



人力資源處 Human Resources Office

Corinna Lee
Director of Human Resources

Administrative/ Professional/ General Staff
Personnel Matters and HR Systems and Analytics

Personnel Services
and Staff Support

Academic Personnel
Matters

Jolie Cheung
Assistant Director of Human Resources
Secretary of
Joint Consultative Committee

Betty To
Assistant Director of Human Resources
Secretary of
Administrative Affairs Committee

Kenny Ho
Senior Human Resources Manager
Secretary of University Academic
Personnel Committee

Administrative, Professional,
General and Research Staff
Appointment and Review

HR Systems and Analytics

Staff Benefits Administration,
Personnel Services,
Technical & Support Staff Review

Staff Assistance and Development

Academic and Academic Support Staff
Appointment and Review and
Research Staff Appointment

- Eliva Au, Human Resources Manager**
- ✓ Terms of Service (A), (B), (C) & equivalent [other than those below mentioned]
- Gloria Lee, Human Resources Manager**
- ✓ Terms of Service (A) and (B) (including computing/ research/ clerical/ PA grades)
 - ✓ PRDS Exercise

- Eric Chan, Human Resources Manager**
- ✓ CUPIS & CUPIS help desk
 - ✓ CDCF and Personnel Data Analytics
 - ✓ IT-related Matters and Projects

- Harris Lam, Human Resources Manager**
- ✓ Staff Leave and Benefits (passages and children's education allowance)
 - ✓ Resignation of Terms of Service ('ToS') (A) & HA-equivalent staff
 - ✓ Outside Practice and related matters – Faculties of Arts and Engineering
 - ✓ Promotion/ Re-grading of ToS (B) & equivalent technical staff
- Angel Leung, Human Resources Manager**
- ✓ Staff Benefits (housing and retirees benefit)
 - ✓ Concurrent appointments
 - ✓ Resignation of ToS (B) & (C) staff
 - ✓ Promotion/ Re-grading of ToS (B) & equivalent support staff
- Charlotte Tsang, Human Resources Manager**
- ✓ Outside Practice and related matters – Faculties of Business Administration, Education, Law, Medicine, Administrative Units, Colleges, Research Institute and Other academic units
 - ✓ Employment certification
 - ✓ Visa matters
- Ronn Tsang, Human Resources Manager**
- ✓ Staff Benefits (medical and retirement benefit schemes)
 - ✓ Outside Practice and related matters – Faculties of Social Science and Science
 - ✓ Employees' compensation

- Fion Law, Human Resources Manager**
- ✓ Staff training and development (STD) activities
 - ✓ Conference Grant
 - ✓ Reimbursement of STD expenses
 - ✓ Co-Secretary of Committee of Positive Workplace and Staff Development (PWSO)
- Angel Leung, Human Resources Manager**
- ✓ Employees Assistance Programme
 - ✓ Co-Secretary of PWSO Committee
 - ✓ Deceased staff benefits

- Eliva Au, Human Resources Manager**
- ✓ Enquiries on staff grievance matters

- Jenny Chan, Human Resources Manager**
- ✓ Secretary of Task Force on Women & Family-Friendly Policies

Shenzhen Research
Institute HR Operations

Charlotte Tsang
Human Resources Manager

- Kenny Ho, Senior Human Resources Manager**
- ✓ Faculty of Medicine
- Jenny Chan, Human Resources Manager**
- ✓ Faculty of Law
 - ✓ Faculty of Medicine
- Cindy Kiu, Human Resources Manager**
- ✓ Faculty of Engineering
 - ✓ Faculty of Science
 - ✓ Named Professorship & Outstanding Fellowship
- Florence Lam, Human Resources Manager**
- ✓ Faculty of Arts
 - ✓ School of Continuing and Professional Studies
- Florence Tong, Human Resources Manager**
- ✓ Faculty of Business Administration
 - ✓ Faculty of Education
- Ronn Tsang, Human Resources Manager**
- ✓ Faculty of Social Science