



## Officer - Historical and Cultural / Archive Management

### Responsibilities:

- Manage project and tasks of Chow Tai Fook Historical and Cultural Management Department and Archives, including archival appraisal, acquisition, preservation and cataloging
- Perform historical research and related planning of archive, preservation of artefacts and digitization projects
- Perform other ad-hoc projects and tasks as assigned
- Business travels to PRC & overseas are necessary

### Requirements:

- Bachelor Degree in History, Arts, Social Sciences, Archival / Museum Studies or related disciplines with at least 3 years of relevant experience
- Proactive, organized, meticulous with good communication and interpersonal skills
- Good command of written and spoken English, Cantonese & Mandarin
- Proficient in MS Word, Excel, PowerPoint & Chinese word processing

We offer excellent career opportunities, attractive remuneration package & benefits to the right candidate. Interested parties please apply with full resume by stating latest and expected salaries through email (email address: [recruitment@chowtaifook.com](mailto:recruitment@chowtaifook.com)) or by post (Postal address: 22/F, Chow Tai Fook Centre, 580A-580F Nathan Road, Mongkok, Kowloon, Hong Kong).



## **About Chow Tai Fook Jewellery Group Limited**

Chow Tai Fook Jewellery Group Limited (the “Group”; SEHK stock code: 1929) listed on the Main Board of The Stock Exchange of Hong Kong in December 2011. The Group’s vision is to become the most trusted jewellery group in the world.

Founded in 1929, the Group’s iconic brand “CHOW TAI FOOK” is widely recognised for its trustworthiness and authenticity, and is renowned for its product design, quality and value. A long-standing commitment to innovation and craftsmanship has contributed to the Group’s success, along with that of its iconic retail brand, and has been embodied in its rich 90 year heritage. Underpinning this success are our long held core values of “Sincerity • Eternity”.

The Group’s multi-brand strategy comprises the CHOW TAI FOOK core brand with its offerings of different retail experiences including ARTRIUM, JEWELRIA, Experience Shop and CTF WATCH, in addition to other brands including HEARTS ON FIRE, T MARK, SOINLOVE and MONOLOGUE.

The Group’s commitment to sustainable growth is anchored in its “Smart+” strategy, which is in place to promote long term innovation in the business, in people and in culture. Another asset underpinning sustainable growth is a sophisticated and agile business model. This supports the Group by fostering excellence and extending opportunities along the entire value chain to communities and industry partners across the world.

With an extensive retail network in Greater China, Japan, Korea, Southeast Asia and the United States, and a fast-growing e-commerce business, the Group is implementing effective online-to-offline (“O2O”) strategies to succeed in today’s omni-channel retail environment.