



**大眾安全**  
**GENERAL**  
**SECURITY**

*A Member of FSE Lifestyle*

**General Security Group** is a fully owned subsidiary of FSE Lifestyle Services Limited (stock code: 0331.HK), which is a listed company in the Hong Kong Stock Exchange. To cope with our rapid expansion, we invite high caliber candidates to join with us.

**Assistant Guest Service Officer – Fo Tan**

**Remuneration**

Residential Estate near Fo Tan Station, Shatin - HK\$20,000.- (9 hours per day)

**Job Description**

- Handle routine operations of property management and provide guest services to residents;
- Handle complaints and enquiries and resolve service issues in a professional manner;
- Provide administrative and clerical supports.
- Any other duties reasonably directed by your superiors.

**Requirements**

- Form 5 / Secondary 6 graduated in HKCEE / DSE or equivalent;
- Holding of valid **Security Personnel Permit** and **QAS qualification**.
- Minimum 1 year relevant working experience in security or property or hospitality or guest service industry preferred;
- Self-motivated and capable to communicate in English and Cantonese;
- High standard of personal integrity and reliability;
- Be customer-oriented;
- Immediate availability is highly preferred.

Interested parties please send your resume together with the date available to

By mail :- Human Resources Department, Unit 1, 7/F, Kai Fuk Industrial Centre,  
1 Wang Tung Street, Kowloon Bay, HK.

By fax :- 2405-0323 or 2707 0777

By email :- [chriszho@generalsecurity.com.hk](mailto:chriszho@generalsecurity.com.hk)

(Candidates who are not invited for interview within 2 months, their application may be considered as unsuccessful and all personal data will be destroyed within 6 months.)