

PolyU Technology and Consultancy Company Limited (PTeC) is the wholly owned strategic professional service arm of The Hong Kong Polytechnic University (PolyU). We connect the expertise of PolyU's academic community with external partners to deliver professional services, contract research and technology transfer initiatives that create meaningful impact for industry and society.

To support our expanding portfolio and strategic ambitions, we are inviting applications for the following leadership position. This role will lead a dynamic team and further amplify our mission of knowledge transfer ("KT"):

Post Specification

General Manager

Responsibilities

The appointee will be required to:

- (a) Spearhead PTeC's operations, providing leadership and direction to drive excellence in impactful professional services, contract research, and technology transfer initiatives (collectively referred to as "KT Activities").
- (b) Develop and implement effective strategic plans for PTeC's business growth through KT Activities, leveraging PolyU's leadership in the KT ecosystem and supporting sustainable financial growth.
- (c) Lead, mentor, and inspire multidisciplinary teams of professionals, fostering a collaborative, innovative, and service-oriented culture. Ensure high standards of project execution and the successful delivery of outcomes to external partners.
- (d) Foster effective communication and strategic relationship management with key stakeholders, including PolyU's academic staff and researchers, industry partners, professional bodies and government agencies, for alignment with PolyU's strategic domain development.
- (e) Formulate and enhance policies and operational frameworks to govern professional services and other related activities, ensuring efficiency, accountability, and alignment with PolyU's broader KT objectives.
- (f) Oversee the tendering, contract administration, and negotiation processes, ensuring compliance with legal and regulatory requirements, avoidance of conflicts of interest, and adherence to ISO 9001 and University audit standards.
- (g) Perform any other duties as assigned by the Board of Directors of PTeC, Director of Knowledge Transfer and Entrepreneurship, their delegates, or the Central Management of PolyU from time to time.

Qualifications and Experience

Applicants should have:

- (a) a relevant bachelor's degree or above in business administration, management, engineering, or a related field. A master's degree in business administration or an equivalent higher qualification is preferred. Formal intellectual property (IP), finance or legal training and/or experience would be an advantage;

- (b) a minimum of 10 years of relevant professional experience at the senior level, with a proven track record of success in KT Activities or related fields;
- (c) strong strategic thinking and business acumen, with the ability to drive innovation and growth while safeguarding the interests of the organisation;
- (d) proven leadership skills, with the ability to lead the team and motivate cross-disciplinary academic and professional staff to achieve organisational goals and key performance indicators (KPIs);
- (e) solid experience in developing and managing successful client and stakeholder relationships;
- (f) strong analytical, interpersonal and problem-solving skills; and
- (g) excellent command of both written and spoken English and Chinese (Cantonese and Putonghua)

Conditions of Service

A highly competitive remuneration package will be offered. The initial appointment will be on a fixed-term contract. Re-appointment thereafter is subject to mutual agreement.

Application

Applicants are invited to send their CV and cover letter, together with their current and expected salary to trhr@polyu.edu.hk. Consideration of applications will commence on 12 May 2025 until the position is filled. Details of PTeC's Personal Information Collection Statement for recruitment can be found [here](#).

Posting date: 15 April 2025