



City Chamber Orchestra of Hong Kong (CCOHK) invites university music graduates with relevant knowledge and experience to apply for the following position:

Concert Manager & Librarian 音樂會及譜務經理 (Full-time)

The Concert Manager & Librarian works in tandem/collaboration with the Artistic Director and will be a highly motivated individual who is inspired to contribute to and improve the running quality and technical operations of the orchestra's performances. Duties include the preparation of music scores, concert implementation, technical planning, scheduling and stage management. The Concert Manager & Librarian must be able to read orchestral scores and stage plans, be prepared to move equipment and capable of juggling several projects simultaneously with minimal supervision. Occasional evening and weekend work is required.

Further attributes

- Time efficient and hard-working
- Pays attention to details
- Helpful, reliable and good at teamwork
- Advanced digital/IT skills
- Ability to speak, read and write Chinese an advantage
- Additional knowledge in theatrical work an advantage

Job commencement date: N/A

Suitable candidates should apply in writing by email with their CV and a letter of introduction addressed to the **Artistic Director, City Chamber Orchestra of Hong Kong** (leanne@ccohk.com). The letter shall include an expected salary commensurate with experience and two referees with their email/mob contacts. If invited for an interview, a formal reference letter from a former employer or music mentor will be required.

About City Chamber Orchestra of Hong Kong

Since 1999 City Chamber Orchestra of Hong Kong (CCOHK) has established itself as one of Asia's leading chamber orchestras. Members are professional musicians who deliver award-winning and internationally acclaimed performances and recordings. CCOHK's annual concert season highlights the performance of small-scale orchestral works in diverse music styles, collaborations with world-class artists and newly curated orchestra-theatre programmes for young audiences.

(All personal data received will be used for recruitment purposes only)