



Hong Kong Institute of
Certified Public Accountants
香港會計師公會

The Hong Kong Institute of Certified Public Accountants is recognized globally as the pre-eminent body of top-tier accountants that leads and serves businesses and the public interest of Hong Kong. At the Institute, we say a CPA is a "success ingredient" in a career, in the business world, and in society as a whole. In building a strong accounting profession, the Institute helps to establish and continuously enhance Hong Kong's reputation as a world-class financial centre.

To meet our business development needs, we are inviting high calibre professionals to join us for the following position:

ASSOCIATE DIRECTOR – SUSTAINABILITY REPORTING, ASSURANCE AND ETHICS, STANDARD SETTING (Ref: AD-SSD)

The Institute is the only statutory standard setter in Hong Kong responsible for the development and maintenance of accounting, sustainability disclosures, auditing and assurance as well as ethical standards for professional accountants in Hong Kong. In light of the Institute's expanded remit to develop sustainability disclosure standards for accountants in Hong Kong, the incumbent plays an active role to lead the Institute's activities in an area that is central to maintaining the first class international profile of Hong Kong and the Institute.

Reporting to the Director and/or Deputy Directors of Standard Setting, successful candidates will provide a full range of support in the development, maintenance and execution of standard setting work of the Department.

Role and Responsibilities

1. The focus of the role will be on sustainability reporting, its connection with financial reporting, sustainability assurance and ethics based on the standards published by the ISSB, IASB, IAASB and IESBA respectively; together with implementation support on their application.
2. Provide technical and administrative support to the committees and other advisory panels managed by the Department, including the preparation of high quality meeting papers, minutes and/or presentation materials for outreach activities.
3. Draft guidance, articles, standards and other materials as well as prepare webcasts (or through other media) relating to current and proposed Hong Kong and International standards relating to sustainability disclosures, financial reporting, auditing & assurance and ethics, and oversee their publication according to due process.
4. Liaise with local stakeholders (e.g. the government, regulators, preparers, investors, academics and practitioners) as well as national and international standard setters and other relevant stakeholders to facilitate the implementation of new and revised professional standards and address relevant emerging issues.
5. Conduct research and provide robust technical analysis on professional standards as well as other consultation documents relating to current and emerging sustainability reporting, financial reporting, sustainability assurance and ethical matters.
6. Participate at domestic and international meetings.
7. Respond to technical enquiries from Hong Kong stakeholders in relation to sustainability reporting, financial reporting, sustainability assurance and ethical issues.
8. Assist in preparing the department's training plans.

9. Liaise with external and internal parties on administrative matters related to the technical work of the Department.
10. Perform other duties assigned by the Director and Deputy Directors of Standard Setting.

Qualifications and Attributes

- A minimum of 8 to 10 years' experience gained in an accounting professional practice, a national/ international standard setter, a professional accountancy body, a corporate, academia or relevant research bodies.
- Experience in sustainability reporting, sustainability assurance, technical accounting and/or audit would be an advantage.
- Strong technical and analytical skills in professional standards on sustainability disclosures, accounting, audit & assurance as well as ethics, including demonstrated ability in critical thinking and ability to challenge feedback gathered during outreach activities.
- Communicates clearly and effectively with diverse audiences, including the ability to liaise with senior members/ stakeholders within and outside the Institute.
- Excellent written and oral communication skills in English. Good command of Putonghua and/or Cantonese would be an advantage.
- Assertive, decisive, self-motivated and confident in dealing with general public/ stakeholders on simple and complex technical matters.
- Well-organised, able to work independently and in teams.
- Has a keen interest in public interest issues and has the ability to ascertain public interest dimensions of technical issues to arrive at a balanced view.

Note: Candidates of high calibre would be considered for the position at the level of Deputy Director.

Applications should be marked "**Confidential**" quoting the reference [AD-SSD] explaining, with examples, how the applicant meets the advertised qualifications and required attributes, and includes details of education, work experience, present and expected salaries, contact telephone number and earliest available date. Please apply in writing to the Head of Human Resources, Hong Kong Institute of Certified Public Accountants, 37/F, Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong or by email to hr@hki CPA.org.hk.

Personal data provided will be used for recruitment purpose only.

For more information, please visit our website at www.hki CPA.org.hk.