



## MANDATORY PROVIDENT FUND SCHEMES AUTHORITY (MPFA)

The MPFA was set up in September 1998 under the Mandatory Provident Fund Schemes Ordinance (Cap. 485). Our mission is to regulate and supervise privately managed provident fund schemes; to educate the working population about saving for retirement and the role of the MPF System as one of the pillars supporting retirement living; and to lead improvements to provident fund schemes to make them more efficient and user-friendly, and better meet the needs of the working population.

At MPFA, we take pride in our people and aim to provide a unique environment where talents could reach their potential and fulfil their career aspirations. We focus on enhancing retirement protection of Hong Kong people and living our core values – Community Perspective, Commitment, Quality and Teamwork. If you share these concerns and are keen to practise and promote creativity, collaboration, communication and agility, looking to gain broad perspective from businesses, eager to sharpen your leadership and professionalism, and put stakeholders at heart, this is the place for you.

### Manager (Supervision)

(Ref. 27/2024)

#### The Job

- To lead a team to supervise and monitor the processing of applications for registration, de-registration, changes of information, annual fees and annual returns relating to MPF intermediaries;
- To monitor MPF intermediaries' compliance with the registration requirements;
- To handle enquiries and complaints and to liaise with external parties and other regulators on matters relating to MPF intermediaries;
- To monitor, review and enhance the effectiveness and efficiency of operational policies, procedures and manuals;
- To oversee system development and implementation;
- To prepare papers, guidance notes and statistical / management / annual reports; and
- To perform other duties as assigned by the Management.

#### The Person

- A recognized degree, preferably majoring in economics, finance, accounting, or equivalent;
- At least eight years of relevant experience in legal / regulatory compliance, retirement schemes / pensions, insurance / investment / banking or accounting / auditing, of which at least four years at supervisory level;
- Relevant work experience gained from sizable or public organizations is an advantage;
- Good command of written and spoken English and Chinese;
- Able to analyze complex issues, anticipate problems and take preventive measures;
- Able to articulate messages clearly with styles appropriate to the audience and occasions;
- Adaptive to change and proactively identify issues and innovative measures;
- Competent to build rapport with stakeholders and customers, seek their input and anticipate their needs and concerns;
- Capable of applying appropriate leadership styles to engage staff and drive their performance; and
- Mature, a good team player and able to work under pressure.

#### Remuneration Package

A competitive remuneration and benefits package including a discretionary performance-linked variable pay, annual leave, medical, dental and life insurance coverage, and MPF will be offered. All new appointments will be made on a two-year fixed-term contract initially prior to consideration for appointment on a non-fixed-term basis.

#### To Apply

Interested candidates are invited to submit an [online application](#). The closing date of application is **23 May 2024**. Applicants not contacted for follow up within three months after the closing date for application may assume that their applications unsuccessful. Applications not selected for further processing may be considered for relevant openings in the future but their applications will not be retained for more than a period of two years after the closing date. For enquiries, please email at [hrdmpfa@mpfa.org.hk](mailto:hrdmpfa@mpfa.org.hk).

The information provided will be kept confidential and only be used for those purposes relating to your application. Please visit our website for the details of the MPFA's Personal Information Collection Statement at <https://www.mpfa.org.hk/en/mpfa/joining-mpfa/job-vacancies/personal-information-collection-statement>. The MPFA is an equal opportunities employer and welcomes applications from all qualified candidates.