



香港護士協會

ASSOCIATION OF HONG KONG NURSING STAFF

九龍佐敦白加士街 25-27 號慶雲商業大廈三樓
總機電話及二十四小時傳真熱線：2314 6900

3/F., Hing Wan Commercial Building, 25-27 Parkes Street, Jordan, Kowloon.

Website: <http://www.nurse.org.hk>

E-mail: info@nurse.org.hk

親子天地

電話：2314-6925/6945

傳真：3521-0321

福利部

2314-6910/6961

3521-0434

電器部

2314-6924/6941

3521-0434

保險部

2314-6912/6944

3521-1540

教育部

2314-6911/6977

3521-1540

會籍部

2314-6927/6915

3521-1540

勞資及公共關係部

2314-6962

2314-1997

文件編號：2025-009

護士招聘 Recruitment

機構名稱 Name of Organization :	肺塵埃沉着病補償基金委員會 Pneumoconiosis Compensation Fund Board
招聘職位 Job Title :	Case Manager (Registered Nurse)
入職要求 Requirements :	<ul style="list-style-type: none">- A registered nurse with at least 6 years of post-registration working experience in the medical field.- A recognized Bachelor's degree in Nursing with valid practicing certificate issued by Hong Kong Nursing Council is required.- Experience working with elderly patients with chronic diseases, and multi-disciplinary rehabilitation teams.- Experience in conducting outreach programmes and counseling training is preferable.- Must be able to work outdoors frequently and outside normal office hours when needed.- Strong ability to perform administrative tasks- Strong communication, interpersonal, and problem-solving skills.- Passion for improving patients' well-being and healthcare experience.- Ability to collaborate with cross-functional teams.
工作範圍 Job Duty :	<ul style="list-style-type: none">- Serve as the Board's ambassador and primary contact for approximately 1,400 patients and caregivers, by promoting the Board's services and resources.- Conduct home and hospital visits to assess patients' rehabilitation needs.- Work closely with outsourced medical teams, exercise centers, and other service providers to monitor patient health status and rehabilitation progress.- Assist patients with issues like applying for Board-funded medical appliances, compensation, rehabilitation aids, and other subsidies from the Board or external sources.- Facilitate healthy lifestyles, promote healthy aging, and empower patients and caregivers by delivering health talks and consultation.



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工作範圍 Job Duty :	<ul style="list-style-type: none">- Prepare relevant document, patient reports and maintain proper records in the Case Management System (CMS).- Perform other duties assigned by management as needed, such as assisting with digitization initiatives for the CMS.- Support department operations by performing administrative tasks such as attending relevant committee meetings, contributing to newsletter production, and additional duties as assigned.
工作地點 Job Location :	上環永樂街 148 號南和行大廈 15 樓 15/F., Nam Wo Hong Building 148 Wing Lok Street, Sheung Wan, HK
薪酬 Salary Scale :	起薪 \$53,980
到職日期 Commencement Date :	ASAP
聯絡人 Contact Person / 電話 Tel. :	Mr. Derek YEUNG Tel: 3578 8116 Email: deryeu@pcfb.org.hk
申請方法 Application method :	Applicants should send a covering letter and detailed curriculum vitae, with <u>present/last, expected salary</u> and <u>date of availability</u> by email to <u>recruit03@pcfb.org.hk</u> or by post in an envelope marked “Confidential” to Head of Human Resources and Administration, Pneumoconiosis Compensation Fund Board, 15/F., Nam Wo Hong Building, 148 Wing Lok St, Sheung Wan, Hong Kong.
截止申請日期 Application Closing Date :	Closing date: Received on or before 5 pm of <u>9 June 2025</u> .