



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

The Hong Kong Institute of Certified Public Accountants 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. The Institute is also the only statutory licensing body of CPAs in Hong Kong which is recognised globally as the pre-eminent body of top-tier accountants that leads and serves the public interest of Hong Kong.

In light of the Institute's expanded remit to develop sustainability disclosure standards for accountants in Hong Kong, we are inviting high calibre professionals to join us for the following position 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:

DEPUTY DIRECTOR (SUSTAINABILITY REPORTING), STANDARD SETTING (Ref. DDSS-SR)

Reporting to the Director of Standard Setting, the successful candidate will participate in the management of and strategic planning for the Department, and supervise Associate Directors and Managers in standard-setting activities, for example, preparing technical reports, consultation papers and other technical support activities.

Role and Responsibilities

- The focus of the role will be on sustainability reporting and its connection with financial reporting based on the standards published by the ISSB and the IASB respectively, together with implementation support on their application.
- Supervise Associate Directors and Managers on technical, due process and administrative issues relating to the setting of HKFRS Sustainability Disclosure Standards and provide colleagues with hands-on guidance, including reviewing and editing their work for quality, timeliness and relevance.
- Edit, revise and develop technical publications, trainings, meeting papers and minutes as well as other forms of communication materials and oversee their publication.
- Lead and participate in Committee, Advisory Panel and other key meetings; prepare action plans resulting from the outcomes of discussions and decisions.
- Manage the standard-setting process, including development of work plans and training plans, monitoring progress and quality of projects and adherence to due process.
- Serve as a key contact for one or more of the liaison activities with key stakeholder groups, managing significant aspects of the relationship, including attending meetings.
- Identify and support opportunities to raise awareness of pronouncements and activities to stakeholder groups and the general public, including development of presentations, press releases, social media posts and/or other communications.
- Respond to new developments and emerging issues as well as inquiries regarding technical, process or administrative matters.
- Assist in the preparation of the annual budget, forecasts and strategic plans.
- Perform other duties assigned by the Director of Standard Setting.

Qualifications and Required Attributes

- A professional accounting qualification with a minimum of 10 years' post qualification experience gained in an accounting professional practice, a standard setter, a corporate, academia or relevant research bodies.
- Strong technical and analytical skills in professional standards on sustainability disclosures and accounting, including demonstrated ability in critical thinking and ability to challenge feedback gathered during outreach activities.
- Communicates clearly and effectively with diverse audiences, including liaison with senior members/ stakeholders.
- Well-organized and able to work simultaneously on a wide range of tasks and projects with the flexibility to meet changing demands.
- Works well independently and in a team environment.
- Assertive, decisive, self-motivated and confident in dealing with general public/ stakeholders.
- Has a keen interest in public interest issues and has the ability to consider public interest dimensions of technical issues to arrive at a balanced view.
- Excellent written and oral communication skills in English. Good command of Putonghua and/or Cantonese would be an advantage.

Applications should be marked "Confidential" quoting the reference code (DDSS-SR) with full 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, Wanchai, Hong Kong** or by email at talent@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.