

**「運輸業輸入勞工計劃—公共小巴／客車行業」
本地司機招聘廣告的規定**

1. 招聘廣告的刊登期：請於「運輸業輸入勞工計劃—公共小巴／客車行業」申請表內填寫的申請日期前四個月內，連續十四個曆日，(i)在勞工處「互動就業服務」網站進行招聘，或(ii)在本地報章／招聘網站刊登兩則招聘本地司機的廣告。有關刊登日期的例子如下：

Publishing period of recruitment advertisement: Please conduct recruitment of local driver(s) within 4 months prior to the submission of the application form of “The Labour Importation Scheme for the Transport Sector – Public Light Bus / Coach Trade”. The recruitment should be either (i) through the “Interactive Employment Service” website of the Labour Department (“LD”), or (ii) two recruitment advertisements published in local newspaper(s) / on recruitment website(s), for a continuous period of 14 calendar days. Example of publishing period is as follows:

例如： 申請日期為 2023 年 7 月 24 日 e.g.: Application date is 24 July 2023		
廣告 Advertisement	刊登期 Publishing Period	連續 14 個曆日的招聘廣告必須於 2023 年 3 月 24 日至 2023 年 7 月 23 日期間刊登 Recruitment advertisements for a continuous period of 14 calendar days must have been published between 24 March 2023 and 23 July 2023.
	刊登媒介 Publishing Media	勞工處「互動就業服務」網站，或 本地報章／招聘網站刊登兩則廣告 The “Interactive Employment Service” website of LD, or Local newspaper(s) / on recruitment website(s)

2. 上述招聘廣告內所訂明的本地司機薪金必須不低於輸入司機的薪金，而輸入司機的薪金不得低於政府編製的相關職位每月工資中位數；廣告內亦不可設有任何限制性規定或超越工作需求的不合理條件，如年齡、性別及技能等。請注意，招聘廣告內必須包括下列各項資料：

The salary of local drivers specified in the recruitment advertisement must not be lower than that offered to imported drivers while the salary of imported drivers must not be lower than the Median Monthly Wage of the relevant post(s) as compiled by the Government. There must not be unreasonable job requirements in the recruitment advertisements that are restrictive or excessive, such as age, sex and skills. Please note that recruitment advertisements must include the following information:

內容 Content	注意事項 Points to note	須包括的資料／例子 Information/Examples to be included
1. 職位名稱 Job Title	所刊登的職位名稱必須與是次申請的資料相同。 The job title published must be the same as the information provided in the application.	即：公共小巴／本地客車／跨境直通巴士司機 Namely: Public light bus / local coach / cross-boundary coach driver
2. 工作地區 Working District	須刊登工作地點所屬地區。 Must indicate the district of the work place.	例如：元朗、旺角 e.g. Yuen Long, Mongkok
3. 工作時間 Working Schedule	請列明工作時間；如需輪班，則請註明各班的工作時間。 Please specify the working schedule; if shifts are required, please indicate the working schedule of each shift.	例如：上午 6 時至下午 3 時或上午 9 時至下午 6 時，每週工作 6 天。 (此工作時數應為扣除休息時間後的實際工作時數) e.g. 6:00 am to 3:00 pm or 9:00 am to 6:00 pm, 6 work days per week. (The number of working hours should be the actual working hours after deducting rest time)
4. 入職要求 Entry Requirement	須列明入職要求，如學歷、語文能力、相關經驗及技能等。 The entry requirements must be listed out, such as education standard, language ability, relevant experience and skills, etc.	例如：沒有學歷要求；良好粵語優先；懂讀寫中文；持有公共小型巴士駕駛執照；良好駕駛及服務態度。 e.g. No academic qualifications required; good Cantonese is preferred; can read and write Chinese; hold a public light bus driving licence; good driving and service attitude.
5. 月薪 Monthly Salary	所刊登的工資不得低於政府編製的相關職位每月工資中位數。 The salary of local driver(s) published in the recruitment advertisement must not be lower than the Median Monthly Wage of the relevant post(s) as compiled by the Government.	例如：每日 \$800-900 (每週工作 6 天) e.g. \$800-900 per day (6 work days per week)
6. 聯絡方法 Contact Means	可聯絡的電話號碼。 Phone number that can be reached.	請於廣告內註明：「求職者請致電 xxxx-xxxx 查詢。」 Please indicate in the advertisements: "For enquiries, please call xxxx xxxx."