

SECTION I

INTRODUCTION

The Metals Training Board

1.1 The Metals Training Board of the Vocational Training Council (VTC) is a statutory body appointed by the HKSAR Government to be responsible for matters pertaining to manpower training in the metals industry which also includes the jewellery sector. The Training Board comprises members nominated by major trade associations, professional bodies, workers unions, training and educational institutions, as well as representatives from government departments. The membership and terms of reference of the Training Board are given in Appendices 1 and 2 respectively.

1.2 The Training Board is required by its terms of reference to determine the manpower needs of the industry and to recommend to the VTC the development of vocational education and training facilities to meet such needs.

The Manpower Survey

1.3 The Training Board conducted a survey from 10 May to 9 June 2006 to collect up-to-date information on the manpower situation of the metals industry. The survey was conducted with the assistance of the Census and Statistics Department of the HKSAR Government. Follow-up of the fieldwork was completed in October and data processing was carried out in November/December 2006.

1.4 The following manpower statistics and information were collected from the survey:

- (i) number of employees in various principal jobs at the time of the survey,
- (ii) number of existing vacancies,
- (iii) number of trainees,
- (iv) employers' forecast of the total number of employees by June 2007,
- (v) average monthly income of employees, and
- (vi) employers' views on the preferred education, training mode and training period of employees.

1.5 Employers were also requested to provide other information such as the number of technologists, technicians and craftsmen who had been promoted in the past 12 months, and also those who had been deployed to work for more than 6 months outside Hong Kong during the 12 months prior to the survey.

Scope of Survey

1.6 The survey covered the following 12 branches of the two major sectors of the metals industry:

Sector A : Metal Products and Related Industries

- Branch 1 : Plant maintenance section of food, beverage and tobacco manufacturing industries (HSIC 311-314),
- Branch 2 : Basic metal industries (HSIC 371-372),
- Branch 3 : Manufacture of fabricated metal products, except machinery and equipment (excluding manufacture of metal furniture and fixture) (HSIC 380-381, except 3812),
- Branch 4 : Manufacture of machinery and equipment, except electrical (HSIC 3821, 3861-3864 and 3871),
- Branch 5 : Manufacture of mechanical & electronic watches and clocks including cases, dials and parts (HSIC 3892 – 3894),
- Branch 6 : Manufacture of electrical appliances and house-wares, industrial machinery for the generation of electricity, dry batteries, torch bulbs and tubes (HSIC 3851, 3865-3867 and 3872),
- Branch 7 : Manufacture of photographic & optical goods, including cameras and spectacles (HSIC 3891),
- Branch 8 : Technical support / marketing & maintenance / services sections of major machinery / equipment / watches and clocks import-export / wholesale establishments (HSIC 611602, 611804, 631524, 631601 and 631602),
- Branch 9 : Major engineering services including material testing, metallurgy, process development / testing, production line consulting / design, and quality control (HSIC 8335), and
- Branch 10 : Relevant departments of training / educational institutions.

Sector B : Jewellery Industry

Branch 11 : Manufacture of jewellery and related articles including artificial pearls and imitation jewellery (HSIC 3902 and 3907), and

Branch 12 : Wholesale and import-export of jewellery and related products including imitation jewellery (HSIC 611514 and 631512).

(HSIC denotes Hong Kong Standard Industrial Classification)

1.7 Prior to the survey, the Census and Statistics Department recorded some 16 000 establishments in the above 12 branches of the metals industry in Hong Kong. In view of the limited resources available, a stratified random sampling method was adopted and a total of 1 271 samples were selected to be surveyed. The data collected were scaled up statistically to give an overall picture of the manpower situation of the industry.

Method of the Survey

1.8 Two sets of survey documents including questionnaires, explanatory notes and lists of principal jobs were designed, one for Sector A (Appendices 13, 15 and 17) and the other for Sector B (Appendices 14, 16 and 18). Two weeks before the survey, relevant survey documents were mailed to the 1 271 establishments according to their nature of work. Prior publicity was given through the local press to solicit employers' co-operation. Relevant trade and industrial organizations were also requested to publicize the survey among their members and to encourage them to co-operate in the survey.

1.9 During the survey period, interviewing officers of the Census and Statistics Department visited all 1 271 establishments to collect the completed questionnaires and, where required, to assist employers in completing them. All returned questionnaires were scrutinized and where necessary, cross checked with the respondents.

Response to the Survey

1.10 Of the 1 271 establishments, 885 completed the questionnaires and 15 refused to supply information. The remaining 371 establishments had either moved, closed and could not be traced, or no longer engaged in the trade. The effective response rate was 98.3%.

The Report

1.11 After follow-up of the fieldwork and data processing, the Training Board compiled in February 2007 a statistical report which presented the main manpower data collected from the survey. The statistical report was subsequently mounted on the VTC web site for public information.

1.12 This report presents all the findings of the survey together with the Training Board's forecast of the training needs of the industry and recommendations on measures to meet these needs. In the report, the terms "employees", "workers" and "manpower" refer to the total number of persons employed in the principal jobs at the time of the survey but excluding trainees and apprentices. The term "trainees" means all persons receiving any form of training including those registered apprentices under a contract of apprenticeship.

SECTION II

SUMMARY OF SURVEY FINDINGS

Number of Workers Employed

2.1 The survey revealed that in June 2006, a total of 45 484 workers were employed in the principal jobs of the metals industry. Of them, 33 711 workers (74.1%) were employed in the metal products and related industries (Sector A), and 11 773 workers (25.9%) in the jewellery industry (Sector B). Details of the manpower statistics are shown in Appendices 3, 4 and 5.

2.2 At the time of the survey, there were also 26 014 persons of other disciplines, such as accounting officers and clerks, working in the metals industry. Of them, 18 864 persons (72.5%) were in the metal products and related industries, and 7 150 persons (27.5%) in the jewellery industry.

2.3 The following paragraphs present only the manpower statistics of those workers engaged in the principal jobs of the metals industry.

Distribution of Employees by Job Level

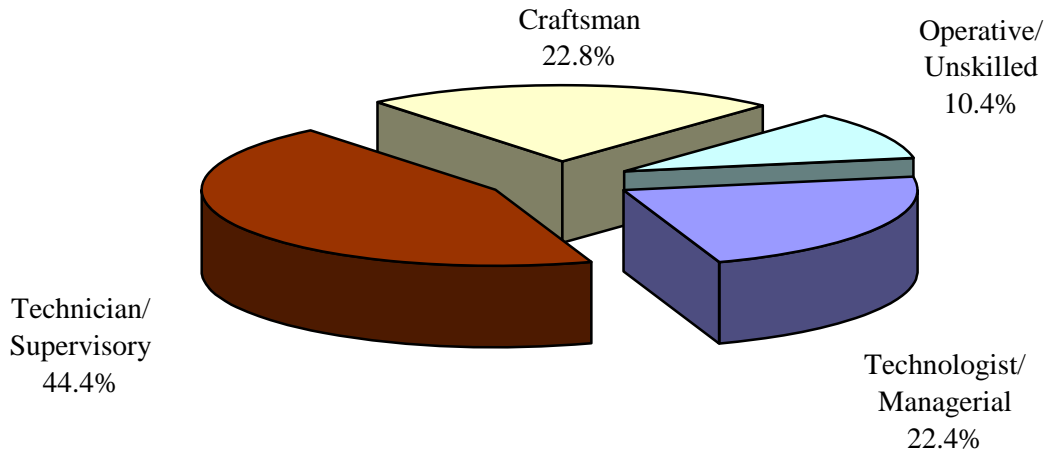
2.4 The distribution of employees in principal jobs by job level is shown in Table 2.1 and Figure 2.1:

Table 2.1 : Distribution of Employees by Job Level

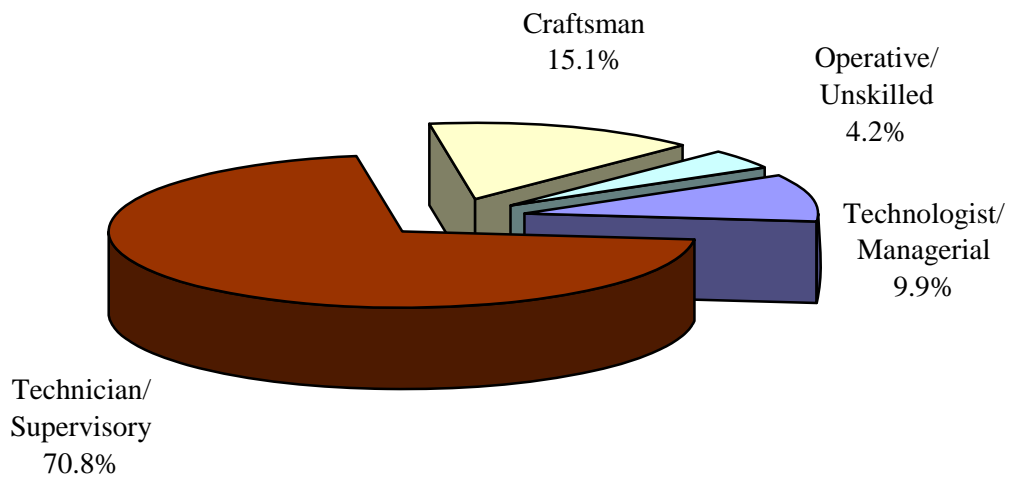
| Job Level | <u>Sector A</u> Metal Products and Related Industries | <u>Sector B</u> Jewellery Industry |
|-------------------------|---|--|
| Technologist/Managerial | 7 549 | 1 164 |
| Technician/Supervisory | 14 980 | 8 341 |
| Craftsman | 7 690 | 1 778 |
| Operative/Unskilled | 3 492 | 490 |
| Total | 33 711 | 11 773 |

Figure 2.1 (a & b) : Distribution of Employees by Job Level

(a) Metal Products and Related Industries



(b) Jewellery Industry



Number of Trainees

2.5 At the time of the survey, there were 99 trainees in the metal products and related industries and 104 trainees in the jewellery industry. Details of the trainee statistics are shown in Appendices 3 and 5. The distribution of trainees by job level is shown in Table 2.2:

Table 2.2 : Distribution of Trainees by Job Level

| Job Level | Metal Products and Related Industries | | Jewellery Industry | |
|-----------------------------|---------------------------------------|---|--------------------|---|
| | No. of Trainees | % of Total No. of Employees at same Job Level | No. of Trainees | % of Total No. of Employees at same Job Level |
| Technologist/ Managerial | - | - | 2 | 0.2% |
| Technician/ Supervisory | 22 | 0.1% | 43 | 0.5% |
| Craftsman | 57 | 0.7% | 36 | 2.0% |
| Operative/ Unskilled | 20 | 0.6% | 23 | 4.7% |
| Total | 99 | 0.3% | 104 | 0.9% |

Number of Vacancies at Time of Survey and Forecast Manpower by June 2007

2.6 At the time of the survey, the total number of job vacancies was 183 and 90, or 0.5% and 0.8% of the total number employed in the metal products and related industries and the jewellery industry respectively.

2.7 Employers also forecast that there would be 33 912 and 11 882 employees in the metal products and related industries and the jewellery industry respectively by June 2007, comparing with 33 711 and 11 773 employees at the time of the survey.

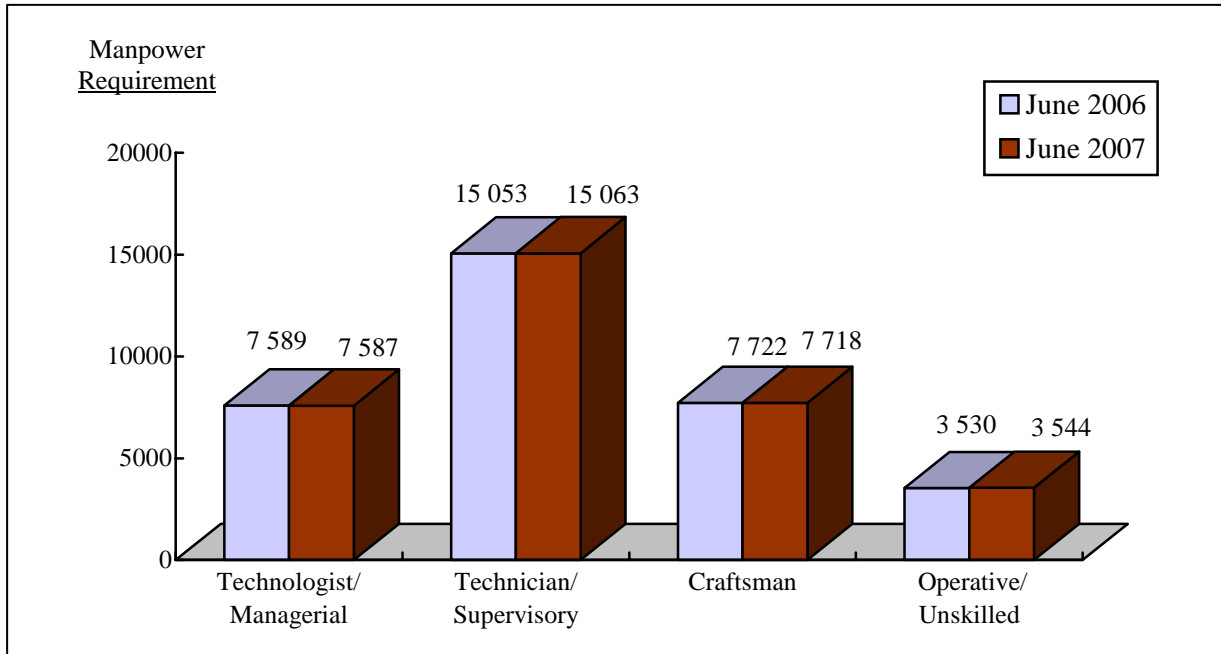
2.8 Details of the vacancy statistics and forecast manpower are shown in Appendices 3 and 5. A comparison of the manpower requirement at the time of the survey and the employers' forecast of the number of employees by June 2007 is shown in Table 2.3 and Figure 2.2:

Table 2.3 : Comparison of Manpower Requirement
by June 2006 and June 2007

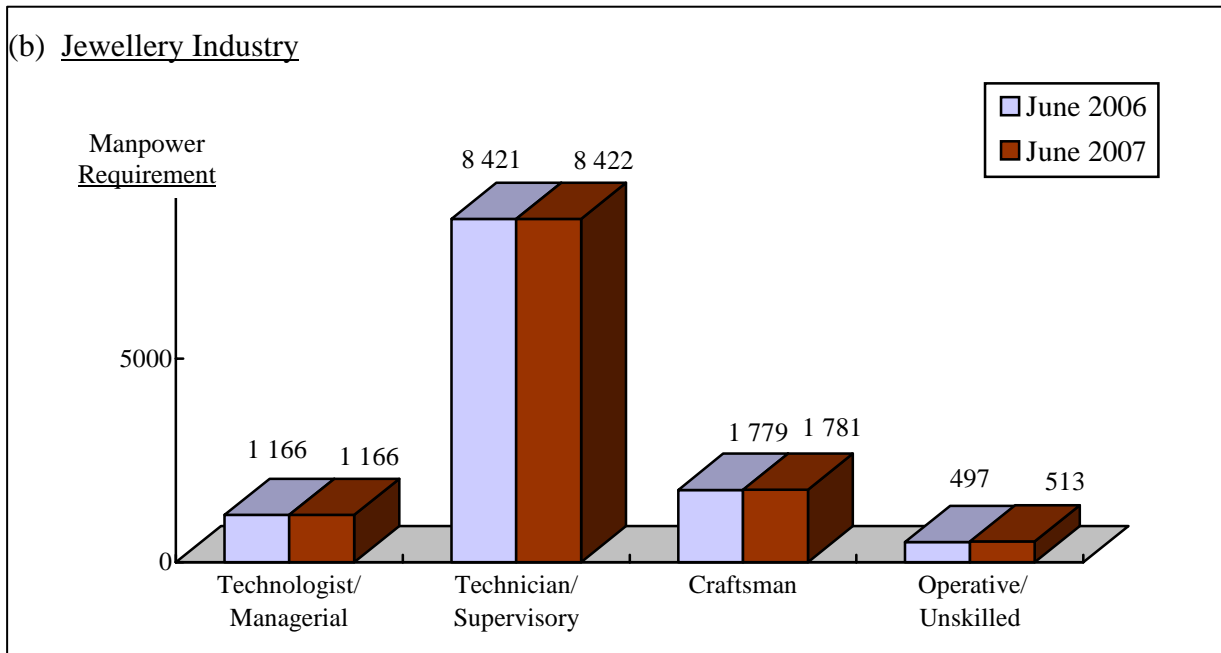
| Job Level | At Time of Survey (June 2006) | | | Forecast Total No. of Employees by June 2007 | Forecast Increase/Decrease in No. of Employees |
|---|-------------------------------|------------------|----------------------------|--|--|
| | No. of Employees | No. of Vacancies | Total Manpower Requirement | | |
| (a) Metal Products and Related Industries | | | | | |
| Technologist/Managerial | 7 549 | 40 | 7 589 | 7 587 | -0.03% |
| Technician/Supervisory | 14 980 | 73 | 15 053 | 15 063 | +0.07% |
| Craftsman | 7 690 | 32 | 7 722 | 7 718 | -0.05% |
| Operative/Unskilled | 3 492 | 38 | 3 530 | 3 544 | +0.4% |
| Total | 33 711 | 183 | 33 894 | 33 912 | +0.05% |
| (b) Jewellery Industry | | | | | |
| Technologist/Managerial | 1 164 | 2 | 1 166 | 1 166 | - |
| Technician/Supervisory | 8 341 | 80 | 8 421 | 8 422 | +0.01% |
| Craftsman | 1 778 | 1 | 1 779 | 1 781 | +0.1% |
| Operative/Unskilled | 490 | 7 | 497 | 513 | +3.2% |
| Total | 11 773 | 90 | 11 863 | 11 882 | +0.2% |

Figure 2.2 (a & b) : Comparison of Manpower Requirements by June 2006 and June 2007

(a) Metal Products and Related Industries



(b) Jewellery Industry



Total Monthly Income Range of Employees

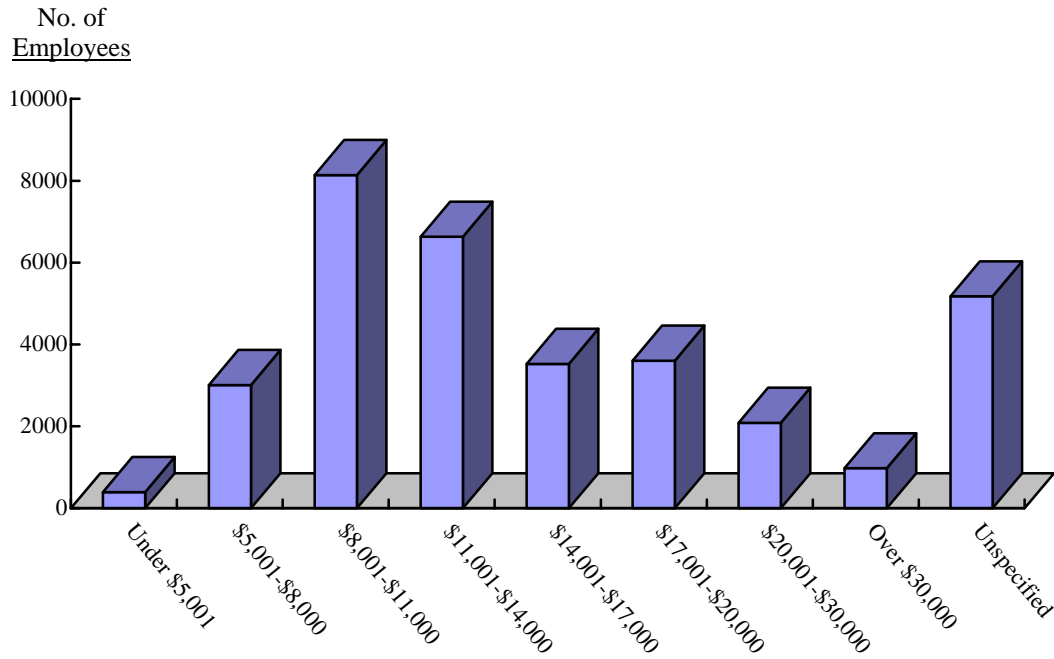
2.9 The distribution of employees by total monthly income range in the two major sectors of the metals industry is shown in Table 2.4 and Figure 2.3, and details are also given in Appendices 6 and 7:

Table 2.4 : Distribution of Employees by
Total Monthly Income Range

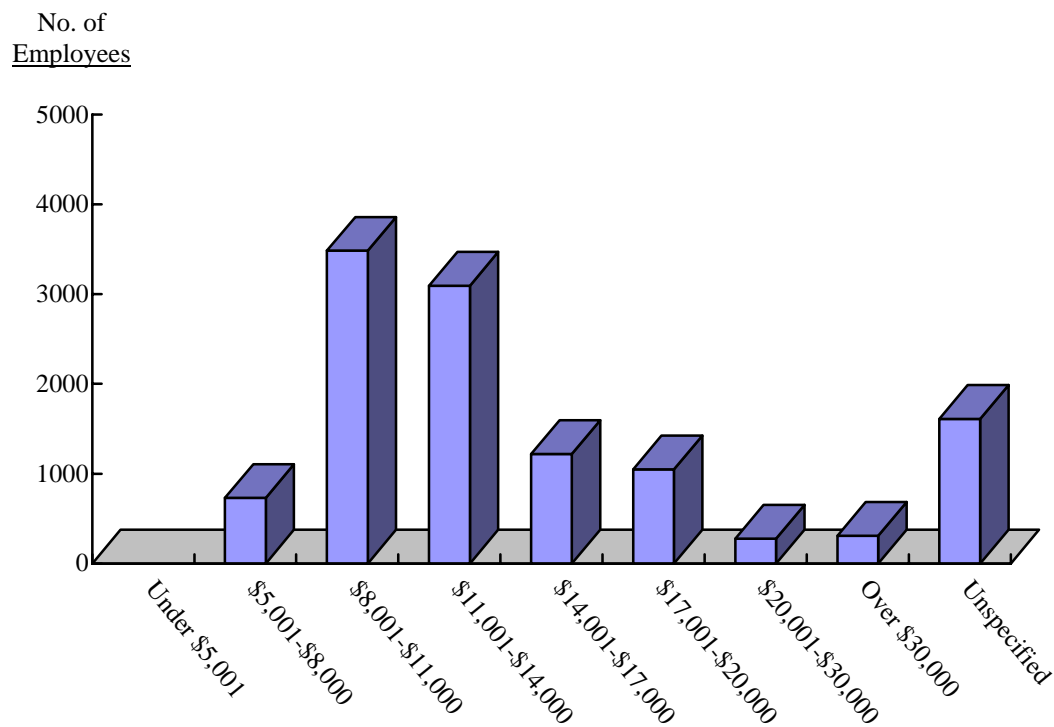
| Job Level | Under \$5,001 | \$5,001-\$8,000 | \$8,001-\$11,000 | \$11,001-\$14,000 | \$14,001-\$17,000 | \$17,001-\$20,000 | \$20,001-\$30,000 | Over \$30,000 | Un-specified | Total |
|---|---------------|-----------------|------------------|-------------------|-------------------|-------------------|-------------------|---------------|--------------|--------|
| (a) Metal Products and Related Industries | | | | | | | | | | |
| Technologist/Managerial | - | - | 2 | 603 | 1 144 | 1 654 | 1 469 | 953 | 1 724 | 7 549 |
| Technician/Supervisory | - | 34 | 3 229 | 4 533 | 2 026 | 1 934 | 616 | 23 | 2 585 | 14 980 |
| Craftsman | 22 | 1 261 | 3 926 | 1 459 | 317 | 15 | 2 | - | 688 | 7 690 |
| Operative/Unskilled | 375 | 1 717 | 983 | 103 | 35 | - | 2 | - | 277 | 3 492 |
| Total | 397 | 3 012 | 8 140 | 6 698 | 3 522 | 3 603 | 2 089 | 976 | 5 274 | 33 711 |
| (b) Jewellery Industry | | | | | | | | | | |
| Technologist/Managerial | - | - | - | 100 | 197 | 264 | 229 | 202 | 172 | 1 164 |
| Technician/Supervisory | - | 463 | 2 597 | 2 127 | 947 | 784 | 39 | 107 | 1 277 | 8 341 |
| Craftsman | - | 179 | 629 | 772 | 75 | 1 | 9 | - | 113 | 1 778 |
| Operative/Unskilled | - | 89 | 257 | 96 | - | - | - | - | 48 | 4 90 |
| Total | - | 731 | 3 483 | 3 095 | 1 219 | 1 049 | 277 | 309 | 1 610 | 11 773 |

Figure 2.3 (a & b) : Distribution of Employees by Total Monthly Income Range

(a) Metal Products and Related Industries



(b) Jewellery Industry



Employers' Views on the Expected Change in Business Situation for the Coming Year

2.10 The survey revealed that 56% of the employers in the metal products & related industries and 62.2% of the employers in the jewellery industry had forecasted that the business situation would be the same in the coming year. The distribution of employers' views is shown in Table 2.5:

Table 2.5 : Distribution of Employer's Views on the Business Situation in the Coming Year

| Employment Size | Business Situation in the Coming Year | | | | |
|---|---------------------------------------|------------------|------------------|-------------|-----------------|
| | Better | Same | Worse | Unspecified | Total |
| (a) Metal Products and Related Industries | | | | | |
| 1 – 9 | 852 | 3 821 | 2 112 | - | 6 785 |
| 10 – 49 | 310 | 451 | 125 | - | 886 |
| 50 & Over | 35 | 109 | 8 | 5 | 157 |
| All | 1 197 (15.3%) | 4 381 (56.0%) | 2 245 (28.6%) | 5 (0.1%) | 7 828 (100%) |
| (b) Jewellery Industry | | | | | |
| 1 – 9 | 288 | 1 662 | 804 | - | 2 754 |
| 10 – 49 | 82 | 366 | 62 | - | 510 |
| 50 & Over | 9 | 18 | 1 | - | 28 |
| All | 379 (11.5%) | 2 046 (62.2%) | 867 (26.3%) | - | 3 292 (100%) |

Preferred Education, Mode of Training and Period of Training of Employees

2.11 The majority views of employers on the preferred education, mode of training and period of training of their employees are shown in Table 2.6. Details are given in Appendices 8, 9 and 10.

Table 2.6 : Preferred Education, Mode of Training and Period of Training of Employees in the Metals Industry

| Job Level | Preferred Education | Preferred Mode of Training | Preferred Period of Training |
|-----------------------------|--|--|------------------------------|
| Technologist/ Managerial | Degree/ Higher Diploma | On-the-job Training/ Graduate Traineeship | 3 - 4 years |
| Technician/ Supervisory | Higher Certificate/ Certificate/ Diploma | On-the-job Training | 1 - 3 years |
| Craftsman | Craft Certificate | On-the-job Training/ Apprenticeship | 1 - 3 years |

Internal Promotion

2.12 In the twelve months prior to the survey, a total of 250 employees were promoted to higher level jobs in their own companies. Their distributions in each job level are shown below:

Table 2.7 : Internal Promotion in the Metals Industry

| Internal Promotion | No. of Employees Promoted (a) | No. of Employees at the Promoted Level (b) | Percentage $\frac{(a)}{(b)} \times 100\%$ |
|--|-------------------------------|--|---|
| From Technician/Supervisor to Technologist/Manager | 56 | 8 713 | 0.6% |
| From Craftsman to Technician/Supervisor | 153 | 23 321 | 0.7% |
| From Other Levels to Craftsman | 41 | 9 468 | 0.4% |
| Total | 250 | 41 502 | 0.6% |

Employees Deployed to Work Outside Hong Kong

2.13 Employers reported the following number of employees who had been deployed to work outside Hong Kong more than 6 months during the 12 months prior to the survey:

Table 2.8 : Number of Employees Deployed to Work Outside Hong Kong in the Metals Industry

| Job Level | No. of Employees Deployed to Work Outside Hong Kong (a) | Total No. of Employees at Same Job Level (b) | Percentage $\frac{(a)}{(b)} \times 100\%$ |
|-------------------------|---|--|---|
| Technologist/Managerial | 1 558 | 8 713 | 17.9% |
| Technician/Supervisory | 2 155 | 23 321 | 9.2% |
| Craftsman | 48 | 9 468 | 0.5% |
| Total | 3 761 | 41 502 | 9.1% |

Establishments with Operations in Chinese Mainland

2.14 The survey revealed that in the metals industry, there were 2 864 establishments with active operations in the Chinese Mainland and they employed some 637 500 Mainland workers. Among these workers, 14 947 were technologists including managers responsible for technical work. Employers also forecasted that the number of Mainland technologists in their Mainland operations would increase to 15 636 by June 2007.

SECTION III

CONCLUSIONS

3.1 The Training Board has carefully examined the survey findings and is of the view that they generally reflect the employment situation of the metals industry at the time of the survey.

Manpower Changes by Job Level

3.2 The survey revealed that the manpower of the metal products and related industries (Sector A) had slightly increased at an annual rate of 0.7% from 33 272 employees in June 2004 to 33 711 employees in June 2006. The manpower of the jewellery industry (Sector B) had grown substantially at an annual rate of 10.6% from 9 630 to 11 773 employees during the same period. Table 3.1 shows the manpower changes by job level of the two major sectors of the metals industry between 2004 and 2006:

Table 3.1: Manpower Changes by Job Level
between 2004 and 2006

| Job Level | No. of Employees | | Change Per Annum |
|--|------------------|-----------|------------------|
| | June 2004 | June 2006 | |
| (a) Metal Products and Related Industries | | | |
| Technologist/Managerial | 7 621 | 7 549 | -0.5% |
| Technician/Supervisory | 13 610 | 14 980 | +4.9% |
| Craftsman | 7 539 | 7 690 | +1.0% |
| Operative/Unskilled | 4 502 | 3 492 | -11.9% |
| Total | 33 272 | 33 711 | +0.7% |
| (b) Jewellery Industry | | | |
| Technologist/Managerial | 958 | 1 164 | +10.2% |
| Technician/Supervisory | 6 256 | 8 341 | +15.5% |
| Craftsman | 1 797 | 1 778 | -0.5% |
| Operative/Unskilled | 619 | 490 | -11.0% |
| Total | 9 630 | 11 773 | +10.6% |

3.3 The survey revealed that for the metal products and related industries, there was an increase in the number of technicians/supervisors in recent years, particularly in jobs such as Technical Marketing Executive, Co-ordinator and Technical Services Technician. The increase was attributable to the expansion of the technical support/marketing/services branch (Branch 8) which employed about 73% of the technicians/supervisors in the metal products and related industries.

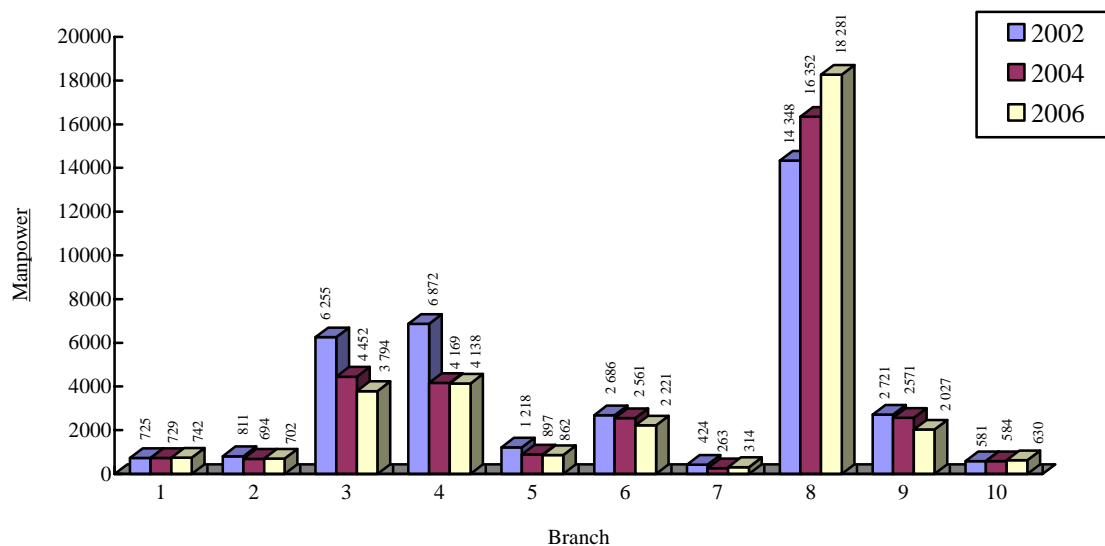
3.4 As regards the jewellery industry, the increase in manpower occurred mainly at technician/supervisory and technologist/managerial levels, in jobs such as Jewellery Marketing Executive, Jewellery Designer, Production Manager, and Design and Development Manager.

Manpower Changes by Branch

3.5 The scope of the manpower surveys of the metals industry has been expanded significantly to include more branches of the industry since the survey conducted in 2002. Figures 3.1(a) and 3.1(b) show the manpower changes by branch of the two major sectors of the metals industry between 2002 and 2006.

Figure 3.1(a): Manpower Changes by Branch
between 2002 and 2006

Sector A: Metal Products and Related Industries



- | | | |
|----------|-----|--|
| Branch : | 1. | Plant maintenance section of food, beverage and tobacco manufacturing industries |
| | 2. | Basic metal industries |
| | 3. | Manufacture of fabricated metal products |
| | 4. | Manufacture of machinery and equipment, except electrical |
| | 5. | Manufacture of watches and clocks |
| | 6. | Manufacture of electrical appliances and house-wares |
| | 7. | Manufacture of optical goods |
| | 8. | Technical support/marketing/services |
| | 9. | Engineering services |
| | 10. | Education/training institutions |

Figure 3.1(b): Manpower Changes by Branch
between 2002 and 2006

Sector B: Jewellery Industry



3.6 As shown in figure 3.1(a), the technical support/marketing/services branch (Branch 8), which employed about 54% of the total manpower in the metal products and related industries, continued to expand with manpower increased from 16 352 in June 2004 to 18 281 in June 2006, representing an average growth of 5.7% per annum. However, this substantial growth did not lead to significant increase in the total manpower of the metal products and related industries (Sector A) because of the poor performance of the remaining nine branches of the sector. During the same period, the total manpower of the metal products and related industries had only slightly increased by 0.7% per annum.

3.7 Regarding the jewellery industry (Sector B), the manpower in the jewellery wholesale, import and export branch (Branch 12) rebounded from 6 787 employees in June 2004 to 8 976 employees in June 2006, representing an average growth of 15% per annum (Figure 3.1(b)). This was mainly attributable to the worldwide economic recovery, expansion of the local market including sales to tourists, and rapid economic development in China, which had stimulated the business and consumer activities in the jewellery industry. On the other hand, the manpower in the jewellery manufacture branch (Branch 11) remained stable at about 2 800 employees. Jewellery manufacturers are increasingly shifting their production processes to the Chinese Mainland, mainly in Shenzhen and Panyu, although value-added processes are still retained in Hong Kong.

Business Outlook

3.8 The Training Board is of the view that the external environment which affects the performance of the metals industry would remain generally positive in the near future. The USA, the largest economy in the world, has demonstrated its internal resilience and maintained steady growth. The China's economy had continued to expand at a rapid rate and the trend has shown no signs of abatement. Japan has also regained its vitality gradually after a prolonged downturn. It is expected that Hong Kong's economy will benefit from the strong performance of these and other economic power engines and grow steadily.

Sector A: Metal Products and Related Industries

3.9 As a result of the rapid economic development of China and the established collaboration between Hong Kong and the Pearl River Delta (PRD), local manufacturers have the opportunities to expand their scale of operations and upgrade their manufacturing capabilities in the past two decades. Since the mid-1990s, manufacturing enterprises based in Hong Kong with production operations in Guangdong have also gradually expanded their operations to the Yangtze River Delta (YRD) region, and this trend has accelerated in recent years.

3.10 Apart from being end-product producers, the metal products and related industries also serve as linkage industries by providing moulds and dies, parts and components, machine maintenance and technical services for other industries. With the continued economic development in the Mainland, there will be an increasing demand for high quality toolings, industrial machinery, equipment and parts as well as technical-support and manufacturing-related services. The Training Board believes that the metal products and related industries, particularly the technical support/marketing/services branch which employed about 54% of the manpower in this sector, will continue to play an important role and make valuable contributions to the further development of the manufacturing industries both in Hong Kong and in the Mainland.

Sector B: Jewellery Industry

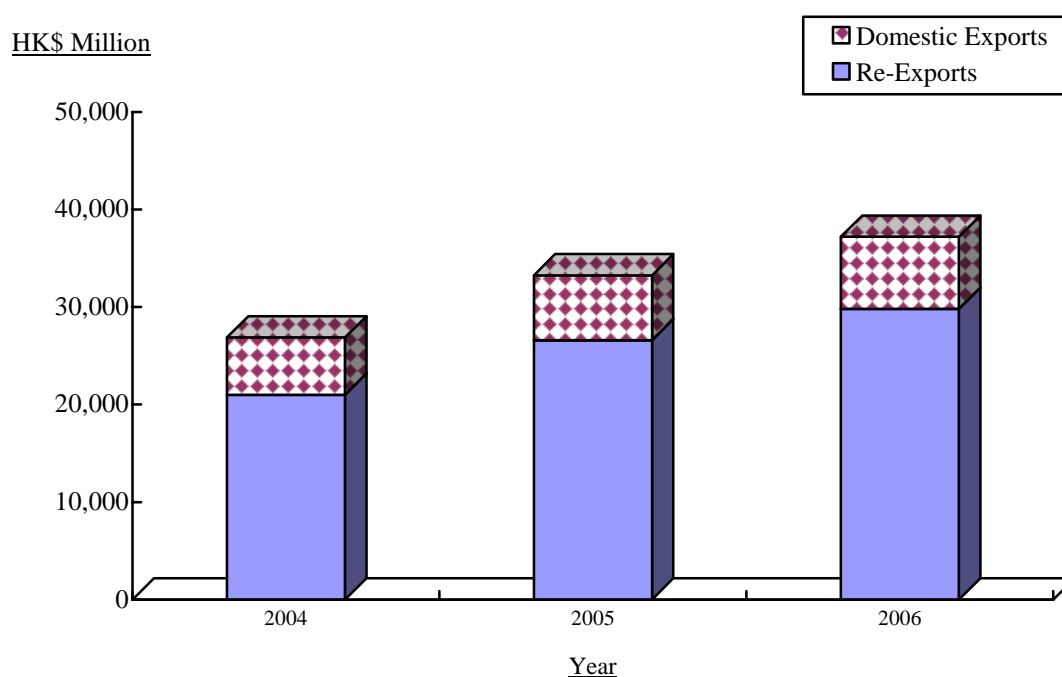
3.11 Hong Kong is the fourth largest exporter of fine jewellery and the leading exporter of imitation jewellery in the World. In 2006, the total export value of jewellery, goldsmiths' and silversmiths' wares, and other articles of precious or semi-precious materials was HK\$37,196 million, which was about 12% higher than that of 2005. Details of the export values between 2004 and 2006 are shown in Table 3.2 and Figure 3.2.

Table 3.2: Export Value of Jewellery Products

| Jewellery Products (SITC 897) | Value (HK\$ Million) | | |
|-------------------------------|----------------------|--------|--------|
| | 2004 | 2005 | 2006 |
| Domestic Exports | 5,880 | 6,642 | 7,376 |
| Re-Exports | 20,997 | 26,607 | 29,820 |
| Total Exports | 26,877 | 33,249 | 37,196 |

Source: *Hong Kong External Merchandise Trade, Census and Statistics Department*

Figure 3.2: Export Value of Jewellery Products



3.12 Hong Kong's jewellery exporters are facing intensifying competition from their counterparts in the Chinese Mainland and other countries, particularly India and Thailand. Together with the price increases of precious metals, diamonds, precious stones and materials, their profit margins have already been trimmed down in recent years. In order to remain competitive, some manufacturers have made use of sophisticated and automated production equipment, including computer-aided design and manufacturing (CAD/CAM) systems, rapid prototyping and computer numerically controlled (CNC) machine tools, in their product design and manufacturing processes. They also integrate advanced production techniques, such as electroforming, with handicraft skills to further enhance their efficiency.

3.13 The third phase of the Mainland and Hong Kong Closer Economic Partnership Arrangement (CEPA III) has already come into effect and under the arrangement, the Mainland agreed to give all products of Hong Kong origin, including jewellery, tariff-free treatment starting from 1 January 2006. In terms of economic benefits, the implementation of CEPA III will opening up more opportunities in the Mainland market for Hong Kong jewellery manufacturers. The zero import tariff preference will also attract them to move up-market in producing more brand name products, or applying more manufacturing processes with high value-added content or substantial intellectual property input. Hong Kong jewellers are likely to benefit from the above development and it is expected that they will be able to gain market share in the Mainland market.

3.14 The Training Board is optimistic that a vibrant global economy, increased Mainland visitors to Hong Kong, Renminbi's appreciation, the CEPA III, and Chinese Government's policy on encouraging consumption will stimulate further business growth in the jewellery industry. It is expected that the industry will continue to flourish in the coming years.

Future Manpower Demand

3.15 Having considered the latest developments as well as the employers' forecast of future manpower requirements and their views on the expected change in business situation, the Training Board believes that in the years ahead there will be an on-going demand for properly trained technologists, technicians and craftsmen to sustain the development of the metal products and related industries. Most of these technical personnel would be employed by the technical support/marketing/services branch to provide marketing and after sales repair & maintenance services to the machinery and equipment they installed in the manufacturing establishments. On the other hand, the demand for operatives and unskilled workers will be reduced.

3.16 As regards the jewellery industry, the Training Board is of the view that the jewellery wholesale, import and export branch will continue to enjoy growth in the coming years, while the jewellery manufacturing branch will continue to contract. There will be a high demand for jewellery manpower at the technologist and technician levels for design and development, marketing and sales for export-oriented activities in Hong Kong. However, the demand for additional craftsmen for production related jobs will be limited, and the number of operative/unskilled workers will further be reduced.

3.17 The Training Board has also estimated the loss of manpower at different job levels due to natural wastage, i.e. workers leaving the metals industry through retirement, migration to other industries and other causes. The Training Board has decided that the annual wastage rate for technologists/managers, technicians/supervisors and craftsmen should remain unchanged at 3%.

3.18 The Training Board's forecast of the additional manpower required by the metals industry to cover both wastage and growth from 2007 to 2010 is given in Table 3.3 below:

Table 3.3: Annual Manpower Demand in the Metals Industry from 2007 to 2010

| Job Level | Annual Average Additional Demand for Employees | |
|-------------------------|---|--|
| | <u>Sector A</u> Metal Products and Related Industries | <u>Sector B</u> Jewellery Industry |
| Technologist/Managerial | 238 - 290 | 33 - 41 |
| Technician/Supervisory | 479 - 585 | 298 - 364 |
| Craftsman | 233 - 285 | 50 - 62 |

3.19 The Training Board will conduct another manpower survey in 2008 to update the manpower statistics and review the training requirements of the metals industry.

SECTION IV

RECOMMENDATIONS

4.1 Hong Kong manufacturers have been successful in expanding their production operations into the Pearl River Delta (PRD) in the past twenty years, and this has resulted in a more sophisticated division of labour between their PRD and Hong Kong operations. While the more labour-intensive production activities are relocated and carried out by the PRD factories, the Hong Kong headquarters now perform the higher value-added functions such as financial management, sales and marketing, R&D, design and brand development. The above transformation of the Hong Kong manufacturing industry has led to a major restructuring of the local manpower resources, resulting in a significant reduction in the number of production-related craft and operative jobs, and an increasing demand for manpower in manufacturing-related services such as technical support, marketing, tooling, product design and development.

4.2 To cope with the above developments, the Training Board recommends that employers in the metals industry should step up their training efforts in order to ensure an adequate supply of properly trained manpower to meet the developing need of the industry. As quality products and services require more added value through well-trained staff, employers should plan and conduct organized training to upgrade and update the knowledge and skills of their employees from time to time, in addition to investment in sophisticated machinery and equipment. They should also provide long-term career development and training opportunities to help retain staff and reduce staff turnover and wastage rate.

4.3 Employees in the industry, in particular the younger generation, should expand their horizons and tap emerging opportunities in the Chinese Mainland. They should equip themselves with the relevant knowledge and skills for working in both Hong Kong and the Mainland. To remain competitive, they should also pursue lifelong learning, particularly participation in programmes and training schemes that will lead to recognized qualifications.

Annual Intake of Trainees

4.4 At the time of the survey, there were only 99 trainees in the metal products and related industries, and 104 trainees in the jewellery industry. Since it normally takes three to four years to train a trainee, it is evident that the present training efforts are insufficient to satisfy the industry's needs.

4.5 The Training Board recommends that the industry as a whole should embark on a training programme of a scale as set out in paragraph 3.18. A breakdown of the training requirements into various principal jobs is given in Appendices 11 and 12.

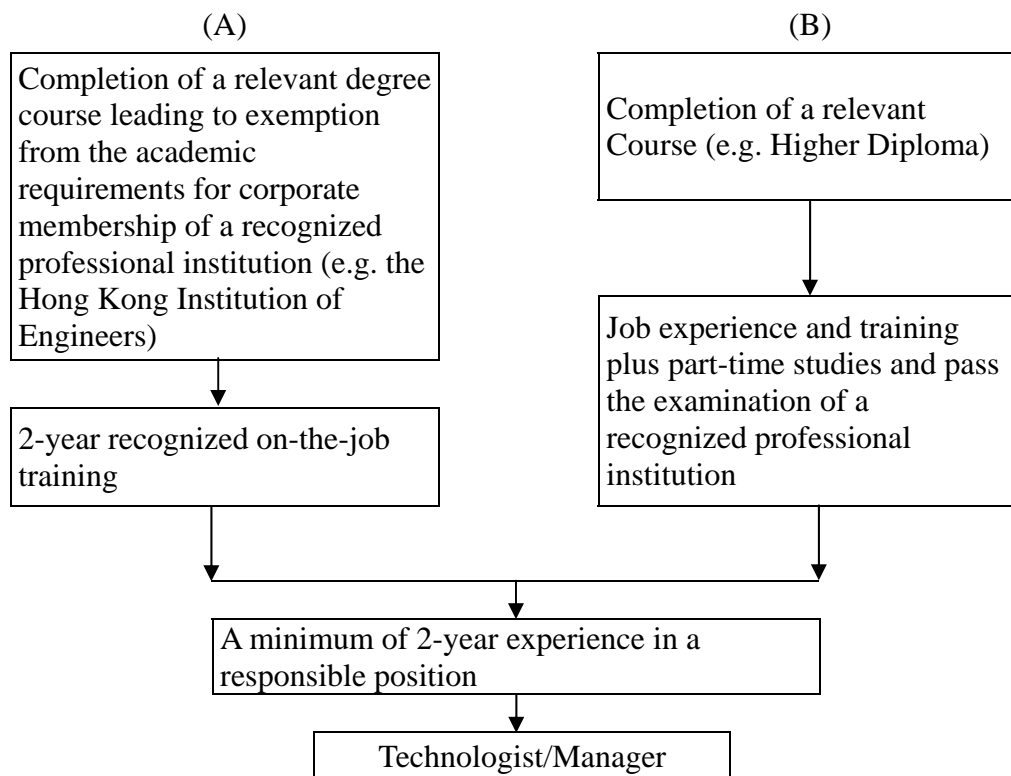
4.6 The recommended training routes for technologists/managers, technicians and craftsmen are outlined in the following paragraphs.

(a) Training in the Metal Products and Related Industries

Training of Technologists/Managers

4.7 Technologists/Managers play an important role in bringing about improvement in management and technological innovations. The Training Board recommends that they should be trained via the following routes:

Figure 4.1: Training of Technologists/Managers



4.8 A number of local educational institutions funded by the University Grants Committee (UGC) offer various degree courses in mechanical/manufacturing engineering and related disciplines. The following table shows the estimated number of graduates from these full-time engineering degree courses in 2006/07 and 2007/08:

Table 4.1: Estimated Number of Graduates from
UGC-funded Institutions

| Full-time Degree Programme | Estimated Number of Graduates | |
|---|-------------------------------|---------|
| | 2006/07 | 2007/08 |
| Mechanical Engineering | 152 | 144 |
| Manufacturing/Industrial/Systems Engineering & Engineering Management | 217 | 280 |
| Mechatronic Engineering | 31 | 39 |
| Materials Engineering | 48 | 58 |
| Total | 448 | 521 |

4.9 The Hong Kong Institute of Vocational Education (IVE) of the VTC offers a range of higher diploma courses in the mechanical/manufacturing engineering and related disciplines. An UGC-funded institution also offers higher diploma programmes in industrial & systems engineering, computer aided engineering design, and product innovation technologies. The following table shows the estimated number of graduates from relevant full-time higher diploma courses offered by these institutions:

Table 4.2: Estimated Number of Higher Diploma Graduates

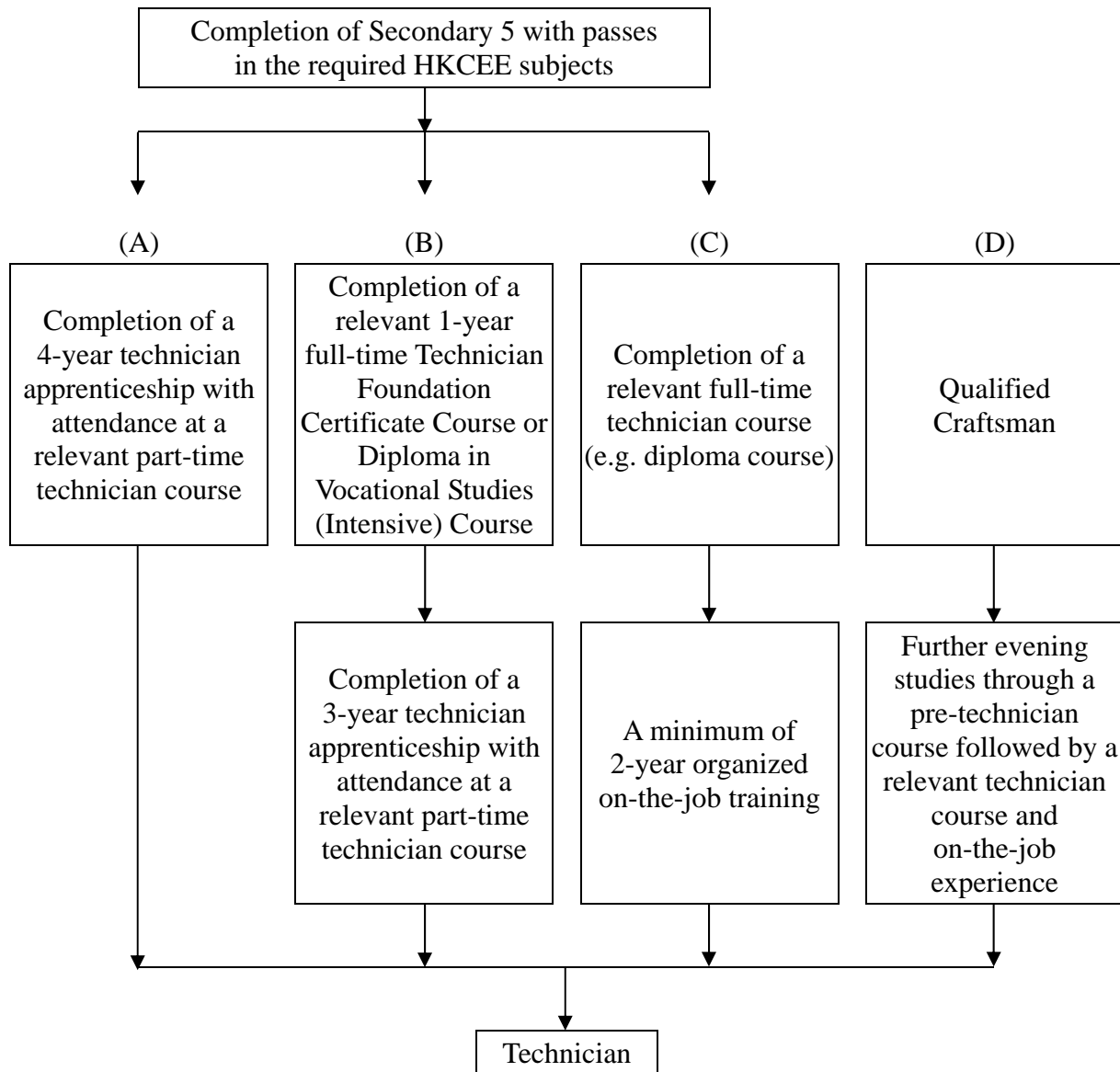
| Full-time Higher Diploma Programme | Estimated Number of Graduates | |
|---|-------------------------------|---------|
| | 2006/07 | 2007/08 |
| Mechanical Engineering | 124 | 107 |
| Manufacturing/Industrial/Systems Engineering & Engineering Management | 117 | 72 |
| Product Design/Innovation | 84 | 66 |
| Computer-Aided Engineering Design | 38 | - |
| Horological Science & Technology | 45 | 38 |
| Product Testing | - | 48 |
| Total | 408 | 331 |

4.10 A large number of the degree and higher diploma graduates of the mechanical/manufacturing engineering and related disciplines are also employed by other economic sectors such as the electrical and mechanical services, construction and plastics industries. Many higher diploma graduates also enter jobs at the technician level, instead of technologist level.

Training of Technicians

4.11 A technician is one who occupies a position between the technologist and the craftsman. His education, training and practical experience should enable him to apply proven techniques to solve technical problems. He is expected to carry a measure of technical responsibility, normally under the guidance of a technologist. The routes available for training technicians are shown in Figure 4.2.

Figure 4.2: Training of Technicians

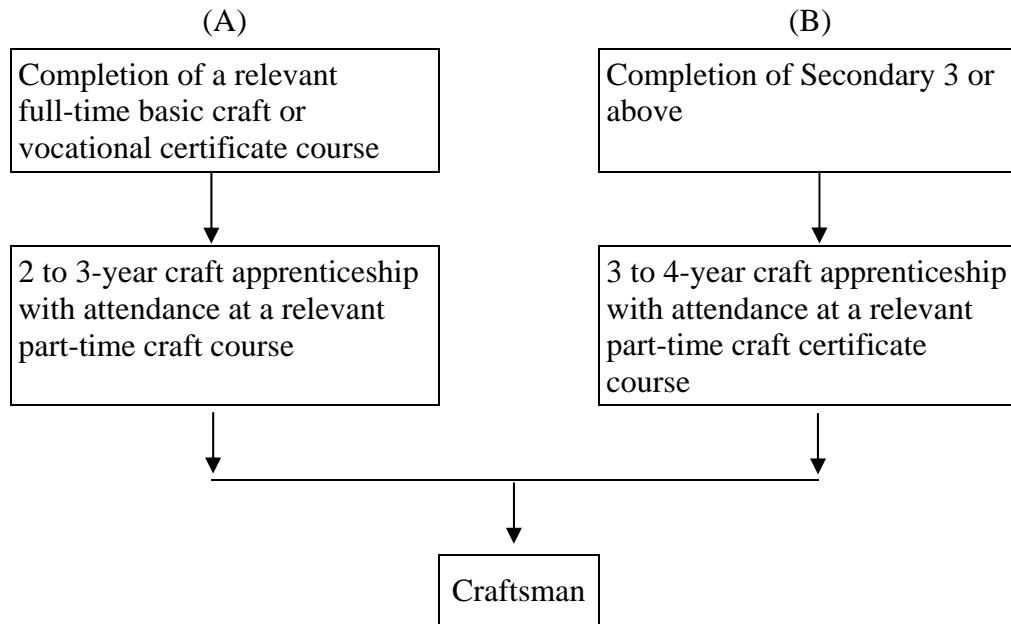


4.12 As mentioned in paragraph 4.10 above, many higher diploma graduates join the industry as technicians after completion of their courses, and they are an important source of technician supply for the metal products and related industries. The VTC's Machine Shop and Metal Working Industry Training Centre also offers a 1-year full-time Technician Foundation Certificate Course and a 1-year full-time Diploma in Vocational Studies (Intensive) Course for Secondary 5 school leavers. The planned places for these two courses are 140 and 80 respectively for 2006/07, and 140 and 116 respectively for 2007/08.

Training of Craftsmen

4.13 A craftsman is a skilled worker who is able to apply a wide range of skills to his work with minimum direction and supervision. He requires not only practical skills but also related theoretical knowledge to enable him to adapt himself to new technologies. A proper craft apprenticeship would contain both components. The common routes for training craftsmen are shown in Figure 4.3:

Figure 4.3: Training of Craftsmen



4.14 The Training Board recommends route (A) because the apprenticeship period is shorter and the apprentices have already undergone proper basic training and would be productive right from the start of their apprenticeship.

4.15 The Machine Shop and Metal Working Industry Training Centre offers a 1-year Basic Craft Certificate (BCC) in Mechanical Engineering and a 3-year Diploma in Vocational Studies (DVS) in Automation Engineering for Secondary 3 school leavers. Second year graduates of the DVS who do not progress into the final year will be awarded a vocational certificate for joining the craft jobs. In the 2006/07 academic year, a total of 42 and 60 trainees were recruited to the BCC and DVS courses respectively. From 2007/08 onward, the planned annual intake is 20 for BCC and 40 for DVS.

(b) Training in the Jewellery Industry

Training of Jewellery Technologists

4.16 Technologists in the jewellery industry should preferably be corporate member of an appropriate professional institution. Alternatively, they should preferably possess either a university degree or a higher diploma in jewellery or in design. They should have undergone a period of organized training and acquired sufficient experience in a responsible position. At the time of the survey, there were 1 164 technologists in the jewellery industry. Some received their education and subsequent practical training abroad. Some were experienced technicians promoted to technologists after acquiring additional professional qualifications.

4.17 Starting from the 2004/05 academic year, the Hong Kong Institute of Vocational Education (Lee Wai Lee) has offered a full-time higher diploma course in jewellery design and technology. The estimated number of graduates from this course is 56 and 52 in 2006/07 and 2007/08 respectively. After completion of the higher diploma course, students can pursue further study in related degree courses offered by overseas universities.

Training of Jewellery Technicians

4.18 The recommended training routes of jewellery technician are similar to those shown in Figure 4.2. Jewellery technician courses are offered by the VTC's Jewellery Industry Training Centre. In 2006/07, a total of 119 trainees were enrolled to the Centre's 1-year Technician Foundation Certificate in Jewellery Design & Manufacturing. Starting from 2007/08, the Centre will also offer a 1-year Intensive Diploma in Vocational Studies in Jewellery Arts and Design. The two 1-year jewellery technician courses will provide a total of about 110 training places from 2007/08 onward.

Training of Jewellery Craftsmen

4.19 The training routes of jewellery craftsmen are similar to those described in Figure 4.3. The Jewellery Industry Training Centre plays a key role in providing basic training for Secondary 3 school leavers to become apprentices/trainees in the jewellery industry. The Centre offers two 1-year Basic Craft Certificate (BCC) courses in goldsmithing and precious stone setting, as well as a 3-year Diploma in Vocational Studies (DVS) in Jewellery Arts and Design. The planned annual intake is 36 for BCCs and 40 for DVS starting from 2007/08.

Educational and Training Institutions

4.20 The VTC's Hong Kong Institute of Vocational Education (IVE), Machine Shop and Metal Working Industry Training Centre and Jewellery Industry Training Centre, as well as several tertiary institutions offer a wide range of pre-employment and in-service training courses for workers in the metals industry. The Training Board strongly urges employers in the industry to make full use of the training facilities in these institutions by recruiting their graduates as apprentices/trainees and sponsoring employees to attend relevant upgrading courses.

Training Services of the Vocational Training Council

4.21 The Vocational Training Council offers free services to help employers organize training schemes including:

- (a) The statutory **Apprenticeship Scheme**, through which technicians and craftsmen are effectively trained to meet the needs of the industry;
- (b) The **Engineering Graduate Training Scheme**, which helps engineering students and graduates complete their professional training as engineers;
- (c) The voluntary **Trade Testing and Certification Scheme**, which ascertains the standards of skilled workers; and
- (d) The **New Technology Training Scheme**, which provides financial assistance to local companies that wish to have their employees trained overseas or locally in new technologies. The maximum grant is 50% of the training cost.

The Training Board recommends employers to contact the Council for assistance in setting up training schemes and recruiting apprentices/trainees.

Membership of the Metals Training Board
(April 2007)

金屬業訓練委員會委員名單
(二〇〇七年四月)

Chairman:

主席

Mr LEUNG Fai-man, Moses (nominated by the Federation of Hong Kong Watch
梁輝文先生 Trades and Industries Ltd.)
(香港鐘錶業總會提名)

Members:

委員

Dr CHAN Luen-chow (nominated by the Hong Kong Polytechnic University)
陳聯洲博士 (香港理工大學提名)

Mr CHEUNG Wah-hing, Max (nominated by a major manufacturer of metal frame
張華慶先生 spectacles)
(金屬框眼鏡製造公司提名)

Mr CHING Kwong-wing (nominated by a Machinery Sales/ Marketing/ Services
程光榮先生 company)
(機器銷售、推廣及維修公司提名)

Mr CHONG Chiu-ping, Dave (nominated by the Hong Kong Diecasting Association)
莊超平先生 (香港壓鑄業協會提名)

Mr DO Yuen-ling, Benny (nominated by the Hong Kong Jewellery
杜源寧先生 Manufacturers' Association)
(香港珠寶製造業廠商會提名)

Mr KONG Wing-keung, Ken (nominated by the Hong Kong Mould and Die Council)
江永強先生 (香港模具協會提名)

Mr KWOK Hon-lam, Steven (Ad Personam)
郭漢林先生 (獨立人士)

Dr LAU Ting-lai (nominated by the University of Hong Kong)
劉定禮博士 (香港大學提名)

Mr LI Sze-king (nominated by The Chinese Manufacturers'
李思敬先生 Association of Hong Kong)
(香港中華廠商聯合會提名)

Mr NG Wang-pun, Dennis (Ad Personam)
吳宏斌先生 (獨立人士)

- Mr SUN Kwok-wah, Peter
孫國華先生 (nominated by The Federation of Hong Kong Industries)
(香港工業總會提名)
- Mr WONG Kim-bor
黃劍波先生 (nominated by the Hong Kong Gold and Silver Ornaments and Wares Workers and Merchants General Union)
(香港金銀首飾工商總會提名)
- Dr YEUNG Lee-kin
楊利堅博士 (nominated by the Hong Kong Productivity Council)
(香港生產力促進局提名)
- Mr YU Man-pui
余文培先生 (nominated by the Hong Kong and Kowloon Metal Industry Workers General Union)
(港九五金工業總工會提名)
- Mr YU Tak-ming
余德明先生 (nominated by the Hong Kong Metals Manufacturers' Association)
(香港金屬製造業協會提名)
- Dr CHAN Wan-ching, Lawrence
陳雲青博士 (representative of the Executive Director of the Vocational Training Council)
(職業訓練局執行幹事代表)
- Mr Pheng Ssu-hua, Eric
彭思華先生 (representative of the Director-General of Trade and Industry)
(工業貿易署署長代表)

In Attendance:

列席者

- Mr TSANG Hing-fung, Francis
曾慶豐先生 Head of Department (EMT), Hong Kong Institute of Vocational Education (Chai Wan)
香港專業教育學院(柴灣分校)工程及管理系 系主任
- Mr YEUNG Kai-tai
楊啓泰先生 Centre Manager, Plastics and Tooling Technology Development Centre
塑膠與模具科技發展中心 中心主任
- Mr LAM Ki-yook, Ronald
林祺煜先生 Centre Manager, Jewellery Industry Training Centre
珠寶業訓練中心 中心主任
- Mr CHAN Ping-ye, Paul
陳秉頤先生 Manager-In-Charge, Machine Shop and Metal Working Industry Training Centre
金屬品製造業訓練中心 中心主管

Secretary:

秘書

- Mr NG Sai-kit
吳世傑先生 (Vocational Training Council)
(職業訓練局)

Terms of Reference of the Metals Training Board

1. To determine the manpower demand of the industry, including the collection and analysis of relevant manpower and student/trainee statistics and information on socio-economic, technological and labour market developments.
2. To assess and review whether the manpower supply for the industry matches with the manpower demand.
3. To recommend to the Vocational Training Council the development of vocational education and training facilities to meet the assessed manpower demand.
4. To advise the Hong Kong Institute of Vocational Education (IVE) and training & development centres on the direction and strategic development of their programmes in the relevant disciplines.
5. To advise on the course planning, curriculum development and quality assurance systems of the IVE and training & development centres.
6. To prescribe job specifications for the principal jobs in the industry defining the skills, knowledge and training required.
7. To advise on training programmes for the principal jobs in the industry specifying the time a trainee needs to spend on each skill elements.
8. To tender advice in respect of skill assessments, trade tests and certification for in-service workers, apprentices and trainees, for the purpose of ascertaining that the specified skill standards have been attained.
9. To advise on the conduct of skill competitions in key trades in the industry for the promotion of vocational education and training as well as participation in international competitions.
10. To liaise with relevant bodies on matters pertaining to the development and promotion of vocational education and training in the industry, including employers, employers' associations, trade unions, professional institutions, training and educational institutions and government departments.
11. To organize seminars/conferences/symposia on vocational education and training for the industry.
12. To advise on the publicity relating to the activities of the Training Board and relevant vocational education and training programmes of the VTC.
13. To submit to the Council an annual report on the Training Board's work and its recommendations on the strategies for programmes in the relevant disciplines.
14. To undertake any other functions delegated by the Council in accordance with Section 7 of the Vocational Training Council Ordinance.

金屬業訓練委員會職權範圍

1. 確定業內的人力需求，包括收集、分析相關的人力和學生／學員統計數字，以及關於社會經濟、科技及人力市場發展的資料。
2. 評估及研究本業的人力供求是否平衡。
3. 就發展業內專業教育及訓練設施應付人力需求，向職業訓練局提供意見。
4. 就相關學科的課程發展方向及策略，向香港專業教育學院(IVE)、訓練及發展中心提出建議。
5. 就 IVE、訓練及發展中心的課程策劃、課程發展及質素保證制度提供意見。
6. 擬訂本業主要職務的工作範圍，界定所需的技能、知識及訓練。
7. 建議本業主要職務訓練方案，訂定每種技能所需的訓練期。
8. 對技術評估、技能測驗及證書頒發制度提供意見，以確定從業員、學徒及見習員的技能水平。
9. 就本業主要行業舉辦技能比賽提供意見，以推廣專業教育與訓練和派員參加國際賽事。
10. 就本業專業教育及訓練的發展與推廣事宜，與僱主、僱主聯會、工會、專業團體、訓練及教育機構、政府部門等聯絡。
11. 為本業舉辦有關專業教育及訓練的研討會與會議。
12. 就業內訓練委員會工作、有關職訓局專業教育及訓練課程的宣傳事宜提供意見。
13. 每年向局方呈交訓練委員會工作報告，以及相關學科課程發展策略建議。
14. 根據《職業訓練局條例》第 7 條，負責局方所委派的其他工作。

MANPOWER STATISTICS OF THE METAL PRODUCTS AND RELATED INDUSTRIES

金屬品製造及相關行業人力統計數字

| Code No. 編號 | Job Title 職稱 | Number of Workers Employed (Excluding Trainees) 僱員人數 (受訓者除外) | Number of Trainees 受訓者 人數 | Number of Vacancies at Date of Survey 調查期間空缺 | Forecast of Total No. of Workers by June 2007 預計二〇〇七年六月時的僱員總數 |
|------------------------|---|---|---------------------------------|---|--|
| TECHNOLOGIST LEVEL 技師級 | | | | | |
| 101 | Mechanical Engineer 機械工程師 | 1 114 | - | 4 | 1 120 |
| 102 | Manufacturing/Production/ Industrial Engineer 製造/生產/工業工程師 | 540 | - | 4 | 543 |
| 103 | Materials Engineer/Metallurgist 用料工程師/冶金技師 | 90 | - | - | 90 |
| 104 | Electrical Engineer 電機工程師 | 392 | - | - | 392 |
| 105 | Electronics Engineer 電子工程師 | 212 | - | 4 | 215 |
| 106 | Technical Services Engineer 技術支援工程師 | 485 | - | 13 | 498 |
| 107 | Technical Marketing Manager 技術市務經理 | 2 590 | - | 12 | 2 602 |
| 108 | Logistic Manager 物流經理 | 51 | - | 3 | 54 |
| 109 | Merchandising Manager 採購經理 | 478 | - | - | 478 |
| 110 | Training Manager 訓練經理 | 6 | - | - | 6 |
| 111 | Engineering Manager 工程經理 | 213 | - | - | 212 |
| 112 | Factory Manager 工廠經理 | 438 | - | - | 437 |
| 113 | Production Manager 生產部經理 | 552 | - | - | 552 |
| 114 | Quality Control Manager 品質控制經理 | 255 | - | - | 255 |
| 115 | Product/Graphic Designer 產品/平面設計師 | 133 | - | - | 133 |
| | Sub-total 小計 | 7 549 | - | 40 | 7 587 |
| TECHNICIAN LEVEL 技術員級 | | | | | |
| 201 | Mechanical Draughtsman 機械繪圖員 | 219 | - | 12 | 231 |

| Code No. 編號 | Job Title 職稱 | Number of Workers Employed (Excluding Trainees) 僱員人數 (受訓者除外) | Number of Trainees 受訓者 人數 | Number of Vacancies at Date of Survey 調查期間空缺 | Forecast of Total No. of Workers by June 2007 預計二〇〇七年六月時的僱員總數 |
|---------------------------------------|---|---|---------------------------------|---|--|
| TECHNICIAN LEVEL (Continued) 技術員級 (續) | | | | | |
| 202 | Mechanical Engineering Technician 機械工程技術員 | 734 | 6 | 5 | 744 |
| 203 | Manufacturing/Production/ Industrial Engineering Technician 製造/生產/工業工程技術員 | 536 | 2 | 3 | 539 |
| 204 | Electrical Engineering Technician 電機工程技術員 | 527 | 3 | 8 | 535 |
| 205 | Foreman/Supervisor 管工/監督 | 868 | - | 1 | 868 |
| 206 | Electronics Technician 電子技術員 | 459 | - | 9 | 468 |
| 207 | Technical Services Technician 支援技術員 | 1 005 | - | 13 | 1 015 |
| 208 | Technical Marketing Executive 技術市場主任 | 5 069 | 8 | 15 | 5 092 |
| 209 | Co-ordinator 協理員/聯絡員 | 1 740 | 1 | 2 | 1 743 |
| 210 | Logistic Executive/Supervisor 物流主任 | 313 | - | - | 313 |
| 211 | Merchandiser 採購員 | 2 750 | - | - | 2 750 |
| 212 | Production Supervisor 生產主管 | 341 | - | 2 | 343 |
| 213 | Quality Control Supervisor 品質控制主管 | 282 | - | - | 282 |
| 214 | Training Officer 訓練主任 | 12 | - | - | 12 |
| 215 | Research and Development Technician 研究及發展技術員 | 125 | 2 | 3 | 128 |
| | Sub-total 小計 | 14 980 | 22 | 73 | 15 063 |
| CRAFTSMAN LEVEL 技工級 | | | | | |
| 301 | Machinist 機床工 | 1 156 | 5 | 1 | 1 155 |
| 302 | Precision Machinist 精密加工機床工 | 164 | 2 | 1 | 165 |
| 303 | Machine Setter 機器調校工 | 127 | - | - | 121 |
| 304 | Tool and Die Maker 工具及工模製造工 | 179 | - | 2 | 181 |
| 305 | Instrument Maker/Repairer 儀器製造/修理工 | 421 | - | 5 | 424 |
| 306 | Electrician 電工 | 971 | 35 | 8 | 982 |

| Code No. 編號 | Job Title 職稱 | Number of Workers Employed (Excluding Trainees) 僱員人數 (受訓者除外) | Number of Trainees 受訓者 人數 | Number of Vacancies at Date of Survey 調查期間空缺 | Forecast of Total No. of Workers by June 2007 預計二〇〇七年六月時的僱員總數 |
|--|---|---|---------------------------------|---|--|
| CRAFTSMAN LEVEL (Continued) 技工級 (續) | | | | | |
| 307 | Mechanical Fitter 機械打磨裝配工 | 2 013 | 3 | 6 | 2 018 |
| 308 | Moulder and Core Maker (Sand) 砂模及模心製造工 | 27 | - | - | 27 |
| 309 | Furnaceman 熔爐工 | 106 | - | - | 106 |
| 310 | Electric Arc and Gas Welder 電焊氣焊工 | 318 | - | 1 | 319 |
| 311 | Sheetmetal Fabricator 薄片金屬構造工 | 580 | - | 4 | 584 |
| 312 | Steel Fabricator (Thick Plate) 鋼板構造工 | 111 | - | - | 111 |
| 313 | Plumber and Pipe Fitter 喉管工 | 41 | - | - | 40 |
| 314 | Pattern/Model/Prototype Maker 樣本／模型／生產原型製造工 | 49 | - | - | 49 |
| 315 | Electroplating and Metal Coating Worker 電鍍及金屬塗層工 | 187 | - | - | 187 |
| 316 | Painter 髹漆工 | 69 | - | - | 69 |
| 317 | Metal Printing Craftsman 金屬印製技工 | 10 | 3 | - | 13 |
| 318 | Rolling Mill/Extrusion Press Craftsman 軋壓／擠壓技工 | 140 | - | 1 | 140 |
| 319 | Silk Screen Printer 絲網印刷工 | 2 | - | - | 2 |
| 320 | Cameraman/Darkroom Processor 攝影師／黑房整理員 | 6 | - | - | 6 |
| 321 | Mould Maker 製模技工 | 535 | 4 | - | 535 |
| 322 | Repairer (Watches and Clocks) 鐘錶修理工 | 365 | - | - | 365 |
| 323 | Heat Treatment Craftsman 熱處理技工 | 11 | - | 1 | 12 |
| 324 | Edging/Shaping Craftsman 車邊工 | 102 | 5 | 2 | 107 |
| | Sub-total 小計 | 7 690 | 57 | 32 | 7 718 |
| OPERATIVE LEVEL 操作工級 | | | | | |
| 401 | Semi-skilled Machine Operator 機器操作工 | 613 | 15 | - | 628 |
| 402 | Fettler 鑄件整理工 | 8 | - | - | 8 |

| Code No. 編號 | Job Title 職稱 | Number of Workers Employed (Excluding Trainees) 僱員人數 (受訓者除外) | Number of Trainees 受訓者 人數 | Number of Vacancies at Date of Survey 調查期間空缺 | Forecast of Total No. of Workers by June 2007 預計二〇〇七年六月時的僱員總數 |
|--------------------------------------|---|---|---------------------------------|---|--|
| OPERATIVE LEVEL (Continued) 操作工級 (續) | | | | | |
| 403 | Pourer 澆鑄工 | - | - | - | - |
| 404 | Die-Casting Machine Operator 金屬壓鑄機操作工 | 70 | - | - | 70 |
| 405 | Electric-resistance Welder 電阻焊接工 | 166 | - | - | 166 |
| 406 | Polishing Worker 磨光工 | 136 | - | - | 136 |
| 407 | Striker 打鐵工 | - | - | - | - |
| 408 | Press Operator 啤機操作工 | 190 | - | 2 | 192 |
| 409 | Paint Spraying Gun Operator/ Zinc Sprayer 噴漆/噴鋅工 | 6 | - | - | 6 |
| 410 | Semi-skilled Electroplating and Metal Coating Worker 電鍍及金屬塗層半技工 | 82 | - | - | 82 |
| 411 | Quality Control Operator 品質控制操作工 | 409 | - | 2 | 411 |
| 412 | Assembler 裝配工 | 1 092 | - | 33 | 1 125 |
| 413 | Injection Moulding Machine Operator 注塑機操作工 | 50 | - | - | 50 |
| 414 | Crane Operator 起重機操作工 | 43 | 3 | - | 43 |
| 415 | Polishing Worker (Lens) 磨鏡片工 | 58 | 2 | - | 60 |
| | Sub-total 小計 | 2 923 | 20 | 37 | 2 977 |
| UNSKILLED LEVEL 非技術工人級 | | | | | |
| 501 | Labourer 雜工 | 569 | - | 1 | 567 |
| | Sub-total 小計 | 569 | - | 1 | 567 |
| | GRAND TOTAL 總計 | 33 711 | 99 | 183 | 33 912 |

DISTRIBUTION OF EMPLOYEES BY BRANCH OF THE METAL PRODUCTS AND RELATED INDUSTRIES
金屬品製造及相關行業的僱員人數分佈情況

| Code No. 編號 | Branch 門類 Job Title 職稱 | Branch 1 門類一 Plant Maintenance Section of Food, Beverage and Tobacco Manufacturing Industries 食物、飲品及煙草製造業的廠房保養部門 | Branch 2 門類二 Basic Metal Industries 普通金屬工業 | Branch 3 門類三 Manufacture of Fabricated Metal Products Excluding Metal Furniture 金屬製品製造(金屬傢俬製造除外) | Branch 4 門類四 Manufacture of Machinery, Except Electrical 非電機機械及設備製造 | Branch 5 門類五 Manufacture of Watches and Clocks 鐘錶製造 | Branch 6 門類六 Manufacture of Electrical Appliances, Housewares, Batteries Bulbs and Tubes 家庭電器、用具、電池、燈泡等製造 | Branch 7 門類七 Manufacture of Photographic and Optical Goods 攝影及光學用品製造 | Branch 8 門類八 Technical Support/ Marketing, Maintenance/ Services Section 技術員支援、市務及維修服務 | Branch 9 門類九 Engineering Services, Production Line Consultant, Designer and Quality Control 工程服務、生產線顧問、設計及品質控制 | Branch 10 門類十 Relevant Training/ Education Institutions 訓練／教育院校 | Total 總數 |
|------------------------|---|--|---|---|--|--|--|---|---|---|--|-------------|
| TECHNOLOGIST LEVEL 技師級 | | | | | | | | | | | | |
| 101 | Mechanical Engineer 機械工程師 | 46 | 10 | 10 | 57 | - | 50 | 1 | 643 | 185 | 112 | 1 114 |
| 102 | Manufacturing/ Production/Industrial Engineering 製造/生產/工業工程師 | 7 | 2 | 22 | 26 | 12 | 48 | - | 336 | 10 | 77 | 540 |
| 103 | Materials Engineer/ Metallurgist 用料工程師/冶金技師 | - | 7 | 1 | - | 3 | 5 | - | 13 | 30 | 31 | 90 |
| 104 | Electrical Engineer 電機工程師 | 16 | 6 | 3 | 20 | - | 50 | - | 248 | 40 | 9 | 392 |
| 105 | Electronics Engineer 電子工程師 | 2 | 1 | 1 | 20 | - | 9 | 1 | 11 | 151 | 16 | 212 |
| 106 | Technical Services Engineer 技術支援工程師 | - | 1 | 1 | 16 | - | 13 | - | 210 | 240 | 4 | 485 |

| Code No. 編號 | Branch 門類 Job Title 職稱 | Branch 1 門類一 | Branch 2 門類二 | Branch 3 門類三 | Branch 4 門類四 | Branch 5 門類五 | Branch 6 門類六 | Branch 7 門類七 | Branch 8 門類八 | Branch 9 門類九 | Branch 10 門類十 | Total 總數 |
|--|---------------------------------------|--|----------------------------------|---|---|---|---|--|--|--|---|-------------|
| | | Plant Maintenance Section of Food, Beverage and Tobacco Manufacturing Industries 食物、飲品及煙草製造業的廠房保養部門 | Basic Metal Industries 普通金屬工業 | Manufacture of Fabricated Metal Products Excluding Metal Furniture (金屬傢俬製造除外) | Manufacture of Machinery, Except Electrical 非電機機械及設備製造 | Manufacture of Watches and Clocks 鐘錶製造 | Manufacture of Electrical Appliances, Housewares, Batteries Bulbs and Tubes 家庭電器、用具、電池、燈泡等製造 | Manufacture of Photographic and Optical Goods 攝影及光學用品製造 | Technical Support/Marketing, Maintenance/Services Section 技術員支援、市務及維修服務 | Engineering Services, Production Line Consultant, Designer and Quality Control 工程服務、生產線顧問、設計及品質控制 | Relevant Training/Education Institutions 訓練／教育院校 | |
| TECHNOLOGIST LEVEL (Continued) 技師級 (續) | | | | | | | | | | | | |
| 107 | Technical Marketing Manager 技術市務經理 | - | 6 | 39 | 49 | 20 | 45 | 5 | 2 412 | 14 | - | 2 590 |
| 108 | Logistic Manager 物流經理 | - | 1 | - | - | 1 | 2 | 1 | 42 | 2 | 2 | 51 |
| 109 | Merchandising Manager 採購經理 | - | 5 | 34 | 5 | 12 | 14 | - | 400 | 8 | - | 478 |
| 110 | Training Manager 訓練經理 | - | 1 | - | 1 | - | 1 | - | 2 | - | 1 | 6 |
| 111 | Engineering Manager 工程經理 | 7 | 1 | 4 | 6 | - | 23 | - | 103 | 53 | 16 | 213 |
| 112 | Factory Manager 工廠經理 | 2 | 6 | 37 | 11 | 5 | 13 | 5 | 356 | - | 3 | 438 |
| 113 | Production Manager 生產部經理 | - | 11 | 26 | 11 | 9 | 30 | 5 | 455 | - | 5 | 552 |
| 114 | Quality Control Manager 品質控制經理 | - | 6 | 4 | 1 | - | 24 | - | 205 | 13 | 2 | 255 |
| 115 | Product/Graphic Designer 產品／平面設計師 | - | - | - | 1 | 12 | - | - | 115 | 3 | 2 | 133 |
| | Sub-total 小計 | 80 | 64 | 182 | 224 | 74 | 327 | 18 | 5 551 | 749 | 280 | 7 549 |
| TECHNICIAN LEVEL 技術員級 | | | | | | | | | | | | |
| 201 | Mechanical Draughtsman 機械繪圖員 | 1 | - | 10 | 34 | 1 | 24 | - | 108 | 41 | - | 219 |

| Code No. 編號 | Branch 門類 Job Title 職稱 | Branch 1 門類一 | Branch 2 門類二 | Branch 3 門類三 | Branch 4 門類四 | Branch 5 門類五 | Branch 6 門類六 | Branch 7 門類七 | Branch 8 門類八 | Branch 9 門類九 | Branch 10 門類十 | Total 總數 |
|---------------------------------------|---|--|----------------------------------|---|---|---|---|--|--|--|---|-------------|
| | | Plant Maintenance Section of Food, Beverage and Tobacco Manufacturing Industries 食物、飲品及煙草製造業的廠房保養部門 | Basic Metal Industries 普通金屬工業 | Manufacture of Fabricated Metal Products Excluding Metal Furniture (金屬傢俬製造除外) | Manufacture of Machinery, Except Electrical 非電機機械及設備製造 | Manufacture of Watches and Clocks 鐘錶製造 | Manufacture of Electrical Appliances, Housewares, Batteries Bulbs and Tubes 家庭電器、用具、電池、燈泡等製造 | Manufacture of Photographic and Optical Goods 攝影及光學用品製造 | Technical Support/Marketing, Maintenance/Services Section 技術員支援、市務及維修服務 | Engineering Services, Production Line Consultant, Designer and Quality Control 工程服務、生產線顧問、設計及品質控制 | Relevant Training/Education Institutions 訓練／教育院校 | |
| TECHNICIAN LEVEL (Continued) 技術員級 (續) | | | | | | | | | | | | |
| 202 | Mechanical Engineering Technician 機械工程技術員 | 108 | 25 | 5 | 88 | 2 | 63 | - | 281 | 92 | 70 | 734 |
| 203 | Manufacturing/Production/Industrial Engineering Technician 製造/生產/工業工程技術員 | - | 15 | 39 | 88 | 11 | 145 | - | 178 | 4 | 56 | 536 |
| 204 | Electrical Engineering Technician 電機工程技術員 | 32 | 11 | 13 | 51 | - | 99 | - | 157 | 160 | 4 | 527 |
| 205 | Foreman/Supervisor 管工/監督 | 44 | 47 | 144 | 101 | 31 | 94 | 11 | 339 | 18 | 39 | 868 |
| 206 | Electronics Technician 電子技術員 | - | 2 | - | 14 | - | 26 | 1 | 55 | 332 | 29 | 459 |
| 207 | Technical Services Technician 支援技術員 | 2 | 4 | 5 | 7 | 2 | - | 1 | 577 | 386 | 21 | 1 005 |
| 208 | Technical Marketing Executive 技術市場主任 | - | 11 | 187 | 78 | 60 | 70 | 18 | 4 522 | 120 | 3 | 5 069 |
| 209 | Co-ordinator 協理員／聯絡員 | - | 4 | 64 | 33 | 16 | 3 | 11 | 1 607 | 2 | - | 1 740 |

| Code No. 編號 | Branch 門類 Job Title 職稱 | Branch 1 | Branch 2 | Branch 3 | Branch 4 | Branch 5 | Branch 6 | Branch 7 | Branch 8 | Branch 9 | Branch 10 | Total 總數 |
|---------------------------------------|---|---|---|---|---|--|---|--|---|--|--|-------------|
| | | 門類一 Plant Maintenance Section of Food, Beverage and Tobacco Manufacturing Industries 食物、飲品及 煙草製造業的 廠房保養部門 | 門類二 Basic Metal Industries 普通 金屬工業 | 門類三 Manufacture of Fabricated Metal Products Excluding Metal Furniture (金屬傢俬 製造除外) | 門類四 Manufacture of Machinery, Except Electrical 非電機機械 及設備製造 | 門類五 Manufacture of Watches and Clocks 鐘錶製造 | 門類六 Manufacture of Electrical Appliances, Housewares, Batteries Bulbs and Tubes 家庭電器、 用具、電池、 燈泡等製造 | 門類七 Manufacture of Photographic and Optical Goods 攝影及光學 用品製造 | 門類八 Technical Support/ Marketing, Maintenance/ Services Section 技術員支援、 市務及 維修服務 | 門類九 Engineering Services, Production Line Consultant, Designer and Quality Control 工程服務、生 產線顧問、設 計及品質控制 | 門類十 Relevant Training/ Education Institutions 訓練/ 教育院校 | |
| TECHNICIAN LEVEL (Continued) 技術員級 (續) | | | | | | | | | | | | |
| 210 | Logistic Executive/ Supervisor 物流主任 | - | 4 | - | 3 | 6 | 14 | - | 285 | 1 | - | 313 |
| 211 | Merchandiser 採購員 | - | 8 | 121 | 94 | 77 | 49 | 3 | 2 371 | 24 | 3 | 2 750 |
| 212 | Production Supervisor 生產主管 | - | 4 | 47 | 18 | 23 | 16 | 12 | 211 | - | 10 | 341 |
| 213 | Quality Control Supervisor 品質控制主管 | - | 3 | 44 | 19 | 25 | 38 | 1 | 120 | 30 | 2 | 282 |
| 214 | Training Officer 訓練主任 | - | - | - | - | - | 2 | - | 1 | - | 9 | 12 |
| 215 | Research and Development Technician 研究及發展技術員 | - | - | 2 | 3 | 21 | - | - | 72 | - | 27 | 125 |
| | Sub-total 小計 | 187 | 138 | 681 | 631 | 275 | 643 | 58 | 10 884 | 1 210 | 273 | 14 980 |
| CRAFTSMAN LEVEL 技工級 | | | | | | | | | | | | |
| 301 | Machinist 機床工 | 6 | 20 | 409 | 601 | 38 | 47 | 2 | 3 | - | 30 | 1 156 |
| 302 | Precision Machinist 精密加工機床工 | - | - | 35 | 95 | 18 | 1 | 3 | 2 | - | 10 | 164 |
| 303 | Machine Setter 機器調校工 | 14 | - | 89 | - | 6 | 17 | - | - | - | 1 | 127 |
| 304 | Tool and Die Maker 工具及工模製造工 | - | - | 37 | 108 | 4 | 28 | - | - | - | 2 | 179 |

| Code No. 編號 | Branch 門類 Job Title 職稱 | Branch 1 門類一 Plant Maintenance Section of Food, Beverage and Tobacco Manufacturing Industries 食物、飲品及 煙草製造業的 廠房保養部門 | Branch 2 門類二 Basic Metal Industries 普通 金屬工業 | Branch 3 門類三 Manufacture of Fabricated Metal Products Excluding Metal Furniture (金屬傢俬 製造除外) | Branch 4 門類四 Manufacture of Machinery, Except Electrical 非電機機械 及設備製造 | Branch 5 門類五 Manufacture of Watches and Clocks 鐘錶製造 | Branch 6 門類六 Manufacture of Electrical Appliances, Housewares, Batteries Bulbs and Tubes 家庭電器、 用具、電池、 燈泡等製造 | Branch 7 門類七 Manufacture of Photographic and Optical Goods 攝影及光學 用品製造 | Branch 8 門類八 Technical Support/ Marketing, Maintenance/ Services Section 技術員支援、 市務及 維修服務 | Branch 9 門類九 Engineering Services, Production Line Consultant, Designer and Quality Control 工程服務、生 產線顧問、設 計及品質控制 | Branch 10 門類十 Relevant Training/ Education Institutions 訓練/ 教育院校 | Total 總數 |
|-------------------------------------|--|---|---|---|---|--|---|--|---|--|---|-------------|
| CRAFTSMAN LEVEL (Continued) 技工級 (續) | | | | | | | | | | | | |
| 305 | Instrument Maker/ Repairer 儀器製造/修理工 | 46 | 4 | 4 | 115 | - | 17 | 1 | 225 | 4 | 5 | 421 |
| 306 | Electrician 電工 | 136 | 16 | 33 | 86 | - | 142 | - | 552 | - | 6 | 971 |
| 307 | Mechanical Fitter 機械打磨裝配工 | 239 | 16 | 91 | 1 118 | - | 201 | - | 319 | 29 | - | 2 013 |
| 308 | Moulder and Core Maker (Sand) 砂模及模心製造工 | - | - | 27 | - | - | - | - | - | - | - | 27 |
| 309 | Furnaceman 熔爐工 | - | 86 | 20 | - | - | - | - | - | - | - | 106 |
| 310 | Electric Arc and Gas Welder 電焊氣焊工 | 10 | 38 | 186 | 54 | - | 18 | - | 12 | - | - | 318 |
| 311 | Sheetmetal Fabricator 薄片金屬構造工 | - | 15 | 526 | 19 | - | 19 | - | - | - | 1 | 580 |
| 312 | Steel Fabricator (Thick Plate) 鋼板構造工 | - | 5 | 28 | 78 | - | - | - | - | - | - | 111 |
| 313 | Plumber and Pipe Fitter 喉管工 | 8 | 16 | 14 | 2 | - | - | - | 1 | - | - | 41 |
| 314 | Pattern/Model/ Prototype Maker 樣本/模型/ 生產原型製造工 | - | - | 29 | - | 3 | 11 | - | - | - | 6 | 49 |

| Code No. 編號 | Branch 門類 Job Title 職稱 | Branch 1 門類一 Plant Maintenance Section of Food, Beverage and Tobacco Manufacturing Industries 食物、飲品及 煙草製造業的 廠房保養部門 | Branch 2 門類二 Basic Metal Industries 普通 金屬工業 | Branch 3 門類三 Manufacture of Fabricated Metal Products Excluding Metal Furniture (金屬傢俬 製造除外) | Branch 4 門類四 Manufacture of Machinery, Except Electrical 非電機機械 及設備製造 | Branch 5 門類五 Manufacture of Watches and Clocks 鐘錶製造 | Branch 6 門類六 Manufacture of Electrical Appliances, Housewares, Batteries Bulbs and Tubes 家庭電器、 用具、電池、 燈泡等製造 | Branch 7 門類七 Manufacture of Photographic and Optical Goods 攝影及光學 用品製造 | Branch 8 門類八 Technical Support/ Marketing, Maintenance/ Services Section 技術員支援、 市務及 維修服務 | Branch 9 門類九 Engineering Services, Production Line Consultant, Designer and Quality Control 工程服務、生 產線顧問、設 計及品質控制 | Branch 10 門類十 Relevant Training/ Education Institutions 訓練/ 教育院校 | Total 總數 |
|-------------------------------------|---|---|---|---|---|--|---|--|---|--|---|-------------|
| CRAFTSMAN LEVEL (Continued) 技工級 (續) | | | | | | | | | | | | |
| 315 | Electroplating and Metal Coating Worker 電鍍及金屬塗層工 | - | 5 | 179 | - | - | 2 | 1 | - | - | - | 187 |
| 316 | Painter 髹漆工 | 7 | - | 44 | 11 | - | 1 | - | 6 | - | - | 69 |
| 317 | Metal Printing Craftsman 金屬印製技工 | - | - | 6 | - | 4 | - | - | - | - | - | 10 |
| 318 | Rolling Mill/ Extrusion Press Craftsman 輾壓/擠壓技工 | - | 56 | 22 | - | - | - | - | 62 | - | - | 140 |
| 319 | Silk Screen Printer 絲網/印刷工 | - | - | - | - | 2 | - | - | - | - | - | 2 |
| 320 | Cameraman/ Darkroom Processor 攝影師/黑房整理員 | - | - | 6 | - | - | - | - | - | - | - | 6 |
| 321 | Mould Maker 製模技工 | - | - | - | 533 | - | - | - | - | - | 2 | 535 |
| 322 | Repairer (Watches and Clocks) 鐘錶修理工 | - | - | - | - | 41 | - | - | 324 | - | - | 365 |
| 323 | Heat Treatment Craftsman 熱處理技工 | - | 2 | 6 | - | - | - | 3 | - | - | - | 11 |
| 324 | Edging/Shaping Craftsman 車邊工 | - | - | - | - | - | - | 102 | - | - | - | 102 |

| Code No. 編號 | Branch 門類 | Branch 1 門類一 Plant Maintenance Section of Food, Beverage and Tobacco Manufacturing Industries 食物、飲品及煙草製造業的廠房保養部門 | Branch 2 門類二 Basic Metal Industries 普通金屬工業 | Branch 3 門類三 Manufacture of Fabricated Metal Products Excluding Metal Furniture (金屬傢俬製造除外) | Branch 4 門類四 Manufacture of Machinery, Except Electrical 非電機機械及設備製造 | Branch 5 門類五 Manufacture of Watches and Clocks 鐘錶製造 | Branch 6 門類六 Manufacture of Electrical Appliances, Housewares, Batteries Bulbs and Tubes 家庭電器、用具、電池、燈泡等製造 | Branch 7 門類七 Manufacture of Photographic and Optical Goods 攝影及光學用品製造 | Branch 8 門類八 Technical Support/Marketing, Maintenance/Services Section 技術員支援、市務及維修服務 | Branch 9 門類九 Engineering Services, Production Line Consultant, Designer and Quality Control 工程服務、生產線顧問、設計及品質控制 | Branch 10 門類十 Relevant Training/Education Institutions 訓練／教育院校 | Total 總數 |
|-------------------------------------|--|--|---|--|--|--|--|---|---|---|---|-------------|
| CRAFTSMAN LEVEL (Continued) 技工級 (續) | | | | | | | | | | | | |
| | Sub-total 小計 | 466 | 279 | 1 791 | 2 820 | 116 | 504 | 112 | 1 506 | 33 | 63 | 7 690 |
| OPERATIVE LEVEL 操作工級 | | | | | | | | | | | | |
| 401 | Semi-skilled Machine Operator 機器操作工 | - | 88 | 182 | 166 | 4 | 152 | 13 | 4 | - | 4 | 613 |
| 402 | Fettler 鑄件整理工 | - | 3 | 5 | - | - | - | - | - | - | - | 8 |
| 403 | Pourer 澆鑄工 | - | - | - | - | - | - | - | - | - | - | - |
| 404 | Die-Casting Machine Operator 金屬壓鑄機操作工 | - | 12 | 56 | 2 | - | - | - | - | - | - | 70 |
| 405 | Electric-resistance Welder 電阻焊接工 | - | - | 94 | 21 | - | 51 | - | - | - | - | 166 |
| 406 | Polishing Worker 磨光工 | - | - | 84 | 7 | - | - | - | 45 | - | - | 136 |
| 407 | Striker 打鐵工 | - | - | - | - | - | - | - | - | - | - | - |
| 408 | Press Operator 啤機操作工 | - | 21 | 111 | 48 | 6 | 4 | - | - | - | - | 190 |
| 409 | Paint Spraying Gun Operator/Zinc Sprayer 噴漆/噴鋅工 | - | 2 | 2 | 2 | - | - | - | - | - | - | 6 |

| Code No. 編號 | Branch 門類 | Branch 1 門類一 Plant Maintenance Section of Food, Beverage and Tobacco Manufacturing Industries 食物、飲品及 煙草製造業的 廠房保養部門 | Branch 2 門類二 Basic Metal Industries 普通 金屬工業 | Branch 3 門類三 Manufacture of Fabricated Metal Products Excluding Metal Furniture (金屬傢俬 製造除外) | Branch 4 門類四 Manufacture of Machinery, Except Electrical 非電機機械 及設備製造 | Branch 5 門類五 Manufacture of Watches and Clocks 鐘錶製造 | Branch 6 門類六 Manufacture of Electrical Appliances, Housewares, Batteries Bulbs and Tubes 家庭電器、 用具、電池、 燈泡等製造 | Branch 7 門類七 Manufacture of Photographic and Optical Goods 攝影及光學 用品製造 | Branch 8 門類八 Technical Support/ Marketing, Maintenance/ Services Section 技術員支援、 市務及 維修服務 | Branch 9 門類九 Engineering Services, Production Line Consultant, Designer and Quality Control 工程服務、生 產線顧問、設 計及品質控制 | Branch 10 門類十 Relevant Training/ Education Institutions 訓練/ 教育院校 | Total 總數 |
|------------------------|--|---|---|---|---|--|---|--|---|--|---|---------------|
| | Job Title 職稱 | OPERATIVE LEVEL (Continued) 操作工級 (續) | | | | | | | | | | |
| 410 | Semi-skilled Electroplating and Metal Coating Worker 電鍍及金屬塗層 半技工 | - | 10 | 61 | - | - | - | 10 | - | - | 1 | 82 |
| 411 | Quality Control Operator 品質控制操作工 | - | 30 | 66 | 39 | 85 | 41 | 7 | 106 | 35 | - | 409 |
| 412 | Assembler 裝配工 | - | - | 308 | 38 | 240 | 420 | 26 | 58 | - | 2 | 1 092 |
| 413 | Injection Moulding Machine Operator 注塑機操作工 | - | - | 10 | 4 | 18 | 13 | 2 | - | - | 3 | 50 |
| 414 | Crane Operator 起重機操作工 | - | 9 | 13 | 9 | - | 10 | - | 2 | - | - | 43 |
| 415 | Polishing Worker 磨鏡片工 | - | - | - | - | - | - | 58 | - | - | - | 58 |
| | Sub-total 小計 | - | 175 | 992 | 336 | 353 | 691 | 116 | 215 | 35 | 10 | 2 923 |
| UNSKILLED LEVEL 非技術工人級 | | | | | | | | | | | | |
| 501 | Labourer 雜工 | 9 | 46 | 148 | 127 | 44 | 56 | 10 | 125 | - | - | 569 |
| | Sub-total 小計 | 9 | 46 | 148 | 127 | 44 | 56 | 10 | 125 | - | 4 | 569 |
| | GRAND TOTAL 總計 | 742 | 702 | 3 794 | 4 138 | 862 | 2 221 | 314 | 18 281 | 2 027 | 630 | 33 711 |

MANPOWER STATISTICS OF THE JEWELLERY INDUSTRY

珠寶行業人力統計數字

| Code Number 編號 | Job Title 職稱 | Branch 11 門類十一 Jewellery and Related Products Including Imitation Jewellery Manufacture 珠寶首飾(包括仿製品)的製造 | Branch 12 門類十二 Wholesale and Import-export Establishments of Jewellery and Related Products (Including Imitation Jewellery) 主要珠寶首飾(包括仿製品)的批發及進出口機構 | Total Number of Workers Employed (Excluding Trainees) 總僱員人數(受訓者除外) | Total Number of Trainees 總受訓者人數 | Total Number of Vacancies at Date of Survey 調查期間的空缺總數 | Forecast of Total Workers by June 2007 預計二〇〇七年六月時的僱員總數 |
|-------------------------------|---|---|---|---|------------------------------------|--|---|
| TECHNOLOGIST LEVEL 技師級 | | | | | | | |
| 131 | Gemmologist 寶石鑒定師 | 4 | 12 | 16 | 2 | 1 | 17 |
| 135 | Assay Officer 驗金師 | - | - | - | - | - | - |
| 136 | Jewellery Marketing Manager 珠寶市務經理 | 43 | 539 | 582 | - | - | 582 |
| 137 | Production Manager 生產部經理 | 47 | 186 | 233 | - | - | 233 |
| 138 | Design and Development Manager 設計及發展經理 | 15 | 112 | 127 | - | - | 127 |
| 139 | Merchandizing Manager 營銷採購經理 | 26 | 180 | 206 | - | 1 | 207 |
| Sub-total 分類總數 | | 135 | 1 029 | 1 164 | 2 | 2 | 1 166 |
| TECHNICIAN LEVEL 技術員級 | | | | | | | |
| 231 | Jewellery Designer 珠寶設計員 | 100 | 470 | 570 | 37 | 15 | 595 |
| 232 | Foreman/Supervisor 工場主管 | 165 | 265 | 430 | - | - | 430 |
| 233 | Marketing Co-ordinator 業務協理員 | 82 | 795 | 877 | 6 | 18 | 901 |
| 234 | Quality Controller 品質管理員 | 77 | 238 | 315 | - | - | 315 |
| 235 | Merchandizer 營銷採購員 | 137 | 3 200 | 3 337 | - | 30 | 3 367 |
| 236 | Jewellery Marketing Executive 珠寶市務主任 | 115 | 2 697 | 2 812 | - | 17 | 2 814 |
| Sub-total 分類總數 | | 676 | 7 665 | 8 341 | 43 | 80 | 8 422 |

| Code Number 編號 | Job Title 職稱 | Branch 11 門類十一 Jewellery and Related Products Including Imitation Jewellery Manufacture 珠寶首飾(包括仿製品)的製造 | Branch 12 門類十二 Wholesale and Import-export Establishments of Jewellery and Related Products (Including Imitation Jewellery) 主要珠寶首飾(包括仿製品)的批發及進出口機構 | Total Number of Workers Employed (Excluding Trainees) 總僱員人數(受訓者除外) | Total Number of Trainees 總受訓者人數 | Total Number of Vacancies at Date of Survey 調查期間的空缺總數 | Forecast of Total Workers by June 2007 預計二〇〇七年六月時的僱員總數 |
|----------------------|--|---|---|---|------------------------------------|--|---|
| CRAFTSMAN LEVEL 技工級 | | | | | | | |
| 331 | Goldsmith (K-gold) 打金工(西金) | 866 | 18 | 884 | 30 | - | 886 |
| 332 | Goldsmith (Fine-gold) 打金工(足金) | 34 | - | 34 | - | - | 34 |
| 333 | Precious Stone Setter 首飾鑲嵌工 | 332 | 83 | 415 | 4 | 1 | 416 |
| 334 | Jewellery Pattern Maker (Metal) 首飾鑄造金屬樣板工 | 44 | 14 | 58 | - | - | 58 |
| 335 | Jewellery Patter Maker (Wax) 首飾鑄造蠟板工 | 26 | 2 | 28 | 1 | - | 28 |
| 336 | Mould Mater/Caster 製模鑄造工 | 67 | 2 | 69 | - | - | 68 |
| 337 | Jewellery Plater 首飾電鍍工 | 102 | 3 | 105 | 1 | - | 106 |
| 338 | Jewellery Engraver/Milligrainer 珠寶雕刻工 | 36 | - | 36 | - | - | 36 |
| 339 | Gemstone Cutter/Polisher 寶石切割/打磨工 | 139 | 10 | 149 | - | - | 149 |
| Sub-total 分類總數 | | 1 646 | 132 | 1 778 | 36 | 1 | 1 781 |
| OPERATIVE LEVEL 操作工級 | | | | | | | |
| 431 | Pearl Dyer 珍珠染色工 | - | - | - | - | - | - |
| 432 | Beads and Pearls Stringing Workers 穿珠工 | 6 | - | 6 | - | - | 6 |
| 433 | Wax Pattern Mounter/Maker 蠟樣工 | 14 | - | 14 | - | - | 14 |
| 434 | Jewellery Polisher 首飾打磨工 | 78 | 8 | 86 | 2 | - | 88 |
| 435 | Stone Selector 配石工 | 221 | 142 | 363 | 21 | 7 | 384 |
| 436 | Colouring Worker 著色工 | 5 | - | 5 | - | - | 5 |
| 437 | Gold Refiner 煉金工 | 13 | - | 13 | - | - | 13 |

| Code Number 編號 | Job Title 職稱 | Branch 11 門類十一 Jewellery and Related Products Including Imitation Jewellery Manufacture 珠寶首飾(包括仿製品)的製造 | Branch 12 門類十二 Wholesale and Import-export Establishments of Jewellery and Related Products (Including Imitation Jewellery) 主要珠寶首飾(包括仿製品)的批發及進出口機構 | Total Number of Workers Employed (Excluding Trainees) 總僱員人數(受訓者除外) | Total Number of Trainees 總受訓者人數 | Total Number of Vacancies at Date of Survey 調查期間的空缺總數 | Forecast of Total Workers by June 2007 預計二〇〇七年六月時的僱員總數 |
|-------------------------------------|----------------------------------|---|---|---|------------------------------------|--|---|
| OPERATIVE LEVEL (Continued) 操作工級(續) | | | | | | | |
| 438 | Electroforming Operator 電鑄操作工 | 3 | - | 3 | - | - | 3 |
| Sub-total 分類總數 | | 340 | 150 | 490 | 23 | 7 | 513 |
| Grand-total 合共總數 | | 2 797 | 8 976 | 11 773 | 104 | 90 | 11 882 |

**DISTRIBUTION OF EMPLOYEES BY MONTHLY
INCOME RANGE (METAL PRODUCTS AND RELATED INDUSTRIES)**
根據每月收入幅度區分的僱員人數分佈情況〔金屬品製造及相關行業〕

| Code No. 編號 | Job Title 職稱 | Under \$5,001 以下 | \$5,001 - \$8,000 | \$8,001 - \$11,000 | \$11,001 - \$14,000 | \$14,001 - \$17,000 | \$17,001 - \$20,000 | \$20,001 - \$30,000 | Over \$30,000 以上 | Unspecified 未有說明 | Sub-total 分類小計 |
|-------------------------------|---|---------------------|-------------------|--------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------|
| TECHNOLOGIST LEVEL 技師級 | | | | | | | | | | | |
| 101 | Mechanical Engineer 機械工程師 | - | - | - | 60 | 95 | 336 | 349 | 141 | 133 | 1 114 |
| 102 | Manufacturing/ Production/ Industrial Engineer 製造/生產/ 工業工程師 | - | - | - | 2 | 39 | 115 | 72 | 68 | 244 | 540 |
| 103 | Materials Engineer/ Metallurgist 用料工程師/ 冶金技師 | - | - | - | - | 36 | 9 | 7 | 34 | 4 | 90 |
| 104 | Electrical Engineer 電機工程師 | - | - | - | 119 | 46 | 37 | 129 | 41 | 20 | 392 |
| 105 | Electronics Engineer 電子工程師 | - | - | - | 15 | 15 | 15 | 141 | 12 | 14 | 212 |
| 106 | Technical Services Engineer 技術支援工程師 | - | - | - | 115 | 49 | 137 | 61 | 38 | 85 | 485 |
| 107 | Technical Marketing Manager 技術市務經理 | - | - | - | 143 | 311 | 605 | 358 | 396 | 777 | 2 590 |
| 108 | Logistic Manager 物流經理 | - | - | - | 5 | 1 | 5 | 26 | 11 | 3 | 51 |
| 109 | Merchandising Manager 採購經理 | - | - | - | 53 | 68 | 141 | 63 | 32 | 121 | 478 |
| 110 | Training Manager 訓練經理 | - | - | - | - | 2 | 1 | 2 | 1 | - | 6 |
| 111 | Engineering Manager 工程經理 | - | - | - | 4 | 3 | 18 | 81 | 93 | 14 | 213 |
| 112 | Factory Manager 工廠經理 | - | - | - | 1 | 142 | 127 | 66 | 35 | 67 | 438 |
| 113 | Production Manager 生產部經理 | - | - | - | 55 | 183 | 40 | 70 | 36 | 168 | 552 |
| 114 | Quality Control Manager 品質控制經理 | - | - | - | 12 | 111 | 30 | 17 | 15 | 70 | 255 |
| 115 | Product/Graphic Designer 產品/平面設計師 | - | - | 2 | 19 | 43 | 38 | 27 | - | 4 | 133 |
| | Sub-total 小計 | - | - | 2 | 603 | 1 144 | 1 654 | 1 469 | 953 | 1 724 | 7 549 |

| Code No. 編號 | Job Title 職稱 | Under \$5,001 以下 | \$5,001 - \$8,000 | \$8,001 - \$11,000 | \$11,001 - \$14,000 | \$14,001 - \$17,000 | \$17,001 - \$20,000 | \$20,001 - \$30,000 | Over \$30,000 以上 | Unspecified 未有說明 | Sub-total 分類小計 |
|-----------------------|---|---------------------|-------------------|--------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------|
| TECHNICIAN LEVEL 技術員級 | | | | | | | | | | | |
| 201 | Mechanical Draughtsman 機械繪圖員 | - | 2 | 19 | 139 | 8 | 39 | - | - | 12 | 219 |
| 202 | Mechanical Engineering Technician 機械工程技術員 | - | - | 156 | 156 | 59 | 206 | 70 | - | 87 | 734 |
| 203 | Manufacturing/ Production/ Industrial Engineering Technician 製造/生產/工業工程技術員 | - | 3 | 65 | 204 | 83 | 85 | 41 | - | 55 | 536 |
| 204 | Electrical Engineering Technician 電機工程技術員 | - | - | 185 | 184 | 42 | 76 | 8 | 1 | 31 | 527 |
| 205 | Foreman/ Supervisor 管工/監督 | - | 2 | 125 | 311 | 195 | 104 | 68 | - | 63 | 868 |
| 206 | Electronics Technician 電子技術員 | - | - | 72 | 150 | 101 | 27 | 18 | - | 91 | 459 |
| 207 | Technical Services Technician 支援技術員 | - | - | 206 | 422 | 207 | 60 | - | 11 | 99 | 1 005 |
| 208 | Technical Marketing Executive 技術市場主任 | - | 22 | 1 000 | 1 333 | 474 | 672 | 393 | - | 1175 | 5 069 |
| 209 | Co-ordinator 協理員/聯絡員 | - | - | 522 | 583 | 215 | 253 | - | 1 | 166 | 1 740 |
| 210 | Logistic Executive/ Supervisor 物流主任 | - | 2 | 39 | 41 | 42 | 173 | - | - | 16 | 313 |
| 211 | Merchandiser 採購員 | - | - | 736 | 660 | 411 | 179 | 3 | - | 761 | 2 750 |
| 212 | Production Supervisor 生產主管 | - | 3 | 16 | 190 | 57 | 47 | 15 | - | 13 | 341 |
| 213 | Quality Control Supervisor 品質控制主管 | - | - | 88 | 113 | 58 | 7 | - | 1 | 15 | 282 |
| 214 | Training Officer 訓練主任 | - | - | - | 2 | 1 | - | - | 9 | - | 12 |
| 215 | Research and Development Technician 研究及發展技術員 | - | - | - | 45 | 73 | 6 | - | - | 1 | 125 |
| | Sub-total 小計 | - | 34 | 3 229 | 4 533 | 2 026 | 1 934 | 616 | 23 | 2 585 | 14 980 |
| CRAFTSMAN LEVEL 技工級 | | | | | | | | | | | |
| 301 | Machinist 機床工 | 4 | 213 | 612 | 167 | 122 | 11 | - | - | 27 | 1 156 |
| 302 | Precision Machinist 精密加工機床工 | - | 3 | 30 | 126 | 2 | 1 | - | - | 2 | 164 |

| Code No. 編號 | Job Title 職稱 | Under \$5,001 以下 | \$5,001 - \$8,000 | \$8,001 - \$11,000 | \$11,001 - \$14,000 | \$14,001 - \$17,000 | \$17,001 - \$20,000 | \$20,001 - \$30,000 | Over \$30,000 以上 | Unspecified 未有說明 | Sub-total 分類小計 |
|-------------------------------------|--|---------------------|-------------------|--------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------|
| CRAFTSMAN LEVEL (Continued) 技工級 (續) | | | | | | | | | | | |
| 303 | Machine Setter 機器調校工 | - | 3 | 100 | 18 | 6 | - | - | - | - | 127 |
| 304 | Tool and Die Maker 工具及工模製造工 | - | 81 | 58 | 22 | - | - | - | - | 18 | 179 |
| 305 | Instrument Maker/ Repairer 儀器製造/修理工 | - | 12 | 206 | 42 | - | - | 2 | - | 159 | 421 |
| 306 | Electrician 電工 | - | 198 | 428 | 242 | 8 | 3 | - | - | 92 | 971 |
| 307 | Mechanical Fitter 機械打磨裝配工 | 15 | 186 | 1 178 | 444 | 102 | - | - | - | 88 | 2 013 |
| 308 | Moulder and Core Maker (Sand) 砂模及模心製造工 | - | - | 8 | - | - | - | - | - | 19 | 27 |
| 309 | Furnaceman 熔爐工 | - | - | 29 | 49 | - | - | - | - | 28 | 106 |
| 310 | Electric Arc and Gas Welder 電焊氣焊工 | - | 29 | 135 | 80 | 72 | - | - | - | 2 | 318 |
| 311 | Sheetmetal Fabricator 薄片金屬構造工 | - | 241 | 246 | 91 | - | - | - | - | 2 | 580 |
| 312 | Steel Fabricator (Thick Plate) 鋼板構造工 | - | 5 | 78 | 28 | - | - | - | - | - | 111 |
| 313 | Plumber and Pipe Fitter 喉管工 | - | - | 18 | 22 | 1 | - | - | - | - | 41 |
| 314 | Pattern/Model/ Prototype Maker 樣本/模型/生產 原型製造工 | - | 3 | 45 | 1 | - | - | - | - | - | 49 |
| 315 | Electroplating and Metal Coating Worker 電鍍及金屬塗層工 | - | 76 | 91 | 3 | - | - | - | - | 17 | 187 |
| 316 | Painter 髹漆工 | - | 28 | 27 | 12 | - | - | - | - | 2 | 69 |
| 317 | Metal Printing Craftsman 金屬印製技工 | - | 3 | 5 | 2 | - | - | - | - | - | 10 |
| 318 | Rolling Mill/ Extrusion Press Craftsman 軋壓/擠壓技工 | - | 69 | 53 | 18 | - | - | - | - | - | 140 |
| 319 | Silk Screen Printer 絲網印刷工 | - | - | - | 2 | - | - | - | - | - | 2 |
| 320 | Cameraman/ Darkroom Processor 攝影員/黑房整理員 | - | - | - | 6 | - | - | - | - | - | 6 |
| 321 | Mould Maker 製模技工 | - | 18 | 447 | 70 | - | - | - | - | - | 535 |
| 322 | Repairer (Watches and Clocks) 鐘錶修理工 | - | 42 | 89 | 2 | 4 | - | - | - | 228 | 365 |

| Code No. 編號 | Job Title 職稱 | Under \$5,001 以下 | \$5,001 - \$8,000 | \$8,001 - \$11,000 | \$11,001 - \$14,000 | \$14,001 - \$17,000 | \$17,001 - \$20,000 | \$20,001 - \$30,000 | Over \$30,000 以上 | Unspecified 未有說明 | Sub-total 分類小計 |
|-------------------------------------|--|---------------------|-------------------|--------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------|
| CRAFTSMAN LEVEL (Continued) 技工級 (續) | | | | | | | | | | | |
| 323 | Heat Treatment Craftsman 熱處理技工 | 3 | 3 | 5 | - | - | - | - | - | - | 11 |
| 324 | Edging/Shaping Craftsman 車邊工 | - | 48 | 38 | 12 | - | - | - | - | 4 | 102 |
| | Sub-total 小計 | 22 | 1 261 | 3 926 | 1 459 | 317 | 15 | 2 | - | 688 | 7 690 |
| OPERATIVE LEVEL 操作工級 | | | | | | | | | | | |
| 401 | Semi-skilled Machine Operator 機器操作工 | 9 | 223 | 295 | 45 | - | - | - | - | 41 | 613 |
| 402 | Fettler 鑄件整理工 | - | 8 | - | - | - | - | - | - | - | 8 |
| 403 | Pourer 澆鑄工 | - | - | - | - | - | - | - | - | - | 0 |
| 404 | Die-Casting Machine Operator 金屬壓鑄機操作工 | - | 56 | 14 | - | - | - | - | - | - | 70 |
| 405 | Electric-resistance Welder 電阻焊接工 | 15 | 32 | 98 | - | 21 | - | - | - | - | 166 |
| 406 | Polishing Worker 磨光工 | - | 56 | 34 | 1 | - | - | - | - | 45 | 136 |
| 407 | Striker 打鐵工 | - | - | - | - | - | - | - | - | - | 0 |
| 408 | Press Operator 啤機操作工 | 37 | 66 | 64 | 21 | - | - | - | - | 2 | 190 |
| 409 | Paint Spraying Gun Operator/ Zinc Sprayer 噴漆/噴鋅工 | - | 4 | 2 | - | - | - | - | - | - | 6 |
| 410 | Semi-skilled Electroplating and Metal Coating Worker 電鍍及金屬塗層半技工 | - | 56 | 26 | - | - | - | - | - | - | 82 |
| 411 | Quality Control Operator 品質控制操作工 | 13 | 194 | 121 | 2 | 8 | - | - | - | 71 | 409 |
| 412 | Assembler 裝配工 | 254 | 505 | 196 | 22 | 6 | - | - | - | 109 | 1 092 |
| 413 | Injection Moulding Machine Operator 注塑機操作工 | 2 | 6 | 42 | - | - | - | - | - | - | 50 |
| 414 | Crane Operator 起重機操作工 | - | 19 | 13 | 9 | - | - | 2 | - | - | 43 |
| 415 | Polishing Worker 磨鏡片工 | - | 35 | 22 | - | - | - | - | - | 1 | 58 |
| | Sub-total 小計 | 330 | 1 260 | 927 | 100 | 35 | - | 2 | - | 269 | 2 923 |

| Code No. 編號 | Job Title 職稱 | Under \$5,001 以下 | \$5,001 - \$8,000 | \$8,001 - \$11,000 | \$11,001 - \$14,000 | \$14,001 - \$17,000 | \$17,001 - \$20,000 | \$20,001 - \$30,000 | Over \$30,000 以上 | Unspecified 未有說明 | Sub-total 分類小計 |
|------------------------|-------------------|---------------------|-------------------|--------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------|
| UNSKILLED LEVEL 非技術工人級 | | | | | | | | | | | |
| 501 | Labourer 雜工 | 45 | 457 | 56 | 3 | - | - | - | - | 8 | 569 |
| | Sub-total 小計 | 45 | 457 | 56 | 3 | - | - | - | - | 8 | 569 |
| | Grand Total 總計 | 397 | 3 012 | 8 140 | 6 698 | 3 522 | 3 603 | 2 089 | 976 | 5 274 | 33 711 |

DISTRIBUTION OF EMPLOYEES BY MONTHLY INCOME RANGE
(JEWELLERY INDUSTRY)

根據每月收入幅度區分的僱員人數分佈情況（珠寶行業）

| Code Number 編號 | Job Title 職稱 | Under \$5,000 以下 | \$5,000 - \$8,000 | \$8,001 - \$11,000 | \$11,001 - \$14,000 | \$14,001 - \$17,000 | \$17,001 - \$20,000 | \$20,001 - \$30,000 | Over \$30,000 以上 | Unspecified 未有說明 | Sub-total 分類總數 |
|------------------------|---|---------------------|-------------------|--------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------|
| TECHNOLOGIST LEVEL 技師級 | | | | | | | | | | | |
| 131 | Gemmologist 寶石鑒定師 | - | - | - | - | 3 | 10 | 2 | 1 | - | 16 |
| 135 | Assay Officer 驗金師 | - | - | - | - | - | - | - | - | - | - |
| 136 | Jewellery Marketing Manager 珠寶市場經理 | - | - | - | 63 | 90 | 127 | 120 | 109 | 73 | 582 |
| 137 | Production Manager 生產部經理 | - | - | - | 37 | 47 | 50 | 31 | 32 | 36 | 233 |
| 138 | Design and Development Manager 設計及發展經理 | - | - | - | - | 5 | 43 | 54 | 18 | 7 | 127 |
| 139 | Merchandizing Manager 營銷採購經理 | - | - | - | - | 52 | 34 | 22 | 42 | 56 | 206 |
| Sub-total 分類總數 | | - | - | - | 100 | 197 | 264 | 229 | 202 | 172 | 1 164 |
| TECHNICIAN LEVEL 技術員級 | | | | | | | | | | | |
| 231 | Jewellery Designer 珠寶設計員 | - | 3 | 56 | 212 | 86 | 67 | 10 | 4 | 132 | 570 |
| 232 | Foreman/Supervisor 工場主管 | - | 102 | 24 | 64 | 125 | 70 | 9 | 2 | 34 | 430 |

| Code Number 編號 | Job Title 職稱 | Under \$5,000 以下 | \$5,000 - \$8,000 | \$8,001 - \$11,000 | \$11,001 - \$14,000 | \$14,001 - \$17,000 | \$17,001 - \$20,000 | \$20,001 - \$30,000 | Over \$30,000 以上 | Unspecified 未有說明 | Sub-total 分類總數 |
|---------------------------------------|--|---------------------|-------------------|--------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------|
| TECHNICIAN LEVEL (Continued) 技術員級 (續) | | | | | | | | | | | |
| 233 | Marketing Co-ordinator 業務協理員 | - | 102 | 396 | 129 | 98 | 56 | - | - | 96 | 877 |
| 234 | Quality Controller 品質管理員 | - | 50 | 136 | 67 | 28 | 14 | 5 | - | 15 | 315 |
| 235 | Merchandizer 營銷採購員 | - | 203 | 1 273 | 641 | 346 | 342 | 2 | 99 | 431 | 3 337 |
| 236 | Jewellery Marketing Executive 珠寶市務主任 | - | 3 | 712 | 1 014 | 264 | 235 | 13 | 2 | 569 | 2 812 |
| Sub-total 分類總數 | | - | 463 | 2 597 | 2 127 | 947 | 784 | 39 | 107 | 1 277 | 8 341 |
| CRAFTSMAN LEVEL 技工級 | | | | | | | | | | | |
| 331 | Goldsmith (K-gold) 打金工 (西金) | - | 114 | 301 | 381 | 46 | - | - | - | 42 | 884 |
| 332 | Goldsmith (Fine-gold) 打金工 (足金) | - | - | 31 | - | - | - | - | - | 3 | 34 |
| 333 | Precious Stone Setter 首飾鑲嵌工 | - | 6 | 146 | 214 | 21 | - | 2 | - | 26 | 415 |
| 334 | Jewellery Pattern Maker (Metal) 首飾鑄造金屬樣板工 | - | 4 | 20 | 21 | 2 | 1 | 6 | - | 4 | 58 |
| 335 | Jewellery Patter Maker (Wax) 首飾鑄造蠟板工 | - | - | 14 | 5 | 2 | - | - | - | 7 | 28 |
| 336 | Mould Mater/Caster 製模鑄造工 | - | 1 | 52 | 6 | 1 | - | - | - | 9 | 69 |
| 337 | Jewellery Plater 首飾電鍍工 | - | 19 | 45 | 21 | 3 | - | 1 | - | 16 | 105 |
| 338 | Jewellery Engraver/Milligrainer 珠寶雕刻工 | - | - | 20 | 16 | - | - | - | - | - | 36 |

| Code Number 編號 | Job Title 職稱 | Under \$5,000 以下 | \$5,000 - \$8,000 | \$8,001 - \$11,000 | \$11,001 - \$14,000 | \$14,001 - \$17,000 | \$17,001 - \$20,000 | \$20,001 - \$30,000 | Over \$30,000 以上 | Unspecified 未有說明 | Sub-total 分類總數 |
|-------------------------------------|---|---------------------|-------------------|--------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------|
| CRAFTSMAN LEVEL (Continued) 技工級 (續) | | | | | | | | | | | |
| 339 | Gemstone Cutter/Polisher 寶石切割/打磨工 | - | 35 | - | 108 | - | - | - | - | 6 | 149 |
| Sub-total 分類總數 | | - | 179 | 629 | 772 | 75 | 1 | 9 | - | 113 | 1 778 |
| OPERATIVE LEVEL 操作工級 | | | | | | | | | | | |
| 431 | Pearl Dyer 珍珠染色工 | - | - | - | - | - | - | - | - | - | - |
| 432 | Beads and Pearls Stringing Workers 穿珠工 | - | 4 | 2 | - | - | - | - | - | - | 6 |
| 433 | Wax Pattern Mounter/Maker 蠟樣工 | - | 7 | 7 | - | - | - | - | - | - | 14 |
| 434 | Jewellery Polisher 首飾打磨工 | - | 12 | 61 | 8 | - | - | - | - | 5 | 86 |
| 435 | Stone Selector 配石工 | - | 49 | 183 | 88 | - | - | - | - | 43 | 363 |
| 436 | Colouring Worker 著色工 | - | 4 | 1 | - | - | - | - | - | - | 5 |
| 437 | Gold Refiner 煉金工 | - | 13 | - | - | - | - | - | - | - | 13 |
| 438 | Electroforming Operator 電鑄操作工 | - | - | 3 | - | - | - | - | - | - | 3 |
| Sub-total 分類總數 | | - | 89 | 257 | 96 | - | - | - | - | 48 | 490 |
| Grand-total 合共總數 | | - | 731 | 3 483 | 3 095 | 1 219 | 1 049 | 277 | 309 | 1 610 | 11 773 |

PREFERRED EDUCATION OF EMPLOYEES
僱員宜有的教育程度

| Number 號碼 | Branch 門類 | Degree or Equivalent 大學學位 | Higher Diploma 高級文憑 | Diploma 文憑 | Higher Cert./ Certificate 高級證書/ 證書 | Secondary 5 中五 | Craft Certificate 技工證書 | Secondary 3 or below 中三以下 | Unspecified 未有說明 | Sub-total 小計 |
|------------------------|---|---------------------------------|---------------------------|---------------|---|-------------------|------------------------------|---------------------------------|---------------------|-----------------|
| TECHNOLOGIST LEVEL 技師級 | | | | | | | | | | |
| 1. | Plant Maintenance 廠房保養 | 49 | 13 | 13 | - | - | - | - | 5 | 80 |
| 2. | Basic Metal 普通金屬 | 35 | 29 | - | - | - | - | - | - | 64 |
| 3. | Metal Products 金屬製品 | 135 | 34 | 13 | - | - | - | - | - | 182 |
| 4. | Machinery & Equipment 機械設備 | 155 | 39 | 30 | - | - | - | - | - | 224 |
| 5. | Watches & Clocks 鐘錶製造 | 28 | 21 | 10 | 13 | - | - | - | 2 | 74 |
| 6. | Electrical Appliances & House-wares 電器製造 | 136 | 171 | 18 | - | 2 | - | - | - | 327 |
| 7. | Optical Goods 光學製品 | 12 | 2 | 4 | - | - | - | - | - | 18 |
| 8. | Technical Support 技術支援 | 3 136 | 740 | 879 | - | - | - | - | 796 | 5 551 |
| 9. | Engineering Services 工程服務 | 714 | 28 | - | - | - | - | - | 7 | 749 |
| 10. | Training/Educational Institutions 訓練/教育院校 | 272 | 8 | - | - | - | - | - | - | 280 |
| 11. | Jewellery Manufacturing 珠寶製造 | 104 | 29 | 1 | - | - | - | - | 1 | 135 |
| 12. | Jewellery Wholesale & I/E 珠寶批發進出口 | 466 | 284 | 211 | - | 30 | - | - | 38 | 1 029 |
| | Sub-total 小計 | 5 242 | 1 398 | 1 179 | 13 | 32 | - | - | 849 | 8 713 |

| Number 號碼 | Branch 門類 | Degree or Equivalent 大學學位 | Higher Diploma 高級文憑 | Diploma 文憑 | Higher Cert./ Certificate 高級證書/ 證書 | Secondary 5 中五 | Craft Certificate 技工證書 | Secondary 3 or below 中三以下 | Unspecified 未有說明 | Sub-total 小計 |
|------------------|---|---------------------------------|---------------------------|---------------|---|-------------------|------------------------------|---------------------------------|---------------------|-----------------|
| TECHNICIAN LEVEL | | 技術員級 | | | | | | | | |
| 1. | Plant Maintenance 廠房保養 | 6 | 8 | 53 | 112 | 2 | - | - | 6 | 187 |
| 2. | Basic Metal 普通金屬 | 15 | 62 | 4 | 55 | 2 | - | - | - | 138 |
| 3. | Metal Products 金屬製品 | 70 | 132 | 172 | 227 | 63 | - | 2 | 15 | 681 |
| 4. | Machinery & Equipment 機械設備 | 27 | 31 | 230 | 283 | 60 | - | - | - | 631 |
| 5. | Watches & Clocks 鐘錶製造 | 21 | 63 | 32 | 89 | 64 | - | - | 6 | 275 |
| 6. | Electrical Appliances & House-wares 電器製造 | 27 | 164 | 112 | 337 | 3 | - | - | - | 643 |
| 7. | Optical Goods 光學製品 | 17 | 10 | 2 | 29 | - | - | - | - | 58 |
| 8. | Technical Support 技術支援 | 2 216 | 1 947 | 1 960 | 3 913 | 30 | - | - | 818 | 10 884 |
| 9. | Engineering Services 工程服務 | 282 | 343 | 262 | 301 | - | - | - | 22 | 1 210 |
| 10. | Training/Educational Institutions 訓練/教育院校 | 200 | 16 | 21 | 36 | - | - | - | - | 273 |
| 11. | Jewellery Manufacturing 珠寶製造 | 43 | 172 | 193 | 221 | 31 | - | - | 16 | 676 |
| 12. | Jewellery Wholesale & I/E 珠寶批發進出口 | 837 | 1 155 | 2 489 | 2 449 | 439 | - | - | 296 | 7 665 |
| | Sub-total 小計 | 3 761 | 4 103 | 5 530 | 8 052 | 694 | - | 2 | 1 179 | 23 321 |
| CRAFTSMAN LEVEL | | 技工級 | | | | | | | | |
| 1. | Plant Maintenance 廠房保養 | - | - | - | - | 79 | 248 | 118 | 21 | 466 |
| 2. | Basic Metal 普通金屬 | - | - | - | - | 10 | 231 | 38 | - | 279 |

| Number 號碼 | Branch 門類 | Degree or Equivalent 大學學位 | Higher Diploma 高級文憑 | Diploma 文憑 | Higher Cert./ Certificate 高級證書/ 證書 | Secondary 5 中五 | Craft Certificate 技工證書 | Secondary 3 or below 中三以下 | Unspecified 未有說明 | Sub-total 小計 |
|-------------------------------------|---|---------------------------------|---------------------------|---------------|---|-------------------|------------------------------|---------------------------------|---------------------|-----------------|
| CRAFTSMAN LEVEL (Continued) 技工級 (續) | | | | | | | | | | |
| 3. | Metal Products 金屬製品 | - | - | - | 28 | 348 | 830 | 566 | 19 | 1 791 |
| 4. | Machinery & Equipment 機械設備 | - | - | - | 26 | 384 | 1 546 | 756 | 108 | 2 820 |
| 5. | Watches & Clocks 鐘錶製造 | - | 4 | - | - | 37 | 44 | 27 | 4 | 116 |
| 6. | Electrical Appliances & House-wares 電器製造 | - | - | - | - | 72 | 404 | 28 | - | 504 |
| 7. | Optical Goods 光學製品 | - | - | - | - | 70 | 25 | 17 | - | 112 |
| 8. | Technical Support 技術支援 | - | - | 18 | - | 646 | 515 | 134 | 193 | 1 506 |
| 9. | Engineering Services 工程服務 | - | - | - | - | - | 33 | - | - | 33 |
| 10. | Training/Educational Institutions 訓練/教育院校 | - | 16 | - | 2 | 3 | 42 | - | - | 63 |
| 11. | Jewellery Manufacturing 珠寶製造 | - | - | 15 | 60 | 361 | 869 | 284 | 57 | 1 646 |
| 12. | Jewellery Wholesale & I/E 珠寶批發進出口 | - | - | - | - | 17 | 98 | 17 | - | 132 |
| | Sub-total 小計 | - | 20 | 33 | 116 | 2 027 | 4 885 | 1 985 | 402 | 9 468 |
| | Grand Total 總數 | 9 003 | 5521 | 6 742 | 8 181 | 2 753 | 4 885 | 1 987 | 2 430 | 41 502 |

PREFERRED MODE OF TRAINING OF EMPLOYEES
僱員宜有的訓練方式

| Number 號碼 | Branch 門類 | Graduate Traineeship 工科畢業生 訓練 | On-the-job Training 在職訓練 | Apprenticeship 學徒訓練 | Others 其他 | Unspecified 未有說明 | Sub-total 小計 |
|-------------------------------|---|--|--------------------------------|------------------------|--------------|---------------------|-----------------|
| TECHNOLOGIST LEVEL 技師級 | | | | | | | |
| 1. | Plant Maintenance 廠房保養 | 15 | 60 | - | - | 5 | 80 |
| 2. | Basic Metal 普通金屬 | 30 | 34 | - | - | - | 64 |
| 3. | Metal Products 金屬製品 | 16 | 166 | - | - | - | 182 |
| 4. | Machinery & Equipment 機械設備 | 30 | 194 | - | - | - | 224 |
| 5. | Watches & Clocks 鐘錶製造 | 12 | 60 | - | - | 2 | 74 |
| 6. | Electrical Appliances & House-wares 電器製造 | 108 | 219 | - | - | - | 327 |
| 7. | Optical Goods 光學製品 | - | 17 | 1 | - | - | 18 |
| 8. | Technical Support 技術支援 | 391 | 4 340 | - | 25 | 795 | 5 551 |
| 9. | Engineering Services 工程服務 | 70 | 672 | - | - | 7 | 749 |
| 10. | Training/Educational Institutions 訓練／教育院校 | 75 | 205 | - | - | - | 280 |
| 11. | Jewellery Manufacturing 珠寶製造 | 18 | 114 | - | 2 | 1 | 135 |
| 12. | Jewellery Wholesale & I/E 珠寶批發進出口 | 15 | 976 | - | - | 38 | 1 029 |
| | Sub-total 小計 | 780 | 7 057 | 1 | 27 | 848 | 8 713 |
| TECHNICIAN LEVEL 技術員級 | | | | | | | |
| 1. | Plant Maintenance 廠房保養 | - | 181 | - | - | 6 | 187 |
| 2. | Basic Metal 普通金屬 | - | 138 | - | - | - | 138 |
| 3. | Metal Products 金屬製品 | 14 | 652 | - | - | 15 | 681 |
| 4. | Machinery & Equipment 機械設備 | - | 631 | - | - | - | 631 |
| 5. | Watches & Clocks 鐘錶製造 | 25 | 244 | - | - | 6 | 275 |
| 6. | Electrical Appliances & House-wares 電器製造 | - | 643 | - | - | - | 643 |
| 7. | Optical Goods 光學製品 | - | 56 | 2 | - | - | 58 |

| Number 號碼 | Branch 門類 | Graduate Traineeship 工科畢業生 訓練 | On-the-job Training 在職訓練 | Apprenticeship 學徒訓練 | Others 其他 | Unspecified 未有說明 | Sub-total 小計 |
|------------------------------|---|--|--------------------------------|------------------------|--------------|---------------------|-----------------|
| TECHNICIAN LEVEL (Continued) | | 技術員級 (續) | | | | | |
| 8. | Technical Support 技術支援 | 86 | 9 927 | 53 | - | 818 | 10 884 |
| 9. | Engineering Services 工程服務 | - | 1 188 | - | - | 22 | 1 210 |
| 10. | Training/Educational Institutions 訓練/教育院校 | - | 273 | - | - | - | 273 |
| 11. | Jewellery Manufacturing 珠寶製造 | - | 661 | - | - | 15 | 676 |
| 12. | Jewellery Wholesale & I/E 珠寶批發進出口 | - | 7 369 | - | - | 296 | 7 665 |
| | Sub-total 小計 | 125 | 21 963 | 55 | - | 1 178 | 23 321 |
| CRAFTSMAN LEVEL | | 技工級 | | | | | |
| 1. | Plant Maintenance 廠房保養 | - | 420 | 25 | - | 21 | 466 |
| 2. | Basic Metal 普通金屬 | - | 205 | 74 | - | - | 279 |
| 3. | Metal Products 金屬製品 | - | 1 503 | 269 | - | 19 | 1 791 |
| 4. | Machinery & Equipment 機械設備 | - | 1 985 | 727 | - | 108 | 2 820 |
| 5. | Watches & Clocks 鐘錶製造 | - | 98 | 14 | - | 4 | 116 |
| 6. | Electrical Appliances & House-wares 電器製造 | - | 243 | 261 | - | - | 504 |
| 7. | Optical Goods 光學製品 | - | 89 | 23 | - | - | 112 |
| 8. | Technical Support 技術支援 | - | 1 010 | 303 | - | 193 | 1 506 |
| 9. | Engineering Services 工程服務 | - | 33 | - | - | - | 33 |
| 10. | Training/Educational Institutions 訓練/教育院校 | - | 35 | 28 | - | - | 63 |
| 11. | Jewellery Manufacturing 珠寶製造 | - | 1 276 | 326 | - | 44 | 1 646 |
| 12. | Jewellery Wholesale & I/E 珠寶批發進出口 | - | 118 | 14 | - | - | 132 |
| | Sub-total 小計 | - | 7 015 | 2 064 | - | 389 | 9 468 |
| | Grand Total 總數 | 905 | 36 035 | 2 120 | 27 | 2 415 | 41 502 |

PREFERRED PERIOD OF TRAINING OF EMPLOYEES

僱員宜有的訓練期

| Number 號碼 | Branch 門類 | 4 Years or above 4 年或以上 | 3 to less than 4 Years 3至4 年以下 | 2 to less than 3 Years 2至3 年以下 | 1 to less than 2 Years 1至2 年以下 | 6 months to less than 1 Year 6個月至1年以下 | Below 6 Months 6個月以下 | Unspecified 未有說明 | Sub-total 小計 |
|------------------------|--|-------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|---|----------------------------|---------------------|-----------------|
| TECHNOLOGIST LEVEL 技師級 | | | | | | | | | |
| 1. | Plant Maintenance 廠房保養 | 59 | 11 | 5 | - | - | - | 5 | 80 |
| 2. | Basic Metal 普通金屬 | 33 | 2 | 21 | 8 | - | - | - | 64 |
| 3. | Metal Products 金屬製品 | 45 | 100 | 29 | 5 | - | - | 3 | 182 |
| 4. | Machinery & Equipment 機械設備 | 173 | 19 | 32 | - | - | - | - | 224 |
| 5. | Watches & Clocks 鐘錶製造 | 49 | 12 | 11 | - | - | - | 2 | 74 |
| 6. | Electrical Appliances & House-wares 電器製造 | 277 | 36 | 14 | - | - | - | - | 327 |
| 7. | Optical Goods 光學製品 | 6 | 6 | 6 | - | - | - | - | 18 |
| 8. | Technical Support 技術支援 | 2 226 | 1 434 | 1 067 | 3 | - | 26 | 795 | 5 551 |
| 9. | Engineering Services 工程服務 | 162 | 364 | 208 | - | - | 8 | 7 | 749 |
| 10. | Training/Educational Institutions 訓練／教育院校 | 272 | - | 8 | - | - | - | - | 280 |
| 11. | Jewellery Manufacturing 珠寶製造 | 72 | 16 | 40 | - | - | 2 | 5 | 135 |
| 12. | Jewellery Wholesale & I/E 珠寶批發進出口 | 434 | 328 | 196 | 33 | - | - | 38 | 1 029 |
| | Sub-total 小計 | 3 808 | 2 328 | 1 637 | 49 | - | 36 | 855 | 8 713 |

| Number 號碼 | Branch 門類 | 4 Years or above 4年或以上 | 3 to less than 4 Years 3至4年以下 | 2 to less than 3 Years 2至3年以下 | 1 to less than 2 Years 1至2年以下 | 6 months to less than 1 Year 6個月至1年以下 | Below 6 Months 6個月以下 | Unspecified 未有說明 | Sub-total 小計 |
|-----------------------|--|------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|---|----------------------------|---------------------|-----------------|
| TECHNICIAN LEVEL 技術員級 | | | | | | | | | |
| 1. | Plant Maintenance 廠房保養 | 31 | 48 | 99 | 3 | - | - | 6 | 187 |
| 2. | Basic Metal 普通金屬 | 79 | 9 | 30 | 6 | 14 | - | - | 138 |
| 3. | Metal Products 金屬製品 | 150 | 86 | 258 | 171 | - | - | 16 | 681 |
| 4. | Machinery & Equipment 機械設備 | 153 | 154 | 157 | 167 | - | - | - | 631 |
| 5. | Watches & Clocks 鐘錶製造 | 108 | 30 | 78 | 53 | - | - | 6 | 275 |
| 6. | Electrical Appliances & House-wares 電器製造 | 104 | 88 | 126 | 325 | - | - | - | 643 |
| 7. | Optical Goods 光學製品 | 12 | 1 | 20 | 22 | 3 | - | - | 58 |
| 8. | Technical Support 技術支援 | 1 271 | 2 085 | 2 957 | 3 737 | 4 | 12 | 818 | 10 884 |
| 9. | Engineering Services 工程服務 | 89 | 241 | 558 | 258 | - | 42 | 22 | 1 210 |
| 10. | Training/Educational Institutions 訓練／教育院校 | 231 | - | 16 | 26 | - | - | - | 273 |
| 11. | Jewellery Manufacturing 珠寶製造 | 93 | 91 | 259 | 217 | - | - | 16 | 676 |
| 12. | Jewellery Wholesale & I/E 珠寶批發進出口 | 1 172 | 1 320 | 2 461 | 2 320 | 66 | 30 | 296 | 7 665 |
| | Sub-total 小計 | 3 493 | 4 153 | 7 019 | 7 305 | 87 | 84 | 1 180 | 23 321 |

| Number 號碼 | Branch 門類 | 4 Years or above 4年或以上 | 3 to less than 4 Years 3至4年以下 | 2 to less than 3 Years 2至3年以下 | 1 to less than 2 Years 1至2年以下 | 6 months to less than 1 Year 6個月至1年以下 | Below 6 Months 6個月以下 | Unspecified 未有說明 | Sub-total 小計 |
|---------------------|--|------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|---|----------------------------|---------------------|-----------------|
| CRAFTSMAN LEVEL 技工級 | | | | | | | | | |
| 1. | Plant Maintenance 廠房保養 | - | 26 | 245 | 120 | 54 | - | 21 | 466 |
| 2. | Basic Metal 普通金屬 | 35 | - | 174 | 62 | - | 8 | - | 279 |
| 3. | Metal Products 金屬製品 | 271 | 282 | 490 | 638 | 75 | - | 35 | 1 791 |
| 4. | Machinery & Equipment 機械設備 | 94 | 911 | 941 | 679 | - | 68 | 127 | 2 820 |
| 5. | Watches & Clocks 鐘錶製造 | 14 | 7 | 32 | 49 | 8 | 2 | 4 | 116 |
| 6. | Electrical Appliances & House-wares 電器製造 | 38 | 24 | 136 | 286 | 15 | 5 | - | 504 |
| 7. | Optical Goods 光學製品 | 7 | - | 1 | 104 | - | - | - | 112 |
| 8. | Technical Support 技術支援 | 3 | 170 | 362 | 778 | - | - | 193 | 1 506 |
| 9. | Engineering Services 工程服務 | - | - | 29 | 4 | - | - | - | 33 |
| 10. | Training/Educational Institutions 訓練／教育院校 | 14 | 2 | 31 | 16 | - | - | - | 63 |
| 11. | Jewellery Manufacturing 珠寶製造 | 313 | 484 | 399 | 384 | - | - | 66 | 1 646 |
| 12. | Jewellery Wholesale & I/E 珠寶批發進出口 | 66 | - | 50 | 16 | - | - | - | 132 |
| | Sub-total 小計 | 855 | 1 906 | 2 890 | 3 136 | 152 | 83 | 446 | 9 468 |
| | Grand Total 總數 | 8 156 | 8 387 | 11 546 | 10 490 | 239 | 203 | 2 481 | 41 502 |

**RECOMMENDED ANNUAL TRAINING REQUIREMENTS
FOR 2007 TO 2010 (METAL PRODUCTS AND RELATED INDUSTRIES)**

金屬品及相關行業於 2007 年至 2010 年間建議的每年訓練人數

| Code No. 編號 | Job Title 職稱 | Number of Workers Employed (Excluding Trainees) 僱員人數 (受訓者除外) | Number of Trainees 受訓者 人數 | Number of Vacancies at Date of Survey 調查期間空缺 | Recommended Number of Trainees to be Taken on Annually 建議招收的每年受訓者人數 |
|-------------------------------|---|---|---------------------------------|---|--|
| TECHNOLOGIST LEVEL 技師級 | | | | | |
| 101 | Mechanical Engineer 機械工程師 | 1 114 | - | 4 | 35 - 43 |
| 102 | Manufacturing/Production/ Industrial Engineer 製造/生產/工業工程師 | 540 | - | 4 | 17 - 21 |
| 103 | Materials Engineer/Metallurgist 用料工程師/冶金技師 | 90 | - | - | 3 - 4 |
| 104 | Electrical Engineer 電機工程師 | 392 | - | - | 12 - 15 |
| 105 | Electronics Engineer 電子工程師 | 212 | - | 4 | 7 - 8 |
| 106 | Technical Services Engineer 技術支援工程師 | 485 | - | 13 | 16 - 19 |
| 107 | Technical Marketing Manager 技術市場經理 | 2 590 | - | 12 | 81 - 99 |
| 108 | Logistic Manager 物流經理 | 51 | - | 3 | 2 |
| 109 | Merchandising Manager 採購經理 | 478 | - | - | 15 - 18 |
| 110 | Training Manager 訓練經理 | 6 | - | - | - |
| 111 | Engineering Manager 工程經理 | 213 | - | - | 7 - 8 |
| 112 | Factory Manager 工廠經理 | 438 | - | - | 14 - 17 |
| 113 | Production Manager 生產部經理 | 552 | - | - | 17 - 21 |
| 114 | Quality Control Manager 品質控制經理 | 255 | - | - | 8 - 10 |
| 115 | Product/Graphic Designer 產品/平面設計師 | 133 | - | - | 4 - 5 |
| | Sub-total 小計 | 7 549 | - | 40 | 238 - 290 |
| TECHNICIAN LEVEL 技術員級 | | | | | |
| 201 | Mechanical Draughtsman 機械繪圖員 | 219 | - | 12 | 7 - 9 |
| 202 | Mechanical Engineering Technician 機械工程技術員 | 734 | 6 | 5 | 24 - 29 |

| Code No. 編號 | Job Title 職稱 | Number of Workers Employed (Excluding Trainees) 僱員人數 (受訓者除外) | Number of Trainees 受訓者 人數 | Number of Vacancies at Date of Survey 調查期間空缺 | Recommended Number of Trainees to be Taken on Annually 建議招收的每年受訓者人數 |
|--|---|---|---------------------------------|---|--|
| TECHNICIAN LEVEL (Continued) 技術員級 (續) | | | | | |
| 203 | Manufacturing/Production/ Industrial Engineering Technician 製造／生產／工業工程技術員 | 536 | 2 | 3 | 17 – 21 |
| 204 | Electrical Engineering Technician 電機工程技術員 | 527 | 3 | 8 | 17 – 21 |
| 205 | Foreman/Supervisor 管工／監督 | 868 | - | 1 | 28 – 34 |
| 206 | Electronics Technician 電子技術員 | 459 | - | 9 | 15 – 18 |
| 207 | Technical Services Technician 支援技術員 | 1 005 | - | 13 | 32 – 39 |
| 208 | Technical Marketing Executive 技術市場主任 | 5 069 | 8 | 15 | 162 – 197 |
| 209 | Co-ordinator 協理員／聯絡員 | 1 740 | 1 | 2 | 55 – 68 |
| 210 | Logistic Executive/Supervisor 物流主任 | 313 | - | - | 10 – 12 |
| 211 | Merchandiser 採購員 | 2 750 | - | - | 87 – 107 |
| 212 | Production Supervisor 生產主管 | 341 | - | 2 | 11 – 13 |
| 213 | Quality Control Supervisor 品質控制主管 | 282 | - | - | 9 – 11 |
| 214 | Training Officer 訓練主任 | 12 | - | - | 1 |
| 215 | Research and Development Technician 研究及發展技術員 | 125 | 2 | 3 | 4 – 5 |
| | Sub-total 小計 | 14 980 | 22 | 73 | 479 – 585 |
| CRAFTSMAN LEVEL 技工級 | | | | | |
| 301 | Machinist 機床工 | 1 156 | 5 | 1 | 35 – 43 |
| 302 | Precision Machinist 精密加工機床工 | 164 | 2 | 1 | 5 – 6 |
| 303 | Machine Setter 機器調校工 | 127 | - | - | 4 – 5 |
| 304 | Tool and Die Maker 工具及工模製造工 | 179 | - | 2 | 5 – 6 |
| 305 | Instrument Maker/Repairer 儀器製造／修理工 | 421 | - | 5 | 13 – 16 |
| 306 | Electrician 電工 | 971 | 35 | 8 | 30 – 36 |
| 307 | Mechanical Fitter 機械打磨裝配工 | 2 013 | 3 | 6 | 61 – 74 |

| Code No. 編號 | Job Title 職稱 | Number of Workers Employed (Excluding Trainees) 僱員人數 (受訓者除外) | Number of Trainees 受訓者 人數 | Number of Vacancies at Date of Survey 調查期間空缺 | Recommended Number of Trainees to be Taken on Annually 建議招收的每年受訓者人數 |
|-------------------------------------|---|---|---------------------------------|---|--|
| CRAFTSMAN LEVEL (Continued) 技工級 (續) | | | | | |
| 308 | Moulder and Core Maker (Sand) 砂模及模心製造工 | 27 | - | - | 1 |
| 309 | Furnaceman 熔爐工 | 106 | - | - | 3 - 4 |
| 310 | Electric Arc and Gas Welder 電焊氣焊工 | 318 | - | 1 | 10 - 12 |
| 311 | Sheetmetal Fabricator 薄片金屬構造工 | 580 | - | 4 | 18 - 21 |
| 312 | Steel Fabricator (Thick Plate) 鋼板構造工 | 111 | - | - | 3 - 4 |
| 313 | Plumber and Pipe Fitter 喉管工 | 41 | - | - | 1 - 2 |
| 314 | Pattern/Model/Prototype Maker 樣本/模型/生產原型製造工 | 49 | - | - | 1 - 2 |
| 315 | Electroplating and Metal Coating Worker 電鍍及金屬塗層工 | 187 | - | - | 6 - 7 |
| 316 | Painter 髹漆工 | 69 | - | - | 2 - 3 |
| 317 | Metal Printing Craftsman 金屬印製技工 | 10 | 3 | - | 1 |
| 318 | Rolling Mill/Extrusion Press Craftsman 軋壓/擠壓技工 | 140 | - | 1 | 4 - 5 |
| 319 | Silk Screen Printer 絲網印刷工 | 2 | - | - | - |
| 320 | Camerman/Darkroom Processor 攝影員/黑房整理員 | 6 | - | - | - |
| 321 | Mould Maker 製模技工 | 535 | 4 | - | 16 - 20 |
| 322 | Repairer (Watches and Clocks) 鐘錶修理工 | 365 | - | - | 11 - 13 |
| 323 | Heat Treatment Craftsman 熱處理技工 | 11 | - | 1 | - |
| 324 | Edging/Shaping Craftsman 車邊工 | 102 | 5 | 2 | 3 - 4 |
| | Sub-total 小計 | 7 690 | 57 | 32 | 233 - 285 |

RECOMMENDED ANNUAL TRAINING REQUIREMENTS
FOR 2007 TO 2010 (JEWELLERY SECTOR)

珠寶業於 2007 年至 2010 年間建議的每年訓練人數

| Code Number 編號 | Job Title 職稱 | Number of Workers Employed (Excluding Trainees) 僱員人數 (受訓者除外) | Number of Trainees 受訓者人數 | Number of Vacancies at Date of Survey 調查期間的空缺 | Recommended Number of Trainees to be Taken on Annually 建議招收的每年受訓者人數 |
|-------------------------------|---|--|-----------------------------|--|--|
| TECHNOLOGIST LEVEL 技師級 | | | | | |
| 131 | Gemmologist 寶石鑒定師 | 16 | 2 | 1 | 1 |
| 135 | Assay Officer 驗金師 | - | - | - | - |
| 136 | Jewellery Marketing Manager 珠寶市務經理 | 582 | - | - | 16 – 20 |
| 137 | Production Manager 生產部經理 | 233 | - | - | 6 – 8 |
| 138 | Design and Development Manager 設計及發展經理 | 127 | - | - | 4 – 5 |
| 139 | Merchandizing Manager 營銷採購經理 | 206 | - | 1 | 6 – 7 |
| | Sub-total 分類總數 | 1 164 | 2 | 2 | 33 – 41 |
| TECHNICIAN LEVEL 技術員級 | | | | | |
| 231 | Jewellery Designer 珠寶設計員 | 570 | 37 | 15 | 21 – 25 |
| 232 | Foreman/Supervisor 工場主管 | 430 | - | - | 15 – 19 |
| 233 | Marketing Co-ordinator 業務協理員 | 877 | 6 | 18 | 32 – 39 |
| 234 | Quality Controller 品質管理員 | 315 | - | - | 11 – 14 |
| 235 | Merchandizer 營銷採購員 | 3 337 | - | 30 | 119 – 145 |
| 236 | Jewellery Marketing Executive 珠寶市務主任 | 2 812 | - | 17 | 100 – 122 |
| | Sub-total 分類總數 | 8 341 | 43 | 80 | 298 – 364 |

| Code Number 編號 | Job Title 職稱 | Number of Workers Employed (Excluding Trainees) 僱員人數 (受訓者除外) | Number of Trainees 受訓者人數 | Number of Vacancies at Date of Survey 調查期間的空缺 | Recommended Number of Trainees to be Taken on Annually 建議招收的每年受訓者人數 |
|----------------------------|--|---|-----------------------------|--|--|
| CRAFTSMAN LEVEL 技工級 | | | | | |
| 331 | Goldsmith (K-gold) 打金工 (西金) | 884 | 30 | - | 25 – 31 |
| 332 | Goldsmith (Fine-gold) 打金工 (足金) | 34 | - | - | 1 |
| 333 | Precious Stone Setter 首飾鑲嵌工 | 415 | 4 | 1 | 12 – 15 |
| 334 | Jewellery Pattern Maker (Metal) 首飾鑄造金屬樣板工 | 58 | - | - | 1 – 2 |
| 335 | Jewellery Pattern Maker (Wax) 首飾鑄造蠟板工 | 28 | 1 | - | 1 |
| 336 | Mould Maker/Caster 製模鑄造工 | 69 | - | - | 2 |
| 337 | Jewellery Plater 首飾電鍍工 | 105 | 1 | - | 3 – 4 |
| 338 | Jewellery Engraver/Milligrainer 珠寶雕刻工 | 36 | - | - | 1 |
| 339 | Gemstone Cutter/Polisher 寶石切割/打磨工 | 149 | - | - | 4 – 5 |
| | Sub-total 分類總數 | 1 778 | 36 | 1 | 50 – 62 |

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機密文件

VOCATIONAL TRAINING COUNCIL
職業訓練局

THE 2006 MANPOWER SURVEY OF THE METALS INDUSTRY
金屬業二〇〇六年人力調查

QUESTIONNAIRE
調查表

PLEASE READ THE EXPLANATORY NOTES BEFORE COMPLETING THIS QUESTIONNAIRE
填表前，請參閱附註

| | | | | | | | | |
|----------------------------------|-----------|--------------|---------------|-------------------|------------------|--------------|-------------|---|
| For official use only: 此欄毋須填寫 | Rec. Type | Survey Code | Industry Code | Establishment No. | Enumerator's No. | Editor's No. | Check Digit | No. of Employees Covered by the Questionnaire |
| | 1 | 0 1 7 2 3 | 4 5 6 7 8 9 | 10 11 12 13 14 15 | 16 17 | 18 19 | 20 21 22 | 23 24 25 26 27 |

NAME OF ESTABLISHMENT: _____ ADDRESS: _____
機構名稱 地址

TYPE OF PRODUCTS/SERVICES: _____ TOTAL NUMBER OF PERSONS ENGAGED: _____
產品/服務 僱員總人數

NAME OF PERSON TO CONTACT: _____ POSITION: _____
聯絡人姓名 28 47 職位

TEL. NO.: _____ FAX NO.: _____
電話 48 55 56 63 圖文傳真

E-mail: _____
電郵 64 98

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To be completed by employer's representative/responder
下列由僱主代表/填表者填寫

| | | | | | | | | | |
|---|---|--|--|---|--|-----------------------------|----|----------------|----|
| Internal Promotion 內部晉升 | Technical Staff Posted Outside Hong Kong 任職香港以外地方的香港技術員工 | Mainland Workers Working in Guangdong Province (GD) Operations under Your Company's Control 由貴公司管理在廣東省機構工作的員工 | | | | | | | |
| Q1. Please fill in the no. of internal promotion in the past 12 months. 請填寫過去十二個月內，內部晉升的人數 | Q2. Please enter below the number of technologists/managers, technicians/supervisors and craftsmen who had worked for more than 6 months outside Hong Kong during 12 months prior to the survey. 請填寫調查前十二個月內，在香港以外地方任職超過六個月的技師/經理、技術員/督導員及技工人數 | Q3. Please enter below the total number of Mainland workers (excluding Hong Kong Residents) working in GD operations which manufacture products for your company and are under your company's control. 請填寫在廣東省機構為貴公司生產製成品，並為貴公司所管理的內地員工總數（不包括香港人） | Q4. Please enter below the number of Mainland technologists (excluding Hong Kong Residents) working in GD operations included in (Q3). 請填寫在廣東省機構工作，包括在 (Q3) 項內的內地技師人數（不包括香港人） | Q5. Please enter below the forecast of Mainland technologists (excluding Hong Kong Residents) working in GD operations 12 Months from Now. 請填寫預計十二個月後在廣東省機構工作的內地技師人數（不包括香港人） | | | | | |
| Rec. Type 紀錄類型 | From Technician/Supervisor 由技術員/督導員 晉升至技師/經理 | From Craftsman to Technician/Supervisor 由技工 晉升至技術員/督導員 | From Others to Craftsman 由其他職位 晉升至技工 | Number of Technologists/Managers 技師人數/經理 | Number of Technicians/Supervisors 技術員/督導員人數 | Number of Craftsmen 技工人數 | * | * | * |
| 3 1 | 8 9 10 | 11 12 13 | 14 15 16 | 17 18 19 | 20 21 22 | 23 24 25 | 26 | 27 28 29 30 31 | 32 |
| | | | | | | | | 33 34 35 | 36 |
| | | | | | | | | 37 38 39 | |

Q6. Employer's view on the expected change in Business Situation for the coming year
僱主對來年業務狀況預期變動的意見

Better 較佳 Same 不變 Worse 較差

40
* For official use only 此格毋須填寫

(Please tick as appropriate) (請在適當的格內填上✓號)

Q7. Education and Training an Employee Should Have
僱員宜有的教育及訓練

| | | |
|--------------------------------------|---|----------------------------|
| Technologist/Manager 技師/經理 | Technician/Supervisor 技術員/督導員 | Craftsman 技工 |
| Education 教育 41 | Education 教育 44 | Education 教育 47 |
| Training Mode 訓練方式 42 | Training Mode 訓練方式 45 | Training Mode 訓練方式 48 |
| Training Period 訓練時間 43 | Training Period 訓練時間 46 | Training Period 訓練時間 49 |

Please enter in the boxes the education and training an employee should have according to the following codes:
請將僱員宜有的教育及訓練按照下列類別編號填入格內：

| | | | | | |
|-------------------|---|-------------------|---------------------------------|-------------------|-----------------------------------|
| Code 編號 | Education 教育 | Code 編號 | Training Mode 訓練方式 | Code 編號 | Training Period 訓練時間 |
| 1 | Degree or equivalent 大學學位 | 1 | Graduate traineeship 工科畢業生訓練 | 1 | 4 years or above 四年或以上 |
| 2 | Higher Diploma 高級文憑 | 2 | On-the-job training 在職訓練 | 2 | 3 to less than 4 years 三年至四年以下 |
| 3 | Diploma 文憑 | 3 | Apprenticeship 學徒訓練 | 3 | 2 to less than 3 years 二年至三年以下 |
| 4 | Higher Certificate/Certificate 高級證書/證書 | 4 | Others 其他 | 4 | 1 to less than 2 years 一年至二年以下 |
| 5 | Secondary 5 中五 | 5 | | 5 | 6-11 months 六至十一個月 |
| 6 | Craft Certificate 技工證書 | 6 | | 6 | Below 6 months 六個月以下 |
| 7 | Secondary 3 or below 中三或以下 | | | | |

50 51
* For official use only 此格毋須填寫

| (A) Job 工作 | | | (B) Monthly Income Code 每月 收入 編號 | (C) Number of Employees (excl. trainees) 僱員人數 (受訓者除外) | (D) Forecast of Number Employed 12 Months from Now (excl. trainees) 預計 十二個月後 僱員人數 (受訓者除外) | (E) Number of Vacancies at Date of Survey (excl. trainees) 現有 空缺額 (受訓者 除外) | (F) No. of Trainees at Date of Survey 現有 受訓者 人數 | Average Monthly Income 每月平均收入 | |
|------------------------------------|--------------------------|------------------|--|--|---|--|--|---|------------------------------------|
| Title 職稱 | Rec. Type 紀錄 類型 | Job No. 編號 | | | | | | Enter in column B employee's monthly income range according to the following code: 請將貴機構僱員的每月總 收入幅度按照下列類別編號 填入B欄內： | |
| For Official Use Only 此欄毋須填寫 | | | 11 | 12-15 | 16-19 | 20-22 | 23-25 | Code 編號 | Monthly Income Range 每月總收入幅度 |
| 1 | | 2 | | | | | | 1 | Under \$5,001 以下 |
| 2 | | 2 | | | | | | 2 | \$5,001 - \$8,000 |
| 3 | | 2 | | | | | | 3 | \$8,001 - \$11,000 |
| 4 | | 2 | | | | | | 4 | \$11,001 - \$14,000 |
| 5 | | 2 | | | | | | 5 | \$14,001 - \$17,000 |
| 6 | | 2 | | | | | | 6 | \$17,001 - \$20,000 |
| 7 | | 2 | | | | | | 7 | \$20,001 - \$30,000 |
| 8 | | 2 | | | | | | 8 | Over \$30,000 以上 |
| 9 | | 2 | | | | | | | |
| 10 | | 2 | | | | | | | |
| 11 | | 2 | | | | | | | |
| 12 | | 2 | | | | | | | |
| 13 | | 2 | | | | | | | |
| 14 | | 2 | | | | | | | |
| 15 | | 2 | | | | | | | |
| 16 | | 2 | | | | | | | |
| 17 | | 2 | | | | | | | |
| 18 | | 2 | | | | | | | |
| 19 | | 2 | | | | | | | |
| 20 | | 2 | | | | | | | |
| 21 | | 2 | | | | | | | |
| 22 | | 2 | | | | | | | |
| 23 | | 2 | | | | | | | |
| 24 | | 2 | | | | | | | |
| 25 | | 2 | | | | | | | |
| 26 | | 2 | | | | | | | |
| 27 | | 2 | | | | | | | |
| 28 | | 2 | | | | | | | |
| 29 | | 2 | | | | | | | |
| 30 | | 2 | | | | | | | |
| 31 | | 2 | | | | | | | |
| 32 | | 2 | | | | | | | |

Note 1 If additional lines are necessary, please tick here and enter on supplementary sheet(s).
附註一 如此頁填滿，請先將 (✓) 號填入此 內，然後在附頁繼續填寫。

Note 2 The term 'trainees' includes all trainees receiving any form of training and apprentices under a contract of apprenticeship.
附註二 「受訓者」包括正在接受各種訓練的人士，以及簽有學徒合約的登記學徒。

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填入數據後即成
機密文件

VOCATIONAL TRAINING COUNCIL
職業訓練局

THE 2006 MANPOWER SURVEY OF THE METALS INDUSTRY (JEWELLERY SECTOR)
金屬業(珠寶行業)二〇〇六年人力調查

QUESTIONNAIRE
調查表

PLEASE READ THE EXPLANATORY NOTES BEFORE COMPLETING THIS QUESTIONNAIRE
填表前，請參閱附註

| | | | | | | | | |
|----------------------------------|-----------|--------------|---------------|-------------------|------------------|--------------|-------------|---|
| For official use only: 此欄毋須填寫 | Rec. Type | Survey Code | Industry Code | Establishment No. | Enumerator's No. | Editor's No. | Check Digit | No. of Employees Covered by the Questionnaire |
| | 1 | 0 1 7 2 3 | 4 5 6 7 8 9 | 10 11 12 13 14 15 | 16 17 | 18 19 | 20 21 22 | 23 24 25 26 27 |

NAME OF ESTABLISHMENT: _____ ADDRESS: _____
機構名稱 地址

TYPE OF PRODUCTS/SERVICES: _____ TOTAL NUMBER OF PERSONS ENGAGED: _____
產品/服務 僱員總人數

NAME OF PERSON TO CONTACT: _____ POSITION: _____
聯絡人姓名 28 47 職位

TEL. NO.: _____ FAX NO.: _____
電話 48 55 56 63 圖文傳真

E-mail: _____
電郵 64 98

VTC-ME-01

To be completed by employer's representative/responder
下列由僱主代表/填表者填寫

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|--|---|--------------------------|------|------------------|---------------|------------|---|--------|----------|----------|--|---------------------------------|-----------------------------------|---------------------|---------|-----------|------|----------|----------|----------|--|----|----------------|----|----------|----|----------|
| <p>Internal Promotion 內部晉升</p> <p>Q1. Please fill in the no. of internal promotion in the next 12 months. 請填寫過去十二個月內，內部晉升的人數</p> <table border="1"> <tr> <td>Rec. Type</td> <td>From Technician/Supervisor to Technologist/Manager</td> <td>From Craftsman to Technician/Supervisor</td> <td>From Others to Craftsman</td> </tr> <tr> <td>紀錄類型</td> <td>由技術員/督導員晉升至技師/經理</td> <td>由技工晉升至技術員/督導員</td> <td>由其他職位晉升至技工</td> </tr> <tr> <td>1</td> <td>8 9 10</td> <td>11 12 13</td> <td>14 15 16</td> </tr> </table> | Rec. Type | From Technician/Supervisor to Technologist/Manager | From Craftsman to Technician/Supervisor | From Others to Craftsman | 紀錄類型 | 由技術員/督導員晉升至技師/經理 | 由技工晉升至技術員/督導員 | 由其他職位晉升至技工 | 1 | 8 9 10 | 11 12 13 | 14 15 16 | <p>Technical Staff Posted Outside Hong Kong 任職香港以外地方的香港技術員工</p> <p>Q2. Please enter below the number of technologists/managers, technicians/supervisors and craftsmen who had worked for more than 6 months outside Hong Kong during 12 months prior to the survey. 請填寫調查前十二個月內，在香港以外地方任職超過六個月的技師/經理、技術員/督導員及技工人數</p> <table border="1"> <tr> <td>Number of Technologist/Managers</td> <td>Number of Technicians/Supervisors</td> <td>Number of Craftsmen</td> </tr> <tr> <td>技師人數/經理</td> <td>技術員/督導員人數</td> <td>技工人數</td> </tr> <tr> <td>17 18 19</td> <td>20 21 22</td> <td>23 24 25</td> </tr> </table> | Number of Technologist/Managers | Number of Technicians/Supervisors | Number of Craftsmen | 技師人數/經理 | 技術員/督導員人數 | 技工人數 | 17 18 19 | 20 21 22 | 23 24 25 | <p>Mainland Workers Working in Guangdong Province (GD) Operations under Your Company's Control 由貴公司管理在廣東省機構工作的員工</p> <p>Q3. Please enter below the total number of Mainland workers (excluding Hong Kong Residents) working in GD operations which manufacture products for your company and are under your company's control. 請填寫在廣東省機構為貴公司生產製成品，並為貴公司所管理的內地員工總數（不包括香港人）</p> <table border="1"> <tr> <td>26</td> <td>27 28 29 30 31</td> </tr> </table> <p>* For official use only 此格毋須填寫</p> <p>Q4. Please enter below the number of Mainland technicians (excluding Hong Kong Residents) working in GD operations included in (Q3). 請填寫在廣東省機構工作，包括在(Q3)項內的內地技師人數（不包括香港人）</p> <table border="1"> <tr> <td>32</td> <td>33 34 35</td> </tr> </table> <p>Q5. Please enter below the forecast of Mainland technologists (excluding Hong Kong Residents) working in GD operations 12 Months from Now. 請填寫預計十二個月後在廣東省機構工作的內地技師人數（不包括香港人）</p> <table border="1"> <tr> <td>36</td> <td>37 38 39</td> </tr> </table> | 26 | 27 28 29 30 31 | 32 | 33 34 35 | 36 | 37 38 39 |
| Rec. Type | From Technician/Supervisor to Technologist/Manager | From Craftsman to Technician/Supervisor | From Others to Craftsman | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 紀錄類型 | 由技術員/督導員晉升至技師/經理 | 由技工晉升至技術員/督導員 | 由其他職位晉升至技工 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 | 8 9 10 | 11 12 13 | 14 15 16 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Number of Technologist/Managers | Number of Technicians/Supervisors | Number of Craftsmen | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 技師人數/經理 | 技術員/督導員人數 | 技工人數 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 17 18 19 | 20 21 22 | 23 24 25 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 26 | 27 28 29 30 31 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 32 | 33 34 35 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 36 | 37 38 39 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|----------------------------------|----------------------------------|----------------------|-----------|------------------------|-----------|---------------|---------------|---|-----------------|-----------------|-----------------|---------------|------|-----------------|----|----------------------|----|----------------------|----|------------------|--|----------------|---|---------------------|---|------------------------|---|---------|---|----------------|---|------------------------|---|--------------------------------|---|--------|---|------------------------|---|-------------|--|--|---|-------------|---|-------------------|--|--|---|----------------|---|----------------------|--|--|--|-------|
| <p>Q6. Employer's view on the expected change in Business Situation for the coming year 僱主對來年業務狀況預期變動的意見</p> <table border="1"> <tr> <td>Better 較佳</td> <td>Same 不變</td> <td>Worse 較差</td> <td>40</td> </tr> <tr> <td>1</td> <td>2</td> <td>3</td> <td></td> </tr> </table> <p>(Please tick as appropriate) (請在適當的格內填上✓號)</p> <p>* For official use only 此格毋須填寫</p> | Better 較佳 | Same 不變 | Worse 較差 | 40 | 1 | 2 | 3 | | <p>Please enter in the boxes the education and training an employee should have according to the following codes: 請將僱員宜有的教育及訓練按照下列類別編號填入格內：</p> <table border="1"> <tr> <td>Code</td> <td>Education</td> <td>Code</td> <td>Training Mode</td> <td>Code</td> <td>Training Period</td> </tr> <tr> <td>1</td> <td>Degree or equivalent</td> <td>1</td> <td>Graduate traineeship</td> <td>1</td> <td>4 years or above</td> </tr> <tr> <td>2</td> <td>Higher Diploma</td> <td>2</td> <td>On-the-job training</td> <td>2</td> <td>3 to less than 4 years</td> </tr> <tr> <td>3</td> <td>Diploma</td> <td>3</td> <td>Apprenticeship</td> <td>3</td> <td>2 to less than 3 years</td> </tr> <tr> <td>4</td> <td>Higher Certificate/Certificate</td> <td>4</td> <td>Others</td> <td>4</td> <td>1 to less than 2 years</td> </tr> <tr> <td>5</td> <td>Secondary 5</td> <td></td> <td></td> <td>5</td> <td>6-11 months</td> </tr> <tr> <td>6</td> <td>Craft Certificate</td> <td></td> <td></td> <td>6</td> <td>Below 6 months</td> </tr> <tr> <td>7</td> <td>Secondary 3 or below</td> <td></td> <td></td> <td></td> <td>六個月以下</td> </tr> </table> | Code | Education | Code | Training Mode | Code | Training Period | 1 | Degree or equivalent | 1 | Graduate traineeship | 1 | 4 years or above | 2 | Higher Diploma | 2 | On-the-job training | 2 | 3 to less than 4 years | 3 | Diploma | 3 | Apprenticeship | 3 | 2 to less than 3 years | 4 | Higher Certificate/Certificate | 4 | Others | 4 | 1 to less than 2 years | 5 | Secondary 5 | | | 5 | 6-11 months | 6 | Craft Certificate | | | 6 | Below 6 months | 7 | Secondary 3 or below | | | | 六個月以下 |
| Better 較佳 | Same 不變 | Worse 較差 | 40 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 | 2 | 3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Code | Education | Code | Training Mode | Code | Training Period | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 | Degree or equivalent | 1 | Graduate traineeship | 1 | 4 years or above | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | Higher Diploma | 2 | On-the-job training | 2 | 3 to less than 4 years | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | Diploma | 3 | Apprenticeship | 3 | 2 to less than 3 years | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | Higher Certificate/Certificate | 4 | Others | 4 | 1 to less than 2 years | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | Secondary 5 | | | 5 | 6-11 months | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 | Craft Certificate | | | 6 | Below 6 months | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7 | Secondary 3 or below | | | | 六個月以下 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Q7. Education and Training an Employee Should Have 僱員宜有的教育及訓練</p> <table border="1"> <tr> <td>Technologist/Manager 技師/經理</td> <td>Technician/Supervisor 技術員/督導員</td> <td>Craftsman 技工</td> </tr> <tr> <td>Education</td> <td>Education</td> <td>Education</td> </tr> <tr> <td>Training Mode</td> <td>Training Mode</td> <td>Training Mode</td> </tr> <tr> <td>Training Period</td> <td>Training Period</td> <td>Training Period</td> </tr> <tr> <td>41</td> <td>44</td> <td>47</td> </tr> <tr> <td>42</td> <td>45</td> <td>48</td> </tr> <tr> <td>43</td> <td>46</td> <td>49</td> </tr> </table> | Technologist/Manager 技師/經理 | Technician/Supervisor 技術員/督導員 | Craftsman 技工 | Education | Education | Education | Training Mode | Training Mode | Training Mode | Training Period | Training Period | Training Period | 41 | 44 | 47 | 42 | 45 | 48 | 43 | 46 | 49 | <p>50 51</p> <p>* For official use only 此格毋須填寫</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Technologist/Manager 技師/經理 | Technician/Supervisor 技術員/督導員 | Craftsman 技工 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Education | Education | Education | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Training Mode | Training Mode | Training Mode | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Training Period | Training Period | Training Period | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 41 | 44 | 47 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 42 | 45 | 48 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 43 | 46 | 49 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| (A) Job 工作 | | | (B) Monthly Income Code 每月 收入 編號 | (C) Number of Employees (excl. trainees) 僱員人數 (受訓者 除外) | (D) Forecast of Number Employed 12 Months from Now (excl. trainees) 預計 十二個月後 僱員人數 (受訓者 除外) | (E) Number of Vacancies at Date of Survey (excl. trainees) 現有 空缺額 (受訓者 除外) | (F) No. of Trainees at Date of Survey 現有 受訓者 人數 | Average Monthly Income 每月平均收入 Enter in column B employee's monthly income range according to the following code: 請將貴機構僱員的每月總 收入幅度按照下列類別編號 填入B欄內： | | |
|--------------------------------------|--|------------------|--|--|---|--|--|--|-------|---|
| Title 職稱 | Rec. Type 紀錄 類型 | Job No. 編號 | | | | | | | | |
| For Official Use Only → 此欄毋須填寫 | | | 1 | 8-10 | 11 | 12-15 | 16-19 | 20-22 | 23-25 | Monthly Code Income Range 編號 每月總收入幅度 1 Under \$5,001 以下 2 \$5,001 - \$8,000 3 \$8,001 - \$11,000 4 \$11,001 - \$14,000 5 \$14,001 - \$17,000 6 \$17,001 - \$20,000 7 \$20,001 - \$30,000 8 Over \$30,000 以上 |
| 1 | Gemmologist 寶石鑒定師 | 2 | 1 3 1 | | | | | | | |
| 2 | Assay Officer 驗金師 | 2 | 1 3 5 | | | | | | | |
| 3 | Jewellery Marketing Manager 珠寶市務經理 | 2 | 1 3 6 | | | | | | | |
| 4 | Production Manager 生產部發展經理 | 2 | 1 3 7 | | | | | | | |
| 5 | Design and Development Manager 設計及發展經理 | 2 | 1 3 8 | | | | | | | |
| 6 | Merchandising Manager 採購經理 | 2 | 1 3 9 | | | | | | | |
| 7 | Jewellery Designer 珠寶設計員 | 2 | 2 3 1 | | | | | | | |
| 8 | Foreman/Supervisor 工場主管 | 2 | 2 3 2 | | | | | | | |
| 9 | Marketing Co-ordinator 業務協理員 | 2 | 2 3 3 | | | | | | | |
| 10 | Quality Controller 品質管制員 | 2 | 2 3 4 | | | | | | | |
| 11 | Merchandiser 採購員 | 2 | 2 3 5 | | | | | | | |
| 12 | Jewellery Marketing Executive 珠寶市務主任 | 2 | 2 3 6 | | | | | | | |
| 13 | Goldsmith (K-gold) 打金工 (西金) | 2 | 3 3 1 | | | | | | | |
| 14 | Goldsmith (Fine-gold) 打金工 (足金) | 2 | 3 3 2 | | | | | | | |
| 15 | Precious Stone Setter 首飾鑲嵌工 | 2 | 3 3 3 | | | | | | | |
| 16 | Jewellery Pattern Maker (Metal Plate) 首飾鑄造金屬樣板工 | 2 | 3 3 4 | | | | | | | |
| 17 | Jewellery Pattern Maker (Wax Plate) 首飾鑄造蠟板工 | 2 | 3 3 5 | | | | | | | |
| 18 | Mould Maker/Caster 製模鑄造工 | 2 | 3 3 6 | | | | | | | |
| 19 | Jewellery Plater 首飾電鍍工 | 2 | 3 3 7 | | | | | | | |
| 20 | Jewellery Engraver/Millgrainer 珠寶彫刻工 | 2 | 3 3 8 | | | | | | | |
| 21 | Gemstone Cutter/Polisher 寶石割切/打磨工 | 2 | 3 3 9 | | | | | | | |
| 22 | Pearl Dyer 珍珠染色工 | 2 | 4 3 1 | | | | | | | |
| 23 | Beads and Pearls Stringing Workers 穿珠工 | 2 | 4 3 2 | | | | | | | |
| 24 | Wax Pattern Moulder/Maker 蠟樣工 | 2 | 4 3 3 | | | | | | | |
| 25 | Jewellery Polisher 首飾打磨工 | 2 | 4 3 4 | | | | | | | |
| 26 | Stone Selector 配石工 | 2 | 4 3 5 | | | | | | | |
| 27 | Colouring Worker 著色工 | 2 | 4 3 6 | | | | | | | |
| 28 | Gold Refiner 煉金工 | 2 | 4 3 7 | | | | | | | |
| 29 | Electroforming Operator 電鑄操作工 | 2 | 4 3 8 | | | | | | | |
| 30 | | 2 | | | | | | | | |
| 31 | | 2 | | | | | | | | |
| 32 | | 2 | | | | | | | | |

Note 1 If additional lines are necessary, please tick here and enter on supplementary sheet(s).
附註一 如此頁填滿，請先將 (✓) 號填入此 內，然後在附頁繼續填寫。

Note 2 The term 'trainees' includes all trainees receiving any form of training and apprentices under a contract of apprenticeship.
附註二 「受訓者」包括正在接受各種訓練的人士，以及簽有學徒合約的登記學徒。

**The 2006 Manpower Survey
of the Metals Industry**
金屬業 2006 年人力調查

Explanatory Note
附註

1. Please ignore the numbers in the row immediately beneath the headings. They are purely for data processing.
每行標題下的編號只供資料處理之用，請毋須理會。
2. Before completing the questionnaire, please read carefully the job titles and job descriptions in Appendix 17.
填寫調查表前，請參閱附錄 17 所列的職稱與工作說明。
3. Please complete the columns (“A” to “F”) of the questionnaire and insert a zero (0) for any column not applicable to your establishment.
請填寫表內 “A” 至 “F” 欄，並在貴機構不適用的各欄內填入 (0) 符號。
4. Please fill in information as accurate as possible because the information collected from this survey is vital for determining the manpower requirements of the industry in order that the Metals Training Board can make meaningful recommendations to Government on how to meet training needs.
請填入準確的資料，因有關資料對於確定本業的人力需求極為重要，而金屬業訓練委員會亦將以此為根據，向政府建議如何應付業內的訓練需求。
5. Job Titles - Column “A”
職稱 — “A” 欄
 - (a) Please enter into column “A” those job titles together with their appropriate code numbers specified in Appendix 17, applicable to your establishment in order of their skill levels (i.e. technologist/manager level jobs first followed by technician/supervisor, craftsman, operative and unskilled level jobs).
請將附錄 17 內適用於貴機構的職稱連同編號，按其技能等級，填入 “A” 欄內（先填技師／經理，其後填寫技術員／督導員、技工、操作工及非技工）。
 - (b) Please add in column “A” titles of any technical jobs not mentioned in Appendix 17, and briefly describe them and indicate their skill levels.
如貴機構另有技術性職稱未載於附錄 17，請一併填入 “A” 欄內，並扼要說明其工作性質及技能等級。

- (c) Please classify an employee according to his main duty irrespective of any additional secondary duties he may be required to perform, e.g. a craftsman, who works mainly as a tool and die maker but is also required to perform the work of a mould and die maker occasionally, should be classified as a tool and die maker.
請根據僱員的主要職務分類，而不以其兼任的其他職務分類。例如，某技工的主要職務為工具及工模製造工，但間中亦須擔任為製模技工，則應歸類為工具及工模製造工。

6. Monthly Income - Column "B"

僱員每月收入 — “ B ” 欄

Please enter into this column the code for total monthly income for each type of employees. The income should include basic wages, regular overtime pay, commission, cash allowance and average monthly amount of year end bonus etc., if any. If you have more than one employee doing the same job, please enter the average figure. (Please refer to the codes in the last column of the same page of the questionnaire)

請在 “ B ” 欄填入每類僱員每月總收入的編號，這包括底薪、定期性超時工作工資、佣金、現金津貼及每月平均之年終花紅等。若從事同類工作的僱員多於一名，則請取其平均收入。（請參閱調查表同一頁最後一欄的類別編號）

7. Number of Employees (Excluding Trainees) - Column "C"

僱員人數（受訓者除外） — “ C ” 欄

Please fill in the total number of employees (excluding trainees) in your establishment.
請填寫貴機構現時所僱用的每類僱員總數（受訓者除外）。

8. Forecast of Number Employed 12 Months from now

(Excluding Trainees) - Column "D"

預計十二個月後僱員人數（受訓者除外） — “ D ” 欄

The forecast of total number employed means the likely number of employees (excluding trainees) you will be employing 12 months from now.

預計僱員人數指貴機構十二個月後所僱用的僱員總數（受訓者除外）。

9. Number of Vacancies at Date of Survey

(Excluding Trainees) - Column "E"

現有空缺額（受訓者除外） — “ E ” 欄

Please fill in the number of existing vacancies (excluding those for trainees).

“Existing Vacancies” refer to those unfilled, immediately available job openings for which the establishment is actively trying to recruit personnel at date of survey.

請填入貴機構現有的空缺數目（受訓者空缺數目除外）。

「現有空缺額」是指該職位仍懸空，須立刻填補而現正積極招聘人員填補。

10. Number of Trainees at Date of Survey - Column “F”
現有受訓者人數 – “ F ” 欄

Please fill in the total number of employees undergoing training as trainees or apprentices.

請填寫正在接受訓練的受訓者或學徒僱員總數。

11. Example
例子

To facilitate proper completion, an example is given hereinafter for your reference.
為協助閣下填表，現將例子附錄於後，以供參考。

12. Internal Promotion
內部晉升

An internal promotion is the promotion of an employee to a higher level job by virtue of his performance or abilities. Please fill in the no. of internal promotion from “Technician/Supervisor to Technologist/Manager”, from “Craftsman to Technician/Supervisor” and from “Others to Craftsman” in the past 12 months in the respective columns.

內部晉升是指僱員因工作表現良好或具所需才能而獲提升至較高職位。請於所屬欄內填寫過去十二個月機構內部由技術員／督導員晉升至技師／經理，由技工晉升至技術員／督導員，以及由其他職級晉升至技工的人數。

13. Hong Kong Technical Staff Posted Outside Hong Kong
任職香港以外地方的香港技術員工

Please enter the number of technologists/managers, technicians/supervisors and craftsmen who had worked for more than 6 months outside Hong Kong during the 12 months prior to the survey.

請填寫調查前十二個月內，在香港以外地方任職超過六個月的技師／經理、技術員／督導員及技工人數。

14. Mainland Workers Working in Mainland Operations under Your Company's Control

由貴公司管理在內地機構工作的內地員工

- (a) Please enter the total number of Mainland workers (excluding Hong Kong residents) working in operations in the Mainland which manufacture products for your company and are under your company's control.[#] All Mainland workers involved in engineering, management, clerical and production work in such operations should be included (but workers seconded from Hong Kong should be excluded). Please dis-regard the name or ownership of such operations.

請填寫在內地機構為貴公司生產製成品，並為貴公司所管理的內地員工總數(不包括香港人)。內地員工總數包括工程人員、管理人員、文職人員及生產人員(但不包括派往內地工作的香港人)。請毋須理會這些機構的名稱或擁有權。

[#] The meaning of 'Operations in the Mainland under Your Company's Control' refers to any operations in the Mainland which satisfy the following conditions:

「由貴公司所管理在內地的機構」指屬於下列情況的內地機構：

- (1) there are staff in your company posted to the Mainland operations to manage the activities on a part-time or full-time basis; or/and
貴公司有派僱員長期或短期在該機構工作；或／及
- (2) your company/top management of your company is involved in making important management decisions concerning the Guangdong operations.
貴公司或貴公司的管理層有參與該機構的重要管理決策。

- (b) Please enter the total number of Mainland technologists (excluding Hong Kong residents) working in operations in the Mainland included in (Q3). Mainland managers responsible for technical work should be included as technologists.

請填寫在內地機構工作，包括在(Q3)項內的內地技師人數(不包括香港人)。負責技術工作的內地經理亦作內地技師計算。

- (c) Please enter the forecast number of Mainland technologists (excluding Hong Kong residents) likely to be working in the above-mentioned operations in the Mainland 12 months from now.

請填寫預計十二個月後在上述內地機構工作的內地技師人數(不包括香港人)。

15. Employes's View on the Expected Change in Business Situation for the Coming Year
僱主對來年業務狀況預期變動的意見

The purpose of this column is to seek your view on the expected change in business situation for the coming year, would your business situation be better, same or worse for the coming year than this year:

此欄目的在調查貴機構的意見，有關僱主對來年業務狀況預期的變動，預計閣下的業務明年比今年較佳，不變或較差。

16. Education and Training an Employee Should Have
僱員宜有的教育及訓練。

Please enter in the boxes your view on the education and training which an employee in each of the three job levels (i.e. technologist/manager level, technician/supervisor level and craftsman level) should have if he/she were to carry out his/her work competently according to the codes on the right column.

請在格內填寫貴機構的意見：在技師／經理級、技術員／督導級及技工級的僱員宜具備何種教育程度及訓練，才能勝任其工作。請參閱右欄的類別編號。

例子 Example

| (A) Job 工作 | | | (B) Monthly Income Code 每月 收入 編號 | (C) Number of Employees (excl. trainees) 僱員人數 (受訓者除外) | (D) Forecast of Number Employed 12 Months from Now (excl. trainees) 預計 十二個月後 僱員人數 (受訓者除外) | (E) Number of Vacancies at Date of Survey (excl. trainees) 現有 空缺額 (受訓者 除外) | (F) No. of Trainees at Date of Survey 現有 受訓者 人數 | Average Monthly Income 每月平均收入 | |
|------------------------------------|--------------------------|------------------|--|--|---|--|--|---|------------------------------------|
| Title 職稱 | Rec. Type 紀錄 類型 | Job No. 編號 | | | | | | Enter in column B employee's monthly income range according to the following code: 請將貴機構僱員的每月總收入 幅度按照下列類別編號 填入B欄內： | |
| For Official Use Only 此欄毋須填寫 | 1 | 8-10 | 11 | 12-15 | 16-19 | 20-22 | 23-25 | Code 編號 | Monthly Income Range 每月總收入幅度 |
| 1 Mechanical Engineer | 2 | 1 0 1 | 6 | 3 | 4 | 0 | 1 | 1 | Under \$5,001 以下 |
| 2 P.I.E. Technician | 2 | 2 0 3 | 4 | 2 | 2 | 0 | 1 | 2 | \$5,001 - \$8,000 |
| 3 Mechanical Fitter | 2 | 3 0 7 | 3 | 2 | 2 | 0 | 0 | 3 | \$8,001 - \$11,000 |
| 4 | 2 | | | | | | | 4 | \$11,001 - \$14,000 |
| 5 | 2 | | | | | | | 5 | \$14,001 - \$17,000 |
| 6 | 2 | | | | | | | 6 | \$17,001 - \$20,000 |
| 7 | 2 | | | | | | | 7 | \$20,001 - \$30,000 |
| 8 | 2 | | | | | | | 8 | Over \$30,000 以上 |
| 9 | 2 | | | | | | | | |
| 10 | 2 | | | | | | | | |
| 11 | 2 | | | | | | | | |
| 12 | 2 | | | | | | | | |
| 13 | 2 | | | | | | | | |
| 14 | 2 | | | | | | | | |
| 15 | 2 | | | | | | | | |
| 16 | 2 | | | | | | | | |
| 17 | 2 | | | | | | | | |
| 18 | 2 | | | | | | | | |
| 19 | 2 | | | | | | | | |
| 20 | 2 | | | | | | | | |
| 21 | 2 | | | | | | | | |
| 22 | 2 | | | | | | | | |
| 23 | 2 | | | | | | | | |
| 24 | 2 | | | | | | | | |
| 25 | 2 | | | | | | | | |
| 26 | 2 | | | | | | | | |
| 27 | 2 | | | | | | | | |
| 28 | 2 | | | | | | | | |
| 29 | 2 | | | | | | | | |
| 30 | 2 | | | | | | | | |
| 31 | 2 | | | | | | | | |
| 32 | 2 | | | | | | | | |

Note 1 If additional lines are necessary, please tick here and enter on supplementary sheet(s).
附註一 如此頁填滿，請先將 (✓) 號填入此 內，然後在附頁繼續填寫。

Note 2 The term 'trainees' includes all trainees receiving any form of training and apprentices under a contract of apprenticeship.
附註二 「受訓者」包括正在接受各種訓練的人士，以及簽有學徒合約的登記學徒。

**The 2006 Manpower Survey of the
Jewellery Sector of the Metals Industry**
金屬業（珠寶行業）2006年人力調查

Explanatory Note

附註

1. Please ignore the numbers in the row immediately beneath the headings. They are purely for data processing.
每行標題下的編號只供資料處理之用，請毋須理會。
2. Before completing the questionnaire, please read carefully the job titles and job descriptions in Appendix 18.
填寫調查表前，請參閱附錄18所列的職稱與工作說明。
3. Please complete the columns (“A” to “F”) of the questionnaire and insert a zero (0) for any column not applicable to your establishment.
請填寫表內“A”至“F”欄，並在貴機構不適用的各欄內填入(0)符號。
4. Please fill in information as accurate as possible because the information collected from this survey is vital for determining the manpower requirements of the industry in order that the Metals Training Board can make meaningful recommendations to Government on how to meet training needs.
請填入準確的資料，因有關資料對於確定本業的人力需求極為重要，而金屬業訓練委員會亦將以此為根據，向政府建議如何應付業內的訓練需求。
5. Job Titles - Column “A”
職稱 – “A”欄
 - (a) The job titles and code numbers are pre-printed.
職稱及職務編號已代為印上。
 - (b) Please add in column “A” titles of any technical jobs not mentioned in Appendix 18, and briefly describe them and indicate their skill levels.
如貴機構另有技術性職稱未載於附錄18，請一併填入“A”欄內，並扼要說明其工作性質及技能等級。

- (c) Please classify an employee according to his main duty irrespective of any additional secondary duties he may be required to perform, e.g. a craftsman, who works mainly as a goldsmith but is also required to perform the work of a jewellery pattern maker occasionally, should be classified as a goldsmith and not as a jewellery pattern maker.

請根據僱員的主要職務分類，而不以其兼任的其他職務分類。例如，某技工的主要職務為打金工，但間中亦須擔任為首飾鑄模樣板工，則應歸類為打金工。

6. Monthly Income - Column "B"

僱員每月收入 – “ B ” 欄

Please enter into this column the code for total monthly income for each type of employees. The income should include basic wages, regular overtime pay, commission, cash allowance and average monthly amount of year end bonus etc., if any. If you have more than one employee doing the same job, please enter the average figure. (Please refer to the codes in the last column of the same page of the questionnaire)

請在 “ B ” 欄填入每類僱員每月總收入的編號，這包括底薪、定期性超時工作工資、佣金、現金津貼及每月平均之年終花紅等。若從事同類工作的僱員多於一名，則請取其平均收入。（請參閱調查表同一頁最後一欄的類別編號）

7. Number of Employees (Excluding Trainees) - Column "C"

現有僱員人數（受訓者除外） – “ C ” 欄

Please fill in the total number of employees (excluding trainees) in your establishment. 請填寫貴機構現時所僱用的每類僱員總數（受訓者除外）。

8. Forecast of Number Employed 12 Months from now

(Excluding Trainees) - Column "D"

預計十二個月後僱員人數（受訓者除外） – “ D ” 欄

The forecast of total number employed means the likely number of employees (excluding trainees) you will be employing 12 months from now.

預計僱員人數指貴機構十二個月後所僱用的僱員總數（受訓者除外）。

9. Number of Vacancies at Date of Survey

(Excluding Trainees) - Column "E"

現有空缺額（受訓者除外）－“E”欄

Please fill in the number of existing vacancies (excluding those for trainees).

“Existing Vacancies” refer to those unfilled, immediately available job openings for which the establishment is actively trying to recruit personnel at date of survey.

請填入貴機構現有的空缺數目（受訓者空缺數目除外）。

「現有空缺額」是指該職位仍懸空，須立刻填補而現正積極招聘人員填補。

10. Number of Trainees at Date of Survey - Column "F"

現有受訓者人數－“F”欄

Please fill in the total number of employees undergoing training as trainees or apprentices.

請填寫正在接受訓練的受訓者或學徒僱員總數。

11. Example

例子

To facilitate proper completion, an example is given hereinafter for your reference.

為協助閣下填表，現將例子附錄於後，以供參考。

12. Internal Promotion

內部晉升

An internal promotion is the promotion of an employee to a higher level job by virtue of his performance or abilities. Please fill in the no. of internal promotion from “Technician/Supervisor to Technologist/Manager”, from “Craftsman to Technician/Supervisor” and from “Others to Craftsman” in the past 12 months in the respective columns.

內部晉升是指僱員因工作表現良好或具所需才能而獲提升至較高職位。請於所屬欄內填寫過去十二個月機構內部由技術員／督導員晉升至技師／經理，由技工晉升至技術員／督導員，以及由其他職級晉升至技工的人數。

13. Hong Kong Technical Staff Posted Outside Hong Kong

任職香港以外地方的香港技術員工

Please enter the number of technologists/managers, technicians/supervisors and craftsmen who had worked for more than 6 months outside Hong Kong during the 12 months prior to the survey.

請填寫調查前十二個月內，在香港以外地方任職超過六個月的技師／經理、技術員／督導員及技工人數。

14. Mainland Workers Working in Mainland Operations under Your Company's Control

由貴公司管理在內地機構工作的內地員工

- (a) Please enter the total number of Mainland workers (excluding Hong Kong residents) working in operations in Mainland which manufacture products for your company and are under your company's control.[#] All Mainland workers involved in engineering, management, clerical and production work in such operations should be included (but workers seconded from Hong Kong should be excluded). Please dis-regard the name or ownership of such operations.

請填寫在內地機構為貴公司生產製成品，並為貴公司所管理的內地員工總數（不包括香港人）。內地員工總數包括工程人員、管理人員、文職人員及生產人員（但不包括派往內地工作的香港人）。請毋須理會這些機構的名稱或擁有權。

[#] The meaning of 'Operations in the Mainland under Your Company's Control' refers to any operations in the Mainland which satisfy the following conditions:

「由貴公司所管理在內地的機構」指屬於下列情況的內地機構：

- (1) there are staff in your company posted to the Mainland operations to manage the activities on a part-time or full-time basis; or/and
貴公司有派僱員長期或短期在該機構工作；或／及
 - (2) your company/top management of your company is involved in making important management decisions concerning the Mainland operations.
貴公司或貴公司的管理層有參與該機構的重要管理決策。
- (b) Please enter the total number of Mainland technologists (excluding Hong Kong residents) working in operations in the Mainland included in (Q3). Mainland managers responsible for technical work should be included as technologists.
請填寫在內地機構工作，包括在（Q3）項內的內地技師人數（不包括香港人）。負責技術工作的內地經理亦作內地技師計算。
- (c) Please enter the forecast number of Mainland technologists (excluding Hong Kong residents) likely to be working in the above-mentioned operations in Mainland 12 months from now.
請填寫預計十二個月後在上述內地機構工作的內地技師人數（不包括香港人）。

15. Employes's View on the Expected Change in Business Situation for the Coming Year
僱主對來年業務狀況預期變動的意見

The purpose of this column is to seek your view on the expected change in business situation for the coming year, would your business situation be better, same or worse for the coming year than this year:

此欄目的在調查貴機構的意見，有關僱主對來年業務狀況預期的變動，預計閣下的業務明年比今年較佳，不變或較差。

16. Education and Training an Employee Should Have
僱員宜有的教育及訓練。

Please enter in the boxes your view on the education and training which an employee in each of the three job levels (i.e. technologist/manager level, technician/supervisor level and craftsman level) should have if he/she were to carry out his/her work competently according to the codes on the right column.

請在格內填寫貴機構的意見：在技師／經理級、技術員／督導員級及技工級的僱員宜具備何種教育程度及訓練，才能勝任其工作。請參閱右欄的類別編號。

例子 Example

| (A) Job 工作 | | | (B) Monthly Income Code 每月 收入 編號 | (C) Number of Employees (excl. trainees) 僱員人數 (受訓者 除外) | (D) Forecast of Number Employed 12 Months from Now (excl. trainees) 預計 十二個月後 僱員人數 (受訓者 除外) | (E) Number of Vacancies at Date of Survey (excl. trainees) 現有 空缺額 (受訓者 除外) | (F) No. of Trainees at Date of Survey 現有 受訓者 人數 | Average Monthly Income 每月平均收入 | |
|--|--------------------------|------------------|--|--|---|--|--|--|------------------------------------|
| Title 職稱 | Rec. Type 紀錄 類型 | Job No. 編號 | | | | | | Enter in column B employee's monthly income range according to the following code: 請將貴機構僱員的每月總收入 幅度按照下列類別編號填入 B欄內： | |
| For Official Use Only 此欄毋須填寫 | 1 | 8-10 | 11 | 12-15 | 16-19 | 20-22 | 23-25 | Code 編號 | Monthly Income Range 每月總收入幅度 |
| Gemmologist 寶石鑒定師 | 2 | 1 3 1 | | | | | | 1 | Under \$5,001 以下 |
| Assay Officer 驗金師 | 2 | 1 3 5 | | | | | | 2 | \$5,001 - \$8,000 |
| Jewellery Marketing Manager 珠寶市場經理 | 2 | 1 3 6 | | | | | | 3 | \$8,001 - \$11,000 |
| Production Manager 生產部發展經理 | 2 | 1 3 7 | | | | | | 4 | \$11,001 - \$14,000 |
| Design and Development Manager 設計及發展經理 | 2 | 1 3 8 | 8 | | | 1 | | 0 | 0 |
| Merchandising Manager 採購經理 | 2 | 1 3 9 | | | | | | 5 | \$14,001 - \$17,000 |
| Jewellery Designer 珠寶設計師 | 2 | 2 3 1 | 6 | | | 2 | | 0 | 1 |
| Foreman/Supervisor 工場主管 | 2 | 2 3 2 | 6 | | | 1 | | 0 | 0 |
| Marketing Co-ordinator 業務協理員 | 2 | 2 3 3 | | | | | | 6 | \$17,001 - \$20,000 |
| Quality Controller 品質管制員 | 2 | 2 3 4 | | | | | | 7 | \$20,001 - \$30,000 |
| Merchandise 採購員 | 2 | 2 3 5 | | | | | | 8 | Over \$30,000 以上 |
| Jewellery Marketing Executive 珠寶市場主任 | 2 | 2 3 6 | | | | | | | |
| Goldsmith (K-gold) 打金工 (西金) | 2 | 3 3 1 | 4 | | | 4 | | 0 | 1 |
| Goldsmith (Fine-gold) 打金工 (足金) | 2 | 3 3 2 | | | | | | | |
| Precious Stone Setter 首飾鑲嵌工 | 2 | 3 3 3 | | | | | | | |
| Jewellery Pattern Maker (Metal Plate) 首飾鑄造金屬樣板工 | 2 | 3 3 4 | | | | | | | |
| Jewellery Pattern Maker (Wax Plate) 首飾鑄造蠟板工 | 2 | 3 3 5 | | | | | | | |
| Mould Maker/Caster 製模鑄造工 | 2 | 3 3 6 | | | | | | | |
| Jewellery Plater 首飾電鍍工 | 2 | 3 3 7 | | | | | | | |
| Jewellery Engraver/Milligrainer 珠寶彫刻工 | 2 | 3 3 8 | | | | | | | |
| Gemstone Cutter/Polisher 寶石割切/打磨工 | 2 | 3 3 9 | | | | | | | |
| Pearl Dyer 珍珠染色工 | 2 | 4 3 1 | | | | | | | |
| Beads and Pearls Stringing Workers 穿珠工 | 2 | 4 3 2 | | | | | | | |
| Wax Pattern Moulder/Maker 蠟樣工 | 2 | 4 3 3 | | | | | | | |
| Jewellery Polisher 首飾打磨工 | 2 | 4 3 4 | | | | | | | |
| Stone Selector 配石工 | 2 | 4 3 5 | | | | | | | |
| Colouring Worker 著色工 | 2 | 4 3 6 | | | | | | | |
| Gold Refiner 煉金工 | 2 | 4 3 7 | | | | | | | |
| Electroforming Operator 電鑄操作工 | 2 | 4 3 8 | | | | | | | |
| | 2 | | | | | | | | |
| | 2 | | | | | | | | |
| | 2 | | | | | | | | |

Note 1 If additional lines are necessary, please tick here and enter on supplementary sheet(s).
附註一 如此頁填滿，請先將 (✓) 號填入此 內，然後在附頁繼續填寫。

Note 2 The term 'trainees' includes all trainees receiving any form of training and apprenticeship under a contract of apprenticeship.
附註二 「受訓者」包括正在接受各種訓練的人士，以及簽有學徒合約的登記學徒。

**Job Description for Principal Jobs
in the Metal Products and Related Industries**
金屬品製造及相關行業主要職務的工作說明

| Code No. 編號 | Job Title 職稱 | Job Description 工作說明 |
|-------------------------------|---|--|
| TECHNOLOGIST/MANAGERIAL LEVEL | | 技師／經理級 |
| 101 | Mechanical Engineer 機械工程師 | <p>Researches on mechanical engineering problems and product analysis, designs and advises on mechanical plant, equipment and machinery, plans and supervises their development, parts manufacture, installation, operation and maintenance. Usually specialises in one or more of the followings:</p> <p>(1) design and development and quality assurance of products, (2) sales and technical service, (3) plant engineering (installation and maintenance), (4) tooling design and manufacture.</p> <p>研究機械或產品工程問題；擔任廠房、設施與機器等的設計工作，並就這方面提供意見；策劃及管理這些器材的發展、零部件製造、安裝、操作與保養。通常專門處理下列一種或多種工作：</p> <p>(1) 產品分析，設計與發展，以及品質測試等工作； (2) 推銷及技術方面的服務； (3) 廠房裝置工程（安裝與保養）； (4) 工具工模設計與製造。</p> |
| 102 | Manufacturing/Production/ Industrial Engineer 製造／生產／工業工程師 | <p>Designs, operates and controls manufacturing/ production systems in industrial plants to ensure efficient use of the resources. This includes:</p> <p>(1) layout and design of plant and services, (2) choice of tooling, production equipment, materials, and fabrication/assembly methods, (3) provision of services such as manufacturing capability study, production scheduling, work study, quality assurance, and cost control.</p> <p>設計、操作及控制工廠內的製造／生產系統，以確保資源得以有效運用。有關工作包括：</p> <p>(1) 安排及設計廠房裝置與服務； (2) 選擇工具、生產設備、物料及構製／裝配方法； (3) 提供服務，例如生產力研究、生產調度、工作研究、品質控制及成本控制。</p> |

| Code No. 編號 | Job Title 職稱 | Job Description 工作說明 |
|---|---|---|
| TECHNOLOGIST/MANAGERIAL LEVEL (Continued) 技師／經理級（續） | | |
| 103 | Materials Engineer/ Metallurgist 物料工程師／冶金技師 | <p>Provides a specialist service to the design, quality assurance and production functions by:</p> <ol style="list-style-type: none"> (1) advising on choice of materials for use in products and processes, (2) testing properties of materials, both incoming and during production, (3) advising on production process specifications such as temperature, composition, pressure, time, quenching media etc. for processes such as rolling, heat treatment, foundry, die-casting and plastic processing, (4) investigating production problems and product defects. <p>在設計、保持產品品質及生產過程方面提供下列專門服務：</p> <ol style="list-style-type: none"> (1) 就選擇產品及工序所用的物料提供意見； (2) 對輸入及生產進行中的物料性質進行測試； (3) 就各種工序如軋壓、熱處理、鑄造、鑄模及塑膠加工等提供有關生產工序規格的意見，例如溫度、組合、壓力、時間、驟冷劑等； (4) 調查生產方面的問題及產品的缺陷。 |
| 104 | Electrical Engineer 電機工程師 | <p>Designs and advises on:</p> <ol style="list-style-type: none"> (1) electrical equipment and systems, and plans and supervises their installation, operation and maintenance, (2) electrical components and devices used in products. <p>負責下列範圍的設計工作，並提供建議：</p> <ol style="list-style-type: none"> (1) 電氣設備及系統；此外，亦須策劃與監督這些器材的安裝、操作和保養工作； (2) 產品所用的電氣零件及配件。 |

| Code No. 編號 | Job Title 職稱 | Job Description 工作說明 |
|--|--|--|
| TECHNOLOGIST/MANAGERIAL LEVEL (Continued) 技師／經理級（續） | | |
| 105 | Electronics Engineer 電子工程師 | <p>Designs and advises on:</p> <p>(1) electronic equipment and systems, and plans and supervises their installation, operation and maintenance,</p> <p>(2) electronic components and devices used in products.</p> <p>負責下列範圍的設計工作，並提供建議：</p> <p>(1) 電子設備及系統；此外，亦須策劃與監督這些器材的安裝、操作和保養工作；</p> <p>(2) 產品所用的電子配件及部件。</p> |
| 106 | Technical Services Engineer 技術支援工程師 | <p>To provide expertise and technical services relating to a specific machinery/equipment/apparatus in one of the following aspects:</p> <ul style="list-style-type: none"> - application of the software/hardware, and related customer training; - installation, commissioning, testing, repair and maintenance. <p>為有關機器／設備／儀器提供以下一項或多項服務：</p> <ul style="list-style-type: none"> - 使用軟件／硬件的說明及客戶培訓； - 安裝、啓動、測試及維修服務。 |
| 107 | Technical Marketing Manager 技術市務／市場經理 | <p>To plan, organize, direct and control technical marketing, sales and promotional activities;</p> <p>To co-ordinate with research and development, production control and shipping departments in anticipating, identifying and satisfying customer needs;</p> <p>To review performance analysis for forecasting future technical market situation.</p> <p>策劃、籌辦、指導及監督專業技術儀器／產品的市務推廣、營業及宣傳工作；</p> <p>協調機構內的研究開發、生產控制、貨運等部門，作出預測、確定及滿足客戶需求；</p> <p>檢討業績分析，預測未來產品市場狀況。</p> |

| Code No. 編號 | Job Title 職稱 | Job Description 工作說明 |
|--|-----------------------------------|---|
| TECHNOLOGIST/MANAGERIAL LEVEL (Continued) 技師／經理級（續） | | |
| 108 | Logistic Manager 物流經理 | <p>To take charge of the overall operation of the supply chain management;</p> <p>To plan, direct and control the materials procurement activities of the company including material flow, from the stage of raw material supply throughout finished goods shipment and to meet in-house or customer's stringent Just-in-time (JIT) requirement; and</p> <p>To be responsible to establish cost effective strategy to support the business needs.</p> <p>負責公司供應鏈管理一切運作；</p> <p>策劃督導及控制公司物料採購工作，包括確保由原材料供應商至製成品／付運之間物料流程暢順，以符合內部或客戶對“悉時付運 JIT”的嚴格要求。</p> <p>負責制定策略以配合機構整頓業務需求，以達到成本效益。</p> |
| 109 | Merchandising Manager 採購經理 | <p>To keep abreast of the up-to-date design, feature and quality requirements of the machinery/parts and component market;</p> <p>To lead a team of merchandisers in the co-ordination and presentation of sample and quotation and to negotiate with buyers/clients;</p> <p>To oversee and follow up buyers'/clients' orders, liaise with appropriate departments to ensure prompt shipment of these orders.</p> <p>留意市場對機械、零部件、特色設計及品質的最新要求；</p> <p>領導一組採購員，配合樣板及報價過程與客戶／買家商談；</p> <p>統籌及跟進客戶／買家的訂單，與有關部門協作確保準時付運。</p> |
| 110 | Training Manager 訓練經理 | <p>Plans, implements and coordinates staff training and employee career development programmes.</p> <p>策劃、推行及統籌員工訓練和僱員職業發展計劃的工作。</p> |

| Code No. 編號 | Job Title 職稱 | Job Description 工作說明 |
|---|--|---|
| TECHNOLOGIST/MANAGERIAL LEVEL (Continued) | | 技師／經理級（續） |
| 111 | Engineering Manager 工程經理 | Plans, directs and controls the engineering activities of the company including product development, procurement, installation, maintenance and servicing the company's mechanical, electrical, electronic equipment and systems. 策劃、督導及掌管公司內各項與工程有關的工作，包括產品發展、採購，以及公司內的機械、電氣、電子裝備和系統的安裝和維修。 |
| 112 | Factory Manager 工廠經理 | Takes charge of the overall operation of the factory. Assumes full responsibility of the management of staff and workers in the factory. Enforces fire, safety and other government regulations. Supervises factory activities such as plant layout, assembly and delivery of finished products. 負責工廠運作的一切事務；負起管理工廠內職員及工人的全部責任；執行防火、安全及其他有關的政府規例；監督工廠內各項工作，例如廠房佈置、製成品的收發等。 |
| 113 | Production Manager 生產部經理 | Plans, directs and controls the production activities of the company. Takes charges of the overall production programmes to ensure the maintenance of specified standards of quality, efficiency and economy. 策劃、督導及控制公司內有關生產的工作；負責全面管理生產計劃，以確保其符合品質、效率及經濟等指標。 |
| 114 | Quality Control Manager 品質控制經理 | Plans, directs, and supervises the quality control of incoming materials/parts, work-in-progress, and finished products of the company. 策劃、督導及管理公司內交來的物料／零件、以及在生產程序中的半製成品及製成品的品質。 |
| 115 | Product/Graphic Designer 產品／平面設計師 | Originates and develops ideas to design, create, modify and arrange the form of manufactured products, layouts and containers for the products based on factors such as design-function relationship, knowledge of design, art concepts, market and pricing characteristics, client specifications, method and cost of production to achieve aesthetically pleasing and functional effect for the products 能根據設計與功能的關係、設計知識、美術概念、市場與價格特性、顧客規格、生產方法及成本等因素進行創作，並加以發揮，以便設計、創作、修改及安排製成品的形狀、結構及包裝，務求產品既美觀又實用。 |

| Code No. 編號 | Job Title 職稱 | Job Description 工作說明 |
|---|--|---|
| TECHNICIAN/SUPERVISORY LEVEL 技術員／督導級 | | |
| 201 | Mechanical Draftsman 機械繪圖員 | Prepares arrangement, assembly and detailed drawings of machines, machine parts, tools, other mechanical equipment as well as manufactured products from sketches, specifications and existing parts. 依據草圖、規格及現有零件，繪製機器、機件、工具、其他機械設備及製成品的排列圖、組裝圖及明細圖。 |
| 202 | Mechanical Engineering Technician 機械工程技術員 | Performs technical tasks contributory to design, fabrication, construction, automation, installation, operation, maintenance and repair of mechanical plant and equipment, including maintenance of aircraft, either independently or under the direction of a qualified engineer. 獨自或在合格工程師指導下，擔任技術工作，如從事設計、構製、建造、自動操作、安裝、操作、維修機械廠房和設備，包括飛機的保養。 |
| 203 | Manufacturing/Production/ Industrial Engineering Technician 製造／生產／ 工業工程技術員 | Performs technical tasks contributory to tooling, and the efficient and economical manufacturing/production of products through proper management of machinery and human resources wither independently or under the direction of a qualified engineer. 獨自或在合格工程師指導下，擔任技術工作，如正確管理機器及人力資源，以便製造工具，以及有效和經濟地製造產品。 |
| 204 | Electrical Engineering Technician 電機工程技術員 | Performs technical tasks contributory to design, development, manufacture, installation, operation, maintenance and repair of electrical systems and equipment, either independently or under the direction of a qualified engineer. 獨自或在合格工程師指導下，擔任技術工作，如從事設計、發展、製造、安裝、操作及維修電氣系統和設備。 |
| 205 | Foreman/Supervisor 管工／監督 | Controls a group or groups of craftsmen or other workers by virtue of his skill, training and experience; maintains production at predetermined quality, rate and cost, discipline and safety, liaison between management and workers. 憑本身的技能、訓練及經驗，管理一組或數組技工或其他工人，使產品達到預定的品質、保持預算的生產率及生產成本不超出預算；維持管理部門與工人之間的溝通，以及工場內良好紀律及安全措施。 |

| Code No. 編號 | Job Title 職稱 | Job Description 工作說明 |
|---|---|---|
| TECHNICIAN/SUPERVISORY LEVEL (Continued) 技術員／督導級（續） | | |
| 206 | Electronics Technician 電子技術員 | Performs technical tasks, contributory to design, development, manufacture, installation, operation, maintenance and repairs of electronic components, equipment and systems, either independently or under the direction of a qualified engineer. 獨自或在合格工程師的指導下，擔任技術工作，如從事設計、發展、製造、安裝、操作、維修電子配件、設備和系統。 |
| 207 | Technical Services Technician 支援技術員 | To perform technical tasks, normally under the direction and supervision of the technical services engineer to assist in: - application of the software/hardware, and related customer training; - installation, commissioning, testing, repair and maintenance. - calibration of equipment, quality control and assurance of process, parts and products at satellite/sub-contractor's plant. 通常在技術支援工程師的指導及監督下，擔任下列技術工作： - 使用軟件／硬件的說明及客戶培訓； - 按裝、啓動、測試及維修服務； - 儀器校準，品質控制及保證，使屬下分廠及分包商的生產加工、零部件及成品符合規格。 |
| 208 | Technical Marketing Executive 技術市場主任 | To assist the technical marketing manager in soliciting business, preparing marketing plans and other promotional activities; To monitor market conditions and reflect customer changing requirements to management. 協助技術市務經理招攬生意，製訂市務、推廣計劃及活動； 監察市場動態，及時反映客戶需求的變化。 |

| Code No. 編號 | Job Title 職稱 | Job Description 工作說明 |
|---|---|---|
| TECHNICIAN/SUPERVISORY LEVEL (Continued) 技術員／督導級（續） | | |
| 209 | Co-ordinator 協理員／聯絡員 | <p>To plans, schedule and control workload making optimum use of all equipment, material and labour throughout the company, its workshop/sub-contractors and to co-ordinate with clients;</p> <p>To carry out process planning for jobs and estimate the time requirement for operations as to ensure that schedules are met.</p> <p>充分有效使用機構內部資源（包括工廠及分包商的設備、材料及勞務），以制定進度表，與客戶密切聯繫。</p> <p>估計每項職務的操作程序及所需時間，制定流程，以確保工作能夠依期完成。</p> |
| 210 | Logistic Executive/ Supervisor 物流主任 | <p>To assist the logistics manager in following up the operation of the supply chain management;</p> <p>To co-ordinate the material procurement and flow of goods activities with suppliers, shipping companies, production control and shipping departments and customer's receiving department as to ensure that schedules are met on time</p> <p>協助物流經理跟進供應鏈管理上各項事宜；</p> <p>協調供應商，貨運商，生產控制及船務部門與及客戶的收貨部門，保持材採購至產品付運的流程暢順，以確保工作依期完成。</p> |
| 211 | Merchandiser 採購員 | <p>To assist the merchandising manager:</p> <p>To negotiate with buyers/clients/customers and preparing quotations and handling production samples and orders; and</p> <p>To follow up buyers order including liaising with other departments on the quality requirements and tracing the production progress as to ensure prompt shipment.</p> <p>協助採購經理與客戶：</p> <p>買賣商談及報價工作處理生產訂單及樣辦（首辦）的製作及跟進事項；</p> <p>跟進客戶訂單，包括與其他部門協調品質要求、生產進度以確保依期付運。</p> |

| Code No. 編號 | Job Title 職稱 | Job Description 工作說明 |
|---|---|--|
| TECHNICIAN/SUPERVISORY LEVEL (Continued) 技術員／督導級（續） | | |
| 212 | Production Supervisor 生產主管 | Works independently or under the direction of Production Manager to set up and carry out production programmes. 獨立工作，或在生產經理的督導下設立及推行生產計劃。 |
| 213 | Quality Control Supervisor 品質控制主管 | Works independently or under the direction of the Quality Control Manager to ensure that incoming materials/parts, work-in-progress, and finished products are in compliance with standards and specifications. 獨立工作或在品質控制經理督導下，確保交來的物料／零件、在生產程序中的半製成品及製成品的品質能符合標準及規格。 |
| 214 | Training Officer 訓練主任 | Assists the Training Manager in participating a wide range of training duties including employee development programmes. 協助訓練經理執行各項訓練職務，包括僱員發展計劃。 |
| 215 | Research and Development Technician 研究及發展技術員 | Performs technical tasks contributory to research of market trend, development of new products and improvement of process efficiency, either independently or under the direction of a qualified engineer. 獨自或在合格工程師指導下，擔任技術工作，如市場研究、產品開發及流程改善。 |
| CRAFTSMAN LEVEL 技工級 | | |
| 301 | Machinist 機床工 | Sets up and operates common machine tools such as lathe, milling machine and surface grinding machine to produce components according to drawings and specifications. 裝設及操作一般機床，例如車床、銑床及平面磨床，並按照圖則及規格，製造配件。 |
| 302 | Precision Machinist 精密加工機床工 | Sets up and operates precision and CNC machine tools, such as jig boring/grinding machine, EDM wirecut/diesinking machine, CNC milling machine and CNC lathe, to produce components according to drawings and specifications. 裝設及操作精密及電腦數控機床，例如座標鏜床／磨床、火花線切機／火花電蝕機、電腦數控銑床及電腦數控車床，以按照圖則及規格，製造配件。 |

| Code No. 編號 | Job Title 職稱 | Job Description 工作說明 |
|-----------------------------|---|---|
| CRAFTSMAN LEVEL (Continued) | | 技工級 (續) |
| 303 | Machine Setter 機器調校工 | Sets up, for others to operate, metal working machines such as automatic lathes to produce components according to drawings and specification. 裝設金屬加工機床，例如自動車床，供其他工人操作，以生產符合圖則及規格的配件。 |
| 304 | Tool and Die Maker 工具及工模製造工 | Makes, services and repairs press tools and dies in accordance with drawings and specifications. 按照圖則和規格製造及維修沖壓工具及模具。 |
| 305 | Instrument Maker/Repairer 儀器製造／修理工 | Inspects, tests, repairs, calibrates and maintains mechanical/electrical instruments including the making of replacement parts as necessary. 檢查、測試、修理、標正及保養機械／電氣儀器，包括製造所需的替換零件。 |
| 306 | Electrician 電工 | Installs electrical wiring of all types at low voltage (i.e. not exceeding 1 000 Volts) and tests, maintains and repairs low voltage fixed electrical installation in accordance with regulations and specifications under the direction of a supervisory grade of employee. 在管理級人員指導下，按照規例及規格敷設各類不超過 1 000 伏特低電壓的電氣佈線，並測試及維修低壓固定電力裝置。 |
| 307 | Mechanical Fitter 機械打磨裝配工 | Fits, assembles, erects, installs, services, repairs and tests mechanical plant and machinery according to drawings and specifications; keeps records of work. 按照圖則及規格，打磨、裝配、安裝、維修及測試廠房機械裝置及機器；並保存工作紀錄。 |
| 308 | Moulder and Core Maker (Sand) 砂模及模心製造工 | Makes sand moulds and cores for castings, constructs runners, risers and feeders, and uses various foundry equipment and machinery. 製造鑄件用的砂模及模心，構築流道、升流管及進料器，並使用各類鑄造用的設備及機器。 |
| 309 | Furnaceman 熔爐工 | Operates melting furnaces to produce castings. 操作各種熔爐以生產鑄鐵。 |
| 310 | Electric Arc and Gas Welder 電焊氣焊工 | Joins, cuts and deposits metals by electric-arc or flame of oxy-acetylene or other gases, or by other welding and brazing processes. 使用電弧、氧乙炔焰、其他氣體、其他焊接法或黃銅焊接法，以接合、割切金屬及補焊。 |

| Code No. 編號 | Job Title 職稱 | Job Description 工作說明 |
|-----------------------------|---|---|
| CRAFTSMAN LEVEL (Continued) | | 技工級 (續) |
| 311 | Sheetmetal Fabricator 薄片金屬構造工 | Makes to specifications sheetmetal articles of thickness not exceeding 10 s.w.g. (or 3.2 mm) such as containers, ducts, ornaments either by hand or machine, assembles, joins and repairs components by welding, brazing, soldering, riveting etc. 按照規格，利用手工具或機器製造厚度不超過 10s.w.g. (或 3.2 毫米) 的薄金屬片器具，如容器、槽管及裝飾品；使用溶焊、銅焊、錫焊、鉚釘等方法裝配、接合及修理該等器具。 |
| 312 | Steel Fabricator (Thick Plate) 鋼板構造工 | Constructs, assembles, inspects and repairs boilers, tanks, and articles of heavy steel sections above 10 s.w.g. (or 3.2 mm thick). 建造、裝配、查驗及修理用超過 10s.w.g. (或 3.2 毫米) 鋼板製成的鍋爐、水箱及其他重型鋼件。 |
| 313 | Plumber and Pipe Fitter 喉管工 | Assembles, installs and maintains pipes, fittings and fixtures for supplying air, gas, steam, water and other fluids. 裝配、安裝及保養喉管、配件及夾具，以供應空氣、氣體、蒸氣、水及其他流體。 |
| 314 | Pattern/Model/Prototype Maker 樣本／模型／生產原型製造工 | Sets up and operates metal working and other processing machines to cut, shape and fit parts to fabricate or modify models, patterns and/or prototypes of plastics and other products from drawings and specifications. 按照圖則及規格，調校及操作金屬製造及其他加工機床以切割、鉋削及打磨配件，以便構造或修改塑料製品及其他產品的模型、樣本及／或生產原型。 |
| 315 | Electroplating and Metal Coating Worker 電鍍及金屬塗層工 | Carries out surface treatment of objects by: (1) electro-chemical and chemical processes including deposition of common metals by electrolyses, electro-chemical polishing, galvanizing, etching and anodising; and (2) metal spraying. 使用下列方法對物體進行表面處理： (1) 電化及化學程序，包括以電解、電化磨光、鍍鋅、腐蝕及陽極氧化將一般金屬沉積；及 (2) 噴鍍金屬。 |

| Code No. 編號 | Job Title 職稱 | Job Description 工作說明 |
|-----------------------------|---|--|
| CRAFTSMAN LEVEL (Continued) | | 技工級 (續) |
| 316 | Painter 髹漆工 | Prepares and mixes paint appropriate to the surface to be painted and prepares surfaces for painting; applies paint by spraying or brushing. 配製及混合油漆以配合須髹漆的表面，並處理表面以便髹漆；用噴油法或手掃法塗漆。 |
| 317 | Metal Printing Craftsman 金屬印製技工 | Sets, controls, and operates printing machines to print metals and related products. 調校、管理與操作金屬印製機，以便在金屬及有關產品上進行印刷。 |
| 318 | Rolling Mill/Extrusion Press Craftsman 輾壓／擠壓技工 | Sets, controls and operates rolling mill and/or extrusion press. 調校、管理與操作輾壓機及／或擠壓機。 |
| 319 | Silk Screen Printer 絲網印刷工 | Produces hand and photographic screen stencils, sets up and operates silk screen printing equipment and machinery. 製備手繪及攝影的絲網印版，調校及操作絲網印刷設備及機器。 |
| 320 | Cameraman/Darkroom Processor 攝影師／黑房整理員 | Prepares and photographs all types of copy for black and white and colour production, and retouches negatives and positives films. 製備及拍攝各類圖片，供黑白及彩色印刷使用；修飾負片及正片。 |
| 321 | Mould Maker 製模技工 | Makes, maintains and repairs moulds and dies for plastics processing machines and die-casting machines according to drawings and specifications. 依照圖則製造塑膠處理機及壓鑄機所用工模，並負責維修工模。 |
| 322 | Repairer (Watches and Clocks) 鐘錶修理工 | Diagnoses, locates and repairs faults in the manufacture of watches and clocks, systematically records these faults and recommends changes to minimize such occurrence. 在製造鐘錶的程序中，判斷、根查及修理其間的毛病，並有系統地記錄這些毛病，以及建議如何盡量減少此等情況出現。 |

| Code No. 編號 | Job Title 職稱 | Job Description 工作說明 |
|-----------------------------|--|---|
| CRAFTSMAN LEVEL (Continued) | | 技工級 (續) |
| 323 | Heat Treatment Craftsman 熱處理技工 | Sets up and operates heat treatment furnaces, baths and quenching equipment to alter physical and chemical properties of metal parts according to specifications for heat treatment processes such as hardening, tempering, annealing, case-hardening, and normalizing. 調校及操作熱處理爐、熱處理槽及驟冷設備，從而改變金屬零件的物理及化學特性，以符合熱處理程序的規格，例如淬火、回火、退火、表面淬火及正火。 |
| 324 | Edging/Shaping Craftsman 車邊工 | To shape the lenses to fit into the prescribed spectacle frame and comply with the optometrical requirement 根據驗光度數要求，對眼鏡片加工車邊以便合適裝配於顧客選用的眼鏡框內。 |
| OPERATIVE LEVEL | | 操作工級 |
| 401 | Semi-skilled Machine Operator 機器操作工 | Operates one or more of the following machines: drilling machine, capstan (turret) lathe, sawing machine, shearing machine, punching machine, rolling machine, grinding machine, or automatic machine which have been set up by other persons. 操作下列已由他人校妥的一種或多種機床：鑽床、六角車床、鋸床、剪床、打孔機、轉軛機、磨床或自動機床。 |
| 402 | Fettler 鑄件整理工 | Removes runners, risers, cores, flash metal at joints, surface imperfection etc. from castings. 除去鑄成品的水口、模心、不平滑的接口及表面。 |
| 403 | Pourer 澆鑄工 | Pours molten metal into moulds. 負責將熔化的金屬倒入模型。 |
| 404 | Die-casting Machine Operator 金屬壓鑄機操作工 | Operates a die-casting machine. 操作金屬壓鑄機器。 |
| 405 | Electric-resistance Welder 電阻焊接工 | Welds metal parts by means of resistance welding machines (i.e. butt, spot and seam welding machines). 使用電阻焊機（例如對頭焊機、點焊機及接縫焊機）焊接。 |
| 406 | Polishing Worker 磨光工 | Buffers and polishes metal. 磨光金屬製品。 |

| Code No. 編號 | Job Title 職稱 | Job Description 工作說明 |
|----------------------------|---|---|
| OPERATIVE LEVEL(Continued) | | 操作工級(續) |
| 407 | Striker 打鐵工 | Uses hammer to assist a blacksmith to form and shape articles. 運用鐵鎚協助打鐵匠工作。 |
| 408 | Press Operator 啤機操作工 | Operates a power press to produce metal articles. 操作五金啤機以生產金屬品。 |
| 409 | Paint Spraying Gun Operator/Zinc Sprayer 噴漆/噴鋅工 | Operates spray-gun to spray onto metallic surface to build up its resistance against corrosion. 操控噴漆槍，將一層金屬噴在金屬的表面，以加強抵抗腐蝕的能力。 |
| 410 | Semi-skilled Electro-plating and Metal Coating Worker 電鍍及金屬塗層半技工 | Assists skilled workers in the process of metal coating. 協助技工進行電鍍金屬表面電化處理的工作。 |
| 411 | Quality Control Operator 品質控制操作工 | Assists in the routine examination of components or finished products according to predetermined standards. 協助日常的檢查工作，以確定配件或製成品符合既定標準。 |
| 412 | Assembler 裝配工 | Assembles components into finished products in accordance with specific job instructions. 按照既定的工作指示裝配配件使成製品。 |
| 413 | Injection Moulding Machine Operator 注塑機操作工 | Operates a plastic injection moulding machine to produce plastic components. 操作塑膠注塑機以生產塑膠零件。 |
| 414 | Crane Operator 起重機操作工 | Operates a crane to lift, move and position equipment, machinery or materials. 使用起重機吊起、搬運及安放設備、機械或物料。 |
| 415 | Polishing worker (Len) 磨鏡片工 | Buffers and polishes lens for spectacle to comply with the optometrical requirement. 打磨及拋光眼鏡片以符合驗光度數要求。 |
| UNSKILLED LEVEL | | 非技術工人級 |
| 501 | Labourer 雜工 | Undertakes general cleaning work, removal of industrial waste from machines and light material handling. 擔任各類清潔工作，清理機床上的工業廢料及運送輕物料。 |

**Job Descriptions for Principal Jobs
in the Jewellery Sector**
珠寶業主要職務的工作說明

| Code No. 編號 | Job Title 職 稱 | Job Description 工作說明 |
|--|--------------------------|--|
| TECHNOLOGIST / MANAGERIAL LEVEL 技師／經理級 | | |
| 131 | Gemmologist 寶石鑒定師 | <p>To analyse, examine and classify a wide range of diamonds and gem stones using test equipment and prepare reports.</p> <p>利用測試儀器設備對各類型鑽石及寶石進行分析、檢查及分類，並編製報告。</p> <p>A qualified gemmologist should obtain either one of the following qualifications:</p> <p>合格寶石鑒定師須具備以下其中一項資格：</p> <p>(i) Fellowship of Gemmological Association of Great Britain (FGA);</p> <p>英國寶石學院院士；</p> <p>(ii) Fellowship of Gemmological Association of Australia (FGAA);</p> <p>澳洲寶石學會院士；或</p> <p>(iii) Graduate Gemmologist of Gemmological Institute of America (GG).</p> <p>美國寶石學院寶石鑒定師課程畢業生。</p> |
| 135 | Assay Officer 驗金師 | <p>To test and analyse the standard purity of a precious metal (gold or platinum) or the constituents proportions in the jewellery piece by means of touch stone and chemical etching (aqua regia), x-ray or spectrometer.</p> <p>使用試金石及“王水”作化學腐蝕，或用 X-射 及質譜儀以測試及分析貴金屬（黃金或鉑金）的標準成色（純度），或珠寶首飾件內所含金 屬成份的比例。</p> |

| Code No. 編號 | Job Title 職 稱 | Job Description 工作說明 |
|--|---|---|
| TECHNOLOGIST / MANAGERIAL LEVEL (Continued) 技師／經理級（續） | | |
| 136 | Jewellery Marketing Manager 珠寶市務經理 | To plan, organize, direct and control jewellery marketing, sales and promotional activities. To co-ordinate with in-house design and development team, in anticipating, identifying and satisfying customer needs. To visit jewellery fairs and exhibitions to keep abreast of world market situation and development trend. 策劃、籌辦、指導及監督珠寶市務推廣、營業及宣傳等工作。協調機構內的設計開發部門，預測、確定及滿足客戶需求。參觀珠寶展覽會、交易會、瞭解當前的市場狀況及發展路向。 |
| 137 | Production Manager 生產部經理 | To plan and execute production systems for goldsmithing, precious stone setting, casting and finishing plant. To take charge of production, manage and direct the production department personnel to maintain quality and productivity and to minimize manpower and raw material wastage in all production processes. 策劃與執行有關打金、首飾鑲嵌、鑄造及潤飾的生產方針；領導下屬，以保持產品質素與生產效率，並盡量避免浪費廠內各生產程序所用人力及原料。 |
| 138 | Design and Development Manager 設計及發展經理 | To analyses the latest trends in jewellery design and keep abreast with developments in production, and to manage all phases of the design and development cycles. To manage and direct the design department personnel to originate jewellery designs in accordance with requirements. 分析研究珠寶設計的最新潮流及生產技術的最新發展，以及管理整個設計及發展的流程；領導珠寶設計部門下屬，以顧客要求設計珠寶首飾。 |
| 139 | Merchandising Manager 採購經理 | To keep abreast of the up-to-date design and quality requirements of the jewellery market; to plan, approve and lead a team of merchandisers in the co-ordination and presentation of sample and quotation, negotiation with buyers/clients. To oversee and follow up buyers'/clients' orders, liaise with appropriate departments to ensure prompt shipment of these orders. 密切留意珠寶市場對設計及品質的最新要求，策劃、批准及領導一隊營銷採購員配合樣板及報價過程與客戶／買家商談。統籌及處理客戶訂單與有關部門聯絡，以確保訂單能夠準時付運。 |

| Code No. 編號 | Job Title 職 稱 | Job Description 工作說明 |
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| TECHNICIAN / SUPERVISORY LEVEL 技術員／督導級 | | |
| 231 | Jewellery Designer 珠寶設計員 | To originate jewellery design taking into account materials and manufacture processes, cost and customer' requirements and to prepare basic artwork and working drawing of the products. 因應材料、製造程序、成本及顧客要求設計珠寶首飾；繪畫產品的基本美術稿及工作圖。 |
| 232 | Foreman/Supervisor 工場主管 | To supervise and co-ordinate activities of workers in fabricating, assembling and repairing jewellery, precious stones and metal products by virtue of his skill and experience. 運用本身的技能及經驗，監督、安排工人從事珠寶首飾物品的生產及修改等工作。 |
| 233 | Marketing Co-ordinator 業務協理員 | To plan, schedule and control workload making optimum use of all equipment, material and labour throughout the factory, to coordinate with clients. To carry out process planning for jobs and estimate the time requirements for operations, and to ensure that production schedules are met. 充分及有效利用工廠所有設備、材料及人力，以計劃及控制工作量，並制訂工作程序表，與客戶保持聯繫。估計每項職務的操作程序，計劃每個程序所需時間，並確保生產工作依期完成。 |
| 234 | Quality Controller 品質管制員 | To ensure that materials of the correct quality are used, to control the quality standard of the finished products by measurement and laboratory test, and to supervise final inspection. 確保用料正確；利用量度及測試方法管制珠寶首飾產品的品質，並督導最後階段的檢查工作。 |
| 235 | Merchandiser 營銷採購員 | To assist in the negotiation with buyers/clients/customers and preparation of quotations and handle their production orders and samples. To follow up buyers orders including liaising with other departments on the quality requirements of buyers and tracing the progress of production to ensure prompt shipment. 協助與客戶商談及報價的工作，處理生產訂單及樣辦（首辦）的製作。跟進客戶訂單，包括與其他部門聯絡有關客戶對品質的要求，及跟查生產進度，以確保客戶訂單能依期付運。 |
| 236 | Jewellery Marketing Executive 珠寶市務主任 | To assist the jewellery marketing manager in soliciting business, preparing marketing plans and other promotional activities; To monitor jewellery market situations and reflect customer changing requirements to management. 協助珠寶市務經理招攬生意，製訂市務推廣計劃及活動； 監察市場動態，及時反映客戶需求的變化。 |

| Code No. 編號 | Job Title 職 稱 | Job Description 工作說明 |
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| CRAFTSMAN LEVEL 技工級 | | |
| 331 | Goldsmith (K-gold) 打金工（西金） | To make and repair all kinds of K-gold (including platinum or other precious metals) jewellery using hand or power tools. 利用手動或電動工具，製造及修改各種西金（包括白金或其他貴重金屬）珠寶首飾。 |
| 332 | Goldsmith (Fine-gold) 打金工（足金） | To make and repair all kinds of fine-gold jewellery using hand or power tools. 利用手動或電動工具，製造及修改各種足金首飾。 |
| 333 | Precious Stone Setter 首飾鑲嵌工 | To set precious and semi-precious stones in jewellery mountings in accordance with specifications. 按規格在首飾胚上鑲嵌寶石或半寶石。 |
| 334 | Jewellery Pattern Maker (Metal) 首飾鑄造金屬樣板工 | To make metal patterns or models to specifications for making moulds in the process of jewellery casting. 製造符合規格的金屬模板以供製模之用。 |
| 335 | Jewellery Pattern Maker (Wax) 首飾鑄造蠟板工 | To make wax patterns or models to specifications for making moulds in the process of jewellery casting. 製造符合規格的蠟模板以供製模之用。 |
| 336 | Mould Maker/Caster 製模鑄造工 | To make all kinds of moulds and to cast precious metal ornaments. 製造各種鑄模及鑄造貴重金屬首飾。 |
| 337 | Jewellery Plater 首飾電鍍工 | To carry out gold plating, silver plating, rhodium plating, metal colouring and sand blasting. 進行金鍍、銀鍍、銻鍍、金屬著色及噴沙等工作。 |
| 338 | Jewellery Engraver/ Milligrainer 珠寶雕刻工 | To engrave designs or lettering onto the surfaces of jewellery by hand and power tools. To make millingrains along the edges of bezels, or around stone settings. 利用手動或電動工具，在珠寶首飾的表面刻上設計圖案或字體；在鑲口及首飾鑲件上轆上珠邊。 |
| 339 | Gemstone Cutter/Polisher 寶石割切／打磨工 | To cut, shape, carve and polish gemstones by hand tools or by machine in accordance with specifications. 按規格利用手動工具或機器割切、雕刻及打磨寶石。 |

| Code No. 編號 | Job Title 職 稱 | Job Description 工作說明 |
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| OPERATIVE LEVEL 操作工級 | | |
| 431 | Pearl Dyer 珍珠染色工 | To dye pearls in various colours. 將珍珠染上各種顏色。 |
| 432 | Beads and Pearls Stringing Workers 穿珠工 | To string gemstones/precious metals beads and natural/cultured pearls on wire or thread for jewellery products such as necklaces, bracelets, hair ornaments, etc. 用金屬線或其他絲線，把寶石／貴重金屬珠及天然珍珠／養珠串成項鍊、手鐲、髮飾等首飾製品。 |
| 433 | Wax Pattern Moulder/Maker 蠟樣工 | To make wax pattern by injecting molten wax into the cavity of the rubber mould and to mount the pattern onto the sprue. 將熔蠟注入橡膠模內製造蠟樣，並將蠟樣焊在水口棍上(即種樹)。 |
| 434 | Jewellery Polisher 首飾打磨工 | To polish all kinds of K-gold, find-gold and platinum jewellery by hand or polishing machine. 利用手動工具或研磨機器拋光各種珠寶首飾。 |
| 435 | Stone Selector 配石工 | To select gemstones including jade and diamond, and to classify them into groups according to their size, weight and colour. 挑選寶石，包括玉石及鑽石，並按其形狀大小、重量及顏色分類，以配合各種首飾。 |
| 436 | Colouring Worker 著色工 | To colour metal parts of jewellery and related articles for electro-plating. 在珠寶物品的金屬部分著色，以便進行分色電鍍。 |
| 437 | Gold Refiner 煉金工 | To recover precious metals such as gold, platinum, rhodium and palladium from saw/file dust, scrap polishing wheels, chemical waste disposal, etc., using furnace, retort, and laboratory equipment. 用熔煉、蒸餾方法及實驗室設備，回收鋸／銼屑、拋光輪碎片、化學廢料等所含的貴重金屬，如金、白金、銻、鈮等。 |
| 438 | Electroforming Operator 電鑄操作工 | To range and immerse liquid silver painted jewellery/ornamental article models into electrolyte and to carry out fine-gold/K-gold electroforming. 將塗上銀溶液的珠寶／飾物模板排列，浸在電解液內進行足金／西金電鑄。 |