

GP Industries – GP Electronics & Acoustics Group

- Member of Gold Peak Group

To cope with the strategic growth in our business, we are now offering an excellent career opportunity to high caliber and dynamic candidates joining us in a 3-year Executive Development Programme. Positions will be offered through Electronics and Acoustics divisions respectively as shown below.

For Electronics Division

Assistant Accountant – GPEHK

Responsibilities

- Involved in tax planning tasks and treasury like currency hedging
- Participate in projects on process improvements, BackOffice automation and implementation of software
- Involved in annual budgeting process and monthly forecasting
- Handle month-end closing and involved in accounting operations
- Involved in compiling monthly management reports, group consolidation and financial analysis
- Involved in year-end statutory audit and supporting schedules for tax filing to the IRD

Requirements

- Bachelor Degree in Accounting or related disciplines with good GPA result
- Strong analytical, reporting writing and problem solving skills
- Initiative, self-motivated, independent, willing to work under pressure and strong interpersonal skills
- Proficiency in using Microsoft application skills (MS Excel, Word, Powerpoint and Visio)
- Good command of both written and spoken English, Cantonese and Mandarin. Knowledge of other foreign language is a plus
- Occasional travel to PRC is required

Assistant Engineer – Acoustics Development / Connectivity & Wireless

Joining our Engineering Team as an Assistant Engineer, you will perform project related software or hardware architecture, design, implementation, test and improvement; and assist project leader in completing the project tasks. With opportunity to join our 3-year development program, you will receive a series of technical, management & leadership trainings which lead you to be a future successor in the organization.

Responsibilities

- Design, implement, test and improve hardware and software architecture
- Understand the market and technical needs of the product to be developed
- Prepare project document or research, analysis and evaluation report
- Assist in troubleshooting, analyzing and solve any technical issues in whole product development cycle
- Assist in the product verification and validation
- Assist in building and tests prototype sample stage to mass production
- Collaborate with functional project team members within company and overseas
- Perform all tasks assigned by the supervisor

Requirements

For Acoustics Development Team:

- Bachelor degree or above in Material Science or related discipline
- Good knowledge of manufacturing processes, design for manufacturing and ISO quality management systems is required
- High mobility and willing to take overseas assignment is preferable
- Working location: Hong Kong / Shenzhen / Huizhou

For Connectivity & Wireless Team:

- Bachelor degree or above in Electronic Engineering or related discipline
- Good knowledge of electronic, RF, wireless/data communication, and/or signal processing is required is required
- Willing to have frequent travel to our Shenzhen R&D Centre & Huizhou factory
- Working location: Hong Kong

In General:

- Knowledge of CAM / CAD tools like Pspice, Protel or Pads and simulation tools is an advantage
- Proficient in English and Chinese, fluent in Putonghua
- Good interpersonal and communication skills

Purchasing Executive (Station in Shenzhen)

Responsibilities

- On-the-job Training builds your capabilities in purchasing in technological environment.
- Job Familiarization Program exposes you to full spectrum of purchasing and other key functional units, builds your working network and broadens your perspectives.
- Management & Leadership Training provides you a series of soft-skills training and leads you to future successors in the organization.

Requirements

- Bachelor degree in Engineering or equivalent
- Energetic, aggressive, take initiative
- Good communication & interpersonal skills
- Good command of English, Chinese and Mandarin
- Daily travel and work in Shenzhen from Monday to Friday is required

IT Executive

Training Modules

- On-the-job Training builds your capabilities in programming in technological environment.
- Job Familiarization Program exposes you to full spectrum of System Information Services and other key functional units, builds your working network and broadens your perspectives.
- Management & Leadership Training provides you a series of soft-skills training and leads you to future successors in the organization.

Requirements

- Bachelor in Computer Science / Information Technology or related disciplines
- Knowledge in Windows system, Server installation & configuration and Network LAN / WAN is preferable
- Energetic, aggressive, take initiative
- Good communication & interpersonal skills
- Good command of English, Chinese and Mandarin

Sales Engineer

Responsibilities

- Specify market requirements for current and future products by conducting market research and business analysis.
- Define a solution set across functional teams through market requirements, and positioning.
- Propose new product ideas and business opportunities.
- Handle marketing and sales activities of OEM/ODM projects and account management.
- Liaise with overseas customers and different functional departments within the company.
- Opportunities to travel to China and overseas. Station in overseas may be required.

Requirements

- Bachelor degree in Engineering (Electronics, Mechanical, Industrial) or related disciplines with good GPA result
- Good command of both written and spoken English, Cantonese and Mandarin
- Energetic, aggressive, self-initiative
- Interested in musical instrument or audio products will be an advantage
- Good communication & interpersonal skills
- High mobility and willing to take overseas assignment is preferable
- Candidates with more than 2 years' experience will not be considered

Sales Executive

Responsibilities

- Handle marketing and sales activities of OEM/ODM projects and account management.
- Perform market research and business analysis.
- Liaise with overseas customers and different functional departments within the company.
- Opportunities to travel to China and overseas. Station in overseas may be required.

Requirements

- Bachelor degree in Business Administration/Marketing or related disciplines with good GPA result
- Good command of both written and spoken English, Cantonese and Mandarin
- Energetic, aggressive, self-initiative
- Interested in musical instrument or audio products will be an advantage
- Good communication & interpersonal skills
- High mobility and willing to take overseas assignment is preferable

Candidates with more than 2 years' experience will not be considered

Internal Audit Executive

Responsibilities

- Assist audit seniors in performing analytical reviews and audits of group companies
- Perform audit work according to audit programs. Collect relevant audit evidences and perform objective analysis and assessment
- Discuss and confirm preliminary audit findings with relevant staff and supervisors of auditee companies
- Suggest internal control, risk management and process improvements
- Involve in due diligence and other ad hoc assignments
- Organize working papers and draft preliminary findings in accordance with department requirement
- Occasional travels to PRC and overseas required

Requirements

- Bachelor degree in Accounting or related disciplines with good GPA result
- Internship experience in audit or commercial firms preferred
- Strong analytical, communication and social skills
- Self motivated and dedicated to a career in internal audit
- Proficiency in using Microsoft applications (Excel, Word & Powerpoint)
- Good command of both written and spoken English, Cantonese and Mandarin. Knowledge of other foreign language is a plus

Logistics Executive

Responsibilities

- Assist in the execution of daily logistic operation processes, including order fulfillment, production planning, and shipment planning
- Assist in monitoring and control of supply chain KPIs to meet defined targets
- Assist in the preparation and analysis of logistics KPI reports
- Assist in Business Improvement projects through modeling and improvement of business processes, logistics cost modeling and IT system integration

Requirements

- Bachelor degree in Logistics/ Supply Chain Management/ Industrial Engineering or related disciplines with good GPA result
- Proficiency in using Microsoft application (Excel, Word & Powerpoint)
- Knowledge and experience in database, information system design and web development is a plus
- Communicate credibly and effectively with all levels of the organization, 3PL and external parties
- Highly energetic and motivated team player
- Comfortable with financial numbers and business processes
- Change oriented
- Good command of both written and spoken English, Cantonese and Mandarin

Human Resources Executive

We are looking for a person who has aspirations to become a HR professional. To cope with the company development, the person must be pro-active, independent, outgoing, energetic, able to work under pressure, and have good interpersonal skills to interact with staff at different levels and of different nationality.

The successful incumbent will participate in various human resource areas including recruitment and selection, compensation and benefits, training and development, employee relations and other HR ad hoc projects in Hong Kong and China.

For GP Acoustics Division

Product Management Executive

Responsibilities

To assist product managers in the following product management activities:

- Manage the entire product life cycle from strategic planning to tactical activities
- Specify market requirements for current and future products by conducting market research supported by on-going visits to consumers and distribution partners
- Define a solution set across development teams (primarily Design/ Engineering, and Marketing Communications) through market requirements, and positioning
- Develop and implement a go-to-market plan, working with all departments for execution

Requirements

- Bachelor degree in Engineering discipline are highly preferable or related disciplines with good GPA result
- Good command of both written and spoken English, Cantonese and Mandarin
- Competent writer in English and Chinese
- Proficiency in using Microsoft application (Excel, Word & Powerpoint)
- Interest in music, musical instruments or audio products is an advantage
- Energetic, aggressive, self-initiative and inquisitive
- Strong communication, co-ordination and interpersonal skills
- Strong analytical skills
- Willing to travel and work in PRC and overseas office

Candidates with more than 2 years' experience will not be considered

Assistant Accountant / Accountant - GPAI

Responsibilities:

- Responsible for the month-end closing and preparation of accounting schedules
- Assist in compiling monthly management accounting reporting, financial controlling of overseas subsidiaries
- Assist in treasury function including daily cash-flow & forecast
- Assist in projects on process improvements and business control
- Assist in year-end statutory audit and preparation of tax computation & supporting schedules for tax filing to the IRD

Requirements:

- University degree holder in Accounting or Business related field;
- At least 2 years of relevant working experience in sizable company;
- Finalist of HKICPA level
- Self-motivated, independent, willing to work in a fast-paced environment and good interpersonal skills;
- Strong analytical, reporting writing and problem solving skills;
- Proficiency in using Microsoft application (Excel, Word & Powerpoint);
- Good command of English, Chinese and Mandarin;
- More experience candidate will be considered as Accountant

Company Benefits

We offer 5-day work, double pay and medical benefit to the right candidates.

Application Method & Deadline

Please indicate your preferred career fields (at most three positions) and submit your applications with the following documents to hr_dept@gpe-hkg.com on or before **April 30, 2017**.

1. Resume with preferred career fields
2. Cover Letter
3. Academic Transcript (University & Public Examinations)

We are an equal opportunities employer. Personal data collected will be treated as strictly confidential and used for recruitment purpose only.