



GIA®

GIA Hong Kong Limited
3rd Floor, New World Tower II
18 Queen's Road Central, Hong Kong
香港中環皇后大道中18號
新世界大廈2期3樓
T +852 3166 7001 F +852 2334 0567
E giahongkong@gia.edu
GIAhongkong.com
GIA.edu

GIA Hong Kong JOB POSTING REQUEST FORM

Please fill in the following information for recruitment purpose. GIA Hong Kong does not endorse or recommend individual candidates and will not take any responsibilities for both parties of employer and employee.

Company: _____
**Company name will NOT be disclosed.*

Contact Person: _____ Position: _____

Address: _____

Telephone: _____ Fax No.: _____

Email Address: _____

Monthly Salary:
in HK Dollars _____

Signature

Date

Please return both pages to GIA Hong Kong email to giahongkong@gia.edu. Thank you.

VACANCY

Job Title: _____

Type of Business: Retailing Wholesaling Manufacturing
 Others: _____

Job Descriptions: _____

Working Hours: Mon – Fri _____ Sat _____
Others: _____

Benefits: Medical Education Allowance
 Others: _____

Annual Leave: _____ days annually

Education: F.5 / College Graduate University Graduate
 Others: _____

GIA Qualifications: Graduate Gemologist Diamonds Graduate
 Colored Stones Graduate Others: _____

Year(s) of Experience: _____

Experience: Marketing Buying / Merchandising Management
 Sales Others: _____

Other Requirements: _____
