

Independent Police Complaints Council

The Independent Police Complaints Council (IPCC) is an independent body established under the IPCC Ordinance (Cap. 604). Its main functions are to observe, monitor and review the handling and investigation of reportable complaints by the Police and to make recommendation in respect of the handling or investigation of such complaints. Applications are now invited for the following position:

Vetting Officer – Basic salary HK\$64,780 per month

Entry Requirements

- (a) A Bachelor degree from a Hong Kong university, or equivalent;
- (b) At least five years' post-degree full-time working experience. Preference will be given to candidates with public-sector experience, particularly in investigation or complaints handling, law enforcement or legal / policy research;
- (c) Strong writing and linguistic skills, and good command of both spoken and written Chinese and English;
- (d) Proficient in common computer application software; and
- (e) Strong communication and analytical skills, able to work independently and under pressure.

Main Duties

- (a) To assist senior officers in examining and scrutinizing investigation reports submitted by the Police to ascertain whether the findings are fair and reasonable and supported by proper and thorough investigation (including follow-up with the Police and preparation of papers and reports on complaint cases);
- (b) To conduct research on relevant Police policies, practices and procedures, etc. in connection with the handling of complaints;
- (c) To assist senior officers in preparing papers, reports and in providing support to the Council, its committees and working groups in facilitation of IPCC's performance of its statutory functions;
- (d) To maintain and manage case file records and handle enquiries arising from complaints;
- (e) To compile and analyze statistics in relation to complaints and conduct relevant research; and
- (f) To perform any other duties as assigned from time to time.

(May be required to work outside normal office hours)

Remuneration and Benefits

In addition to basic salary, a monthly cash allowance of 5% of the basic salary is payable. Other fringe benefits include paid leave and medical and dental insurance. The appointment will normally be on contract terms for 3 years. Upon satisfactory completion of contract, the appointee will receive a gratuity (which includes the employer's contribution to a Mandatory Provident Fund Scheme) at 15% of the total basic salary received during the contract period.

Applications

Application forms should be downloaded from IPCC's website (<http://www.ipcc.gov.hk>). Completed forms should be sent to **Human Resources Unit, Independent Police Complaints Council, Rooms 1006-10, 10/F, China Resources Building, 26 Harbour Road, Wanchai, Hong Kong on or before 6 December 2024** with the position applied for clearly marked on the envelope. Candidates should attach photocopies of the certificates of academic / professional qualifications, proof of employment records and curriculum vitae to the application form. Late applications or applications with insufficient postage will not be considered. Alternatively, candidates may submit completed application forms and the required documents via e-mail to recruit@ipcc.gov.hk by the aforesaid closing date. All personal data provided will be treated in the strictest confidence. Candidates who are not invited for interview within 8 weeks from the closing date may assume their applications unsuccessful.

IPCC is an Equal Opportunities Employer.