. They should submit copies of their official transcripts and certificates by email (appts_registry3@dh.gov.hk).
- (h) Non-civil service vacancies information contained in this column is also available on the GovHK on the Internet at <https://www.gov.hk>.
- (i) Towards the application deadline, our on-line system would likely be overloaded due to large volume of applications. To ensure timely completion of your on-line application, it is advisable to submit the application as early as possible.

How to Apply:

The application period for the post of Senior Adviser is from **21 July 2026 (Tuesday) to 3 August 2026 (Monday)**. Applicants must apply on-line through G.F. 340 Online Application System of the Civil Service Bureau (<https://www.csb.gov.hk>). Applicants must state in detail their requisite qualification attainments and relevant post-graduate working experience in the application forms. Applications which are incomplete or submitted in person, by post, by fax or by email will not be accepted.

Applicants are required to submit copies of the relevant transcripts / diplomas / certificates / other qualification documents by email **on or before 10 August 2026 (Monday)**. The on-line application number and the title of the position being applied for should be quoted in the email and copies of the supporting documents. If candidates fail to provide the supporting documents as required, their applications will not be considered.

Applicants should provide their email addresses on the application forms. Candidates who are selected for recruitment examination / interview will normally receive an invitation (by email or by post) in about ten weeks from the closing date for application. Those who are not invited for recruitment examination / interview may assume that their applications are unsuccessful.