Audit Manager

CFO

Charities Manager (Communications)

Head/ Deputy Head, Tax Department

Head of R&D (Software Product Development)

HRBP

Sales Manager – IFA/ Brokerage

Manager, Corporate Planning Office

Head of Sales

Senior Manager, Commercial Banking (Bancassurance)

Manager/ SM, Investor Relations

Senior Manager, IT Operations

Senior Manager - Tax

SVP, Corporate Finance

Title:	Audit Manager
Company:	An international audit firm
Responsibilities:	 Apart from working on audit assignments on clients from a variety of different industries, several of which are based in China, you will also be involved in ad-hoc projects such as due diligence reviews, IPO exercises and merger and acquisition deals.
Requirements:	 To be a candidate, you must be a degree holder, majoring in accountancy/finance, with at least six years relevant working experience, preferably gained with another international accounting and consulting association. Strong communication skills in English and Chinese are essential. Applicants should have a high degree of independence, motivation and technical ability and be keen to develop a career in the accounting profession.
Contact:	Mr. Armstrong Lee Managing Director, Worldwide Consulting Group Co. Ltd. Tel: 2868 6138 e-mail: alee@wwhcc.com Web-site: www.wwhcc.com

A.D
A Buy-side Fund
- Overall financial management of the Company
- Closing, review, and analysis of financial accounts, on
monthly, quarterly, and annually bases
- Ensure compliance of all financial reporting requirements
- Manage the corporate finance and treasury functions
- Assist the CEO in the implementation of approved strategy
- University graduate, either in business or accounting, with a
professional accounting qualification
- Over 20 years in senior finance positions
- Adequate exposure to the capital market and investment
community at the international level, able to deal with
investment bankers, auditors, lawyers and government
regulatory officials
- Strong presentation skills, in both English and Chinese
(Mandarin), especially in presentation of financial analyses
and matters
- Good people management skills
- Strong quantitative analysis/reasoning skills
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Title:	Charities Manager (Communications)
Company:	A Leading Charity Trust in Hong Kong
Responsibilities:	 develop and execute strategic ideas and plans to enhance the Trust's image and profile as Hong Kong's major benefactor proactively plan and coordinate publicity matters with beneficiary organisations for Trust donated projects and Trust-Initiated Projects devise and implement stakeholder engagement action plan to support the Trust's initiatives organise events/activities to enhance continually the information exchange and work relationships with partners organizations on the Trust iniatiatives collaborate with internal partner teams (e.g. Public Affairs, Branding) to drive Trust related publicity matters plan and manage publicity events and initiatives prepare reports and necessary information when required on Trust-related publicity events leverage and deploy multiple innovative and traditional communication channels or platforms to solicit positive public opinion for the Trust
Requirements:	 a Bachelor's degree or equivalent passion in community affairs at least 8 years of relevant experience including preferably exposure to social welfare matters ability to engage and establish rapport with stakeholder organisation personnel excellent writing proficiency (in both English and Chinese) and interpersonal/communication skills strong personal drive, creativity and innovative mindset ability to work independently as well as collaboratively for teamwork
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Company:	A Leading Conglomerate in Hong Kong
Title:	Head/ Deputy Head, Tax Department
Responsibilities:	 Provide assistance in implementing tax optimization strategies
	Keep abreast of latest tax policies, monitor and mitigate tax risk, especially transfer pricing
	 Provide assistance to internal parties and ensure the Group is in compliance with local tax rules and regulations as well as in line with the Group's requirements
	Assist in managing tax / customs audits
	 Work with various internal parties to provide tax advice regarding corporate and individual income tax issues in driving commercial solutions
	Conduct tax research and analysis
Requirements:	Degree holder in Accountancy/ Finance or related disciplines with professional accounting qualifications such as CPA or equivalent
	Minimum 18 years' relevant experience in taxation, with at least 8 years in senior people manager role
	Strong business acumen with excellent influencing skills
	Customer oriented with excellent presentation and communications skills
	Strong leadership skills in driving team performance
	Excellent analytical and problem solving skills
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Title:	Head of R&D (Software Product Development)
Company:	A Leading Technology Vendor in Hong Kong
Responsibilities:	 Establish the technology team structure; lead the technical and development team to oversee research and development, drive the team for continuous improvement in technical skills, continue to improve user experience from technological prospective Manage the development cycle on resources planning, requirement analysts, database or software product design, progress monitoring
Requirements:	 Bachelor's degree or above in IT or related discipline Passionate in software product development with strong technical knowledge Minimum 10 years of relevant experience in software product development with at least 6 years in product management Highly collaborative leadership style with the ability to respond quickly and effectively to ever-changing situations Ability to manage multiple teams and achieve aggressive product development schedule with positive results Exhibit strong business acumen, skills and maturity and the ability to work effectively with others Experience in enterprise software development and project management is a must Knowledge in HR, EIMS and retail management software will be an advantage Good interpersonal, communication and presentation skills that cultivate and grow lasting business relationships both internally and externally
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Title:	HRBP
Company:	A Multi-brand Retail Chain Operator
Reporting to:	HR Head
	~10
Team size Responsibilities:	 1. Talent Acquisition and Retention a. for Retail: Source/develop effective recruitment channels/tools for front-line, e.g. trendy medias, recruitment apps Achieve KPI set for staff turnover rate and vacancy rate for the year b. for Office: Self-responsible for sourcing, interviewing and hiring of candidates at senior manager or above levels Active candidate sourcing and build talent pool for office. Initial startup with hot positions in 2017 includes but not limited to Buy and Product positions. Develop and launch new office referral incentive program Review, enhance and continue with trainee programs for hot positions such as Buying Trainee, IT Assistant etc. c. Overall Proactively initiate cross function collaboration with C&B and Business for targeted actions to attract and retain staff, e.g. share regularly market benchmark of salary/ package/ hourly pay report to C&B Build and maintain networks with colleges & VTC, including channels through "Career Services of Student Affairs Office" Enhance and e-enable recruitment tools as far as practicable with close collaboration with IT Dept to expedite the hiring & selection process and attract younger potential candidates to apply office or front-line job Be accountable for the team results and have full ownership on the quality of the team deliverables
	 2. Analytics/ Workforce Planning a. Strengthen analytics to identify gaps and opportunities to develop targeted action plans for effective recruitment, retention and engagement b. Monitor the retail staff headcounts and initiate prompt discussion with Finance Dept & Business to rationalize the retail workforce planning and hiring needs to ensure retail staff headcount & cost are well within budget
	 3. Staff Relations: a. Develop, review and monitor the effectiveness of onboarding program for office staff to optimize the new joiner's retention rate and enhance their engagement in first three months b. Conduct Retail Focus Group annually to understand from front line staff their thoughts and reasons of staying, then identify opportunities to improve retention strategies, formulate action plans and follow through the plans until completion

	 c. Take championship role to plan, coordinate and organize staff events including but not limited to Annual Dinner, Christmas Party, Company Outing, Department Outing, Executive Outing d. Advise and support division/ department to manage staff matters including but not limited to staff caring cases, staff disputes, performance management, disciplinary actions, alleged frauds and termination actions when and as required.
	 4. HR Departmental Projects a. Actively participate and contribute in departmental projects and initiatives such as OD projects as and when assigned. b. Motivate and support team members to learn and develop through involvement and contributions in team projects and initiatives
	 5. Team Building and Motivate Others a. Coach, develop and inspire the team members to stretch individuals' potential and encourage them to do their best. b. Provide directions and advice to the team members to perform daily tasks effectively to cope with operational challenges and support business needs c. Facilitate regular inter- and intra- team collaboration to promote team spirit and achieve synergy by effective mobilizing team manpower.
Requirements:	 Degree holders with 12 years or more relevant experience in strategic HR management, manpower planning, performance monitoring, people costing, recruitment and selection Excellent time management skills and enjoy meeting multiple deadlines Retail background is highly preferred Be proactive and passionate to take on ownership and accountable for the deliverables of not only oneself, but the whole team Be bold and committed to continuously improve oneself, learn new skills, face new challenges and stretch own capability and competencies Have excellent communication skill, presentation skill and meeting skill to openly and boldly express own opinions and provide inputs in front of group Be thorough, strategic and attentive to details in the management of daily operation and project/ event planning Be able to propose solutions with options and pros & cons, giving own views and justifications to seek buy-in from the stakeholders
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Title:	Sales Manager – IFA/ Brokerage
Company:	A leading international insurance company in the world
Job Summary:	 The objectives of this position are leading the account management and distribution function of the IFA & Broker Channel to achieve the business objectives assigned through the following: Achieve the assigned business objectives by active engagement with partners and effective distribution initiatives Formulate strategy and lead the execution of new partner acquisition by identifying business alignment with prospective partners Support partners' sales activities by conducting product
	 introduction and sales training Work closely with internal support functions to deliver business enablers and follow up new business cases if necessary Be strategic and influential to work with partners and frontline sales to capture the emerging demand in the market
Responsibilities:	 Manage existing accounts to facilitate sales activities of partners and enhance sales momentum Identify and pitch potential new partners with strategic alignment to widen the distribution network Conduct sales training and product introduction to frontline sales to ensure MetLife products are the products of choice; Lead all distribution activities to ensure successful new product launch and driving sales; Be proactive and creative to initiate activities to enhance our market shares; Be analytical on sales trend, change in market and regulatory environment and provide solution to capture any emerging opportunities; Work with the internal support functions to maintain a high level of service standard to partners and customers; Contribute in formulating the channel and product strategy for the channel; Maintain close relationship with both partners' management team and key frontline staff; Lead sales driven activities, such as branch visit and on-site sales coaching; Lead other distribution and account management projects as assigned by the Senior Manager; Help the team to maintain good persistency on business;
Requirements:	University graduate with minimum 7 years relevant working experience

	 Good understanding in sales cycle and traditional/investment products in the IFA segment Excellent presentation and people skills Strong business acumen, independent, and result-oriented General PC skills in using MS Word, Excel, and PowerPoint Excellent command of both written & spoken English and Chinese, including Cantonese and Mandarin Candidate with less experience will be considered as Assistant Sales Manager
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Title:	Manager, Corporate Planning Office
Company:	A Leading Hospitality Group in Hong Kong
Responsibilities:	 manage CEO-chaired steering committee meeting process, including: call meetings and prioritize and set the agenda for each meeting provide meeting documentation, issues monitoring and communication to presenting teams follow up on issues for the steering committees facilitate regular updates and provide new corporate project milestone KPIs as part of the process of corporate business planning, based on outstanding the issues and steering committee directions Collaborate with the analytics team regarding implications of key strategic/business initiatives on revenue and income projection support special projects as assigned
Requirements:	 a Master Degree or equivalent in relevant disciplines a minimum of ten years of relevant experience in company secretary or senior investor relations professional in listed company, corporate planning, business development and/or legal background experience in handling highly confidential and sensitive corporate information experience in the hospitality industry and/or financial background a plus strong English writing skills and fluency in spoken English strong communication skills sophisticated stakeholder management and influencing skills strong problem solving and decision making skills
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Title:	Head of Sales
Company:	A Leading Finance Institution in HK
Job Purpose:	The job holder is responsible for leading teams of account executive ("AE") for generating business incomes (commissions, fees, and interest) pertaining to sales activities under the Wealth Management and Brokerage Division
Responsibilities:	 To expand the AE force by devising recruitment and retention strategies and providing sales trainings to AEs. To ensure a team of highly productive AEs by regularly providing to them product and sales trainings and by managing sales performance results. To enhance effectiveness of various sales activities by employing suitable marketing campaigns / activities to maximize sales leads and to improve awareness level of new products within and outside of the Company. To maximize sales outcomes of Group's referrals by devising the scheme for distributing referrals within the company and by regularly monitoring performance of account executives (agents) having received such leads. To ensure compliance with all applicable laws, codes of conducts, and adherence to internal procedures of the Company by designing sales processes in consultation with all relevant internal departments, documenting them, and ensuring AEs' adherence to them. To ensure highly efficient sales support teams by regularly reviewing their structures, their work emphases and division of responsibilities. To ensure excellent customer experience by regularly reviewing all customer interfacing procedures and making recommendations to improve them. To minimize the company's exposures to various risks by improving the compliance mindset of all team members and the control procedures within the sales department(s). To deliver respective sales targets and achieve Profit & Loss and budgets To ensure the efficient and cost effective operations of the sales teams with emphases on sales quality and integrity
Requirements:	 To identify and train up staff to take up more important responsibilities University degree holder, preferably in Finance or Business
	 Administration Holder of SFC licensed & regulated activities plus any other licenses for conducting relevant regulated businesses. Minimum over 15 years of relevant experience in financial or banking industry Minimum 10 years of sales management experience and at least 5 years in senior management level In-depth understanding of full spectrum of compliance, regulated

	 activities and market practices Strong leadership ability with good decision making skills Excellent communication and presentation skills
	 Excellent communication and presentation skins Excellent experience in the entire high-net-worth client product suite & global asset classes
	 Strong business acumen and good knowledge of market trends and development
	 Good network for understanding of peer new initiatives and pitfalls
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	Managing Director, Worldwide Consulting Group Co. Ltd.
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Title:	Senior Manager, Commercial Banking (Bancassurance)
Company:	A Leading International Insurance Firm in Hong Kong
Responsibilities:	 Provide all levels of business support and build up solid relationship with banking partner Develop and recommend appropriate initiatives to drive and achieve aligned business plan and agreed Key Performance Indicators (KPIs) with partners Engage with key internal & external stakeholders to accomplish and implement actions effectively for business growth and target Perform sales analysis and planning to achieve business targets; develop sales management tools with close monitoring of sales activities and trend Lead the sales team to achieve pre-determined business targets and various KPIs for designated banking unit(s) Develop an on-going training plan for bank's frontline staff, including product, sales skills, prospecting,
Requirements:	 objection handling, sales operation and process, etc. Minimum 8 years of experience in corporate clients account management from broker firm With Insurance Intermediaries Qualification Experienced in leading & managing sales team Relevant experience on coaching and training bank's sales staff on insurance Good spoken English and Chinese Good communication and inter-personal skills Good analytical and strong in business management Self-motivated and able to work under pressure
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Title:	Manager/ SM, Investor Relations
Company:	A HK-listed Conglomerate
Responsibilities:	1. Based in Hong Kong, and reporting to the Group CFO, the incumbent is responsible for managing the Investor relations portfolio in relation to institutional investors, shareholders and general investors.
	2. Manage corporate relationships with institutional investors, shareholders, general investors and the financial community and represent the Group to attend Investor Relation program including investor conference, road shows, one-on-one meetings and site visits;
	3. Maintain relationship with buy-side and sell-side analysts and ensure sufficient research coverage on the Group;
	4. Handle fund managers, debt and equity analysts with a view to make sure the right messages are delivered to the appropriate audience;
	5. Initiate new corporate relationship with securities and fund management houses;
	6. Coordinate media relationships with the Corporate Communication Team to ensure correct corporate message is disseminated to the media
	7. Organize new investor relationship programs to promote the business model, new businesses and long-term strategic development of the Group;
	8. Submit investor visit reports to Senior Management for updates on comments, questions and suggestions from investors;
	9. Schedule and arrange for international road-shows and local luncheons and networking meetings for investors to meet Senior Management;
	10. Initiate new corporate governance policies to improve overall management quality;
	11. Actively involve in Corporate Finance and fund raising exercise for the Group.
	12. Monitor relevant media coverage on a wide range of investment topics and update Senior Management on relevant subjects and market rumor which relates to the Company or its management;
	13. Write and edit original content for ongoing investor communications and company announcements;
	14. Perform as the key contact person for investment communities about industry news, policy changes and company operation update;
	15. Provide timely updates to Board/Senior Management about the latest developments in compliance requirements industry best IR practices as well as market intelligence about the

	 Group; 16. Establish and maintain investor database of the Group as well as database of fund managers, debt and equity research analysts and kind; 17. Manage the website with regards to the investor relations section; 18. Attend other public or company functions as required by senior management which may be outside regular office hours and work days; 19. Handle ad hoc projects as assigned in relation to Investor Relations and Corporate Finance exercise
Requirements:	 Degree holder in Finance/ Accountancy Degree in Marketing, Communications, Journalism is also an advantage; Minimum 10 years of relevant experience gained within a sizable listed conglomerate (preferably SEHK-listed company/knowledge of SEHK rules) and equity research experience in reputable investment bank/securities firm with at least 5-8 years of experience in handling investor relations programs; Good command of both spoken and written English and Chinese, Mandarin is an asset Proactive, confident, analytical and good communicator; Good network with fund managers, equity analysts, financial media and public relations firms; Strong business acumen and ability to work independently and strategically
Contact Person:	Mr. Armstrong Lee Managing Director, Worldwide Consulting Group Co. Ltd. Tel: (852) 2868 6138 e-mail: alee@wwhcc.com Web-site: www.wwhcc.com

Title:	Senior Manager, IT Operations
Company:	A Pubic Organization in Hong Kong
Job Purpose:	• The Senior Manager, IT Operations leads the Operations Team of the IT Department, charged with responsibility for the day-to-day operations and maintenance of the Company's IT systems and networks, including the safeguarding, both technical and physical, of the production environment. The incumbent leads a team of technical experts in support of systems and networks operations, and also manages contractors who provide maintenance services. The incumbent's main duty is to ensure that the serviceability of the Company's IT systems and networks, to both internal and external users, is up to predefined standards. The position has full authority to direct and manage daily operational activities under the prescribed policies and procedures
Responsibilities:	 Direct the day-to-day operations of, and maintenance services for, the Company's IT systems and network, and safeguard the production environment. Direct a team of technical experts in support of systems and network operations. Direct and manage maintenance contractors in respect of the delivery of their services, ensuring that their performance is in line with agreed standards. Ensure a high level of availability of the Company's IT systems and network, and to direct the emergency response operation. Direct and manage the service transition process, including change, release and configuration management. Direct and manage the SQCC (System Quality Control Centre) to facilitate the testing requirements of the Company's IT systems and network Direct and manage the IT Help Desk and field support for CUTE / CUSS / PPS, AA free Wi-Fi and OA systems. Participate in the strategic planning process of the IT Department, ensuring that the services provided by the Operations Teams are in line with departmental and business strategies.
Requirements:	 Bachelor's Degree in Information Technology, Computer Science or equivalent At least 15 years' extensive experience in the management of systems and networks operations Possession of professional certifications in Software Development / Project Management / Infrastructure Library (ITIL) v3 or above Self-motivated with forward strategic thinking in formulating strategy to Operation team and IT Department Good communication and interpersonal skills Good analytical, organizational and problem solving skills Excellent command of both written and spoken English and Chinese. Proficiency in Putonghua is an advantage
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Title:	Senior Manager - Tax
Company:	Client: A Leading Conglomerate in HK
Job Purpose:	• Take ownership of a range of Tax Planning, Advisory and Compliance duties. Responsible for reviewing and advising on tax implications; assessing new business opportunities; providing business partnering support; setting up tax and compliance arrangements for new territories.
Responsibilities:	 Provide business and finance leaders with expertise regarding cross border tax planning, consulting, and compliance matters including merger and acquisition, group restructuring, transfer pricing, operations review and tax dispute resolutions, etc. Work closely with finance teams in preparing/ reviewing the quarterly and annual income tax provision. Perform tax health checks and ensure complete all tax compliance and tax reporting works before the stipulated deadline. Proactively identify potential issues and collaborating with other business and finance leaders to find solutions when necessary. Proactively identify opportunities to streamline/improve tax related processes. Keep abreast of the new tax legislations and cases in Asia. Provide guidance as required to finance teams and senior management, as well as advising on new and proposed tax legislation, regulations, and rulings from a tax compliance perspective. Work with external advisors on all tax planning and compliance matters.
Requirements:	 Bachelor Degree in Finance, Accounting or related disciplines Minimum 8 years professional experience in both Big 4 and commercial field (in which at least 3 years at manager level) with strong PRC tax knowledge and experience; Solid knowledge and working experience with all kind of HK and PRC tax requirements and tax practices is a must; Corporate tax experience is a must; Industry and operation exposure is required CPA or equivalent qualification required; Tax knowledge on Hong Kong and other Asia Pacific jurisdictions is a plus; Good knowledge on latest development of Transfer Pricing for BEPS; Excellent coordination skill; Strong liaison, collaboration and personal leadership skills with the ability to influence others; Strong project management, organizational, analytical, written and communication skills; Strong attention to detail & ability to multi-task; Flexibility, able to work independently; Proficient in English and Mandarin (both written and spoken)
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A Leading Conglomerate in Hong Kong
SVP, Corporate Finance
 Overview of corporate finance initiatives including M&A, financial/deal advisory as well as fund raising initiatives
 Experience in full cycle deal process; from market analysis/due diligence to the execution process
 Conduct feasibility study reports for new investments; and to provide business analysis on any upcoming projects or initiatives
 Keep abreast of the market intelligence for potential investment opportunities
 Assist in ad-hoc project(s) when assigned
 Degree holder in Accountancy/ Finance or related disciplines with professional qualifications such as CPA, CFA, etc.
 Minimum 10 years' relevant experience in capital markets, IPO/M&A deals within HK or PRC area
 Familiar with HK listing rules, relevant regulatory requirements and accounting standard
 Strong business acumen with excellent analytical, communications and problem solving skills
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