

香港旅遊發展局「老友記」計劃 - 申請表格 "Hong Kong Pals" Programme - Application Form

此表格適用於申請香港旅遊發展局（旅發局）的「老友記」計劃。

This form is used for applying for the "Hong Kong Pals" Programme of the Hong Kong Tourism Board (HKTB).

申請人資料 Particulars of Applicant: (* 必須填寫 These fields must be completed)

*中文姓名 Chinese Name: _____ (請按香港身份證上所示填寫 Please indicate as printed on HKID Card.)

*英文姓氏 English Surname: _____ *名 English First Name: _____ (請以正楷填寫 Please print in BLOCK letters.)

*性別 Gender: 男 M / 女 F *香港身份證號碼 (頭4個數字) HKID Card No. (First 4 digit): _____

*出生日期 Date of Birth: _____ (日DD) _____ (月MM) _____ (年YYYY) *年齡 Age: _____

*聯絡電話 Tel No.: (手提電話 Mobile) _____ *電郵 E-mail: _____

*教育程度 Education: 大專／大學 Tertiary Education 預科 Matriculated 中五 Form 5
 其他 Others: _____

*工作狀況 Work Status: 全職 Full-time Work (現職 Job Title _____)
 兼職 Part-time Work (現職 Job Title _____)
 退休 Retired (曾任職 Previous Job Title _____)
 主婦 Housewife 學生 Student 其他 Others: _____

*能操流利語言/方言 Language(s)/Dialect(s) Spoken: 廣東話 Cantonese 普通話 Mandarin
 英語 English 其他 Others: _____

興趣及知識 Special Interests/Knowledge : (可選多項 You may choose more than 1 item)

本地文化 Local Culture 歷史傳統 History & Heritage 購物及飲食 Shopping & Dining
 建築及景點 Architecture & Attractions 綠色旅遊 Eco-tourism 文娛藝術 Arts & Performance
 其他 Others: _____

是否持有以上項目的相關證書或經驗? Do you hold a certificate(s) or experience for the above item(s)? 是 Yes 否 No

若有，請列明 If yes, please specify:

*請說明你適合當老友記的原因。 Please explain why you are competent to be a "Hong Kong Pal".
(請以英文填寫 Please answer in English)

※注意：入選的義工必須接受由旅發局於2019年1月至3月所安排的培訓課程，其後於山頂、尖沙咀、機場、啟德郵輪碼頭、香港西九龍站及港珠澳大橋的旅客諮詢中心，以及旅發局舉辦的大型活動為旅客服務，部分獲甄選的義工會提供線上聊天服務，即時解答在港旅客的觀光查詢及分享旅遊心得。義工必須於任期一年內(2019年4月至2020年3月)完成不少於20節(即60小時)的服務。義務工作時間一般安排於星期一至日上午9時至晚上6時期間，每節工作時段為3小時。確實的服務時間將根據每月更表安排而定。

※ Remarks: Shortlisted volunteers are required to attend training sessions organised by the HKTB between January and March 2019. Volunteers will be assigned to work at the Peak, Tsim Sha Tsui, Airport, Kai Tak Cruise Terminal, West Kowloon Express Rail Link Terminus and Hong Kong - Zhuhai - Macau Bridge Visitor Centres. They will also assist in HKTB mega events. Selected 'Hong Kong Pals' will provide service through online chat, giving instant response to visitors' enquiries as well as the latest sightseeing recommendations. Each volunteer will need to work for no less than 20 sessions (60 hours) during the appointment period (from April 2019 to March 2020). Each duty session lasts for 3 hours, usually between 9am and 6pm from Monday to Sunday. The exact duty hours will be confirmed each month according to the roster.

服務時間如下 Service Time Below : (每節義務工作時段大約為3小時 Each duty session lasts about 3 hours.)

星期一至五 Monday to Friday (09:00 - 12:00 / 10:00 - 13:00 / 12:00 - 15:00 / 15:00 - 18:00)

星期六日及公眾假期 Saturday, Sunday & Public Holidays (09:00 - 12:00 / 12:00 - 15:00 / 13:00 - 16:00 / 15:00 - 18:00)

※確實的服務時間將根據每月更表安排而定。 The exact duty hours will be confirmed each month according to the roster.

除了於旅客諮詢中心服務旅客之外，您有興趣提供以下哪一種服務（可選多項）

Other than serving visitors at various HKTB Visitor Centres, please select the service provision that you are interested in (You can choose more than one).

提供線上聊天服務 Providing instant travel tips to visitors through online chat

於旅發局舉辦的大型活動為旅客服務 Providing service at the HKTB event venues

※義工主要會被安排於旅發局旅客諮詢中心工作，至於其他服務，旅發局會因應義工的興趣和能力作出安排。

Hong Kong Pals will be assigned to work mainly at HKTB Visitor Centres. Other services will be arranged according to Hong Kong Pals' interests and competency.

經篩選的申請人將獲邀參加面試，首輪面試將於2018年11月3日及4日舉行。

Selected candidate will be invited to join the first interview on 3 or 4 November 2018.

*請選擇面試日期Please select the interview time :

11月3日(星期六) 3 November (Saturday)

11月4日(星期日) 4 November (Sunday)

兩日皆可(Either one day is fine)

※面試日期及時間以旅發局的最終安排為準。 The exact interview date and time is subject to the final arrangement of the Hong Kong Tourism Board.

*您曾否參加「老友記」計劃面試? Have you ever joined the Hong Kong Pals interview in the past?

是Yes

否No

您從以下哪個途徑得知「老友記」計劃招募事宜（可選多項）? From which channel did you learn about the "Hong Kong Pals" Programme?

報章Newspaper

電台Radio

電視新聞節目TV News

朋友推薦Recommended by friends

旅發局網站 Hong Kong Tourism Board Website

「老友記」計劃臉書 "Hong Kong Pals" Programme Facebook

義工招聘網站 Volunteer Recruitment Website

其他，請註明Others, Please state _____

收集個人資料聲明 Personal Information Collection Statement

你所提供的資料只供申請香港旅遊發展局的「老友記」計劃，作為本局職員日後聯絡通訊之用，除我們授權的人員外，將不會提供予其他人士。所有收集的資料將於「老友記」計劃招募活動結束後的6個月內銷毀。

The information provided will be used only for enrollment in the "Hong Kong Pals" Programme of the Hong Kong Tourism Board, and will not be given to any unauthorised party. All collected information will be destroyed within 6 months after the "Hong Kong Pals" Programme recruitment.

申請人簽署：

Applicant's Signature _____

日期：

Date _____

※香港旅遊發展局保留是否接納申請的決定權。 All applications are subject to the final approval of the Hong Kong Tourism Board.

申請方法 Method of Application

請填妥表格後於2018年10月19日或之前以下列任何一種方式遞交到香港旅遊發展局：

The duly completed Application Form must be submitted to the Hong Kong Tourism Board by one of the following methods on or before 19 October 2018:

1) 電郵 E-mail: hongkongpals@hktb.com

2) 郵寄 (以郵戳日期為準) By Post (Postmarked)

香港旅遊發展局 總辦事處

北角威非路道18號萬國寶通中心9樓至11樓 (旅客服務部)

Hong Kong Tourism Board Head Office

9 - 11/F, Citicorp Centre, 18 Whitfield Road, North Point (Visitor Services Department)

3) 傳真 Fax: (852) 2503 6130

4) 親身遞交 By Hand

香港旅遊發展局 總辦事處

北角威非路道18號萬國寶通中心11樓 (旅客服務部)

辦公時間: 星期一至五上午9時至下午5時45分

Hong Kong Tourism Board Head Office

11/F, Citicorp Centre, 18 Whitfield Road, North Point (Visitor Services Department)

Office Hours: 9am - 5:45pm Monday to Friday

香港旅遊發展局 九龍旅客諮詢中心

尖沙咀天星碼頭

開放時間: 每日上午8時至下午8時

Hong Kong Tourism Board Kowloon Visitor Centre: Star Ferry Concourse, Tsim Sha Tsui, Kowloon

Opening Hours: 8am - 8pm daily

5) 查詢電話: (852) 8120 0017 (每日上午9時至下午6時)

Enquiry No.: (852) 8120 0017 (9am - 6pm daily)