

*Yangpu Economic Development Zone Management Committee*

## **Recruitment Announcement**

### **Director General (Legal Representative) of the Yangpu Bonded Port Area Development Bureau**

To implement the guiding principles of the "Master Plan for the Construction of Hainan Free Trade Port" and attract talents, the Yangpu Bonded Port Area (Hereinafter referred to as "YBPA") now offers the position of Director General (legal representative) to talented people worldwide. Relevant information is as follows:

#### **1. Position**

Director General (legal representative) of the YBPA Development Bureau

#### **2. About the organization & job responsibilities**

The Yangpu Economic Development Zone (Hereinafter referred to as "YEDZ"), a national level development zone, is the first of its kind in China with large-scale foreign investment, and entitled to bonded zone incentives. Over the past years, the YEDZ has developed into an industrial powerhouse and a leader in foreign trade growth, and has served as a pacesetter and exemplar for the development of the Hainan Free Trade Port. The YBPA Development Bureau is a public institution directly under the YEDZ Management Committee, mainly responsible for business service management and investment promotion in the bonded port area.

##### **Job responsibilities:**

- A. Drafting the industrial development plan and annual business plan for the bonded port area.
- B. Performing, in accordance with strategic planning of the port area, the construction and maintenance of infrastructure and supervision facilities of the bonded port area, especially on the management of customs checkpoints, the operation and management of operational facilities, and the optimization of project investment environment in accordance with the requirements of the overall plan of the development zone.
- C. Responsible for the investment promotion, and project consultation, following up and negotiation within the bonded port area, and assisting Yangpu International Investment Consulting Co., Ltd. in attracting investment.
- D. Providing follow-up services for enterprises within the bonded port area.
- E. Assisting relevant departments in supervising and managing the production and operation activities of enterprises within the bonded port area.

### **3. Qualification**

There is no nationality and status restriction for this recruitment. Candidates should meet the following requirements:

#### **A. Basic requirements for candidates**

- a) Comply with the Constitution and laws of the People's Republic of China, respect the development path, institutional arrangements, national sentiments and cultural customs chosen by the Chinese people on their own will.
- b) Maintain good professional ethics and personal conduct, be honest, trustworthy and work with integrity as required for the job.
- c) Meet the professional or technical requirements for the position.
- d) Be proficient in oral and written Chinese and English and capable of using both of them as working languages.
- e) Meet health conditions to perform daily duties.

#### **B. Specific requirements for the job**

- a) Under 50 years of age (born after December 1, 1969). This age limit may be relaxed for particularly outstanding candidates.
- b) Hold a bachelor's degree or above.
- c) Have more than five years of work experience at investment promotion seats.
- d) Have a global vision and be familiar with international trade rules, and have rich experience in large-scale industrial park management.
- e) Candidates who have served as a member of the management team in Fortune 500 companies or government departments and agencies, and those who are multilingual speakers are preferred.

Applicants with any of the following circumstances will be disqualified:

- a) If the applicant has a criminal record.
- b) If the applicant has any kind of dishonest record.
- c) If the applicant has any record of bad ethics.
- d) Where relevant laws and regulations specify that the applicant is not allowed to act as a legal representative.
- e) Other situations that are not suitable for employment.

### **4. Working location**

Yangpu Economic Development Zone, Hainan Province

### **5. Recruitment procedures**

#### **A. Registration**

- a) Duration: March 1 to 31, 2021.
- b) Method: Applicants should register by filling in their personal information form (in Chinese) online (off-line registration not accepted). Registration website: *Contact Hainan* ([www.contacthainan.gov.cn](http://www.contacthainan.gov.cn)). If the applicant is recommended by an organization or a headhunter, the recommendation letter shall be enclosed.

#### B. Qualification review

Applicants' qualifications will be reviewed by the recruitment team.

#### C. Selection through resumes and analysis of experience and achievements

After initial selection and analysis, the list of candidates will be proposed for the next round. Candidates who pass this round will be notified via phone/text message/email to participate in the comprehensive evaluation. After receiving the notification, candidates must send a soft copy of relevant materials to the following email address: [yprsrc@163.com](mailto:yprsrc@163.com) within specified time.

The list of materials that need to be submitted: one soft copy for ID card or passport, academic degree certificates, work experience, professional and technical qualification certificates, professional (practice) qualification certificates, previous post assignment documents, reward and punishment documents, main academic achievement documents and the letter of commitment for personal integrity.

Applicants will be responsible for the information and materials being provided. If any false information or false materials are detected, the applicant will be disqualified immediately and be included in the blacklist of dishonest person.

#### D. Comprehensive evaluation

Face-to-face interviews for comprehensive evaluation will be organized, written examinations or evaluations conducted by entrusted third-party institutions will also be organized as needed to gain in-depth understanding of candidates' moral and capability performance, professionalism, personality, and career development.

A list of recommended candidates will be proposed based on the comprehensive evaluation results. Should there be no suitable candidates, the recruitment process will be canceled.

#### E. Qualification evaluation and due diligence

The list of proposed candidates will be determined after inspection and verification of the candidate's background and performance by the specified organization or an entrusted third party.

#### F. Review and determine the candidate for recruitment

The final hiring decision will be made in accordance with relevant procedures, and if there is no objection after public release of the decision, the position appointment agreement could be signed among other formalities.

#### G. Enrollment

Enrollment will be done in accordance with relevant procedures and follow-up service will be provided.

### **6. Management mode and remuneration**

#### A. Management mode:

Market-based mechanism is applied for the management of the appointed person. An appointment contract will be signed to clarify the appointment position, appointment period, term goals, rights and obligations, assessment and evaluation, salary standards, benefits and welfare of the post, reward and punishment measures, renewal and dismissal conditions, confidentiality requirements, responsibilities for breach of contract, etc. The probation period is 6 months, those who pass the evaluation after the probation period will be formally recruited, while those who fail will be dismissed according to regulations.

#### B. Remuneration:

Remuneration package is applied according to the market-based mechanism which is linked to targeted tasks. Specific remuneration packages can be negotiated face to face. For voluntary resignation due to personal reasons or voluntary resignation before the expiration of the contract period, the remuneration package will be defined in accordance with the signed contact. Those who meet the criteria for talents introduced by Hainan Province shall enjoy corresponding rights in accordance with relevant policies after being accredited by specific departments.

### **7. Contact**

Person: Mr. Liu

Phone: +86 898 28836072

E-mail: [yprsrc@163.com](mailto:yprsrc@163.com)

Address: Room 1302, Yangpu Building, Yangpu Economic Development Zone, Hainan Province

*China Hainan Rubber Industry Group Co., Ltd.*

## **Recruitment Announcement**

**General Manager (Legal Representative) of**

**Yangpu Haiken Logistics Co., Ltd.**

To implement the guiding principles of the "Master Plan for the Construction of Hainan Free Trade Port" and following the development plan of Hainan's rubber industry, China Hainan Rubber Industry Group Co., Ltd. now offers the position of General Manager (legal representative) to global talents. Relevant information is as follow:

### **8. Position**

General Manager (legal representative) of Yangpu Haiken Logistics Co., Ltd.

### **9. About the company & job responsibilities**

Yangpu Haiken Logistics Co., Ltd. is a wholly owned subsidiary of China Hainan Rubber Industry Group Co., Ltd. It was established in 2012 with a registered capital of RMB 3 million. The company is mainly engaged in the warehousing and logistics business of natural rubber products, forest products, rubber fertilizer and other bulk products, as well as domestic and foreign vehicle and LCL cargo transportation, container transportation, logistics processing, and domestic and international cargo agent services.

#### **Job responsibilities:**

- A. Directing the operation and management of the company and organize the implementation of the resolutions of the board of directors.
- B. Establishing the company's operation and management system and organize its implementation to provide sufficient resources for the operation and management of the company.
- C. Fully utilizing Hainan's free trade port policy to innovate business model and expand business channels.
- D. Using the company's location advantages to integrate business resources, extend business chain, scale up business, and expand international logistics networks.
- E. Organizing and completing other temporary and periodic work and tasks assigned by the board of directors.
- F. Other responsibilities specified in the articles of association of the company.

### **10. Qualification**

There is no nationality and status restriction for this recruitment. Candidates should meet the following requirements:

**A. Basic requirements for candidates**

- a) Comply with the Constitution and laws of the People's Republic of China, respect the development path, institutional arrangements, national sentiments and cultural customs chosen by the Chinese people on their own will.
- b) Maintain good professional ethics and personal conduct, be honest, trustworthy and work with integrity as required for the job.
- c) Meet the professional or technical requirements for the position.
- d) Be proficient in oral and written Chinese and English and capable of using both of them as working languages.
- e) Meet health conditions to perform daily duties.

**B. Specific requirements for the job**

- a) Under 45 years old (born after December 1, 1974). This age limit may be relaxed for particularly outstanding candidates.
- b) Hold a bachelor's degree or above.
- c) Have more than five years of enterprise management experience, being familiar with domestic and international markets and logistics industry development trends, international trade rules, and modern enterprise management, along with strong market competition consciousness and pioneering and innovative spirit.
- d) Strong decision-making, management, organization and coordination abilities and the experience to solve complex problems.
- e) Candidates who have served as a member of the management team in Fortune 500 companies or worked in same-level positions, and those who have the background of studying abroad or are multilingual speakers are preferred.

Applicants with any of the following circumstances will be disqualified:

- f) If the applicant has a criminal record.
- g) If the applicant has any kind of dishonest record.
- h) If the applicant has any record of bad ethics.
- i) Where relevant laws and regulations specify that the applicant is not allowed to act as a legal representative.
- j) Other situations that are not suitable for employment.

**11. Working location**

Haikou, Hainan Province

**5. Recruitment procedures**

- A. Registration

- a) Duration: March 1 to 31, 2021.
- b) Method: Applicants should register by filling in their personal information form (in Chinese) online (off-line registration not accepted). Registration website: *Contact Hainan* ([www.contacthainan.gov.cn](http://www.contacthainan.gov.cn)). If the applicant is recommended by an organization or a headhunter, the recommendation letter shall be enclosed.

#### B. Qualification review

Applicants' qualifications will be reviewed by the recruitment team.

#### C. Selection through resumes and analysis of experience and achievements

After initial selection and analysis, the list of candidates will be proposed for next round. Candidates who pass this round will be notified via phone/text message/email to participate in the comprehensive evaluation. After receiving the notification, candidates must send a soft copy of relevant materials to the following email address: [liulc@hirub.cn](mailto:liulc@hirub.cn) within specified time.

The list of materials that need to be submitted: one soft copy for ID card or passport, academic degree certificates, work experience, professional and technical qualification certificates, professional (practice) qualification certificates, previous post assignment documents, reward and punishment documents, main academic achievement documents and the letter of commitment for personal integrity.

Applicants will be responsible for the information and materials being provided. If any false information or false materials are detected, the applicant will be disqualified immediately and be included in the blacklist of dishonest person.

#### D. Comprehensive evaluation

Face-to-face interviews for comprehensive evaluation will be organized, written examinations or evaluations conducted by entrusted third-party institutions will also be organized as needed to gain in-depth understanding of candidates' moral and capability performance, professionalism, personality, and career development.

A list of recommended candidates will be proposed based on the comprehensive evaluation results. Should there be no suitable candidates, the recruitment process will be canceled.

#### E. Qualification evaluation and due diligence

The list of proposed candidates will be determined after inspection and verification of the candidate's background and performance by the specified organization or an entrusted third party.

#### F. Review and determine the candidate for recruitment

The final hiring decision will be made in accordance with relevant procedures, and if there is no objection after public release of the decision, the position appointment agreement could be signed among other formalities.

#### G. Enrollment

Enrollment will be done in accordance with relevant procedures and follow-up service will be provided.

### **6. Management mode and remuneration**

#### A. Management mode:

Market-based mechanism is applied for the management of the appointed person. An appointment contract will be signed to clarify the appointment position, appointment period, term goals, rights and obligations, assessment and evaluation, salary standards, benefits and welfare of the post, reward and punishment measures, renewal and dismissal conditions, confidentiality requirements, responsibilities for breach of contract, etc. The probation period is 6 months, those who pass the evaluation after the probation period will be formally recruited, while those who fail will be dismissed according to regulations.

#### B. Remuneration:

Remuneration package is applied according to the market-based mechanism which is linked to targeted tasks. Specific remuneration packages can be negotiated face to face. For voluntary resignation due to personal reasons or voluntary resignation before the expiration of the contract period, the remuneration package will be defined in accordance with the signed contract. Those who meet the criteria for talents introduced by Hainan Province shall enjoy corresponding rights in accordance with relevant policies after being accredited by specific departments.

### **7. Contact**

Person: Mr. Liu

Phone: +86 898 68520305

E-mail: liulc@hirub.cn

Address: Fortune Plaza, 103 Binhai Avenue, Haikou, Hainan Province

*Sanya, Hainan Province*

# Recruitment Announcement

## Director General (Legal Representative) of

### Sanya Tourism Promotion Bureau

To implement the guiding principles of the "Master Plan for the Construction of Hainan Free Trade Port", attract talents with global vision for boosting Sanya's tourism industry, and expand domestic and foreign source markets and marketing channels, the Sanya Tourism Promotion Bureau (Hereinafter referred to as "STPB") now offers the position of Director General (legal representative) to talented people worldwide. Relevant information is as follows:

#### **12. Position**

STPB Director General (legal representative), Hainan Province

#### **13. About the organization & job responsibilities**

The STPB is a statutory institution initiated by the Sanya Municipal People's Government and registered by law on June 4th, 2020. The bureau implements a business mechanism in which the Director General takes charge under the leadership of the board of directors. The Director General will be mainly responsible for formulating Sanya's tourism marketing plans and their implementation, coordinating the affairs of Sanya tourism promotion centers overseas, making joint marketing with companies within the tourism industry and undertaking work of foreign tourism exchange and cooperation.

##### **Job responsibilities:**

- A. Responsible for STPB's day-to-day operations, including promoting Sanya's tourism industry, expanding tourism marketing channels, conducting tourism market research and tourism product development, promoting the development of domestic and foreign air routes, and promoting the city's image.
- B. Fully complete various tasks and perform other duties assigned by the Sanya Municipal Party Committee, the Sanya Municipal People's Government and other superior authorities.
- C. Implement various decisions made by the board of directors, convene and preside over the office meetings of the director general, and review and determine major issues and important affairs.
- D. Report regularly to the STPB board of directors on the progress of tourism promotion affairs in Sanya.
- E. Other tasks assigned by superior departments.

## **14. Qualification**

There is no nationality and status restriction for this recruitment. Candidates should meet the following requirements:

### **A. Basic requirements for candidates**

- a) Comply with the Constitution and laws of the People's Republic of China, respect the development path, institutional arrangements, national sentiments and cultural customs chosen by the Chinese people on their own will.
- b) Maintain good professional ethics and personal conduct, be honest, trustworthy and work with integrity as required for the job.
- c) Meet the professional or technical requirements for the position.
- d) Be proficient in oral and written Chinese and English and capable of using both of them as working languages.
- e) Meet health conditions to perform daily duties.

### **B. Specific requirements for the job**

- a) Under 50 years of age (born after December 1, 1969). This age limit may be relaxed for particularly outstanding candidates.
- b) Hold a bachelor's degree or above from well-known universities at home and abroad majoring in tourism management, marketing, culture communication, air transport and cruise and yacht management, economics and trade, law, or other relevant disciplines.
- c) Have more than eight years of work experience in media, communication, advertising, planning, consulting, aviation, travel agencies, tourism groups, marketing, online travel platforms and other travel-related industries.
- d) Have a global vision and be familiar with the rules of the international tourism market, have strong organizational planning and promotion capabilities, and have outstanding work performance.
- e) Candidates who have served as a member of the management team in Fortune 500 companies or government departments and agencies, and those who are proficient in Russian, Japanese, Korean and other languages in addition to Chinese and English are preferred.

Applicants with any of the following circumstances will be disqualified:

- k) If the applicant has a criminal record.
- l) If the applicant has any kind of dishonest record.
- m) If the applicant has any record of bad ethics.
- n) Where relevant laws and regulations specify that the applicant is not allowed to act as a legal representative.
- o) Other situations that are not suitable for employment.

#### **4. Working location**

Sanya, Hainan Province, China

#### **5. Recruitment procedures**

##### A. Registration

a) Duration: March 1 to 31, 2021.

b) Method: Applicants should register by filling in their personal information form (in Chinese) online (off-line registration not accepted). Registration website: *Contact Hainan* ([www.contacthainan.gov.cn](http://www.contacthainan.gov.cn)). If the applicant is recommended by an organization or a headhunter, the recommendation letter shall be enclosed.

##### B. Qualification review

Applicants' qualifications will be reviewed by the recruitment team.

##### C. Selection through resumes and analysis of experience and achievements

After initial selection and analysis, the list of candidates will be proposed for the next round. Candidates who pass this round will be notified via phone/text message/email to participate in the comprehensive evaluation. After receiving the notification, candidates must send a soft copy of relevant materials to the following email address:[sytpb3@sanya.gov.cn](mailto:sytpb3@sanya.gov.cn) within specified time.

The list of materials that need to be submitted: one soft copy for ID card or passport, academic degree certificates, work experience, professional and technical qualification certificates, professional (practice) qualification certificates, previous post assignment documents, reward and punishment documents, main academic achievement documents, and the letter of commitment for personal integrity.

Applicants will be responsible for the information and materials being provided. If any false information or false materials are detected, the applicant will be disqualified immediately and be included in the blacklist of dishonest person.

##### D. Comprehensive evaluation

Face-to-face interviews for comprehensive evaluation will be organized, written examinations or evaluations conducted by entrusted third-party institutions will also be organized as needed to gain in-depth understanding of candidates' moral and capability performance, professionalism, personality, and career development.

A list of recommended candidates will be proposed based on the comprehensive evaluation results. Should there be no suitable candidates, the recruitment process will be canceled.

##### E. Qualification evaluation and due diligence

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F. Review and determine the candidate for recruitment

The final hiring decision will be made in accordance with relevant procedures, and if there is no objection after public release of the decision, the position appointment agreement could be signed among other formalities.

G. Enrollment

Enrollment will be done in accordance with relevant procedures and follow-up service will be provided.

## **6. Management mode and remuneration**

A. Management mode:

Market-based mechanism is applied for the management of the appointed person. An appointment contract will be signed to clarify the appointment position, appointment period, term goals, rights and obligations, assessment and evaluation, salary standards, benefits and welfare of the post, reward and punishment measures, renewal and dismissal conditions, confidentiality requirements, responsibilities for breach of contract, etc. The probation period is 6 months, those who pass the evaluation after the probation period will be formally recruited, while those who fail will be dismissed according to regulations.

B. Remuneration:

Remuneration package is applied according to the market-based mechanism which is linked to targeted tasks. Specific remuneration packages can be negotiated face to face. For voluntary resignation due to personal reasons or voluntary resignation before the expiration of the contract period, the remuneration package will be defined in accordance with the signed contact. Those who meet the criteria for talents introduced by Sanya, Hainan Province shall enjoy corresponding rights in accordance with relevant policies after being accredited by specific departments.

## **7. Contact**

Person: Ms.Lin

Phone: +86 898 88616699

E-mail: [sytpb3@sanya.gov.cn](mailto:sytpb3@sanya.gov.cn)

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