

2020 Manpower Survey Report

Maritime Services Industry

Maritime Services Training Board

Vocational Training Council

11 June 2021

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Definition of Terms

Average monthly income	The monthly income, including the basic wage, regular overtime pay, cost of living allowance, meal allowance, commission and bonus. It is an average figure among employees engaging in the same principal job.
Full-time employees	Persons who are working full-time (i.e. at least 4 weeks a month, and not less than 18 hours in each week) under the payroll of the sampled establishment/company for the specified job, disregarding whether they are deployed to work in other places. These also include proprietors and partners working full-time for the establishment.
Technical manpower	The personnel who are employed in the principal jobs* of the maritime services industry to apply the industrial knowledge and technical skills required to complete the work assigned. <i>(* Details of the principal jobs are given in Appendix iv.)</i>
Turnover rate	The number of employees left as a percentage of the total number of employees and vacancies.
Vacancies	The unfilled, immediately available job openings for which the establishment is actively trying to recruit personnel at the time of the survey.
Vacancy rate	The vacancies as a percentage of the total number of employees and vacancies.

I. Executive Summary

i. Background

1.1 The Maritime Services Training Board (Training Board) conducted a manpower survey of the Maritime Services Industry from September to November 2020. This report presents the survey findings of the latest manpower situation of the industry and proposes recommendations on the manpower demand and training needs to the industry, employers, training providers and the Government, making reference to the business outlook.

ii. Survey Coverage

1.2 The survey covered the Ocean Going sector, the River Trade sector, the Local Vessel and the Shore-Based sector of the Maritime Services Industry. A total of 763 establishments, comprising 242 from the Ocean Going sector, 44 from the River Trade sector, 169 from the Local Vessel sector and 308 from the Shore-Based sector, out of 1 101 establishments of the industry based on the central registrar of the Census and Statistics Department (C&SD) and the recommendation of the Training Board, were selected. The selected establishments were required to provide manpower information based on the list of the principal jobs, which were defined and considered significant by the Training Board. The principal jobs were classified into 14 job categories as summarised below:

- (a) Ocean Going Sector
 - 1. Officers
 - 2. Ratings
- (b) River Trade Sector
 - 3. Seafarers
- (c) Local Vessel Sector
 - 4. Crew Members (Excluding Yacht)
 - 5. Crew Members (Yacht)
- (d) Shore-Based Sector
 - 6. Administration; Management and Human Resources
 - 7. Business and Trade
 - 8. Operations
 - 9. Technical and Consultancy
 - 10. Marine Law and Insurance
 - 11. Training and Education
 - 12. Account and Finance
 - 13. Safety and Risk Management
 - 14. Other Staff of Supporting Services

iii. Methodology

1.3 The survey follows the sampling plan designed by the Vocational Training Council (VTC). A stratified random sampling method is adopted to draw 460 sampled establishments from the Hong Kong Standard Industrial Classification list of the Census and Statistics Department of the HKSAR Government (C&SD). Based on the recommendation of the Training Board, another 303 supplementary samples were included, making a total of 763 samples. The selected samples completed a questionnaire which comprised two parts: (i) quantitative manpower information by principal jobs and (ii) supplementary information related to manpower and fleet situation. The data collection and enumeration processes were closely monitored and data was verified to ensure data quality. The effective response rate was 89.5% after enumeration.

1.4 The Training Board made a manpower projection for the period from 2021 to 2024 using a forecasting method that rests on the weighted averages of historical data. Details of the projection methodology are provided in *Appendix (vii)*.

iv. Findings

Number of Employees and Vacancies

1.5 A total of 27 323 employees of the Maritime Services Industry were employed by Hong Kong companies in September 2020, the majority of them were working in the Shore-Based sector (51.5%). The Ocean Going sector was found to have a large portion of non-Hong Kong employees (98.1%). At the time of the survey, the total number of job vacancies across sectors was 545, and most of them were found in the Local Vessel sector. Details are shown in Table 1.1.

Table 1.1 Number of Employees and Vacancies across Sector

Sectors	No. of Employees			No. of Vacancies
	Total	HK	Non-HK	
Ocean Going	7 860	152	7 708	0
River Trade	748	748	N/A	0
Local Vessel	4 637	4 637	N/A	373
Shore-Based	14 078	13 285	793	172
Overall	27 323	18 822	8 501	545

Notes:

1. Information on non-Hong Kong employees was not collected from River Trade and Local Vessel companies as these companies are expected to have very few non-Hong Kong employees.
2. Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under Shore-Based sector.

Principal Jobs with Most Employees and Vacancies

1.6 The prominent principal jobs with the most employees and vacancies in each sector are shown in Table 1.2.

Table 1.2 Principal Jobs with the most Employees and Vacancies

Sector	Principal Jobs with Most Employees (% of Employees in the sector)	Principal Jobs with Most Vacancies (% of Vacancies in the sector)
Ocean Going	<ul style="list-style-type: none"> • Motorman (13.4) • Sailor (13.1) • Rating (General Purpose) (9.6) 	No vacancies
River Trade	<ul style="list-style-type: none"> • Sailor (24.9) • Cabin Attendant (23.1) • Chief Officer (12.4) 	No vacancies
Local Vessel	<ul style="list-style-type: none"> • Coxswain (27.1) • Sailor (23.9) • Assistant Coxswain (21.5) 	<ul style="list-style-type: none"> • Assistant Coxswain (40.2) • Coxswain (20.1) • Sailor (18.0)
Shore-Based	<ul style="list-style-type: none"> • Technician; Technical Officer; Service Engineer (9.2) • Pier Attendant; Pier Assistant (7.6) • Cargo Planner; Cargo Officer (5.6) 	<ul style="list-style-type: none"> • Technician; Technical Officer; Service Engineer (9.3) • Technical Manager; Technical Superintendent (6.4) • Cargo Planner; Cargo Officer (4.1) • Stevedore (4.1)

Employers' Forecasted Manpower Demand

1.7 The employers being surveyed forecasted that there would be 27 922 and 28 367 posts in September 2021 and September 2022 respectively, representing a year-on-year manpower growth of 0.2% and 1.6%. Among the four sectors, only the Ocean Going sector was forecasted to have a manpower growth in the next two years. Details are shown in Table 1.3.

Table 1.3 Employers' Forecasted Manpower Demand

Sector	No. of Employees (a)	No. of Vacancies (b)	Total No. of Posts (c = a + b)	Forecasted No. of Employees for 2021	Forecasted No. of Employees for 2022
Ocean Going	7 860	0	7 860	8 249	8 659
River Trade	748	0	748	748	748
Local Vessel	4 637	373	5 010	4 844	4 926
Shore-based	14 078	172	14 250	14 081	14 034
Overall	27 323	545	27 868	27 922	28 367

Age of Employees

1.8 Among the four sectors, the Local Vessel sector had the highest percentage of ageing staff, i.e. 43.1% of their staff were over the age of 55. Principal jobs of the Local Vessel sector facing the most acute ageing problem were Coxswain, Fitter and Assistant Coxswain. Over half of them were older than 55.

Table 1.4 Age Distribution of Employees

Sector	35 or Below (%)	36-55 (%)	56-64 (%)	65 or Above (%)
Ocean Going	61.0	36.7	2.2	0.1
River Trade	29.8	45.4	18.8	6.0
Local Vessel	15.0	41.9	31.1	12.0
Shore-Based	16.4	62.0	18.1	3.6
Overall	27.2	52.5	16.2	4.1

Training Needs of Offshore Staff

1.9 Employers were asked to indicate the highest class of Certificate of Competency (CoC) held by their offshore employees. In-service training (say preparatory courses for various classes of CoCs) is potentially required for the following employees who had not attained the highest class of CoCs of their respective streams at the time of the survey:

Table 1.5 Number of Offshore Employees not attaining the Highest Classes of Certificate of Competency (CoC)

Sector	Deck Staff	Engineering Staff
Ocean Going	112	25
River Trade	145	113
Local Vessel	1 245	585

Staff Turnover and Wastage

1.10 The overall turnover rate rose from 4.7% in 2016 to 6.7% in 2020. A high turnover and wastage rate was recorded in the River Trade sector (i.e. 30.6%).

Ocean Going Employees employed by Hong Kong Companies and Non-Hong Kong Employees

1.11 At the time of the survey, a total of 58 755 posts were recorded on board ocean-going vessels managed by Hong Kong companies. However, only 13.4% of the employees (i.e. 7 860) were directly employed by these Hong Kong companies. Among those employed by Hong Kong companies, the ratio of Hong Kong and non-Hong Kong employees was roughly 1:49.

Monthly Income and Ex-seafaring Experience of Employees

1.12 Regarding the average monthly income of crew members in the Local Vessel sector, most of them earned an average monthly income of \$15,001-\$20,000 (46.1%). Over 10% of Coxswain, Assistant Coxswain, Engine Operator and Assistant Engine Operator earned over \$35,000 per month. The survey also identified that 15.4% of shore-based personnel were ex-seafarers. Among various job categories, “Education and Training”, “Technical and Consultancy” and “Administration; Management and Human Resources” were found to have the highest percentages of employees with seafaring experience.

v. Manpower Analysis

Manpower Changes

1.13 The overall manpower of the Maritime Services Industry increased from 26 687 in 2016 to 27 868 in 2020 (+4.4%), mainly contributed by the manpower growth in the Ocean Going sector (+38.3%, from 5 683 in 2016 to 7 860 in 2020).

Business Outlook

1.14 The global shipping industry was hit hard by the Covid-19 in the first half of 2020 but it eventually turned out to be one of the best performing industries in 2020. Major reasons contributing to the outstanding performance of the industry include disciplined capacity management by carriers that supported freight rates, low fuel price and a quick rebound in demand in the second half of 2020. It was believed that the global shipping industry would maintain its strong performance for at least the next few months.

1.15 River trade ferry companies have been facing a number of challenges in recent years, including the loss of passengers to road transport since the opening of the Hong Kong-Zhuhai-Macau Bridge in late 2018, decline of Hong Kong visitor arrivals owing to the unprecedented social incidents in 2019, and the recent suspension of services due to the Covid-19 pandemic. It is anticipated that this sector would not recover to its original scale of businesses even the pandemic subsides. Apart from replacing the wastage due to normal retirement, it seems the River Trade sector would not have additional manpower requirement in the near future.

1.16 Over the past few years, owing to the decline in mid-stream operations, a number of local vessel companies have turned to support marine construction works. As the manpower demand of local ferry companies is relatively stable, whether the manpower requirement of the whole Local Vessel sector will have noticeable changes largely depends on the scale of future marine construction projects. If mega projects like the Lautau Tomorrow Vision are materialised, the sector will need more manpower supply in the next few years.

1.17 In addition, the Government launched a subsidy scheme to assist local ferry companies to purchase new high-speed vessels, including the hybrid ones, which would require the operators to master new navigation skills and maintenance knowledge. To ease the ageing problem and facilitate the application of new technology, new blood is particularly required for the Local Vessel sector.

1.18 The Government has put in a lot of efforts in promoting maritime services, which include tax concessions for ship leasing and marine insurance business, funding injection for maritime manpower development, and setting up regional maritime desks worldwide. With enhanced integration between Hong Kong and other cities under the Guangdong-Hong Kong-Macao Greater Bay Area (GBA) development, Hong Kong port is likely to gain a new lease of life as being part of the major Southern China port cluster. These factors should have a positive impact on the development of shore-based businesses including ship leasing and management, maritime law and insurance, ship finance and cargo terminal in the long run.

Manpower Projection and Annual Additional Manpower Requirement

1.19 Besides employers' forecast, the Adaptive Filtering Method (AFM) was adopted to project the manpower of the industry from 2021 to 2024. Only the Ocean Going sector was projected to have a noticeable manpower growth while the manpower for other sectors remains steady.

Table 1.6 Manpower Projection from 2021 to 2024 by AFM

Year	Ocean Going (A = 0.9)	River Trade (A = 0.73)	Local Vessel (A = 0.89)	Shore-Based (A = 0.67)	Overall
2020 (Actual)	7 860	748	5 010	14 250	27 868
2021	8 390 (+6.7%)	741 (-0.9%)	5 019 (+0.2%)	14 213 (-0.3%)	28 363 (+1.8%)
2022	8 905 (+6.1%)	735 (-0.8%)	5 026 (+0.1%)	14 174 (-0.3%)	28 840 (+1.7%)
2023	9 403 (+5.6%)	730 (-0.7%)	5 033 (+0.1%)	14 143 (-0.2%)	29 309 (+1.6%)
2024	9 881 (+5.1%)	726 (-0.5%)	5 040 (+0.1%)	14 119 (-0.2%)	29 766 (+1.6%)

1.20 Based on the projected manpower growth and wastage rate, the estimated annual additional manpower demand for 2021 to 2024 by sector is shown in Table 1.7.

Table 1.7 Annual Additional Manpower Requirement

Sector	Estimated Annual Additional Requirement	Preferred Education (for progression to officer or supervisory level)
Ocean Going	9 – 11	Higher Diploma in Maritime Studies / Mechanical Engineering (Marine Elective) or Equivalent or Above
River Trade	5 – 6	
Local Vessel	186 - 228	Certificate for Junior General Purpose Ratings or Equivalent or Above
Shore-Based	347 - 425	Higher Diploma or First Degree related to Maritime Studies or Mechanical/Marine Engineering or Equivalent or Above
Overall	547 - 670	

vi. Recommendations

Introduce measures to assist River Trade operators to rejoin the workforce

1.21 Training providers should consider offering training (e.g. berthing skills in Hong Kong waters, management of local vessels, practical training on board yachts) to assist the surplus staff of the River Trade sector to switch to the Local Vessel sector (including leisure shipping).

Encourage employers of the Ocean Going sector to employ more Hong Kong seafarers

1.22 Considering that there have been a steady supply of local seafarers since the inception of the Seagoing Training Incentive Scheme, local-based shipowners and ship management companies are encouraged to offer more career opportunities as seafarers to local people.

Strengthen incentive schemes and facilitation measures to attract and retain talents

1.23 The Maritime and Aviation Training Fund (MATF) should be regularised with recurrent funding to sustain the various incentive schemes under it. Its usage may be broadened to finance other initiatives related to manpower training, e.g. upgrading of training facilities and teaching staff. Support to young practitioners under the MATF should be further strengthened, e.g. by making inflationary adjustments to the subsidy granted under the Seagoing Training Incentive Scheme (SGTIS) and providing additional financial support such as paid study leave to help retain young talents in the industry. Employers should also consider introducing incentive measures or making some arrangements to facilitate and encourage their staff to acquire higher qualifications.

Promote career opportunities of the industry to the youngsters

1.24 Employees with seafaring experience are welcomed by many shore-based businesses including the Marine Department but the general public (including the youngsters) may not be aware of this. It is important to promote the career opportunities of the industry to the youngsters so as to arouse their interest in joining the industry. The Government may work with employers and industry associations to further strengthen the Life Planning Education for Secondary Schools.

Address the training needs of the industry

1.25 Training providers are advised to make reference to the potential in-service training needs identified in the survey to offer relevant examination preparatory or upgrading courses to in-service practitioners working on board different types of vessels, in particular the Local Vessel sector which has the strongest training needs.

1.26 Considering that there are very few Hong Kong engineers working on board ocean-going vessels, training providers may embed knowledge of marine engineering into their mechanical engineering programmes or offer bridging programmes to assist their graduates in obtaining the Employment Registration Book to start an ocean-going career.

Conduct manpower surveys regularly

1.27 Subject to the availability of resources, the following focuses/scopes should be considered in future manpower update or manpower survey exercises: (i) conduct a more in-depth study on the manpower of leisure shipping; (ii) explore the training needs of shore-based personnel; (iii) collect salary information of all the four sectors; (iv) review the coverage of the survey and principal jobs to cover the manpower situation and training needs of jobs with great recruitment difficulties.

II. Introduction

i. Background

2.1 The Maritime Services Training Board (Training Board) of the Vocational Training Council (VTC) is appointed by the HKSAR Government to be responsible for determining the manpower situation and training needs of the Maritime Services Industry. The Training Board comprises members nominated by major trade associations, trade unions, professional bodies, educational and training institutions and government departments. The Working Party of the Manpower Survey is formed by members of the Training Board and other industry representatives. The membership and terms of reference are listed in *Appendices (i) and (ii) and (iii)*.

2.2 Starting from 2016, the maritime services manpower survey is conducted every four years. In between the surveys, periodic manpower updates are conducted through focus group and desk research to better reflect the latest manpower trends.

2.3 Data of this manpower survey was collected from September to November 2020, with the reference date set on 1 September 2020. This report presents the survey findings and analysis of the latest manpower situation of the industry and proposes recommendations on the manpower development to the industry, employers, training providers and the Government, making reference to the business outlook.

ii. Objectives

2.4 The objectives of the manpower survey conducted for the Maritime Services Industry are:

- (a) To collect up-to-date manpower information by the principal jobs by job category by sector in the industry.
- (b) To assess the industry's technical manpower situation.
- (c) To forecast training requirements in the near future.
- (d) To recommend to the VTC and relevant stakeholders the development of training strategies to meet the manpower needs.

iii. Survey Coverage

2.5 The survey adopts the stratified random sampling method to carry out the fieldwork. 242 establishments from the Ocean Going sector, 44 establishments from the River Trade sector, 169 establishments from the Local Vessel sector and 308 establishments from the Shore-Based sector (including 303 supplementary samples) were selected from 1 101 establishments with business in the Maritime Services Industry based on the central registrar of the Census and Statistics Department and the recommendation of the Training Board. The sectors and branches of the industry covered in the survey are shown as follows.

(a) Ocean Going Sector

1. Ship Agents and Managers; Local Representative Offices of Overseas Shipping Companies
2. Ship Owners of Sea-going Vessels
3. Operators of Sea-going Vessels
4. Ship Owners and Managers (Supplementary Samples)

(b) River Trade Sector

5. Ship Owners and Operators of Vessels Moving Between Hong Kong and the Ports in Pearl River Delta

(c) Local Vessel Sector

6. Inland Water Transport
7. Mid-stream Operation
8. Yacht Club and Other Yacht Services (Supplementary Samples)

(d) Shore-Based Sector

9. Container Terminal and Marine Cargo Terminal Operators and Port Facilities Operators; Service Activities Incidental to Water Transportation n.e.c.
10. Shipbrokers
11. Classification Societies; Consultants and Surveyors (Supplementary Samples)
12. Marine Equipment; Shipbuilders and Repairers
13. Marine Insurance (Supplementary Samples)
14. Maritime Law (Supplementary Samples)
15. Ship Finance (Supplementary Samples)
16. Ship Registration and Port Authorities (Supplementary Samples)
17. Other Marine Services (Supplementary Samples)

III. Methodology

i. Sample Design

3.1 Based on the Hong Kong Standard Industrial Classification list from the Census and Statistics Department of the HKSAR Government (C&SD) and the recommendation by the Training Board on the establishments from other business sectors with manpower provision contributing to the surveyed industry, the Vocational Training Council (VTC) designed the sampling plan and selected sampled establishments by adopting the stratified random sampling method. A total of 763 establishments were eventually selected for the survey.

ii. Questionnaire Design

3.2 Four sets of questionnaire were designed for different sectors. Each set of the questionnaire comprised two parts. Part I collected quantitative manpower information by principal jobs, and Part II collected supplementary manpower and fleet information. The list of principal jobs was defined by the Training Board with detailed job descriptions given for each job, and was classified in 14 job categories as follows:

- (a) Ocean Going Sector
 - 1. Officers
 - 2. Ratings
- (b) River Trade Sector
 - 3. Seafarers
- (c) Local Vessel Sector
 - 4. Crew Members (Excluding Yacht)
 - 5. Crew Members (Yacht)
- (d) Shore-Based Sector
 - 6. Administration; Management and Human Resources
 - 7. Business and Trade
 - 8. Operations
 - 9. Technical and Consultancy
 - 10. Marine Law and Insurance
 - 11. Training and Education
 - 12. Account and Finance
 - 13. Safety and Risk Management
 - 14. Other Staff of Supporting Services

3.3 While the job titles of similar roles may vary cross establishments, respondents were required to provide manpower information corresponding to the job descriptions and the skill levels of the principal jobs. The survey documents including a sample questionnaire for each sector¹, explanatory notes, and job descriptions for the principal jobs are given in *Appendix (iv)*.

iii. Data Collection

3.4 The data was collected between September and November 2020. A pack of survey documents was given to each invited establishment. The respondents of the establishments were asked to provide manpower information of their establishments as at 1 September 2020. During the fieldwork period, enumerators assisted the respondents to complete the questionnaire through phone calls or on-site visits.

3.5 Various measures were taken to assure the quality of the data collection process. These included prior fieldwork preparation, thorough training of fieldwork staff, monitoring of the fieldwork execution, measures to increase the response rate, checking of the completed questionnaires and validation of the collected data.

iv. Data Analysis

3.6 Among the 507 valid sampled establishments, 454 were successfully enumerated, giving an effective response rate of 89.5%.² Taking into account (i) the satisfactory response rate of individual branches, (ii) the satisfactory response rate from a majority of prominent and sizeable establishments, and (iii) the grossing-up of sample results based on the statistically-grounded method, it could be concluded that the survey findings presented in this report contributed to a significant level of representativeness of the sector. The response rate achieved for individual sector was also adequate to produce meaningful breakdown by sector.

v. Manpower Projection Methodology

3.7 The Training Board adopts a forecasting method that rests on the weighted averages of historical data for projecting manpower demand of the Maritime Services Industry. Taking consideration of the historical manpower data with heavier weighting given to the recent data, market trends in a longer term, technological developments of the industry and other social-

¹ The letter on the bottom right corner of the questionnaire cover denotes the sector that the questionnaire was intended for, i.e. O: Ocean Going; R: River Trade; L: Local Vessel; S: Shore-Based

² Sampled establishments with suspended operation, change of industry, nil reply to the survey were considered invalid.

economic determinants, the Training Board made the manpower projection for the period from 2021 to 2024. The details of the projection methodology are provided in *Appendix (vii)*.

vi. Limitations

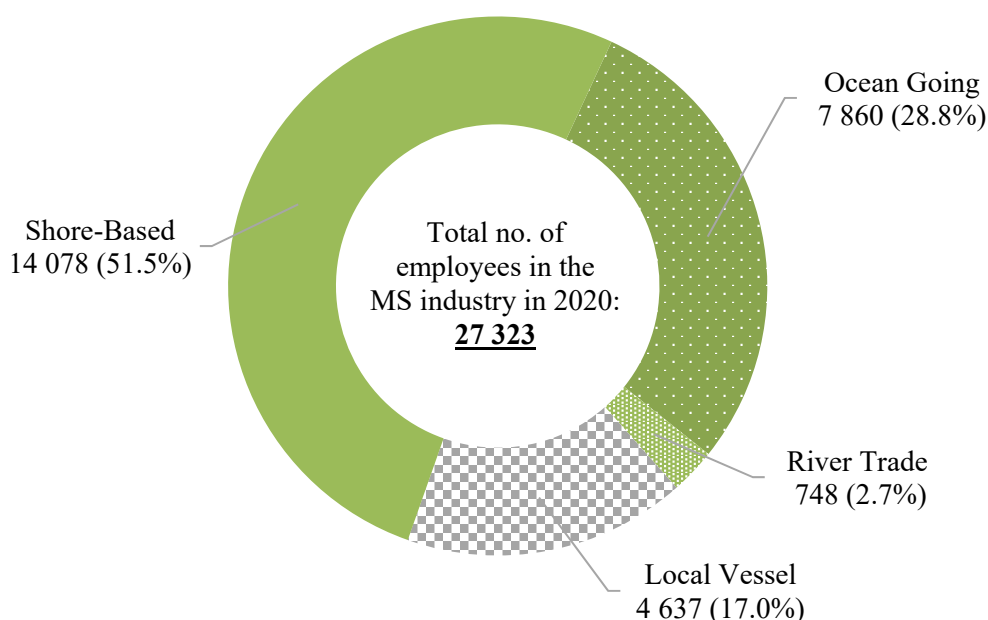
3.8 As pleasure vessels are gaining popularity in Hong Kong, the survey tried to look into the manpower demand of pleasure vessel operators and other supporting staff by including supplementary samples of yacht clubs and other related companies which might have relevant manpower. However, in view that many pleasure vessel operators are directly employed by the owners of the vessels who were out of the survey scope, the manpower situation of pleasure vessel operators could not be fully reflected in this report.

IV. Survey Findings

i. Number of Employees

4.1 The survey revealed that in September 2020, the Maritime Services Industry had a total of 27 323 employees. The majority of them were working in the Shore-Based sector (51.5%), followed by the Ocean Going sector (28.8%) and the Local Vessel sector (17.0%). The River Trade sector had the least number of employees (2.7%). Details are shown in Figure 4.1.

Figure 4.1 Number of Employees by Sector



Notes:

1. Percentages in brackets are calculated on the basis of the total no. of full-time employees.
2. Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under Shore-Based sector.

4.2 The “Top Three” prominent principal jobs of each sector are shown in Table 4.1.

Table 4.1 Prominent Principal Jobs by Sector

Sector	Prominent Principal Jobs	No. of Employees	% of Total No. of Employees in the Sector
Ocean Going	• Motorman	1 053	13.4
	• Sailor	1 029	13.1
	• Rating (General Purpose)	756	9.6
River Trade	• Sailor	186	24.9
	• Cabin Attendant	173	23.1
	• Chief Officer	93	12.4
Local Vessel	• Coxswain	1 255	27.1
	• Sailor	1 107	23.9
	• Assistant Coxswain	995	21.5
Shore-Based	• Technician; Technical Officer; Service Engineer	1 291	9.2
	• Pier Attendant; Pier Assistant	1 075	7.6
	• Cargo Planner; Cargo Officer	793	5.6

Notes:

1. Percentages are calculated on the basis of the total no. of full-time employees in that particular sector.
2. Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under Shore-Based sector.

4.3 Table 4.2 shows the distribution of companies with full-time employees.

Table 4.2 Number of Companies with Full-time Employees

Sector	No. of Companies with Full-time Employees
Ocean Going	10
River Trade	6
Local Vessel	119
Shore-Based	803

Note: One company may engage in more than one sector.

ii. Number of Vacancies

4.4 At the time of the survey, the total number of job vacancies was 545, representing a vacancy rate of 2.0% of the total number of posts of the industry. Local Vessel sector had the highest number of job vacancies (373) and vacancy rate (7.4%). Details are shown in Table 4.3.

Table 4.3 Number of Vacancies by Job Category

Sector	Job Category	No. of Full-time Vacancies	No. of Full-time Posts	Vacancy Rate (%)	
Ocean Going	Officers	-	3 952	-	
	Ratings	-	3 908	-	
	<i>Total</i>	<i>=</i>	<i>7 860</i>	<i>=</i>	
River Trade	Seafarers	-	748	-	
Local Vessel	Crew Members	373	5 010	7.4	
Shore-Based	Administration; Management and Human Resources	5	1 322	0.4	
	Business and Trade Operations	6	1 448	0.4	
	Technical and Consultancy	49	5 364	0.9	
	Marine Law and Insurance	89	3 468	2.6	
	Training and Education	3	472	0.6	
	Account and Finance	1	134	0.7	
	Safety and Risk Management	-	388	-	
	Other Staff of Supporting Services	-	179	-	
			19	1 475	1.3
		<i>Total</i>	<i>172</i>	<i>14 250</i>	<i>1.2</i>
		Overall	545	27 868	2.0

Notes:

1. No. of full-time posts = No. of full-time employees + No. of full-time vacancies.
2.
$$\text{Vacancy rate} = \frac{\text{No. of full-time vacancies}}{\text{No. of full-time employees} + \text{No. of full-time vacancies}}$$
3. Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under Shore-Based sector.

4.5 The prominent vacancies, which accounted for 61.1% of the total number of vacancies, are shown in Table 4.4.

Table 4.4 Prominent Vacancies by Sector

Sector	Prominent Vacancies	No. of Vacancies	% of Total No. of Vacancies in the Sector
Ocean Going	<i>No vacancies for the sector</i>	-	-
River Trade	<i>No vacancies for the sector</i>	-	-
Local Vessel	• Assistant Coxswain	150	40.2
	• Coxswain	75	20.1
	• Sailor	67	18.0
Shore-Based	• Technician; Technical Officer; Service Engineer	16	9.3
	• Technical Manager; Technical Superintendent	11	6.4
	• Cargo Planner; Cargo Officer	7	4.1
	• Stevedore	7	4.1

Notes:

1. Percentages are calculated on the basis of the total no. of full-time vacancies in that particular sector.
2. Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under Shore-Based sector.

iii. Employers' Forecasted Manpower Demand

4.6 Employers were asked to estimate the manpower situations in 2021 and 2022. The employers' forecasted manpower demand reflected a marginal increase from 27 868 posts in September 2020 to 27 922 posts in September 2021, and a further increase to 28 367 posts in September 2022. Among the four sectors, only the Ocean Going sector was forecasted to have a moderate manpower growth in both 2021 and 2022. Details are shown in Table 4.5.

Table 4.5 Manpower Forecast by Sector

Sector	Manpower in 2020	Forecasted Manpower in 2021	Forecasted Manpower in 2022
Ocean Going	7 860	8 249 (+4.9%)	8 659 (+5.0%)
River Trade	748	748 (0.0%)	748 (0.0%)
Local Vessel	5 010	4 844 (-3.3%)	4 926 (+1.7%)
Shore-Based	14 250	14 081 (-1.2%)	14 034 (-0.3%)
Overall	27 868	27 922 (+0.2%)	28 367 (+1.6%)

Notes:

1. Manpower refer to **No. of full-time posts** = No. of full-time employees + No. of full-time vacancies
2. Percentages denote the percentages of annual changes in manpower over the previous year (i.e. 2020/2021).

3. *Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under Shore-Based sector.*
4. *Readers are advised to interpret the employers' forecasted manpower demand with caution due to the global and local economic uncertainties imposed on the industry manpower situation as caused by the outbreak of Covid-19 in 2020.*

iv. Age of Employees

4.7 Respondents were requested to provide the age distribution of their employees. Over half (52.5%) of the employees were in the age range of 36-55 at the time of the survey. This was distantly followed by the age group of 35 or below (27.2%). The age distribution by sector is shown in Table 4.6.

Table 4.6 Age Distribution of Employees by Sector

Sector	35 or Below (%)	36-55 (%)	56-64 (%)	65 or Above (%)
Ocean Going	61.0	36.7	2.2	0.1
River Trade	29.8	45.4	18.8	6.0
Local Vessel	15.0	41.9	31.1	12.0
Shore-Based	16.4	62.0	18.1	3.6
Overall	27.2	52.5	16.2	4.1

Notes:

1. *Percentages are calculated on the basis of the total no. of full-time employees in that particular sector.*
2. *Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under Shore-Based sector.*

4.8 Among the four sectors, the Local Vessel sector had the highest percentage of ageing staff, i.e. 12% of their employees were in the age range of 65 or above and 31.1% fell into the age group of 56-64. Coxswain (59.9%), Fitter (57.6%) and Assistant Coxswain (50.9%) were noted to have the highest percentages of staff over the age of 55. Age distribution of local vessel employees by principal jobs is shown in Table 4.7. For age distribution of all sectors, please refer to *Appendix (xii)*.

Table 4.7 Age Distribution of Employees of the Local Vessel Sector

Job Category	Principal Job	Total no. of employees	Age Distribution (%)			
			35 or below	36 - 55	56 - 64	65 or above
Crew Members (Excluding Yacht)*	Coxswain	1 255	2.1	38.0	43.6	16.3
	Assistant Coxswain	995	8.6	40.5	43.1	7.8
	Sailor	1 107	28.5	39.5	21.5	10.5
	Engine Operator	674	4.9	51.5	29.8	13.7
	Assistant Engine Operator	519	29.6	45.7	19.4	5.4
	Fitter	33	21.2	21.2	51.5	6.1
Crew Members (Yacht)	Captain	43	4.7	53.5	32.6	9.3
	Deckhand	8	25.0	50.0	25.0	-
	Engineer	1	-	100.0	-	-
	Chief Steward	2	-	100.0	-	-
Overall		4 637	15.0	41.9	31.1	12.0

*Note: *Excluding Yacht refers to water transport, mid-stream operation, government department, etc.*

v. Training Needs (for Hong Kong officers of Ocean Going Sector, seafarers of River Trade Sector and crew members of Local Vessel Sector only)

4.9 Employers were asked to provide the information on the highest class of Certificate of Competency (CoC) held by Hong Kong officers, seafarers and crew members in order to find out the in-service training needs. The distributions of the highest class of CoC by principal job by sector are listed in Table 4.8, 4.9 and 4.10.

4.10 As observed from Table 4.8, 112 ocean-going deck employees and 25 ocean-going engineering employees had not obtained the respective CoC Class 1 qualifications. Since they will need to obtain higher qualifications for further progression, it implies that in-service training (say preparatory courses for various classes of Ocean-going CoC) is potentially required for these 137 Hong Kong officers.

Table 4.8 Distribution of the Highest Class of Certificate of Competency
Held by Hong Kong Officers of Ocean Going Sector

Principal Job	Deck Officer (Ocean-going)			Marine Engineer Officer (Ocean-going)			Not Holding the Relevant Certificates
	Class 3	Class 2	Class 1	Class 3	Class 2	Class 1	
Master	-	-	5	-	-	-	-
Chief Officer	-	2	-	-	-	-	-
2nd Officer	9	1	-	-	-	-	-
3rd Officer	52	1	-	-	-	-	-
Deck Cadet	-	-	-	-	-	-	47
Chief Engineer	-	-	2	-	-	8	-
2nd Engineer	-	-	-	-	2	-	-
3rd Engineer	-	-	-	10	-	-	-
4th Engineer	-	-	-	7	-	-	-
Engineer Cadet	-	-	-	-	-	-	6

Notes:

1. Some employees may have both deck and engineering related qualifications.
2. Deck officers not yet attained the highest class of CoCs: 61(Class 3) + 4 (Class 2) + 47 (no CoCs)
3. Engineer officers not yet attained the highest class of CoCs: 17 (Class 3) + 2 (Class 2) + 6 (no CoCs)

4.11 According to Table 4.9, in-service training (i.e. preparatory courses for various classes of River Trade CoC) is potentially required for 145 deck and 113 engineering employees[^] as they had not yet obtained the relevant class 1 qualifications of their profession.

[^] *excluding fitters, sailors, ratings and cabin attendants who are less likely to have the incentive or minimum qualifications for further progression.*

Table 4.9 Distribution of the Highest Class of Certificate of Competency
Held by Hong Kong Seafarers of River Trade Sector

Principal Job	Deck Officer (River Trade)			Marine Engineer Officer (River Trade)			Not Holding the Relevant Certificates
	Class 3	Class 2	Class 1	Class 3	Class 2	Class 1	
Master	-	-	74	-	-	-	-
Chief Officer	61	30	-	-	-	-	-
Night Vision Officer	48	-	-	-	-	-	-
Deck Cadet	-	-	-	-	-	-	6
Chief Engineer	-	-	-	-	82	6	-
Junior/Assistant Engineer	-	-	-	9	-	-	22
Fitter	-	-	-	-	-	-	11
Sailor	-	-	-	20	-	-	162
Rating (General Purpose)	-	-	-	-	-	-	34
Cabin Attendant	-	-	-	-	-	-	173

Notes:

1. *Some respondents were unwilling to provide the above information. Only those with information were presented above.*
2. *Deck officers not yet attained the highest class of CoCs: 109 (Class 3) + 30 (Class 2) + 6 (no CoCs)*
3. *Engineer officers not yet attained the highest class of CoCs: 9 (Class 3) + 82 (Class 2) + 22 (no CoCs)*

4.12 It was noted from Table 4.10 that preparatory/upgrading courses for Grade 1 or 2 Coxswain are potentially required for 1 245 Coxswains and Assistant Coxswains holding relevant Grade 2 or 3 CoC, and preparatory/upgrading courses for Grade 1 or 2 Engineer Operator may be required for 585 Engine Operators & Assistant Engine Operators holding Grade 2 or 3 Engineer Operator CoC.

Table 4.10 Distribution of the Highest Class of Certificate of Competency
Held by Hong Kong Crew Members of Local Vessel Sector

Principal Job	Pleasure Vessel		Coxswain (Local Vessel)			Engineer Operator (Local Vessel)			Others	Not Holding the Relevant Certificates
	Grade 2	Grade 1	Grade 3	Grade 2 or equivalent	Grade 1 or equivalent	Grade 3	Grade 2 or equivalent	Grade 1 or equivalent		
Crew Members (Excluding Yacht)*										
Coxswain	1	9	61	260	927	31	29	87	-	-
Assistant Coxswain	-	1	74	850	70	3	-	6	-	-
Sailor	4	1	139	14	8	95	17	24	77	677
Engine Operator	1	-	4	10	8	35	108	530	-	-
Assistant Engine Operator	-	-	-	1	1	46	378	77	-	18
Fitter	-	-	-	-	-	-	3	-	8	22
Crew Members (Yacht)										
Captain	23	19	1	-	-	2	2	5	-	-
Deckhand	-	-	-	-	-	-	2	-	-	6
Engine Chief	1	-	-	-	-	-	-	-	-	-
Steward	-	-	-	-	-	-	-	-	-	2

Notes:

1. ***Excluding Yacht** refers to water transport, mid-stream operation, government department, etc.
2. **Other** certificate refers to Shipboard Cargo Handling Basic Safety Training Course.
3. Some respondents were unwilling to provide the above information. Only those with information were presented above.
4. Coxswains & Assistant Coxswains not yet attained the highest class of CoCs: 135 (Grade 3) + 1 110 (Grade 2)
5. Engine Operators & Assistant Engine Operators not yet attained the highest class of CoCs: 81 (Grade 3) + 486 (Grade 2) + 18 (no CoCs)

vi. Staff Turnover and Wastage

4.13 Employees leaving the companies were usually initiated by change of employment, retirement, redundancy, emigration, etc. As shown in Table 4.11, employers reported that 1 863 employees had left the companies in the past 12 months, representing a turnover rate of 6.7% of the existing 27 868 manpower.

4.14 Wastage refers to the percentage of employees leaving the industry permanently, including but not limited to those who took up non-maritime related jobs, retired or emigrated. It was noted that both the turnover and wastage rates were particularly high (30.6%) for the River Trade sector.

4.15 Since the commissioning of the Hong Kong-Zhuhai-Macau Bridge in late 2018, the number of passengers of Hong Kong-Macau routes has dropped significantly. The suspension of cross-border ferry services under the Covid-19 pandemic has further dealt a blow to the business of river-trade ferry companies. It is believed that the high turnover rate of the River Trade sector is mainly attributed to redundancy of staff amid the harsh operating environment. However, the respondents (i.e. the employers) may not have full knowledge on the whereabouts of their employees who left. As advised by labour unions, the actual wastage rate should be milder than expected.

Table 4.11 Staff Turnover and Wastage Rate

Sector	Total No. of Employees Left in the Past 12 Months	Whereabouts of Employees Who Left the Establishments				Turnover Rate (%)	Wastage Rate (%)
		Taking up another job; starting own business related to MS industry	Taking up another job; starting own business NOT related to MS industry	Emigration, retirement or further studies	Others*		
Ocean Going	360	360	0	0	0	4.6	0
River Trade	229	0	80	19	130	30.6	30.6
Local Vessel	315	117	29	148	21	6.3	4.0
Shore-Based	959	268	337	241	113	6.7	4.8
Overall	1 863	745	446	408	264	6.7	4.0

Notes:

1. *Others include health reasons, personal reasons, decease, and redundancy.
2. Turnover rate = no. of staff left in the past 12 months / no. of posts of the sector.
3. Wastage rate = no. of staff left the industry permanently in the past 12 months / no. of posts of the sector
4. Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under the Shore-Based sector.

vii. Number of Vessels

4.16 At the time of the survey, the Ocean Going, River Trade and Local Vessel sectors reported that they owned/managed a total of 5 327 vessels. The Ocean Going sector operated the largest number of vessels (i.e. 2 647), closely followed by the Local Vessel sector which managed 2 445 ships. As forecasted by the respondents, the number of vessels they operated would remain stable in 2021 and 2022, with only a marginal year-on-year increase of less than 1%.

Table 4.12 Trend of Changes in Types of Vessels

Sector	No. of Vessels in 2020	Forecasted No. of Vessels in 2021	Forecasted No. of Vessels in 2022
Ocean Going	2 647	2 665 (+0.7%)	2 697 (+1.2%)
• Tankers, Combination Carriers	445	452 (+1.6%)	452 (0%)
• Bulk Carriers	1 175	1 182 (+0.6%)	1 196 (+1.2%)
• Container Vessels	802	806 (+0.5%)	812 (+0.7%)
• Other Cargo Ships	174	174 (0%)	186 (+6.9%)
• Passenger Ships	0	0 (0%)	0 (0%)
• Others	51	51 (0%)	51 (0%)
River Trade	235	233 (-0.9%)	235 (+0.9%)
• Jetfoils	14	14 (0%)	14 (0%)
• Catamarans & Jetcats	60	56 (-6.7%)	56 (0%)
• Others	161	163 (+1.2%)	165 (+1.2%)
Local Vessel	2 445	2 466 (+0.9%)	2 477 (+0.4%)
• Ferries	113	117 (+3.5%)	117 (0%)
• Tug Boats	154	160 (+3.9%)	163 (+1.9%)
• Motor Launches	211	215 (+1.9%)	217 (+0.9%)
• Motor Cargo Boats	39	36 (-7.7%)	36 (0%)
• Lighters / Barges	234	236 (+0.9%)	237 (+0.4%)
• Bunker Vessels	65	67 (+3.1%)	66 (-1.5%)
• Pleasure Vessels	1 347	1 348 (+0.1%)	1 353 (+0.4%)
• Others	282	287 (+1.8%)	288 (+0.3%)
Overall	5 327	5 364 (+0.7%)	5 409 (+0.8%)

Notes:

1. Other **Ocean Going** vessels include gas carriers, chemical tankers, sand carriers, specialised vessels, and car carriers.
2. Other **River Trade** vessels include feeder vessels, cargo vessels, container barges, bulk carriers, tugs, and barges.
3. Other **Local** vessels include workboats, sailing, paddling, coastal rowing, pilot vessels, fireboats, and police launches.
4. Percentages denote the percentages of annual changes in vessels over the previous year (i.e. 2020/2021).

5. Readers are advised to interpret the employers' forecasted manpower demand with caution due to the global and local economic uncertainties imposed on the industry manpower situation as caused by the outbreak of Covid-19 in 2020.

Other Sector-Specific Findings

Same as the 2016 Manpower Survey, additional information was collected from specific sectors to better reflect their manpower situation.

viii. Percentage of Officers and Ratings employed by Hong Kong Companies On Board Ocean-going Vessels (Ocean Going Sector)

4.17 At the time of the survey, a total of 58 755 posts were reported on board ocean-going vessels managed by Hong Kong companies. These posts were equally distributed among Officers (50.0%) and Ratings (50.0%). As shown in Table 4.13, the Hong Kong companies who owned/managed the vessels did not directly employ many seafarers. A vast majority of the offshore posts were actually managed by overseas companies.

Table 4.13 Percentage of Officers and Ratings Employed
by Hong Kong Companies

Job Category	No. of Posts on Board	No. of Employees Employed by Hong Kong Companies (%)
Officers	29 365	3 952 (13.5%)
Ratings	29 390	3 908 (13.3%)
Overall	58 755	7 860 (13.4%)

Note: Percentages denote the no. of employees employed by Hong Kong companies over the corresponding total no. of posts on board.

ix. Percentage of Non-Hong Kong Employees (Ocean Going and Shore-Based Sectors)

4.18 Most employees (98.1%) of the Ocean Going sector were non-Hong Kong employees (i.e. non-Hong Kong permanent residents). Hong Kong employees only made up 1.9% of the ocean-going workforce. For the Shore-Based sector, while the majority of employees are Hong Kong permanent residents, quite a few employees (i.e. 793 employees) were non-Hong Kong permanent residents. Table 4.14 shows the distribution of non-Hong Kong employees by sector and by job category.

Table 4.14 Distribution of Employees by Job Category

Sector	Job Category	No. of Employees			% of non-HK Employees
		Total	HK	Non-HK	
Ocean Going	Officers	3 952	150	3 802	96.2
	Ratings	3 908	2	3 906	99.9
	<i>Sub-total</i>	<i>7 860</i>	<i>152</i>	<i>7 708</i>	<i>98.1</i>
Shore-Based	Administration; Management and Human Resources	1 317	1 131	186	14.1
	Business and Trade	1 442	1 327	115	8.0
	Operations	5 315	5 236	79	1.5
	Technical and Consultancy	3 379	3 111	268	7.9
	Marine Law and Insurance	469	403	66	14.1
	Training and Education	133	128	5	3.8
	Account and Finance	388	365	23	5.9
	Safety and Risk Management	179	159	20	11.2
	Other Staff of Supporting Services	1 456	1 425	31	2.1
	<i>Sub-total</i>	<i>14 078</i>	<i>13 285</i>	<i>793</i>	<i>5.6</i>

Notes:

1. Percentages denote the no. of Hong Kong employees over the corresponding total no. of employees in that particular job category.
2. Information on non-Hong Kong employees was not collected among River Trade and Local Vessel companies as they are believed to employ very few non-Hong Kong employees.
3. Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under Shore-Based sector.

x. Monthly Income (Local Vessel Sector)

4.19 Employers from the Local Vessel sector were asked to provide the average monthly salary of their crew members by principal jobs. At the time of the survey, most crew members earned an average monthly income of \$15,001-\$20,000 (46.1%), closely followed by the income range of \$25,001-\$35,000 (39.5%). Over 10% of Coxswain, Assistant Coxswain, Engine Operator and Assistant Engine Operator earned over \$35,000 per month. Income distribution by principal job of the Local Vessel sector is shown in Table 4.15.

Table 4.15 Average Monthly Income of Local Vessel Crew Members

Job Category	Principal Job	Total no. of employees	Average Monthly Income				
			\$15,000 or below	\$15,001 - \$20,000	\$25,001 - \$35,000	\$35,001 - \$45,000	\$45,001 or above
Crew Members (Other than Yacht)*	Coxswain	1 255	10.0%	15.6%	63.2%	9.6%	1.5%
	Assistant Coxswain	995	0.8%	51.9%	36.0%	11.4%	0.0%
	Sailor	1 107	8.3%	74.5%	16.8%	0.4%	0.0%
	Engine Operator	674	1.9%	25.2%	58.7%	13.8%	0.4%
	Assistant Engine Operator	519	2.1%	61.9%	19.1%	17.0%	0.0%
	Fitter	33	0.0%	66.7%	30.3%	3.0%	0.0%
	Sub-total	4 583	6.4%	45.6%	39.9%	7.6%	0.5%
Crew Members (Yacht)	Captain	43	0.0%	78.6%	21.4%	0.0%	0.0%
	Deckhand	8	37.5%	50.0%	12.5%	0.0%	0.0%
	Engineer	1	0.0%	100.0%	0.0%	0.0%	0.0%
	Chief Steward	2	0.0%	100.0%	0.0%	0.0%	0.0%
	Sub-total	54	5.7%	75.5%	18.9%	0.0%	0.0%
Total		4 637	6.4%	46.1%	39.5%	7.5%	0.5%

Notes:

1. Percentages are calculated on the basis of the total no. of full-time employees in Local Vessel sector of that particular principal job.
2. Only those principal jobs with salary information collected are presented in the table. Salary information of yacht crew members may not be representative enough due to the small number of employees involved.

xi. Shore-Based Personnel with Ex-seafaring Experience (Shore-Based Sector)

4.20 Employees working ashore with sea going experience were classified as ex-seafarers. This survey tried to explore the potential career opportunities of the ex-seafarers by asking the respondents of the Shore-Based sector to indicate the number of their employees with seafaring experience. It was identified that 15.4% of shore-based personnel had seafaring experience. Among various shore-based job categories, “Education and Training” (51.9%), “Technical and Consultancy” (29.5%) and “Administration; Management and Human Resources” (27.9%)

were found to have the highest proportions of employees with seafaring experience. Table 4.16 shows the details.

Table 4.16 Shore-Based Personnel with Ex-seafaring Experience

Job Category	Shore-Based Personnel	Shore-Based Personnel with Ex-seafaring Experience
Administration; Management and Human Resources	1 317	368 (27.9%)
Business and Trade Operations	1 442	117 (8.1%)
Technical and Consultancy	5 315	331 (6.2%)
Marine Law and Insurance	3 379	997 (29.5%)
Training and Education	469	32 (6.8%)
Account and Finance	133	69 (51.9%)
Safety and Risk Management	388	13 (3.4%)
Other Staff of Supporting Services	179	43 (24.0%)
Overall	14 078	2 165 (15.4%)

Notes:

1. Percentages in brackets are calculated on the basis of the total no. of full-time employees of that particular job category.
2. Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under Shore-Based sector.

xii. Statistical Tables

4.21 The detailed manpower statistics of the Maritime Services Industry are tabulated in *Appendix (xii)*.

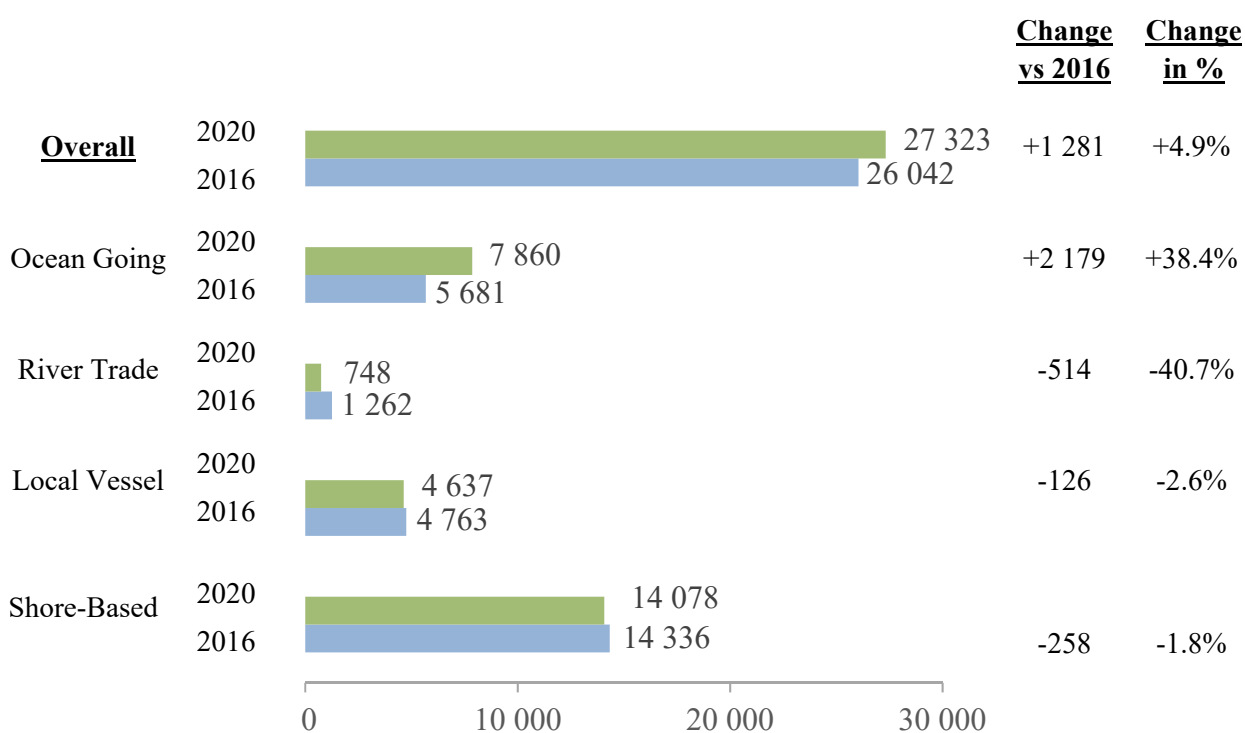
V. Manpower Analysis

i. Manpower Changes between 2016 and 2020

Changes in Number of Employees

5.1 The total number of employees increased from 26 042 in 2016 to 27 323 in 2020 (+1 281, 4.9%) as shown in Figure 5.1. The Ocean Going sector contributed most of the growth in employees of the entire industry. A significant decrease in the number of employees (-514, -40.7%) was observed for the River Trade sector.

Figure 5.1 Changes in Number of Employees

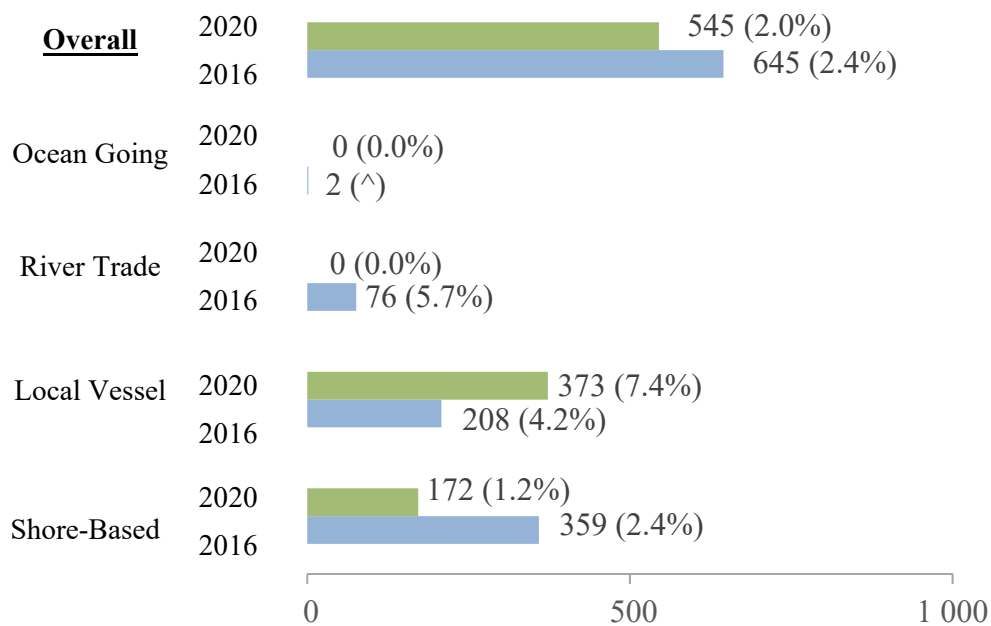


Note: Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under Shore-Based sector.

Changes in Number of Vacancies

5.2 Compared to 2016 as shown in Figure 5.2, the vacancy rate in 2020 slightly decreased from 2.4% to 2.0%. While the number of vacancies in the Local Vessel sector showed a subtle increase, the other sectors showed a decline.

Figure 5.2 Changes in Number of Vacancies



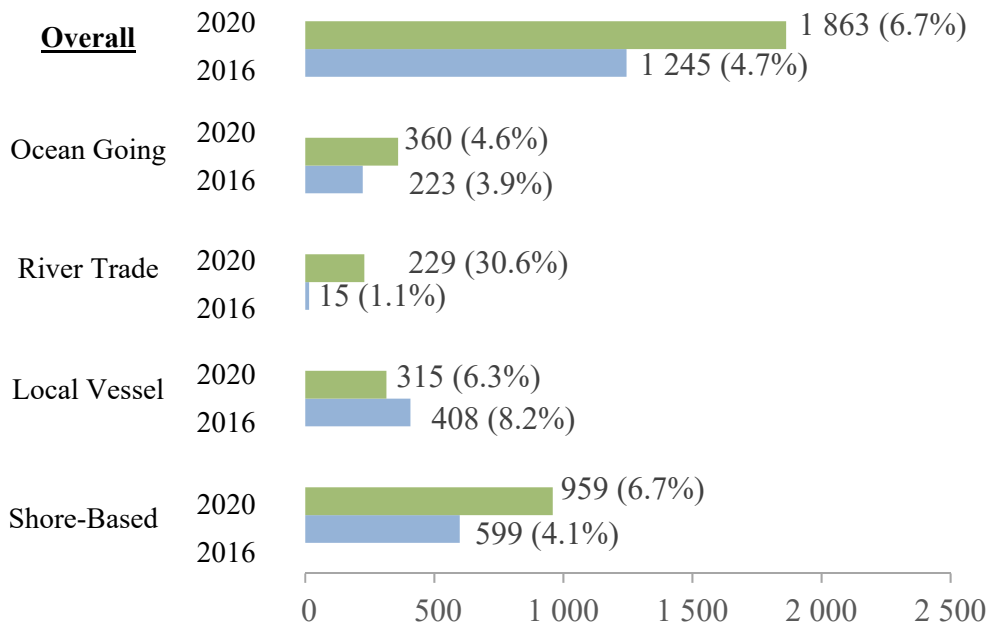
Notes:

1. *Figures in brackets indicate vacancy rates.*
2. *^ indicates a percentage less than 0.05%.*
3.
$$\text{Vacancy rate} = \frac{\text{No. of full-time vacancies}}{\text{No. of full-time employees} + \text{No. of full-time vacancies}}$$
4. *Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under the Shore-Based sector.*

Changes in Staff Turnover

5.3 As shown in Figure 5.3, the overall turnover rate rose from 4.7% in 2016 to 6.7% in 2020, in particular, the turnover rate in River Trade sector recorded a 30-fold increase.

Figure 5.3 Changes in Staff Turnover



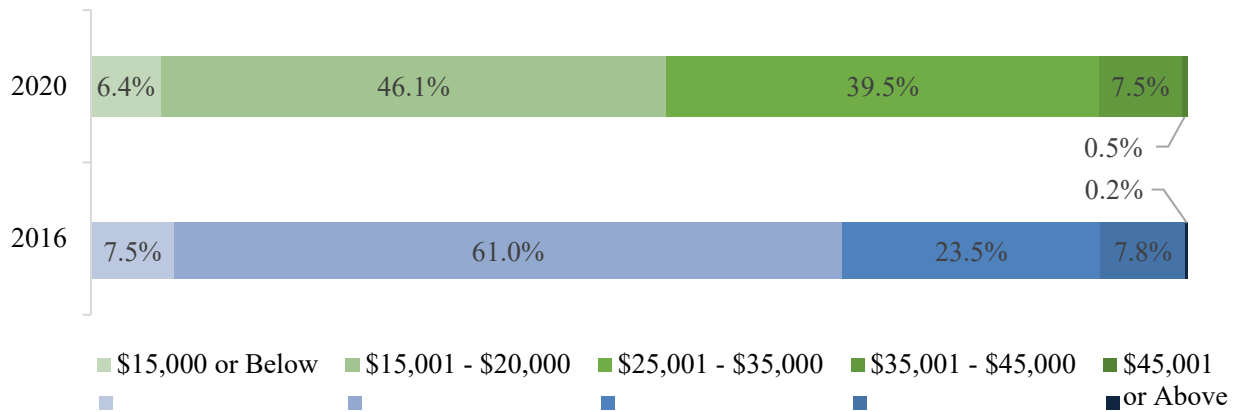
Notes:

1. *Figures in brackets indicate turnover rates.*
2. *Turnover rate = no. of staff left in the past 12 months / no. of posts of that particular sector*
3. *Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under the Shore-Based sector.*

Changes in Monthly Income (for Local Vessel sector only)

5.4 As shown in Figure 5.4, the monthly income of crew members in the Local Vessel sector shifted to a higher end of income range when compared to 2016. The percentage of employees who earned \$25,001 or more increased from 31.5% in 2016 to 47.5% in 2020.

Figure 5.4 Changes in Average Monthly Income



Note: Percentages are calculated on the basis of the total no. of full-time employees in the Local Vessel sector in 2016 and 2020 respectively.

Changes in Number of Vessels (for Ocean Going, River Trade, and Local Vessel sectors only)

5.5 As shown in Table 5.1, the total number of vessels in the Ocean Going and Local Vessel sectors increased by 3.2% and 2.2% respectively, while the total number of vessels of the River Trade sector dropped by 11.7%.

Table 5.1 Change in Number of Vessels

Sector	No. of Vessels in 2020	No. of Vessels in 2016	Change vs 2016	Change in %
Ocean Going	2 647	2 565	82	3.2%
• Tankers, Combination Carriers	445	438	7	1.6%
• Bulk Carriers	1 175	1 068	107	10.0%
• Container Vessels	802	837	-35	-4.2%
• Other Cargo Ships	174	163	11	6.7%
• Passenger Ships	-	1	-1	-100.0%
• Others	51	58	-7	-12.1%
River Trade	235	266	-31	-11.7%
• Jetfoils	14	14	-	-
• Catamarans & Jetcats	60	60	-	-
• Others	161	192	-31	-16.1%
Local Vessel	2 445	2 392	53	2.2%
• Ferries	113	109	4	3.7%
• Tug Boats	154	156	-2	-1.3%
• Motor Launches	211	214	-3	-1.4%
• Motor Cargo Boats	39	36	3	8.3%
• Lighters / Barges	234	238	-4	-1.7%
• Bunker Vessels	65	61	4	6.6%
• Pleasure Vessels	1 347	1 298	49	3.8%
• Others	282	280	2	0.7%

ii. Business Outlook

Ocean Going Sector

5.6 2020 was a challenging year for the Maritime Services Industry. The global shipping industry was hit hard by the Covid-19 in the first half of 2020 but it eventually turned out to be one of the best performing industries in 2020. Major reasons contributing to the outstanding performance of the industry include disciplined capacity management by carriers that supported freight rates, low fuel price and a quick rebound in demand in the second half of 2020. As per the comments made by Moody's Investors Service, Inc in February 2021, it was believed that the global shipping industry would maintain its strong performance for the next six months and possibly throughout 2021³.

5.7 The respondents of the survey also seem to be optimistic to the future development of the shipping industry and forecasted that the Ocean Going sector would have a moderate manpower growth in 2021 and 2022.

River Trade Sector

5.8 River trade ferry companies have been severely hit by a few issues in recent years, including the loss of passengers to road transport since the opening of the Hong Kong-Zhuhai-Macau Bridge in late 2018, decline of Hong Kong visitor arrivals owing to the unprecedented social incidents in 2019, and the recent suspension of services due to the Covid-19 pandemic. These companies had scaled down their operation and laid off their staff in response to the difficult operating environment.

5.9 While a high wastage rate of over 30% was identified in the survey, according to the information of relevant labour unions⁴, the actual situation is less alarming. Some of the redundant staff were later employed by local ferry and marine environmental protection companies. Surplus staff who have difficulties in rejoining the workforce are mainly those over the age of 50. Some of them have no better option but to retire a few years earlier.

5.10 Due to the competition of road transport, it is anticipated that this sector would not recover to its original scale of businesses even the pandemic subsides. Apart from replacing the wastage due to normal retirement, it is unlikely for this sector to have additional manpower requirements in the next few years.

³ <https://www.moody.com>

⁴ Sources from the Merchant Navy Officers' Guild - Hong Kong and Hong Kong Seamen's Union who provided job matching services to their members.

Local Vessel Sector

5.11 Aside from the ageing problem of the workforce, there are a few issues that may have a great impact on the development of the sector. In the past few years, owing to the decline in mid-stream operations, a number of local vessel companies have turned to support marine construction works (e.g. the construction of the Third Runway, Shek Kwu Chau incineration plant and subsea gas pipelines for the Hong Kong Offshore LNG Terminal). As the manpower demand of local ferry companies is relatively stable, whether the manpower requirement of the whole Local Vessel sector will have noticeable changes largely depends on the scale of future marine construction projects. If mega projects like the Lautau Tomorrow Vision are materialised, the sector will need more manpower supply in the next few years.

5.12 In addition, the Government launched a subsidy scheme to assist local ferry companies to introduce environmental friendly high-speed vessels, including the hybrid ones. It was expected that the new vessels would start to operate in the next two to three years and the local vessel operators will need to master new navigation skills and maintenance knowledge. Considering that many local vessel operators are over the age of 55, it would be quite difficult for them to adapt to the change. To ease the ageing problem and facilitate the application of new technology, new blood is particularly required for this sector.

Shore-Based Sector

5.13 The Government has put in a lot of efforts in promoting maritime services, which include tax concessions for ship leasing and marine insurance business, funding injection for maritime manpower development, and setting up regional maritime desks worldwide to better support the shipowners.

5.14 With enhanced integration between Hong Kong and other cities under the Guangdong-Hong Kong-Macao Greater Bay Area (GBA) development, Hong Kong port is likely to gain a new lease of life as being part of the major Southern China port cluster. The GBA allows Hong Kong to leverage on its One Country Two Systems attribute and form a complementary and mutually beneficial system and further strengthen the port cluster's global competitiveness.

5.15 The above factors should have a positive impact on the development of shore-based businesses including ship leasing and management, maritime law and insurance, ship finance and cargo terminal in the long run.

iii. Manpower Projection and Annual Additional Manpower Requirement

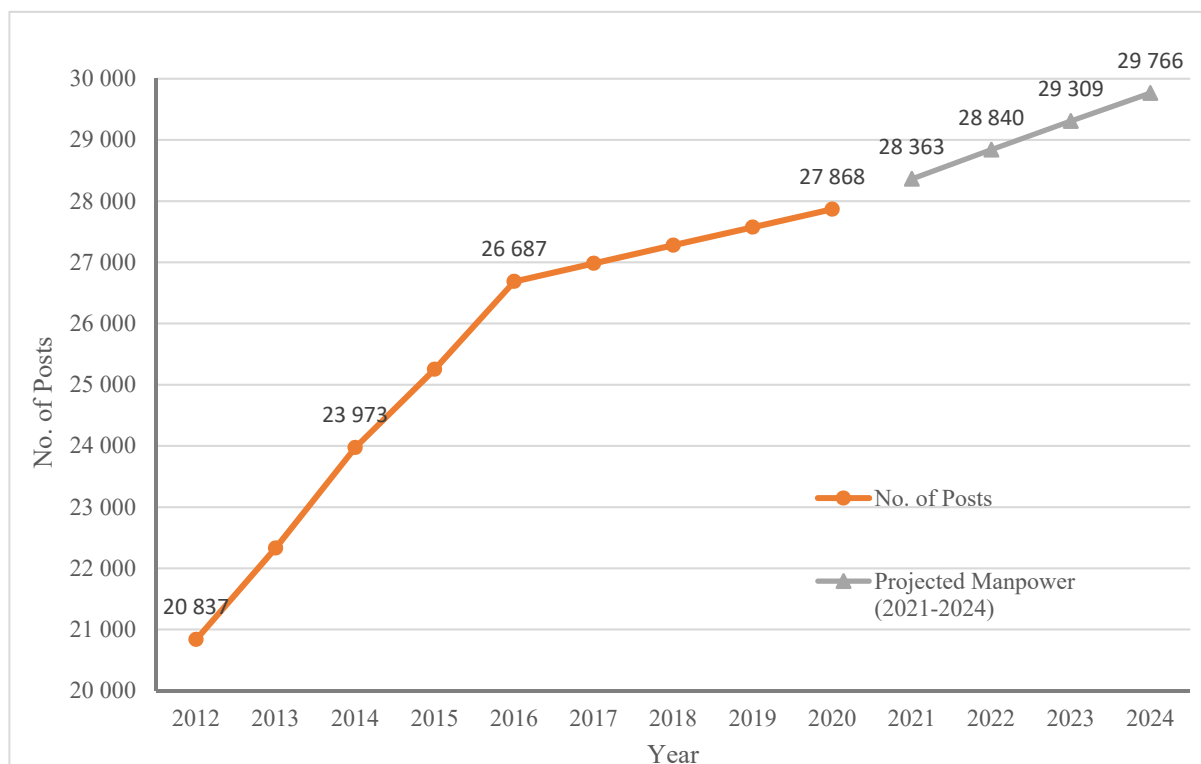
Manpower Projection

5.16 Besides employers' forecast, the Adaptive Filtering Method (AFM) was adopted to project the manpower of the industry from 2021 to 2024. The estimated manpower from 2021 to 2024 is shown in Table 5.2 below. Based on the results, only the Ocean Going sector was projected to have a noticeable manpower growth while the manpower of other sectors remains steady. Manpower trend from 2012 to 2024 is shown in Figure 5.5. For details of AFM, please refer to *Appendix (vii)*.

Table 5.2 Manpower Projection from 2021 to 2024 by AFM

Year	Ocean Going (A = 0.9)	River Trade (A = 0.73)	Local Vessel (A = 0.89)	Shore-Based (A = 0.67)	Overall
2020 (Actual)	7 860	748	5 010	14 250	27 868
2021	8 390 (+6.7%)	741 (-0.9%)	5 019 (+0.2%)	14 213 (-0.3%)	28 363 (+1.8%)
2022	8 905 (+6.1%)	735 (-0.8%)	5 026 (+0.1%)	14 174 (-0.3%)	28 840 (+1.7%)
2023	9 403 (+5.6%)	730 (-0.7%)	5 033 (+0.1%)	14 143 (-0.2%)	29 309 (+1.6%)
2024	9 881 (+5.1%)	726 (-0.5%)	5 040 (+0.1%)	14 119 (-0.2%)	29 766 (+1.6%)

Figure 5.5 Manpower Trend from 2012 to 2024



Annual Additional Manpower Requirement

5.17 Having considered the latest developments as well as the employers' forecast of the future manpower requirement, the Training Board is of the view that the manpower of the Maritime Services Industry will have a slight growth in the coming years. Based on the projected manpower growth and the average wastage rate, the estimated annual additional manpower demand for 2021 to 2024 by sector is shown in Table 5.3 below. For assumptions in working out the estimates, please refer to *Appendix (viii)*.

Table 5.3 Annual Additional Manpower Requirement

Sector	Estimated Annual Additional Requirement	Preferred Education (for progression to officer or supervisory level)
Ocean Going	9 - 11 [^]	Higher Diploma in Maritime Studies or Higher Diploma in Mechanical Engineering (Marine Elective) or Equivalent or Above
River Trade	5 - 6	Higher Diploma in Maritime Studies or Higher Diploma in Mechanical Engineering (Marine Elective) or Equivalent or Above
Local Vessel	186 - 228	Certificate for Junior General Purpose Ratings or Equivalent or Above
Shore-Based	347 - 425*	Higher Diploma or First Degree related to Maritime Studies or Mechanical/Marine Engineering or Equivalent or Above
Total	547 - 670	

[^] Non-HK employees were excluded from the estimation as the survey focused on local manpower requirement.

* Non-technical manpower (i.e. "other staff of supporting services in the Shore-Based Sector") was excluded as relevant employees may not require industry-specific training

Potential Manpower Supply at Degree and Sub-degree Levels for 2020 - 2022

5.18 Based on the information provided by University Grants Committee (UGC) and VTC, supply of graduates from maritime-related programmes (incl. mechanical engineering programmes) for 2020 – 2022 is given in Table 5.4. For details of the programmes, please refer to *Appendix (ix)*.

5.19 As the number of graduates from self-financed programmes are not available and maritime-related graduates may choose to work in other industries, figures in Table 5.4 are presented for reference purposes.

Table 5.4 Supply of Pre-employment Graduates

Programme Level	Graduate 2020	Estimated No. of Graduates	
		2021	2022
Degree	569	538	428
Higher Diploma	220	191	118
Certificate	36	75	53
Total	825	804	599

VI. Recommendations

The Training Board examined the survey findings and considered that they generally reflect the manpower situation of the industry at the time of the survey. The Training Board also considered that the survey had covered the major workforce of the industry. Taking into account the business outlook and survey findings, the Training Board had the following recommendations.

i. Introduce measures to assist River Trade operators to rejoin the workforce

6.1 As the decline in the number of passengers seems to be irreversible in the near future, the river trade ferry companies may need to maintain their operation on a smaller scale. The surplus river trade operators need to look for career opportunities in other industry sectors, say the Local Vessel sector. In view that the navigation environment and operation of local vessels are quite different from those of the coastal ferries, training providers should consider offering relevant training (e.g. berthing skills in Hong Kong waters, management of local vessels) to assist the surplus staff of the River Trade sector to switch to the Local Vessel sector.

6.2 Apart from merchant ships, the surplus river trade operators may also pursue a career in leisure shipping. Training providers may provide preparatory courses to assist them in obtaining the required Pleasure Vessel Operator Certificates. Although the examination leading to the Pleasure Vessel Operator Grade 2 Certificate is conducted in written form, training providers may embed practical training on board yachts in the courses to enhance the competitiveness of their trainees in the labour market.

ii. Encourage employers of the Ocean Going sector to employ more Hong Kong seafarers

6.3 The survey revealed that the employers of the Ocean Going sector only had a very small proportion of Hong Kong employees. At the time of the survey, most of their employees were non-Hong Kong permanent residents. Considering that there have been a steady supply of local seafarers since the inception of the Seagoing Training Incentive Scheme (SGTIS) (i.e. on average more than 40 new entrants per year; details given in *Appendix (xiii)*), local-based shipowners and ship management companies are encouraged to offer more career opportunities as seafarers to local people. Apart from the provision of monthly subsidies to local seafarers, the Government may also consider introducing incentive measures (e.g. tax concessions) to encourage employers to give priority of employment to local residents.

iii. Strengthen incentive schemes and facilitation measures to attract and retain talents

6.4 The industry is still struggling with the lack of new blood. It is recommended that the Maritime and Aviation Training Fund (MATF) be regularised with recurrent funding to sustain the various incentive schemes under it. While most of the existing schemes under the MATF target students, industry practitioners and companies in the form of subsidies or scholarships, the Government may consider broadening the usage of the MATF to finance other initiatives related to manpower training, e.g. upgrading of training facilities and teaching staff.

6.5 In addition, the Government may further strengthen the support to young practitioners with MATF. Considering the high living standard in Hong Kong nowadays, it is difficult for young practitioners to maintain their living with the meagre income earned during their first few years of work. The situation is particularly worse for those practitioners of the Ocean Going sector who need to take home leave without pay to prepare for professional examinations. The Government may consider making inflationary adjustments to the subsidy granted under SGTIS and providing additional financial support such as paid study leave to help retain young talents in the industry.

6.6 Employers are duty-bound for talent development and retention and should also consider introducing incentive measures or making some arrangements to facilitate and encourage their staff to acquire higher qualifications for promotion to more senior ranks. For example, they may release their staff members to attend training during office hours and offer a bonus to staff who successfully obtain relevant professional qualifications. They should also review the remuneration packages offered to employees from time to time to ensure they are competitive in the job market.

iv. Promote career opportunities of the industry to the youngsters

6.7 Employees with seafaring experience are welcomed by many shore-based businesses but the general public (including the youngsters) may not be aware of this. It was identified from the survey that over 15% of shore-based maritime personnel actually had seafaring experience. “Education and Training”, “Technical and Consultancy” and “Administration; Management and Human Resources” were the job categories with the highest proportions of ex-seafarers. The Marine Department also absorbed over 200 ex-seafarers to take up middle to senior level posts (please see *Appendix (xiii)*).

6.8 It is important to promote the career opportunities of the industry to the youngsters so as to arouse their interest in joining the industry. The Government should strengthen the Life Planning Education for Secondary Schools by introducing the careers of different

industries, including the Maritime Services Industry to the students. Employers and industry associations may also take a more proactive role in supporting the Life Planning Education. They may ride on existing platforms, say the Business-School Partnership Programme of the Education Bureau to offer career talks and company visits to students.

v. Address the training needs of the industry

6.9 Training providers are advised to make reference to the potential in-service training needs identified in the survey (i.e. para. 4.9 – 4.12) to offer relevant examination preparatory or upgrading courses to in-service practitioners working on board different types of vessels. The local vessel sector seems to have the strongest training needs as nearly 2 000 of their employees have not attained the highest level of qualifications in their respective streams. In view that many local vessel operators work on a shift pattern, training providers should exercise flexibility in class arrangement.

6.10 Considering that there are very few Hong Kong engineers working on board ocean-going vessels, training providers may embed knowledge of marine engineering into their mechanical engineering programmes or offer bridging programmes to assist their graduates in obtaining the Employment Registration Book to start an ocean-going career.

vi. Conduct manpower surveys regularly

6.11 To monitor the change of manpower and training needs of the industry, it is recommended that manpower surveys be conducted in regular intervals. Subject to the availability of resources, it is suggested that the following focuses/scopes should be considered in future manpower update or manpower survey exercises:

- Conduct a more in-depth study on the manpower of leisure shipping
- Explore the training needs of shore-based personnel
- Collect salary information of all the four sectors so as to give a holistic picture of the remuneration of the industry
- Review the coverage of the survey and principal jobs to cover the manpower situation and training needs of jobs with great recruitment difficulties (e.g. crane operators)

Membership of the Maritime Services Training Board

(As at 1 September 2020)

Chairman

Ms CHAO Sih-ming, Sabrina, JP nominated by the Hong Kong Shipowners Association

Members

Ir CHAN Chi-ming nominated by a local craft repairing company

Mr CHEUNG Kwok-wai, Demen nominated by the Hong Kong & Kowloon Motor Boats
& Tug Boats Association Ltd.

Mr CHEUNG Shun-man, Manson nominated by the Institute of Chartered Shipbrokers
Hong Kong Branch

Capt CHOI Leung-pei nominated by the Hong Kong Seamen's Union

Mr David COOGANS nominated by the Hong Kong Maritime Law
Association

Ms FUNG Po-mei, Bobo nominated by the Employers' Federation of Hong
Kong

Mr HUNG Kwok-hung nominated by a ferry company

Capt LAM Ming-fung, Lothair nominated by the Hong Kong Shipowners Association

Mr LAU Wai-cheong, Jackson nominated by the Hong Kong General Chamber of
Commerce

Capt LAW Kwun-pan, Marso nominated by the Maritime Professional Promotion
Federation

Mr LEE Kwok-lam, Timothy nominated by the Marine Insurance Association of The
Hong Kong Federation of Insurers

Mr ON Man-sang nominated by the Harbour Transportation Workers
General Union

Mr SUN Po-wan, Brian nominated by a local education/training institution

Ms TONG Ka-lee nominated by the Amalgamated Union of Seafarers,
Hong Kong

Capt WAN Chi-kwong	nominated by the High Speed Craft Consultative Committee
Capt WONG Shun-kwan, Shenky	nominated by the Merchant Navy Officers' Guild - Hong Kong
Ir CHAN Ming-yau	representing the Director of Marine
Mr CHU Tat-nin, Stanley	representing the Commissioner for Labour
Mr KWOK Kin-wah, Gary	representing the Commissioner of Police
Ir Dr. LIU Sai-lok, Eric	representing the Executive Director of the Vocational Training Council
<u>Secretary</u>	
Ms CHOW Pik-shan, Aristo	Vocational Training Council

Terms of Reference of the Maritime Services 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 Council) the development of vocational and professional education and training (VPET) facilities to meet the assessed manpower demand.
4. To advise the Council on the strategic development and quality assurance of its programmes in the relevant disciplines.
5. To prescribe job specifications for the principal jobs in the industry defining the skills and knowledge and advise on relevant training programme specifying the time a trainee needs to spend on each skill element.
6. 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.
7. To advise on the conduct of skill competitions in key trades in the industry for the promotion of VPET as well as participation in international competitions.
8. To liaise with relevant bodies, including employers, employers' associations, trade unions, professional institutions, training and educational institutions and government departments, on matters pertaining to the development and promotion of VPET in the industry.
9. To organise seminars/conferences/symposia on VPET for the industry.
10. To advise on the publicity relating to the activities of the Training Board and relevant VPET programmes of the Council.
11. 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.
12. To undertake any other functions delegated by the Council in accordance with Section 7 of the Vocational Training Council Ordinance.

Membership of the Working Party of 2020 Manpower Survey
(As at 1 September 2020)

Convenor

Ir CHAN Ming-yau representing the Director of Marine

Members

Mr CHEUNG Kwok-wai, Demen nominated by the Hong Kong & Kowloon
Motor Boats & Tug Boats Association Ltd.

Ms FUNG Po-mei, Bobo nominated by the Employers' Federation of
Hong Kong

Mr HUNG Kwok-hung nominated by a ferry company

Capt LAM Ming-fung, Lothair nominated by the Hong Kong Shipowners
Association

Capt LAW Kwun-pan, Marso nominated by the Maritime Professional
Promotion Federation

Capt WONG Shun-kwan, Shenky nominated by the Merchant Navy Officers'
Guild - Hong Kong

Ir MAK Chiu-ki representing the Vocational Training Council

Secretary

Ms CHOW Pik-shan, Aristo Vocational Training Council

External Experts invited to sit in Working Party meeting(s) for analysis of survey findings:

Mr HO Wing-wah Nanyang International Shipowner
Management Limited

Mr WONG Yiu-kan Hong Kong Cargo-Vessel Traders'
Association Ltd

Survey Documents

(A). Cover Letter

Vocational Training Council 職業訓練局

Headquarters (Industry Partnership) 總辦事處(行業合作)
30F, Billion Plaza II, 10 Cheung Yue Street, Cheung Sha Wan, Kowloon, Hong Kong
香港九龍長沙灣長裕街10號億京廣場2期30樓
www.vtc.edu.hk

Telephone No 電話

Facsimile No 傳真 3748 9400

Our Reference 本局編號 MS MPS 2020

Your Reference 承辦編號



17 August 2020

Dear Sir/Madam,

The 2020 Manpower Survey of the Maritime Services Industry

The Maritime Services Training Board (the Training Board) of the Vocational Training Council (VTC), appointed by the Chief Executive of the Hong Kong Special Administrative Region (HKSAR), is responsible for matters pertaining to manpower training in the industry. In order to collect the latest manpower information for formulating recommendations on future manpower training, the Training Board will conduct the captioned survey from **September to October 2020**. I am writing to enlist your help by providing the relevant information to the survey by **mid-October 2020** and your co-operation would be much appreciated.

I enclose the following documents for your reference and completion:

- (a) The Questionnaire;
- (b) Explanatory Notes (Appendix A); and
- (c) Description for the Principal Jobs (Appendix B)

The VTC has appointed **Consumer Search Group (CSG)** to assist in conducting the above survey. During the survey period, the enumerator of **CSG** will contact your establishment for the survey and answer the questions you may have. If necessary, visit will be made to your establishment to assist in completing and collecting the questionnaire. Alternatively, you may return the copy of the completed questionnaire to **CSG** via fax (2833 6771) or email (vtc_mps20ms@csg-worldwide.com).

I wish to assure you that the information provided will be handled **in strict confidence** and published on aggregate basis without reference to individual establishments.

The Survey Report will be uploaded onto the VTC website after completion of the survey. Should you have any queries, please do not hesitate to contact the following hotline during 9:30 a.m. to 6:00 p.m. from Monday to Friday:

- ✧ For matters regarding completion and return of questionnaire(s) or if you would like to make an appointment for the visit, please contact Mr. Jason TAM of **CSG** at 2591 3584.
- ✧ In case you want to approach VTC directly, please contact Mr. Edward CHAN of **VTC Manpower Survey (Statistical Team)** at 3907 6716.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Sabrina Chao', written in a cursive style.

(Ms CHAO Sih-ming, Sabrina)
Chairlady
Maritime Services Training Board

Encl.

Vocational Training Council 職業訓練局

Headquarters (Industry Partnership) 總辦事處(行業合作)

30F, Billion Plaza II, 10 Cheung Yue Street, Cheung Sha Wan, Kowloon, Hong Kong

香港九龍長沙灣長裕街10號億京廣場2期30樓

www.vtc.edu.hk

Telephone No 電話

Facsimile No 傳真

3748 9400

Our Reference 本局編號 MS MPS 2020

Your Reference 來函編號

執事先生／女士：



2020 年海事服務業人力調查

職業訓練局(VTC)屬下海事服務業訓練委員會由香港特別行政區行政長官委任，負責就業內人力訓練事宜提供意見。本會將於 **2020 年 9 月至 10 月** 期間進行調查，蒐集業內人力情況的最新資料，並按此為未來人力訓練制訂適當建議。謹代表訓練委員會致函，懇請貴機構惠予合作，於 **2020 年 10 月中** 或之前提供相關資料，以便進行上述人力調查。

茲夾附下述文件，供 貴機構參閱及填寫：

- (1) 調查問卷；
- (2) 附註（附錄 A）；及
- (3) 主要職務工作說明（附錄 B）

VTC已委託**精確市場研究集團（CSG）**協助進行是次調查。調查期間，**CSG**的統計員將聯絡 貴機構進行訪問及解答相關問題。如有需要，統計員會造訪 貴機構協助填寫並收回已填妥的問卷。 貴機構亦可將完成的問卷，以傳真（2833 6771）或電郵方式（vtc_mps20ms@csg-worldwide.com）交回 **CSG**。

調查所得的資料將**絕對保密**，局方在發表報告時，只會公布合計數字，不會提及個別機構情況。

調查報告將於調查完結後上載本局網頁。如對調查有任何查詢，請於星期一至五上午九時半至下午六時聯絡以下人士：

- ✧ 如欲查詢有關填寫及寄回問卷事宜或需預約到訪時間，請與 **CSG** 譚家榮先生聯絡（電話：2591 3584）。
- ✧ 如希望直接與 VTC 聯絡，請致電 **VTC 人力調查（統計組）** 陳兆銘先生（電話：3907 6716）。

A handwritten signature in black ink, reading '趙式明' (Zhao Shiming).

海事服務業訓練委員會
主席
趙式明女士

二〇二〇年八月十七日

附件

(B). Questionnaire (with Explanatory Notes
and Job Descriptions for Principal Jobs)



CONFIDENTIAL WHEN ENTERED WITH DATA	填入數據後即成 機密文件
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VOCATIONAL TRAINING COUNCIL
職業訓練局

THE 2020 MANPOWER SURVEY OF THE MARITIME SERVICES INDUSTRY
海事服務業2020年人力調查

The 2020 Manpower Survey of the Maritime Services (MS) aims at collecting manpower information of the industry concerned for formulating recommendations on future manpower training. Please kindly provide the information of your establishment as at **1st September 2020** by answering the questionnaire. Thank you.

海事服務業2020年人力調查旨在蒐集業內人力情況的最新資料，並按此為未來人力訓練制訂適當建議。懇請 貴機構根據**2020年9月1日**的人力情況填寫此問卷。多謝合作。

Establishment Information

機構資料

(For official use)

Industry Code _____

NATURE OF BUSINESS:

業務性質

- | | |
|---|---|
| <input type="checkbox"/> Ship Agents and Managers; Local Representative Offices of Overseas Shipping Companies
船務代理及管理人；海外船公司駐港辦事處 | <input type="checkbox"/> Ship Owners of Sea-going Vessels
遠洋輪船船東 |
| <input type="checkbox"/> Operators of Sea-going Vessels
遠洋輪船營運者 | <input type="checkbox"/> Others, please specify
其他，請註明 |

TOTAL NO. OF PERSONS ENGAGED: _____

僱員總人數

Details of Contact Person*

聯絡人資料*

NAME OF PERSON TO CONTACT: _____

聯絡人姓名

POSITION: _____

職位

TEL. NO. : _____ - _____

電話

FAX NO. : _____

圖文傳真

E-MAIL : _____

電郵

* The information provided will be used for the purpose of this and subsequent manpower surveys.
所提供資料將用作是次及日後人力調查之用。

Part I – Manpower Information

第一部份 – 人力情況

Please complete columns 'B' to 'G' of the questionnaire according to the list of principal jobs by referring to Appendix B for job description of individual job.

請根據列表中的主要職務，並參考附錄B有關各種職務的工作說明來填寫表內'B'至'G'各欄。

Principal Jobs (Full-time employees) 主要職務 (全職僱員)

Job Code 職位編號	(A) Principal Job 主要職務 (See Appendix B) (參閱附錄B)	(B) No. of Posts on Board as at Survey Reference Date 在統計日期在船上的職位數目		(C) No. of Employees as at Survey Reference Date 在統計日期的僱員人數		(D) No. of Vacancies as at Survey Reference Date 在統計日期的空缺額	(E) Forecasted No. of Employees as at September 2021 and 2022 預計在2021及2022年9月的僱員人數		(F) Age Distribution of Employees as at Survey Reference Date 在統計日期僱員的年齡分佈				(G) No. of Employees with Ex-seafaring Experience 具備海上工作經驗的僱員人數
		Hong Kong 本港*	Non-Hong Kong 非本港*	Hong Kong 本港*	Non-Hong Kong 非本港*		9/2021	9/2022	35 or below 或以下	36 – 55	56 – 64	65 or above 或以上	
e.g. 例子	Job Title A (10 posts on board, 5 employees employed in your establishment (2 are Hong Kong employees) and no vacancy) 職位甲(10名人員在船上工作，5名是貴機構的僱員(其中2名是本港僱員)及沒有空缺)	3	7	2	3	0	5	5	0	2	1	2	
Officers 高級海員													
<i>The ranking system on British ships is used. If the ranking system your company adopted is different from the one shown, please refer to Appendix B for job descriptions of principal jobs.</i> 主要職務是採用英國船隻的分級制度，如與貴機構現行的制度有異，請參閱附錄B有關主要職務的工作說明。													
101	Master 船長												
102	Chief Engineer 輪機長(大車)												
103	Chief Officer 大副(大伙)												
104	2nd Engineer 二管輪(二車)												
105	2nd Officer 二副(二伙)												
106	3rd Engineer 三管輪(三車)												
107	3rd Officer 三副(三伙)												
108	4th Engineer 四管輪(四車)												
109	Junior Engineer ; Training Engineer 初級管輪(幫車); 初級管輪(初級車人)												
110	Deck Cadet 見習甲板高級海員												
111	Engineer Cadet 見習輪機高級海員												
112	Electro-technical Officer 電氣技術員												
113	Refrigeration Engineer 冷凍師												
Ratings 普通海員													
201	Chief Petty Officer / Bosun 總隊長/水手長												
202	Pumpman 泵工												
203	Fitter 機器打磨匠												
204	Sailor 水手												
205	Motorman 機工												
206	Rating (General Purpose) 普通海員(全能)												
207	Steward 管事												
208	Cook 廚師												
209	Laundry man 洗衣工人												

* "Hong Kong" refers to Hong Kong permanent resident and "Non-Hong Kong" refers to non-Hong Kong permanent resident.
「本港」是指擁有香港永久居民身份而「非本港」是指無擁有香港永久居民身份。

Job Code 職位編號	(A) Principal Job 主要職務 (See Appendix B) (參閱附錄 B)	(B) No. of Posts on Board as at Survey Reference Date 在統計日期在船上的職位數目		(C) No. of Employees as at Survey Reference Date 在統計日期的僱員人數		(D) No. of Vacancies as at Survey Reference Date 在統計日期的空缺額	(E) Forecasted No. of Employees as at September 2021 and 2022 預計在2021及2022年9月的僱員人數		(F) Age Distribution of Employees as at Survey Reference Date 在統計日期僱員的年齡分佈				(G) No. of Employees with Ex-seafaring Experience 具備海上工作經驗的僱員人數	
		Hong Kong 本港*	Non-Hong Kong 非本港*	Hong Kong 本港*	Non-Hong Kong 非本港*		9/2021	9/2022	35 or below 或以下	36 – 55	56 – 64	65 or above 或以上		
e.g. 例子	Job Title A (10 posts on board, 5 employees employed in your establishment (2 are Hong Kong employees) and no vacancy) 職位甲(10名人員在船上工作，5名是貴機構的僱員(其中2名是本港僱員)及沒有空缺)	3	7	2	3	0	5	5	0	2	1	2		
Shore Based Personnel 岸上工作人員														
Administration; Management and Human Resource 行政、管理及人力資源														
511	Managing Director; Chief Executive Officer; General Manager 董事總經理；行政總裁；總經理													
512	Fleet Manager; Marine Superintendent; Port Captain 航線經理；海事總監；駐岸船長													
513	Fleet Officer 航線主任													
514	Crew Manager 海員招募經理													
515	Crew Officer 海員招募主任													
Business and Trade 商業及貿易														
521	Marketing/Business Development Manager 市場拓展經理													
522	Ship Chartering; Sales and Purchase Manager 船舶租賃／買賣經理													
523	Ship Chartering; Sales and Purchase Representative 船舶租賃／買賣代表													
524	Shipbroker 船務經紀													
525	Sales Engineer 銷售工程師													
526	Customer Service Representative 客戶服務代表													
Operations 營運														
531	Port Manager; Stevedore Manager 港口經理；貨物裝卸經理													
532	Ship Agency Manager 船舶代理經理													
533	Freight Manager; Logistics Manager 貨運經理；物流經理													
534	Cargo Planner; Cargo Officer 貨物規劃員；貨物主任													
535	Warehouse and Distribution Manager 倉務及收發經理													
536	Boarding Officer 登船主任													
537	Stevedore 貨物操作員													
538	Pier Attendant; Pier Assistant 碼頭操作員；碼頭助理													
Technical and Consultancy 技術及顧問														
541	Technical Manager; Technical Superintendent 技術經理；技術總監													
542	Assistant Technical Manager; Assistant Technical Superintendent 助理技術經理；助理技術總監													
543	Ship Surveyor; Technical Consultant; Engineering Consultant 船舶檢驗師；技術顧問；工程顧問													
544	Marine Surveyor; Marine Consultant; Cargo Surveyor; Cargo Consultant 海運測量師；海運顧問；貨物測量師；貨物顧問													

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Job Code 職位編號	(A) Principal Job 主要職務 (See Appendix B) (參閱附錄 B)	(B) No. of Posts on Board as at Survey Reference Date 在統計日期在船上的職位數目		(C) No. of Employees as at Survey Reference Date 在統計日期的僱員人數		(D) No. of Vacancies as at Survey Reference Date 在統計日期的空缺額	(E) Forecasted No. of Employees as at September 2021 and 2022 預計在2021及2022年9月的僱員人數		(F) Age Distribution of Employees as at Survey Reference Date 在統計日期僱員的年齡分佈				(G) No. of Employees with Ex-seafaring Experience 具備海上工作經驗的僱員人數
		Hong Kong 本港*	Non-Hong Kong 非本港*	Hong Kong 本港*	Non-Hong Kong 非本港*		9/2021	9/2022	35 or below 或以下	36 – 55	56 – 64	65 or above 或以上	
e.g. 例子	Job Title A (10 posts on board, 5 employees employed in your establishment (2 are Hong Kong employees) and no vacancy) 職位甲(10名人員在船上工作，5名是貴機構的僱員(其中2名是本港僱員)及沒有空缺)	3	7	2	3	0	5	5	0	2	1	2	
Shore Based Personnel (CONTINUED) 岸上工作人員 (續)													
Technical and Consultancy (CONTINUED) 技術及顧問 (續)													
545	Harbour Pilot 領港員												
546	Technician; Technical Officer; Service Engineer 技術員；技術主任；技術服務工程師												
Marine Law and Insurance 海事法律及保險													
551	Maritime Lawyer; Admiralty Lawyer 海事律師												
552	Maritime Arbitrator 海事仲裁員												
553	P&I/Insurance Manager; Claim Manager; Marine Expert 保險事務；申索經理；海事專家												
554	P&I/Insurance Officer; Claims Officer 保險事務主任；申索主任												
555	Marine Insurance Underwriter 海事保險核保人												
Training and Education 教育及培訓													
561	Professor; Lecturer; Instructor; Trainer 教授；講師；教導員；導師												
Account and Finance 會計及財務													
571	Ship Finance Manager 船舶融資經理												
572	Ship Leasing Manager 船舶租賃經理												
Safety and Risk Management 安全及風險管理													
581	Safety/Risk Manager; Auditor; OHSE Manager 安全經理；審計師；職業健康、安全、環境經理												
Other Staff of Supporting Services 其他支援員工													
599	Other staff of supporting services, e.g. general human resources, finance, IT and administration works. 其他支援員工，例如參與一般人力資源、財務、資訊科技或其他行政工作												
Other Staff Related to the Maritime Services Industry 其他相關海事服務業的員工													
<i>For Official Use</i>													

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Part II
第二部份

Highest Class of Certificate of Competency
最高級別的適任證書

1. Please state the number of full-time **Hong Kong officers** holding each of the following as the highest class of certificate of competency.
請列出**本港高級海員**持有以下為最高級別的適任證書的人數。

Principal Job 主要職務	Holding the following Certificate of Competency as Highest Class of Certificate of Competency 持有以下技能證書為最高級別的適任證書						Others 其他
	Deck Officer (Ocean-going) Class 3 遠洋船三級 駕駛員	Deck Officer (Ocean-going) Class 2 遠洋船二級 駕駛員	Deck Officer (Ocean-going) Class 1 遠洋船一級 駕駛員	Marine Engineer Officer (Ocean-going) Class 3 遠洋船三級 船舶輪機員	Marine Engineer Officer (Ocean-going) Class 2 遠洋船二級 船舶輪機員	Marine Engineer Officer (Ocean-going) Class 1 遠洋船一級 船舶輪機員	
101 Master 船長							
102 Chief Engineer 輪機長 (大車)							
103 Chief Officer 大副 (大伙)							
104 2nd Engineer 二管輪 (二車)							
105 2nd Officer 二副 (二伙)							
106 3rd Engineer 三管輪 (三車)							
107 3rd Officer 三副 (三伙)							
108 4th Engineer 四管輪 (四車)							
109 Junior Engineer ; Training Engineer 初級管輪 (幫車) ; 初級管輪 (初級車人)							
110 Deck Cadet 見習甲板高級海員							
111 Engineer Cadet 見習輪機高級海員							
112 Electro-technical Officer 電氣技術員							
113 Refrigeration Engineer 冷凍師							

Employees Leaving the Establishment
僱員離職

2. Please state the number of full-time employees leaving your establishment in the **past 12 months**. (Excluding those seafarers taking home / study leave during the period)
請列出 貴機構過去十二個月內離職的全職僱員人數 (不包括期間於岸上休假/進修的海員)。

	Officers 高級海員	Ratings 普通海員	Shore Based Personnel 岸上工作人員
(a) Taking up another job / starting own business related to Maritime Services industry. 繼續於海事服務業任職/創業			
(b) Taking up another job / starting own business NOT related to Maritime Services industry 於其他行業任職/創業			
(c) Emigration, retirement or further studies 移民、退休或進修			
(d) Others, please specify 其他，請註明			

Ships
船隻

3. Please indicate the number of ocean going vessels under ownership or management by type of ships and flags.
請按船隻類型及所掛船籍旗，填寫擁有或管理遠洋輪的數目。

- (a) Type of vessels
船隻類型

Type of ship 船隻類型	No. of Vessels as at Survey Reference Date 在統計日期的船隻數目	Forecasted No. of Vessels in 2021 2021年的預測船隻數目	Forecasted No. of Vessels in 2022 2022年預測的船隻數目
Tankers, Combination Carriers 油輪、油貨混合輪			
Bulk Carriers 散裝貨輪			
Container Vessels 貨櫃輪			
Other Cargo Ships 雜貨輪			
Passenger Ships 客輪			
Others, please specify 其他，請註明			

- (b) Flags
所掛船籍旗

Flags 所掛船籍旗	No. of Vessels as at Survey Reference Date 在統計日期的船隻數目	Forecasted No. of Vessels in 2021 2021年的預測船隻數目	Forecasted No. of Vessels in 2022 2022年預測的船隻數目
Panama 巴拿馬			
Liberia 利比里亞			
Marshall Islands 馬紹爾群島			
HKSAR 香港特別行政區			
Singapore 新加坡			
China 中國			
Others, please specify 其他，請註明			

End of Questionnaire. Thank You for Your Co-operation.
問卷完，多謝合作。

2020 Manpower Survey of the Maritime Services Industry
海事服務業 2020 年人力調查

Explanatory Notes
附註

Part I - Manpower Information
第一部份 - 人力情況

1. Principal Jobs - Column 'A'
主要職務 —— 'A' 欄

- (a) Please go through column 'A' and mark those principal jobs applicable to your establishment. For detailed job descriptions for principal jobs, please refer to Appendix B.
請瀏覽 'A' 欄，選取適用於 貴機構的主要職務。有關詳細的工作說明，請參閱附錄 B。
- (b) Please note that some of the job titles may not be the same as those used in your establishment. Please classify an employee according to his/her major duty. If a job in your establishment has similar job functions as one of the principal jobs, it should be classified as that principal job.
調查表內部分職稱可能有別於 貴機構所採用的。請根據僱員的主要職責歸類。若某一職位與表內其中一個主要職務的職責相近，可視為該主要職務。
- (c) In the event where an employee's duties in your establishment are split between two or more job titles, please use the job title that best describes his/her principal responsibility.
如 貴機構有員工身兼多項職責，請選用最能反映其主要職責的職稱。
- (d) Please add in column 'A' titles of any principal jobs not mentioned in job descriptions (Appendix B); briefly describe them in respect of the appropriate job categories.
如 貴機構另有屬海事服務的主要職務未載於工作說明（附錄 B），請一併填入 'A' 欄內，並簡述其所屬的職務類別。

2. Number of Posts on Board as at Survey Reference Date - Column 'B'
在統計日期在船上的職位數目 —— 'B' 欄

For each principal job, please fill in the **total number of Hong Kong and non-Hong Kong posts on board** (Including the employees from subcontractors) as at survey reference date.
請填寫 貴機構於統計參考日期僱用的每個主要職務在船上的本港及非本港職位總數（包括來自外判公司的員工）。

3. Number of Employees as at Survey Reference Date - Column 'C'
在統計日期的僱員人數 —— 'C' 欄

For each principal job, please fill in the number of Hong Kong and non-Hong Kong employees as at survey reference date.

"Employees" refer to those working full-time (i.e. at least 4 weeks a month, and not less than 18 hours in each week) under the payroll of the establishment. These include proprietors and partners working full-time for the establishment. These definitions also apply to 'employee(s)' appearing in other parts of the questionnaire.

請填寫 貴機構於統計日期僱用的每個主要職務的本港及非本港僱員人數。

「僱員」指在 貴機構內全職工作（即每月最少四週、每週不少於十八小時）的受薪人員，其中包括在機構內全職工作的東主及合夥人。調查表內其他部份所出現的「僱員」一詞，定義亦相同。

4. Number of Vacancies as at Survey Reference Date - Column 'D'

在統計日期的空缺額 —— 'D' 欄

Please fill in the number of existing full-time vacancies as at survey reference date. 'Vacancies' refer to those unfilled, immediately available job openings for which the establishment is actively trying to recruit personnel as at survey reference date.

請填上在統計日期每一主要職務的全職空缺額。「空缺額」是指該職位於統計參考日期仍懸空，須立刻填補，而現正積極招聘人員填補。

5. Forecasted Number of Employees as at September of 2021 and 2022 - Column 'E'

預計在 2021 及 2022 年 9 月的僱員人數 —— 'E' 欄

Please fill in the forecasted number of employees you will be employing in September 2021 and September 2022. The number given could be more/less than existing employees, subject to whether an expansion or contraction is expected.

請填寫 貴公司預計在 2021 年 9 月及 2022 年 9 月的僱員人數。此欄所填人數可能多於／少於現有僱員人數，視乎預計是否會出現業務擴張或收縮而定。

6. Age Distribution of Employees as at Survey Reference Date - Column 'F'

在統計日期僱員的年齡分佈 —— 'F' 欄

Please fill in the number of employees as at survey reference date for each age group.

請填寫 貴機構在統計日期於每個年齡組別的僱員人數。

7. Number of Employees with Ex-seafaring Experience - Column 'G'

具備海上工作經驗的僱員人數 —— 'G' 欄

Please fill in the number of shore based personnel with ex-seafaring experience.

請填寫 貴機構在統計日期具備海上工作經驗的岸上工作人員數目。

Part II

第二部份

8. Highest Class of Certificate of Competency (CoC) hold by Hong Kong Officers

最高級別的適任證書

For each principal job under the category of "Officers", please enter the number of Hong Kong employees among different classes of CoC, based on the highest qualification they are holding.

請就每一項屬於「高級海員」的主要職務，根據其持有的最高資歷，於每類適任證書填寫持有相關資歷的香港僱員人數。

9. Employees Leaving the Establishment

僱員離職

Please fill in the number of full-time employees leaving your establishment in the past 12 months (Excluding those seafarers taking home/study leave during the period).

請填寫 貴機構過去十二個月內離職的全職僱員人數（不包括期間於岸上休假／進修的海員）。

10. Ships

船隻

(a) Please fill in the number of ocean going vessels under your establishment's ownership or management by types of ships.

請按船隻類型填寫 貴機構擁有或管理的船隻數目。

(b) Please fill in the number of ocean going vessels under your establishment's ownership or management by flags.

請按船隻所掛船籍旗填寫 貴機構擁有或管理的船隻數目。

2020 Manpower Survey of the Maritime Service Industry
海事服務業 2020 年人力調查

Description for the Principal Jobs
- Ocean Going Sector -
主要職務的工作說明
- 遠洋業 -

Code 編號	Principal Job 主要職務	Job Description 工作說明
OFFICERS 高級海員		
101	Master 船長	Takes complete charge of the ship. 負責掌管全船。
102	Chief Engineer 輪機長 (大車)	Plans, co-ordinates and directs the engineering department. 策劃、統籌及指揮輪機部。
103	Chief Officer 大副 (大伙)	Plans, co-ordinates and directs the deck department, and loading and unloading of cargo. Keeps navigational watch. 策劃、統籌及指揮甲板部與貨物的裝卸。航行值班。
104	2nd Engineer 大管輪 (二車)	Controls, and participates in the operation, maintenance and repair of machinery as directed. Keeps engine-room watch and directs subordinates. 根據指示，管理及參予輪機的操作與維修，機房值班及指揮下屬。
105	2nd Officer 二副 (二伙)	Performs deck duties as directed. Keeps navigational watch and undertakes additional navigational duties. 根據指示，擔當甲板職務。航行值班及從事其他航行職務。
106	3rd Engineer 二管輪 (三車)	Controls, and participates in the operation, maintenance and repair of machinery as directed. Keeps engine-room watch. 根據指示，管理及參予輪機的操作與維修。機房值班。
107	3rd Officer 三副 (三伙)	Performs deck duties as directed. Keeps navigational watch and undertakes additional safety duties. 根據指示，擔當甲板職務。航行值班及從事其他安全職務。
108	4th Engineer 三管輪 (四車)	Controls, and participates in the operation, maintenance and repair of machinery and undertakes engine-room duties as directed. Keeps engine-room watch. 根據指示，管理及參予輪機的操作與維修，擔當機房職務。機房值班。
109	Junior Engineer ; Training Engineer 初級管輪 (幫車) ；初級管輪 (初級車人)	Assists and participates in the operation, maintenance and repair of machinery as directed. Day work only. 根據指示，協助及參予輪機的操作與維修。非值班船員。
110	Deck Cadet 見習甲板高級海員	Understudies deck officer's and navigational duties under the direction of the Chief Officer. 按照大副所指示學習擔當甲板高級船員的甲板工作及航行職務。

Code 編號	Principal Job 主要職務	Job Description 工作說明
OFFICER (CONTINUED) 高級海員 (續)		
111	Engineer Cadet 見習輪機高級海員	Understudies engineer officer's duties in engine-room and operation, maintenance and repair of machinery under the direction of the 2nd Engineer. 按照大管輪所指示學習擔當大管輪高級船員的機房職務及操作、保養和維修機械。
112	Electro-technical Officer 電氣技術員	Operates and maintains radio / electronic / electrical equipment. 操作及保養電訊／電子／電氣設備。
113	Refrigeration Engineer 冷凍師	Controls and participates in the maintenance and operation of refrigeration machinery. Monitors refrigerated cargo compartments. 監管、參予維修及操作冷凍機的工作。管理冷藏貨物艙。
RATINGS 普通海員		
201	Chief Petty Officer ; Bosun 總隊長；水手長	Supervises general purpose ratings engaged in duties on deck, cargo space, in the engine-room and general cleaning and maintenance work aboard ship. 督導全能海員從事甲板、貨艙與機房的職務，以及船上的清潔維修工作。
202	Pumpman 泵工	Operates, maintains and repairs cargo/ballast pumps and related machinery. 操作、維修和保養貨物／壓艙水泵及有關機械。
203	Fitter 機器打磨匠	Assists engineers to repair and maintain pumps and machinery. 協助輪機員維修和保養水泵及機械。
204	Sailor 水手	Carries out duties of berthing, anchoring, other mooring operations and cargo handling under the supervision of bosun or deck officer. 在水手長或甲板部高級海員督導下從事碼頭靠泊、下錨、其他繫泊和處理貨物的工作。
205	Motorman 機工	Carries out engineering maintenance work under the supervision of marine engineer officer. 在輪機部高級海員督導下從事維修機械的工作。
206	Rating (General Purpose) 普通海員 (全能)	Carries out duties of berthing/unberthing, watchkeeping duties on deck/bridge and in engine-room, cleaning and maintenance work on deck and in cargo spaces/engine-room, and assists engineers to repair and maintain machinery. 執行繫泊／起航工作、甲板／駕駛台和機房的值班職務、甲板／貨艙和機房的清潔保養工作，及協助輪機員維修和保養機械。
207	Steward 管事	Serves meals, attends needs of officers and passengers and maintains cleanliness of accommodation. 上菜、照顧乘客及高級海員的需要，清潔居室。
208	Cook 廚師	Supervises and undertakes preparation of meals. 督導及從事膳食烹製。
209	Laundry man 洗衣工人	Performs duties of washing, drying and ironing linen. 擔任洗滌、晾乾及熨平亞麻布織物的職務。

Code 編號	Principal Job 主要職務	Job Description 工作說明
SHORE BASED PERSONNEL 岸上工作人員		
ADMINISTRATION; MANAGEMENT AND HUMAN RESOURCE 行政、管理及人力資源		
511	Managing Director ; Chief Executive Officer ; General Manager 董事總經理 ; 行政總裁 ; 總經理	Assumes full responsibility of overall management and development; formulates company strategies, sets guidelines, targets, and makes corporate decisions; monitors the performance of various departments; reports to the Board of Directors overall company policies. 全權負責公司的整體管理及發展; 制定公司策略、方針及目標, 並為公司作出決定; 監管各部門的運作; 向董事會提交有關公司整體政策的報告。
512	Fleet Manager ; Marine Superintendent ; Port Captain 航線經理 ; 海事總監 ; 駐岸船長	Oversees all operational aspects and budgetary control of the company's vessels; ensures that they are operated safely, economically and efficiently maintained to a standard that allows them to fulfil operational requirements of either the organisation or charter parties and/or other commercial contracts. 監察公司所有船隻的運作事宜及財務控制, 確保船隻運作安全、成本合理、有效率, 以符合機構、租賃方及/合約要求的運作水平。
513	Fleet Officer 航線主任	Supervises and handles all operational issues related to company's vessels, e.g. keeps records on voyage and maintenance of vessels, monitors fuel costs; administers port disbursements; assists the Manager/Superintendent in reviewing vessels' cargo stowage/loading & discharging plan and vessels' overall performance.
514	Crew Manager 海員招募經理	Oversees crew recruitment, deployment to vessel, scheduling, and regular training and development; takes care of on-going management and administrative duties of seafarers, such as payroll, travel arrangements, insurance and health schemes. 監察海員招募工作, 船員調配、編更、恆常培訓及發展; 處理其他日常與船員相關的管理及行政工作, 例如發薪、交通安排、保險及醫療計劃等。
515	Crew Officer 海員招募主任	Supervises and executes general crew administration, including payroll, travel arrangements, insurance and certificates of crew members; co-ordinates timely crew changes. 督導及執行一般海員行政工作, 包括發薪、交通安排、保險、海員證書; 協調船員按時地換班。
BUSINESS AND TRADE 商業及貿易		
521	Marketing/Business Development Manager 市場拓展經理	Develops, implements and executes strategic marketing plans for the company in order to attract prospective customers and retain existing ones. 制定、實施和執行策略性市場推廣計劃, 以吸引潛在客戶並保留現有客戶。
522	Ship Chartering / Sales and Purchase Manager 船舶租賃/買賣經理	Handles all aspects of chartering/sales and purchase activities (e.g. identifies chartering/sales and purchase opportunities, evaluates returns, negotiate rates and terms) to meet the profit/sales target of the company. 處理所有船舶租賃/買賣活動(例如: 物色租賃/買賣的機會、評估回報、協商價格及條款), 以達成公司訂下的利潤/銷售目標。
523	Ship Chartering / Sales and Purchase Representative 船舶租賃/買賣代表	Supports chartering/sales and purchase activities to meet the profit/sales target of the company. 支援船舶租賃/買賣活動, 以達成公司訂下的利潤/銷售目標。
524	Shipbroker 船務經紀	Liaises with ship owners, ship operators and cargo owners to facilitate the sale, purchase and chartering of vessels; provides market information for sale or chartering of vessels; handles payment and drafts contracts and relevant documents. 聯繫船東、船舶營運人、貨主以促成船舶買賣及出租; 提供與船隻租賃或買賣相關的市場資訊; 處理付款、草擬合同和相關文件等。

Code 編號	Principal Job 主要職務	Job Description 工作說明
SHORE BASED PERSONNEL (CONTINUED) 岸上工作人員 (續)		
BUSINESS AND TRADE (CONTINUED) 商業及貿易 (續)		
525	Sales Engineer 銷售工程師	Uses technical knowledge to manage sales of marine products/services. 利用行業專業知識，處理海事產品／服務的銷售工作。
526	Customer Service Representative 客戶服務代表	Interacts with customers on behalf of the company; provides information about services offered by the company; responds to customers' enquires and complaints. 代表公司與客戶聯系，提供公司相關服務的資訊給客戶，處理客戶查詢及投訴。
OPERATIONS 營運		
531	Port Manager ; Stevedore Manager 港口經理；貨物裝卸經理	Oversees and co-ordinates a range of port activities including loading/unloading ships (or boarding/alighting of passengers), cargo/baggage storage, tug and pilot services with a view to optimise resource use, minimise costs and comply with relevant regulations. (The scope of "Stevedore Manager" may confine to the supervision of loading/unloading activities.) 監察及協調一系列的港口活動，包括裝卸船上貨物(或安排乘客上落船隻)、儲存貨物／行李、拖輪及領港服務等，以達致理想的資源運用、控制成本及符合法規要求。(「貨物裝卸經理」的工作範疇或只限於監督與船上貨物裝卸相關的活動。)
532	Ship Agency Manager 船舶代理經理	Liases with port officials and terminal operators to plan effective cargo operations when the vessel arrives the port; carries out any arrangements as required by the shipping lines, ship-owners and ship-masters. 當負責船隻進入港口，聯繫港口管理人員、碼頭營運者以規劃有效的貨物處理工序；應船公司、船主或船長要求，執行其他相關安排。
533	Freight Manager ; Logistics Manager 貨運經理；物流經理	Oversees the transportation (in particular ocean freight shipments) of goods from suppliers to distributors; ensures the shipping methods are safe, efficient and cost-effective. 監察由供應商到分發商的運輸過程(特別是涉及海運的部份)。確保運輸方式安全、有效率及符合成本效益。
534	Cargo Planner ; Cargo Officer 貨物規劃員；貨物主任	Assesses the nature of goods and the situation of the vessels to ensure that any loading or discharging is done safely and efficiently; solve stowage-related problems; communicates with port operatives to assign destinations for the cargo. 評估貨物性質及船隻狀況，安全及有效率地安排裝卸貨物，解決與裝載相關的問題，就貨物存放地點與港口操作人員溝通。
535	Warehouse and Distribution Manager 倉務及收發經理	Plans and manages the receiving, storage and distribution of goods and the overall operation of a warehouse; keeps track of stock levels, delivery times and transport costs. 規劃和管理物流、倉庫及運輸；監管庫存狀況、交貨時間、運輸成本。
536	Boarding Officer 登船主任	Facilitates the smooth entry and departure of the assigned ships; ensures that they fulfil statutory formalities and required declarations. 協助負責船隻暢順進出港口，確保船隻符合法規及各項申報要求。
537	Stevedore 貨物操作員	Loads and unloads the cargo of ships in a port. 於港口裝卸船上貨物。
538	Pier Attendant ; Pier Assistant 碼頭操作員；碼頭助理	Provides general support to the operations of a pier; may involve cleaning, basic maintenance and customer services duties. 支援碼頭一般運作，或涉及清潔、基本保養及客戶服務等工作。

Code 編號	Principal Job 主要職務	Job Description 工作說明
SHORE BASED PERSONNEL (CONTINUED) 岸上工作人員 (續)		
TECHNICAL AND CONSULTANCY 技術及顧問		
541	Technical Manager ; Technical Superintendent 技術經理 ; 技術總監	Plans and organises vessels' repair works, conducts survey inspections, controls budgets and spares procurement. 規劃及安排船舶維修保養, 進行船舶檢測, 控制成本及採購船舶相關部件。
542	Assistant Technical Manager ; Assistant Technical Superintendent 助理技術經理 ; 助理技術總監	Supervises and execute vessel repair plans and spares procurement; assists the Manager/Superintendent in sorting out technical problems encountered during the course of work. 督導及執行船舶維修計劃及部件採購工作, 協助經理 / 總監處理日常工作遇到的技術問題。
543	Ship Surveyor ; Technical Consultant ; Engineering Consultant 船舶檢驗師 ; 技術顧問 ; 工程顧問	Conducts inspections/examinations of vessels to assess, monitors and reports on their condition, inspects equipment intended for new or existing vessels to ensure compliance with various standards or specifications. 檢查 / 測試船隻以評估、監察及報告船隻狀況, 檢查供新船 / 現有船隻使用的設備以確保符合水平 / 規格。
544	Marine Surveyor; Marine Consultant ; Cargo Surveyor ; Cargo Consultant 海運測量師 ; 海運顧問 ; 貨物測量師 ; 貨物顧問	Verifies the condition of cargo; investigates cargo loss or damage; provides technical advice for insuring or transporting goods. 核實貨物狀況, 調查貨損, 就投保或運送貨物提供技術意見。
545	Harbour Pilot 領港員	Accompanies and gives navigational advice to the Captains when the sea-going vessels enter or leave Hong Kong to ensure their safe navigation within Hong Kong waters. 在遠洋船隻抵港或離港時陪同船長, 給予航行意見, 確保船隻在香港水域內安全航行。
546	Technician ; Technical Officer ; Service Engineer 技術員 ; 技術主任 ; 技術服務工程師	Uses technical knowledge to provide after-sales services related to ship machinery, equipment and other marine products. 利用行業專業知識, 為船舶機械、設備及其他海事產品提供售後服務。
MARINE LAW AND INSURANCE 海事法律及保險		
551	Maritime Lawyer; Admiralty Lawyer 海事律師	Advises clients on legal issues and disputes under marine law and the related rules and conventions; draws up legal documents; represents clients in legal proceedings. 按海事法律及相關的規則和公約, 在各類法律問題和糾紛上為客戶作出建議、起草法律文件, 及在法律訴訟代表客戶。
552	Maritime Arbitrator 海事仲裁員	Studies evidence, determines liability, encourages communications between disputants and tries to bring them to a settlement before an official hearing takes place; prepares settlement agreements for settled cases. 研究證據, 釐定各方責任, 鼓勵爭議各方透過溝通, 於進行法律聆訊前達成和解協議, 並就和解個案預備協議書。
553	P&I / Insurance Manager ; Claims Manager ; Marine Expert 保險事務 ; 申索經理 ; 海事專家	Identifies and analyses risks associated with policies, manages claims or provide expert advice, minimises risk of financial loss and achieves target budgets of the company. 識別及分析保單涉及的風險, 管理保險申索, 或提供專業意見, 減低公司的損失及配合公司財務預算。
554	P&I / Insurance Officer ; Claims Officer 保險事務 ; 申索主任	Administers insurance policies, records and claims; processes information on incidents pertaining to the policies. 處理保單、保留記錄及申索, 審核與保單相關的事故資料。

Code 編號	Principal Job 主要職務	Job Description 工作說明
SHORE BASED PERSONNEL (CONTINUED) 岸上工作人員 (續)		
MARINE LAW AND INSURANCE (CONTINUED) 海事法律及保險(續)		
555	Marine Insurance Underwriter 海事保險核保人	On behalf of the insurance companies, assesses the risks involved in the insurance/reinsurance policies applied and decides on whether the company should accept these risks. 代表保險公司為申請者的投保/再投保的風險作評估，決定公司是否接受該些風險。
TRAINING AND EDUCATION 教育及培訓		
561	Professor ; Lecturer ; Instructor ; Trainer 教授 ; 講師 ; 教導員 ; 導師	Teach students in academic/vocational subjects related to the maritime services industry at different levels; may also conduct research and publish papers relevant to maritime studies. 教導不同程度的學生與海事服務業相關的學術／職業科目，或會同時進行相關的學術研究及發表論文／文章。
ACCOUNT AND FINANCE 會計及財務		
571	Ship Finance Manager 船舶融資經理	Assesses risks and asset value for offering of mortgages, loans and other credit facilities in relation to purchase of second-hand vessels or new buildings. 評估風險及資產價值，以提供與購買二手船隻／新造船隻相關的抵押、借貸及其他類別的信貸服務。
572	Ship Leasing Manager 船舶租賃經理	Assesses risks and asset value for offering of ship leasing contracts in relation to new buildings. 評估風險及資產價值，以提供與新造船隻相關的船舶租賃合約。
SAFETY AND RISK MANAGEMENT 安全及風險管理		
581	Safety / Risk Manager ; Auditor ; OHSE Manager 安全經理 ; 審計師 ; 職業健康、安全、環境經理	Assesses health, safety and environmental risks at the workplace , devises a mechanism/ workflow for prevention of accidents, carries out audit checks to ensure that the risk management mechanism is implemented properly. 評估工作間的健康、安全及環境風險，訂立機制／流程以預防意外，透過審核確保風險管理機制有妥善執行。
OTHER STAFF OF SUPPORTING SERVICES 其他支援員工		
599	Other staff of supporting services, e.g. general human resources, finance, IT and administration works. 其他支援員工，例如參與一般人力資源、財務、資訊科技或其他行政工作	



CONFIDENTIAL WHEN ENTERED WITH DATA	填入數據後即成 機密文件
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VOCATIONAL TRAINING COUNCIL
職業訓練局

THE 2020 MANPOWER SURVEY OF THE MARITIME SERVICES INDUSTRY
海事服務業2020年人力調查

The 2020 Manpower Survey of the Maritime Services (MS) aims at collecting manpower information of the industry concerned for formulating recommendations on future manpower training. Please kindly provide the information of your establishment as at **1st September 2020** by answering the questionnaire. Thank you.

海事服務業2020年人力調查旨在蒐集業內人力情況的最新資料，並按此為未來人力訓練制訂適當建議。懇請 貴機構根據**2020年9月1日**的人力情況填寫此問卷。多謝合作。

Establishment Information
機構資料

(For official use) Industry Code _____

NATURE OF BUSINESS:
業務性質

Ship Owners and Operators of Vessels Moving between Hong Kong and the Ports in Pearl River Delta
往來香港與珠江三角洲港口的船隻船東及營運者

Others, please specify
其他，請註明

TOTAL NO. OF PERSONS ENGAGED: _____
僱員總人數

Details of Contact Person*
聯絡人資料*

NAME OF PERSON TO CONTACT: _____
聯絡人姓名

POSITION: _____
職位

TEL. NO.: _____
電話

FAX NO.: _____
圖文傳真

E-MAIL : _____
電郵

* The information provided will be used for the purpose of this and subsequent manpower surveys.
所提供資料將用作是次及日後人力調查之用。

Part I – Manpower Information

第一部份 – 人力情況

Please complete columns 'B' to 'F' of the questionnaire according to the list of principal jobs by referring to Appendix B for job description of individual job.

請根據列表中的主要職務，並參考附錄B有關各種職務的工作說明來填寫表內'B'至'F'各欄。

Principal Jobs (Full-time employees) 主要職務 (全職僱員)

Job Code 職位編號	(A) Principal Job 主要職務 (See Appendix B) (參閱附錄B)	(B) No. of Employees as at Survey Reference Date 在統計日期的 僱員人數		(C) No. of Vacancies as at Survey Reference Date 在統計日期 的空缺額	(D) Forecasted No. of Employees as at September 2021 and 2022 預計在2021及2022 年9月的僱員人數		(E) Age Distribution of Employees as at Survey Reference Date 在統計日期 僱員的年齡分佈				(F) No. of Employees with Ex- seafaring Experience 具備海上 工作經驗的 僱員人數
		Hong Kong 本港*	Non-Hong Kong 非本港*		9/2021	9/2022	35 or below 或以下	36 – 55	56 – 64	65 or above 或以上	
e.g. 例子	Job Title A (2 Hong Kong employees, 1 Non-Hong Kong employees and 2 vacancies) 職位甲 (2名本港僱員、1名非本港僱員及2個空缺)	2	1	2	4	5	0	2	1	0	
Seafarers 海員											
<i>The ranking system on British ships is used. If the ranking system your company adopted is different from the one shown, please refer to Appendix B for job descriptions of principal jobs.</i> 主要職務是採用英國船隻的分級制度，如與貴機構現行的制度有異，請參閱附錄B有關主要職務的工作說明。											
301	Master 船長										
302	Chief Officer 大副 (大伙)										
303	Night Vision Officer 夜航員										
304	Deck Cadet 見習甲板高級船員										
305	Chief Engineer 輪機長 (大車)										
306	Junior/Assistant Engineer 初級管輪 (幫車)										
307	Fitter 機器打磨匠										
308	Sailor 水手										
309	Motorman 機工										
310	Rating (General Purpose) 普通海員 (全能)										
311	Cabin Attendant 客艙服務員										
Shore Based Personnel 岸上工作人員											
Administration; Management and Human Resource 行政、管理及人力資源											
511	Managing Director; Chief Executive Officer; General Manager 董事總經理；行政總裁；總經理										
512	Fleet Manager; Marine Superintendent; Port Captain 航線經理；海事總監；駐岸船長										
513	Fleet Officer 航線主任										
514	Crew Manager 海員招募經理										
515	Crew Officer 海員招募主任										

* "Hong Kong" refers to Hong Kong permanent resident and "Non-Hong Kong" refers to non-Hong Kong permanent resident.
「本港」是指擁有香港永久居民身份而「非本港」是指無擁有香港永久居民身份。

Job Code 職位編號	(A) Principal Job 主要職務 (See Appendix B) (參閱附錄 B)	(B) No. of Employees as at Survey Reference Date 在統計日期的 僱員人數		(C) No. of Vacancies as at Survey Reference Date 在統計 日期的 空缺額	(D) Forecasted No. of Employees as at September 2021 and 2022 預計在2021及2022 年9月的僱員人數		(E) Age Distribution of Employees as at Survey Reference Date 在統計日期 僱員的年齡分佈				(F) No. of Employees with Ex- seafaring Experience 具備海上工作 經驗的僱員人 數
		Hong Kong 本港*	Non-Hong Kong 非本港*		9/2021	9/2022	35 or below 或以下	36-55	56-64	65 or above 或以上	
e.g: 例子	Job Title A (3 Hong Kong employees and 2 vacancies) 職位甲 (3名本港僱員及2個空缺)	3	0	2	4	5	0	2	0	1	1
Shore Based Personnel (CONTINUED) 岸上工作人員 (續)											
Business and Trade 商業及貿易											
521	Marketing/Business Development Manager 市場拓展經理										
522	Ship Chartering; Sales and Purchase Manager 船舶租賃/買賣經理										
523	Ship Chartering; Sales and Purchase Representative 船舶租賃/買賣代表										
524	Shipbroker 船務經紀										
525	Sales Engineer 銷售工程師										
526	Customer Service Representative 客戶服務代表										
Operations 營運											
531	Port Manager; Stevedore Manager 港口經理; 貨物裝卸經理										
532	Ship Agency Manager 船舶代理經理										
533	Freight Manager; Logistics Manager 貨運經理; 物流經理										
534	Cargo Planner; Cargo Officer 貨物規劃員; 貨物主任										
535	Warehouse and Distribution Manager 倉務及收發經理										
536	Boarding Officer 登船主任										
537	Stevedore 貨物操作員										
538	Pier Attendant; Pier Assistant 碼頭操作員; 碼頭助理										
Technical and Consultancy 技術及顧問											
541	Technical Manager; Technical Superintendent 技術經理; 技術總監										
542	Assistant Technical Manager; Assistant Technical Superintendent 助理技術經理; 助理技術總監										
543	Ship Surveyor; Technical Consultant; Engineering Consultant 船舶檢驗師; 技術顧問; 工程顧問										
544	Marine Surveyor; Marine Consultant; Cargo Surveyor; Cargo Consultant 海運測量師; 海運顧問; 貨物測量師; 貨物顧問										
545	Harbour Pilot 領港員										
546	Technician; Technical Officer; Service Engineer 技術員; 技術主任; 技術服務工程師										

* "Hong Kong" refers to Hong Kong permanent resident and "Non-Hong Kong" refers to non-Hong Kong permanent resident.
「本港」是指擁有香港永久居民身份而「非本港」是指無擁有香港永久居民身份。

Job Code 職位編號	(A) Principal Job 主要職務 (See Appendix B) (參閱附錄 B)	(B) No. of Employees as at Survey Reference Date 在統計日期的 僱員人數		(C) No. of Vacancies as at Survey Reference Date 在統計 日期的 空缺額	(D) Forecasted No. of Employees as at September 2021 and 2022 預計在2021及2022 年9月的僱員人數		(E) Age Distribution of Employees as at Survey Reference Date 在統計日期 僱員的年齡分佈				(F) No. of Employees with Ex- seafaring Experience 具備海上工作 經驗的僱員人 數
		Hong Kong 本港*	Non-Hong Kong 非本港*		9:2021	9:2022	35 or below 或以下	36-55	56-64	65 or above 或以上	
e.g: 例子	Job Title A (3 Hong Kong employees and 2 vacancies) 職位甲 (3名本港僱員及2個空缺)	3	0	2	4	5	0	2	0	1	1
Shore Based Personnel (CONTINUED) 岸上工作人員 (續)											
Marine Law and Insurance 海事法律及保險											
551	Maritime Lawyer; Admiralty Lawyer 海事律師										
552	Maritime Arbitrator 海事仲裁員										
553	P&I/Insurance Manager; Claim Manager; Marine Expert 保險事務；申索經理；海事專家										
554	P&I/Insurance Officer; Claims Officer 保險事務主任；申索主任										
555	Marine Insurance Underwriter 海事保險核保人										
Training and Education 教育及培訓											
561	Professor; Lecturer; Instructor; Trainer 教授；講師；教導員；導師										
Account and Finance 會計及財務											
571	Ship Finance Manager 船舶融資經理										
572	Ship Leasing Manager 船舶租賃經理										
Safety and Risk Management 安全及風險管理											
581	Safety/Risk Manager ;Auditor; OHSE Manager 安全經理；審計師；職業健康、安全、環 境經理										
Other Staff of Supporting Services 其他支援員工											
599	Other staff of supporting services, e.g. general human resources, finance, IT and administration works. 其他支援員工，例如參與一般人力資源、 財務、資訊科技或其他行政工作										
Other Staff Related to the Maritime Services Industry 其他相關海事服務業的員工											

For Official Use

* "Hong Kong" refers to Hong Kong permanent resident and "Non-Hong Kong" refers to non-Hong Kong permanent resident.
「本港」是指擁有香港永久居民身份而「非本港」是指無擁有香港永久居民身份。

Part II
第二部份

Highest Class of Certificate of Competency
最高級別的適任證書

1. Please state the number of full-time **Hong Kong Seafarers** holding each of the following as the highest class of certificate of competency.
請列出**本港海員**持有以下為最高級別的適任證書的人數。

Principal Job 主要職務	Holding the following Certificate of Competency as Highest Class of Certificate of Competency 持有以下技能證書為最高級別的適任證書						Others 其他	Not Holding the Relevant Certificates 沒有持有相關證書
	Deck Officer (River Trade) Class 3 內河船三級駕駛員	Deck Officer (River Trade) Class 2 內河船二級駕駛員	Deck Officer (River Trade) Class 1 內河船一級駕駛員	Marine Engineer Officer (River Trade) Class 3 內河船三級船舶輪機員	Marine Engineer Officer (River Trade) Class 2 內河船二級船舶輪機員	Marine Engineer Officer (River Trade) Class 1 內河船一級船舶輪機員		
301 Master 船長								
302 Chief Officer 大副(大伙)								
303 Night Vision Office 夜航員								
304 Deck Cadet 見習甲板高級船員								
305 Chief Engineer 輪機長(大車)								
306 Junior/Assistant Engineer 初級管輪(幫車)								
307 Fitter 機器打磨匠								
308 Sailor 水手								
309 Motorman 機工								
310 Rating (General Purpose) 普通海員(全能)								
311 Cabin Attendant 客艙服務員								

Employees Leaving the Establishment
僱員離職

2. Please state the number of full-time employees leaving your establishment in the past 12 months.
請列出 貴機構過去十二個月內離職的全職僱員人數。

	Seafarers 海員	Shore Based Personnel 岸上工作人員
(a) Taking up another job / starting own business related to Maritime Services industry. 繼續於海事服務業任職/創業		
(b) Taking up another job / starting own business NOT related to Maritime Services industry 於其他行業任職/創業		
(c) Emigration, retirement or further studies 移民、退休或進修		
(d) Others, please specify 其他，請註明		

Ships
船隻

3. Please indicate the number of vessels under operation by type of ships.
請按船隻類型填寫經營船隻的數目。

Type of ship 船隻類型	No. of Vessels as at Survey Reference Date 在統計日期的船隻數目	Forecasted No. of Vessels in 2021 2021年預測的船隻數目	Forecasted No. of Vessels in 2022 2022年預測的船隻數目
Jetfoils 噴射水翼船			
Catamarans & Jetcats 雙體船及噴射雙體船			
Others, please specify 其他，請註明 _____			

End of Questionnaire. Thank You for Your Co-operation.
問卷完，多謝合作。

2020 Manpower Survey of the Maritime Services Industry
海事服務業 2020 年人力調查

Explanatory Notes
附註

Part I - Manpower Information
第一部份 - 人力情況

1. Principal Jobs - Column 'A'
主要職務 —— 'A' 欄

- (a) Please go through column 'A' and mark those principal jobs applicable to your establishment. For detailed job descriptions for principal jobs, please refer to Appendix B.
請瀏覽 'A' 欄，選取適用於 貴機構的主要職務。有關詳細的工作說明，請參閱附錄 B。
- (b) Please note that some of the job titles may not be the same as those used in your establishment. Please classify an employee according to his/her major duty. If a job in your establishment has similar job functions as one of the principal jobs, it should be classified as that principal job.
調查表內部分職稱可能有別於 貴機構所採用的。請根據僱員的主要職責歸類。若某一職位與表內其中一個主要職務的職責相近，可視為該主要職務。
- (c) In the event where an employee's duties in your establishment are split between two or more job titles, please use the job title that best describes his/her principal responsibility.
如 貴機構有員工身兼多項職責，請選用最能反映其主要職責的職稱。
- (d) Please add in column 'A' titles of any principal jobs not mentioned in job descriptions (Appendix B); briefly describe them in respect of the appropriate job categories.
如 貴機構另有屬海事服務的主要職務未載於工作說明（附錄 B），請一併填入 'A' 欄內，並簡述其所屬的職務類別。

2. Number of Employees as at Survey Reference Date - Column 'B'
在統計日期的僱員人數 —— 'B' 欄

For each principal job, please fill in the number of Hong Kong and non-Hong Kong employees as at survey reference date.

"Employees" refer to those working full-time (i.e. at least 4 weeks a month, and not less than 18 hours in each week) under the payroll of the establishment. These include proprietors and partners working full-time for the establishment. These definitions also apply to 'employee(s)' appearing in other parts of the questionnaire.

請填寫 貴機構於統計日期僱用的每個主要職務的本港及非本港僱員人數。

「僱員」指在 貴機構內全職工作（即每月最少四週、每週不少於十八小時）的受薪人員，其中包括在機構內全職工作的東主及合夥人。調查表內其他部份所出現的「僱員」一詞，定義亦相同。

3. Number of Vacancies as at Survey Reference Date - Column 'C'
在統計日期的空缺額 —— 'C' 欄

Please fill in the number of existing full-time vacancies as at survey reference date. 'Vacancies' refer to those unfilled, immediately available job openings for which the establishment is actively trying to recruit personnel as at survey reference date.

請填上在統計日期每一主要職務的全職空缺額。「空缺額」是指該職位於統計參考日期仍懸空，須立刻填補，而現正積極招聘人員填補。

4. Forecasted Number of Employees as at September of 2021 and 2022 - Column 'D'

預計在 2021 及 2022 年 9 月的僱員人數—— 'D' 欄

Please fill in the forecasted number of employees you will be employing in September 2021 and September 2022. The number given could be more/less than existing employees, subject to whether an expansion or contraction is expected.

請填寫 貴公司預計在 2021 年 9 月及 2022 年 9 月的僱員人數。此欄所填人數可能多於／少於現有僱員人數，視乎預計是否會出現業務擴張或收縮而定。

5. Age Distribution of Employees as at Survey Reference Date - Column 'E'

在統計日期僱員的年齡分佈—— 'E' 欄

Please fill in the number of employees as at survey reference date for each age group.

請填寫 貴機構在統計日期於每個年齡組別的僱員人數。

6. Number of Employees with Ex-seafaring Experience - Column 'F'

具備海上工作經驗的僱員人數—— 'F' 欄

Please fill in the number of shore based personnel with ex-seafaring experience.

請填寫 貴機構在統計日期具備海上工作經驗的岸上工作人員數目。

Part II

第二部份

7. Highest Class of Certificate of Competency

最高級別的適任證書

For each principal job, please enter the number of employees among different classes of CoC, based on the highest qualification they are holding.

請就每一項主要職務，根據其持有的最高資歷，於每類適任證書填寫持有相關資歷的僱員人數。

8. Employees Leaving the Establishment

僱員離職

Please fill in the number of full-time employees leaving your establishment in the past 12 months.

請填寫 貴機構過去十二個月內離職的全職僱員人數。

9. Ships

船隻

Please fill in the number of ocean going vessels under your establishment's ownership or management by types of ships.

請按船隻類型填寫 貴機構擁有或管理的船隻數目。

2020 Manpower Survey of the Maritime Service Industry
海事服務業 2020 年人力調查

Description for the Principal Jobs
- River Trade Sector -
主要職務的工作說明
- 內河業 -

Code 編號	Principal Job 主要職務	Job Description 工作說明
SEAFARER 海員		
301	Master 船長	Takes complete charge of a ship and carries out duties pertaining to navigation, berthing and unberthing, safety of passengers and crew, compliance with local and international regulations, etc. 掌管全船，負責駕駛、繫泊、起航、乘客及船員安全的職務，以配合本地及國際規定等。
302	Chief Officer 大副（大伙）	Assists the Master to manage the ship and carry out navigational duties, and keeps records in the bridge log books, etc. 協助船長管理全船，執行駕駛職務，及負責甲板部航海日誌的記錄工作等。
303	Night Vision Officer 夜航員	Keeps watch with Night Vision Device during hours of darkness and informs the Master of any detected objects. 利用夜間觀察器，在黑夜進行監察；發現物體時向船長報告。
304	Deck Cadet 見習甲板高級船員	Understudies deck officer's and navigational duties under the direction of the Chief Officer. 按照大副所指示學習擔當甲板高級船員的甲板工作及航行職務。
305	Chief Engineer 輪機長（大車）	In charge of the engine-room. Keeps main engines and auxiliaries running smoothly. 管理輪機部。負責保持主機及輔助裝置的正常運作。
306	Junior/Assistant Engineer 初級管輪（幫車）	Assists the Chief and Second Engineer. Keeps engine-room watch and carries out engine-room duties. 協助輪機長及大管輪執行機房值班職務及其他工作。
307	Fitter 機器打磨匠	Assists engineers to repair and maintain pumps and machinery. 協助輪機員維修和保養水泵及機械。
308	Sailor 水手	Carries out duties of berthing, anchoring, other mooring operations and cargo handling under the supervision of bosun or deck officer. 在水手長或甲板部高級海員督導下從事碼頭靠泊、下錨、其他繫泊和處理貨物的工作。
309	Motorman 機工	Carries out engineering maintenance work under the supervision of marine engineer officer. 在輪機部高級海員督導下從事維修機械的工作。
310	Rating (General Purpose) 普通海員（全能）	Carries out berthing and unberthing duties, general cleaning and maintenance work under supervision of Chief Officer, and general engine-room and cleaning duties under supervision of Chief Engineer. 在大副的督導下，執行繫泊、起航及一般清潔維修職務。在輪機長（大車）的督導下，執行一般機房職務及清潔工作。
311	Cabin Attendant 客艙服務員	Provides passengers with services, such as in identifying seats, issuing newspapers & cleaning towels, etc., and as required. 負責帶領乘客就座，向其分發報章、手巾及所需物品。

Code 編號	Principal Job 主要職務	Job Description 工作說明
SHORE BASED PERSONNEL 岸上工作人員		
ADMINISTRATION; MANAGEMENT AND HUMAN RESOURCE 行政、管理及人力資源		
511	Managing Director ; Chief Executive Officer ; General Manager 董事總經理；行政總裁；總經理	Assumes full responsibility of overall management and development; formulates company strategies, sets guidelines, targets, and makes corporate decisions; monitors the performance of various departments; reports to the Board of Directors overall company policies. 全權負責公司的整體管理及發展；制定公司策略、方針及目標，並為公司作出決定；監管各部門的運作；向董事會提交有關公司整體政策的報告。
512	Fleet Manager ; Marine Superintendent ; Port Captain 航線經理；海事總監；駐岸船長	Oversees all operational aspects and budgetary control of the company's vessels; ensures that they are operated safely, economically and efficiently maintained to a standard that allows them to fulfil operational requirements of either the organisation or charter parties and/or other commercial contracts. 監察公司所有船隻的運作事宜及財務控制，確保船隻運作安全、成本合理、有效率，以符合機構、租賃方及／合約要求的運作水平。
513	Fleet Officer 航線主任	Supervises and handles all operational issues related to company's vessels, e.g. keeps records on voyage and maintenance of vessels, monitors fuel costs; administers port disbursements; assists the Manager/Superintendent in reviewing vessels' cargo stowage/loading & discharging plan and vessels' overall performance.
514	Crew Manager 海員招募經理	Oversees crew recruitment, deployment to vessel, scheduling, and regular training and development; takes care of on-going management and administrative duties of seafarers, such as payroll, travel arrangements, insurance and health schemes. 監察海員招募工作，船員調配、編更、恆常培訓及發展；處理其他日常與船員相關的管理及行政工作，例如發薪、交通安排、保險及醫療計劃等。
515	Crew Officer 海員招募主任	Supervises and executes general crew administration, including payroll, travel arrangements, insurance and certificates of crew members; co-ordinates timely crew changes. 督導及執行一般海員行政工作，包括發薪、交通安排、保險、海員證書；協調船員按時地換班。
BUSINESS AND TRADE 商業及貿易		
521	Marketing/Business Development Manager 市場拓展經理	Develops, implements and executes strategic marketing plans for the company in order to attract prospective customers and retain existing ones. 制定、實施和執行策略性市場推廣計劃，以吸引潛在客戶並保留現有客戶。
522	Ship Chartering / Sales and Purchase Manager 船舶租賃／買賣經理	Handles all aspects of chartering/sales and purchase activities (e.g. identifies chartering/sales and purchase opportunities, evaluates returns, negotiate rates and terms) to meet the profit/sales target of the company. 處理所有船舶租賃／買賣活動（例如：物色租賃／買賣的機會、評估回報、協商價格及條款），以達成公司訂下的利潤／銷售目標。
523	Ship Chartering / Sales and Purchase Representative 船舶租賃／買賣代表	Supports chartering/sales and purchase activities to meet the profit/sales target of the company. 支援船舶租賃／買賣活動，以達成公司訂下的利潤／銷售目標。
524	Shipbroker 船務經紀	Liaises with ship owners, ship operators and cargo owners to facilitate the sale, purchase and chartering of vessels; provides market information for sale or chartering of vessels; handles payment and drafts contracts and relevant documents. 聯繫船東、船舶營運人、貨主以促成船舶買賣及出租；提供與船隻租賃或買賣相關的市場資訊；處理付款、草擬合同和相關文件等。

Code 編號	Principal Job 主要職務	Job Description 工作說明
SHORE BASED PERSONNEL (CONTINUED) 岸上工作人員 (續)		
BUSINESS AND TRADE (CONTINUED) 商業及貿易 (續)		
525	Sales Engineer 銷售工程師	Uses technical knowledge to manage sales of marine products/services. 利用行業專業知識，處理海事產品／服務的銷售工作。
526	Customer Service Representative 客戶服務代表	Interacts with customers on behalf of the company; provides information about services offered by the company; responds to customers' enquires and complaints. 代表公司與客戶聯系，提供公司相關服務的資訊給客戶，處理客戶查詢及投訴。
OPERATIONS 營運		
531	Port Manager ; Stevedore Manager 港口經理；貨物裝卸經理	Oversees and co-ordinates a range of port activities including loading/unloading ships (or boarding/alighting of passengers), cargo/baggage storage, tug and pilot services with a view to optimise resource use, minimise costs and comply with relevant regulations. (The scope of "Stevedore Manager" may confine to the supervision of loading/unloading activities.) 監察及協調一系列的港口活動，包括裝卸船上貨物(或安排乘客上落船隻)、儲存貨物／行李、拖輪及領港服務等，以達致理想的資源運用、控制成本及符合法規要求。(「貨物裝卸經理」的工作範疇或只限於監督與船上貨物裝卸相關的活動。)
532	Ship Agency Manager 船舶代理經理	Liases with port officials and terminal operators to plan effective cargo operations when the vessel arrives the port; carries out any arrangements as required by the shipping lines, ship-owners and ship-masters. 當負責船隻進入港口，聯繫港口管理人員、碼頭營運者以規劃有效的貨物處理工序；應船公司、船主或船長要求，執行其他相關安排。
533	Freight Manager ; Logistics Manager 貨運經理；物流經理	Oversees the transportation (in particular ocean freight shipments) of goods from suppliers to distributors; ensures the shipping methods are safe, efficient and cost-effective. 監察由供應商到分發商的運輸過程(特別是涉及海運的部份)。確保運輸方式安全、有效率及符合成本效益。
534	Cargo Planner ; Cargo Officer 貨物規劃員；貨物主任	Assesses the nature of goods and the situation of the vessels to ensure that any loading or discharging is done safely and efficiently; solve stowage-related problems; communicates with port operatives to assign destinations for the cargo. 評估貨物性質及船隻狀況，安全及有效率地安排裝卸貨物，解決與裝載相關的問題，就貨物存放地點與港口操作人員溝通。
535	Warehouse and Distribution Manager 倉務及收發經理	Plans and manages the receiving, storage and distribution of goods and the overall operation of a warehouse; keeps track of stock levels, delivery times and transport costs. 規劃和管理物流、倉庫及運輸；監管庫存狀況、交貨時間、運輸成本。
536	Boarding Officer 登船主任	Facilitates the smooth entry and departure of the assigned ships; ensures that they fulfil statutory formalities and required declarations. 協助負責船隻暢順進出港口，確保船隻符合法規及各項申報要求。
537	Stevedore 貨物操作員	Loads and unloads the cargo of ships in a port. 於港口裝卸船上貨物。
538	Pier Attendant ; Pier Assistant 碼頭操作員；碼頭助理	Provides general support to the operations of a pier; may involve cleaning, basic maintenance and customer services duties. 支援碼頭一般運作，或涉及清潔、基本保養及客戶服務等工作。

Code 編號	Principal Job 主要職務	Job Description 工作說明
SHORE BASED PERSONNEL (CONTINUED) 岸上工作人員 (續)		
TECHNICAL AND CONSULTANCY 技術及顧問		
541	Technical Manager ; Technical Superintendent 技術經理 ; 技術總監	Plans and organises vessels' repair works, conducts survey inspections, controls budgets and spares procurement. 規劃及安排船舶維修保養, 進行船舶檢測, 控制成本及採購船舶相關部件。
542	Assistant Technical Manager ; Assistant Technical Superintendent 助理技術經理 ; 助理技術總監	Supervises and execute vessel repair plans and spares procurement; assists the Manager/Superintendent in sorting out technical problems encountered during the course of work. 督導及執行船舶維修計劃及部件採購工作, 協助經理 / 總監處理日常工作遇到的技術問題。
543	Ship Surveyor ; Technical Consultant ; Engineering Consultant 船舶檢驗師 ; 技術顧問 ; 工程顧問	Conducts inspections/examinations of vessels to assess, monitors and reports on their condition, inspects equipment intended for new or existing vessels to ensure compliance with various standards or specifications. 檢查 / 測試船隻以評估、監察及報告船隻狀況, 檢查供新船 / 現有船隻使用的設備以確保符合水平 / 規格。
544	Marine Surveyor; Marine Consultant ; Cargo Surveyor ; Cargo Consultant 海運測量師 ; 海運顧問 ; 貨物測量師 ; 貨物顧問	Verifies the condition of cargo; investigates cargo loss or damage; provides technical advice for insuring or transporting goods. 核實貨物狀況, 調查貨損, 就投保或運送貨物提供技術意見。
545	Harbour Pilot 領港員	Accompanies and gives navigational advice to the Captains when the sea-going vessels enter or leave Hong Kong to ensure their safe navigation within Hong Kong waters. 在遠洋船隻抵港或離港時陪同船長, 給予航行意見, 確保船隻在香港水域內安全航行。
546	Technician ; Technical Officer ; Service Engineer 技術員 ; 技術主任 ; 技術服務工程師	Uses technical knowledge to provide after-sales services related to ship machinery, equipment and other marine products. 利用行業專業知識, 為船舶機械、設備及其他海事產品提供售後服務。
MARINE LAW AND INSURANCE 海事法律及保險		
551	Maritime Lawyer; Admiralty Lawyer 海事律師	Advises clients on legal issues and disputes under marine law and the related rules and conventions; draws up legal documents; represents clients in legal proceedings. 按海事法律及相關的規則和公約, 在各類法律問題和糾紛上為客戶作出建議、起草法律文件, 及在法律訴訟代表客戶。
552	Maritime Arbitrator 海事仲裁員	Studies evidence, determines liability, encourages communications between disputants and tries to bring them to a settlement before an official hearing takes place; prepares settlement agreements for settled cases. 研究證據, 釐定各方責任, 鼓勵爭議各方透過溝通, 於進行法律聆訊前達成和解協議, 並就和解個案預備協議書。
553	P&I / Insurance Manager ; Claims Manager ; Marine Expert 保險事務 ; 申索經理 ; 海事專家	Identifies and analyses risks associated with policies, manages claims or provide expert advice, minimises risk of financial loss and achieves target budgets of the company. 識別及分析保單涉及的風險, 管理保險申索, 或提供專業意見, 減低公司的損失及配合公司財務預算。
554	P&I / Insurance Officer ; Claims Officer 保險事務 ; 申索主任	Administers insurance policies, records and claims; processes information on incidents pertaining to the policies. 處理保單、保留記錄及申索, 審核與保單相關的事故資料。

Code 編號	Principal Job 主要職務	Job Description 工作說明
SHORE BASED PERSONNEL (CONTINUED) 岸上工作人員 (續)		
MARINE LAW AND INSURANCE (CONTINUED) 海事法律及保險(續)		
555	Marine Insurance Underwriter 海事保險核保人	On behalf of the insurance companies, assesses the risks involved in the insurance/reinsurance policies applied and decides on whether the company should accept these risks. 代表保險公司為申請者的投保/再投保的風險作評估，決定公司是否接受該些風險。
TRAINING AND EDUCATION 教育及培訓		
561	Professor ; Lecturer ; Instructor ; Trainer 教授 ; 講師 ; 教導員 ; 導師	Teach students in academic/vocational subjects related to the maritime services industry at different levels; may also conduct research and publish papers relevant to maritime studies. 教導不同程度的學生與海事服務業相關的學術／職業科目，或會同時進行相關的學術研究及發表論文／文章。
ACCOUNT AND FINANCE 會計及財務		
571	Ship Finance Manager 船舶融資經理	Assesses risks and asset value for offering of mortgages, loans and other credit facilities in relation to purchase of second-hand vessels or new buildings. 評估風險及資產價值，以提供與購買二手船隻／新造船隻相關的抵押、借貸及其他類別的信貸服務。
572	Ship Leasing Manager 船舶租賃經理	Assesses risks and asset value for offering of ship leasing contracts in relation to new buildings. 評估風險及資產價值，以提供與新造船隻相關的船舶租賃合約。
SAFETY AND RISK MANAGEMENT 安全及風險管理		
581	Safety / Risk Manager ; Auditor ; OHSE Manager 安全經理 ; 審計師 ; 職業健康、安全、環境經理	Assesses health, safety and environmental risks at the workplace , devises a mechanism/ workflow for prevention of accidents, carries out audit checks to ensure that the risk management mechanism is implemented properly. 評估工作間的健康、安全及環境風險，訂立機制／流程以預防意外，透過審核確保風險管理機制有妥善執行。
OTHER STAFF OF SUPPORTING SERVICES 其他支援員工		
599	Other staff of supporting services, e.g. general human resources, finance, IT and administration works. 其他支援員工，例如參與一般人力資源、財務、資訊科技或其他行政工作	



CONFIDENTIAL WHEN ENTERED WITH DATA	填入數據後即成 機密文件
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VOCATIONAL TRAINING COUNCIL
職業訓練局

THE 2020 MANPOWER SURVEY OF THE MARITIME SERVICES INDUSTRY
海事服務業2020年人力調查

The 2020 Manpower Survey of the Maritime Services (MS) aims at collecting manpower information of the industry concerned for formulating recommendations on future manpower training. Please kindly provide the information of your establishment as at **1st September 2020** by answering the questionnaire. Thank you.

海事服務業2020年人力調查旨在蒐集業內人力情況的最新資料，並按此為未來人力訓練制訂適當建議。懇請貴機構根據**2020年9月1日**的人力情況填寫此問卷。多謝合作。

Establishment Information
機構資料

(For official use) Industry Code _____

NATURE OF BUSINESS:
業務性質

- Inland water transport
港內水上運輸
- Yacht clubs
遊艇會

- Mid-stream operation
中流作業
- Others, please specify
其他，請註明

TOTAL NO. OF PERSONS ENGAGED: _____
僱員總人數

Details of Contact Person*
聯絡人資料*

NAME OF PERSON TO CONTACT: _____
聯絡人姓名

POSITION: _____
職位

TEL. NO.: _____
電話

FAX NO.: _____
圖文傳真

E-MAIL : _____
電郵

* The information provided will be used for the purpose of this and subsequent manpower surveys.
所提供資料將用作是次及日後人力調查之用。

Part I – Manpower Information

第一部份 – 人力情況

Please complete columns 'B' to 'G' of the questionnaire according to the list of principal jobs by referring to Appendix B for job description of individual job.

請根據列表中的主要職務，並參考附錄B有關各種職務的工作說明來填寫表內 'B' 至 'G' 各欄。

Principal Jobs (Full-time employees) 主要職務 (全職僱員)

Job Code 職位編號	(A) Principal Job 主要職務 (See Appendix B) (參閱附錄 B)	(B) No. of Employees as at Survey Reference Date 在統計日期的僱員人數		(C) No. of Vacancies as at Survey Reference Date 在統計日期的空缺額	(D) Forecasted No. of Employees as at September 2021 and 2022 預計在2021及2022年9月的僱員人數		(E) Age Distribution of Employees as at Survey Reference Date 在統計日期僱員的年齡分佈				(F) Average Monthly Income Range 平均每月收入幅度 Code 編號 1 \$15,000 or below 或以下 2 \$15,001 - \$25,000 3 \$25,001 - \$35,000 4 \$35,001 - \$45,000 5 \$45,001 or above 或以上	(G) No. of Employees with Ex-seafaring Experience 具備海上工作經驗的僱員人數
		Hong Kong 本港*	Non-Hong Kong 非本港*		9/2021	9/2022	35 or below 或以下	36 – 55	56 – 64	65 or above 或以上		
e.g. 例子	Job Title A (3 Hong Kong employees and 2 vacancies) 職位甲 (3名本港僱員及2個空缺)	3		2	4	5	0	2	0	1	2	
Crew Members (Local Vessel) 船員 (本地船舶)												
401	Coxswain 船長											
402	Assistant Coxswain 助理船長											
403	Sailor 水手											
404	Engine Operator 輪機長 (大偈)											
405	Assistant Engine Operator 助理輪機長 (助理大偈)											
406	Fitter 機器打磨匠											
Crew Members (Yacht) 船員 (遊艇)												
451	Captain 船長											
452	Chief Officer 大副 (大伙)											
453	Deckhand 水手											
454	Engineer 工程師											
455	Electro-technical Officer 電氣技術員											
456	Interior Manager 船艙經理											
457	Chief Steward 總管事											
458	Senior Steward 高級服務員											
459	Junior Steward 初級服務員											
460	Chef 主廚											
461	Sous Chef 副廚											

* "Hong Kong" refers to Hong Kong permanent resident and "Non-Hong Kong" refers to non-Hong Kong permanent resident.
「本港」是指擁有香港永久居民身份而「非本港」是指無擁有香港永久居民身份。

Job Code
職位
編號

e.g:
例子

(A) Principal Job 主要職務 (See Appendix B) (參閱附錄 B)	(B) No. of Employees as at Survey Reference Date 在統計日期的 僱員人數		(C) No. of Vacancies as at Survey Reference Date 在統計 日期的 空缺額	(D) Forecasted No. of Employees as at September 2021 and 2022 預計在 2021及 2022年9月 的 僱員人數		(E) Age Distribution of Employees as at Survey Reference Date 在統計日期 僱員的年齡分佈				(F) Average Monthly Income Range 平均每月收入幅度 Code 編號 1 \$15,000 or below 或以下 2 \$15,001 - \$25,000 3 \$25,001 - \$35,000 4 \$35,001 - \$45,000 5 \$45,001 or above 或以上	(G) No. of Employees with Ex- seafaring Experience 具備海上 工作經驗 的僱員 人數
	Hong Kong 本港*	Non- Hong Kong 非本港*		9/2021	9/2022	35 or below 或以下	36 – 55	56 – 64	65 or above 或以上		
Job Title A (3 Hong Kong employees and 2 vacancies) 職位甲 (3名本港僱員及2個空缺)	3		2	4	5	0	2	0	1	2	
Shore Based Personnel 岸上工作人員											
Administration; Management and Human Resource 行政、管理及人力資源											
511 Managing Director; Chief Executive Officer; General Manager 董事總經理；行政總裁；總經理											
512 Fleet Manager; Marine Superintendent; Port Captain 航線經理；海事總監；駐岸船長											
513 Fleet Officer 航線主任											
514 Crew Manager 海員招募經理											
515 Crew Officer 海員招募主任											
Business and Trade 商業及貿易											
521 Marketing/Business Development Manager 市場拓展經理											
522 Ship Chartering; Sales and Purchase Manager 船舶租賃／買賣經理											
523 Ship Chartering; Sales and Purchase Representative 船舶租賃／買賣代表											
524 Shipbroker 船務經紀											
525 Sales Engineer 銷售工程師											
526 Customer Service Representative 客戶服務代表											
Operations 營運											
531 Port Manager; Stevedore Manager 港口經理；貨物裝卸經理											
532 Ship Agency Manager 船舶代理經理											
533 Freight Manager; Logistics Manager 貨運經理；物流經理											
534 Cargo Planner; Cargo Officer 貨物規劃員；貨物主任											
535 Warehouse and Distribution Manager 倉務及收發經理											
536 Boarding Officer 登船主任											
537 Stevedore 貨物操作員											
538 Pier Attendant; Pier Assistant 碼頭操作員；碼頭助理											
Technical and Consultancy 技術及顧問											
541 Technical Manager; Technical Superintendent 技術經理；技術總監											
542 Assistant Technical Manager; Assistant Technical Superintendent 助理技術經理；助理技術總監											

* "Hong Kong" refers to Hong Kong permanent resident and "Non-Hong Kong" refers to non-Hong Kong permanent resident.
「本港」是指擁有香港永久居民身份而「非本港」是指無擁有香港永久居民身份。

Job Code 職位 編號	(A) Principal Job 主要職務 (See Appendix B) (參閱附錄 B)	(B) No. of Employees as at Survey Reference Date 在統計日期的 僱員人數		(C) No. of Vacancies as at Survey Reference Date 在統計 日期的 空缺額	(D) Forecasted No. of Employees as at September 2021 and 2022 預計在2021及 2022年9月的 僱員人數		(E) Age Distribution of Employees as at Survey Reference Date 在統計日期 僱員的年齡分佈				(F) Average Monthly Income Range 平均每月收入幅度	(G) No. of Employees with Ex- seafaring Experience 具備海上 工作經驗 的僱員 人數
		Hong Kong 本港*	Non- Hong Kong 非本港*		9/2021	9/2022	35 or below 或以下	36 – 55	56 – 64	65 or above 或以上	Code 編號 1 \$15,000 or below 或以下 2 \$15,001 - \$25,000 3 \$25,001 - \$35,000 4 \$35,001 - \$45,000 5 \$45,001 or above 或以上	
e.g. 列子	Job Title A (3 Hong Kong employees and 2 vacancies) 職位甲 (3名本港僱員及2個空缺)	3		2	4	5	0	2	0	1	2	
Shore Based Personnel (CONTINUED) 岸上工作人員 (續)												
Technical and Consultancy (CONTINUED) 技術及顧問 (續)												
543	Ship Surveyor; Technical Consultant; Engineering Consultant 船舶檢驗師；技術顧問；工程顧問											
544	Marine Surveyor; Marine Consultant; Cargo Surveyor; Cargo Consultant 海運測量師；海運顧問；貨物測量師；貨物顧問											
545	Harbour Pilot 領港員											
546	Technician; Technical Officer; Service Engineer 技術員；技術主任；技術服務工程師											
Marine Law and Insurance 海事法律及保險												
551	Maritime Lawyer; Admiralty Lawyer 海事律師											
552	Maritime Arbitrator 海事仲裁員											
553	P&I/Insurance Manager; Claim Manager; Marine Expert 保險事務；申索經理；海事專家											
554	P&I/Insurance Officer; Claims Officer 保險事務主任；申索主任											
555	Marine Insurance Underwriter 海事保險核保人											
Training and Education 教育及培訓												
561	Professor; Lecturer; Instructor; Trainer 教授；講師；教導員；導師											
Account and Finance 會計及財務												
571	Ship Finance Manager 船舶融資經理											
572	Ship Leasing Manager 船舶租賃經理											
Safety and Risk Management 安全及風險管理												
581	Safety/Risk Manager ;Auditor; OHSE Manager 安全經理；審計師；職業健康、安全、環境經理											
Other Staff of Supporting Services 其他支援員工												
599	Other staff of supporting services, e.g. general human resources, finance, IT and administration works. 其他支援員工，例如參與一般人力資源、財務、資訊科技或其他行政工作											
Other Staff Related to the Maritime Services Industry 其他相關海事服務業的員工												

For Official Use

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Part II
第二部份

Highest Class of Certificate of Competency
最高級別的適任證書

1. Please state the number of full-time **Hong Kong crew members** holding each of the followings as their highest class of certificate of competency.
請列出**本港船員**持有以下為最高級別的適任證書的人數。

Principal Job 主要職務	Holding the following Certificate as Highest Class of Certificate of Competency 持有以下證書為最高級別的適任證書									Not Holding the Relevant Certificates 沒有持有相關證明書
	Pleasure Vessel Grade 2 遊樂船二級	Pleasure Vessel Grade 1 遊樂船一級	Coxswain Grade 3 船長三級	Coxswain Grade 2 / 60 Tons License 船長二級 / 60噸營業牌照	Coxswain Grade 1 / 300 Tons License 船長一級 / 300噸營業牌照	Engine Operator Grade 3 輪機操作員三級	Engine Operator Grade 2 / 150 Horsepower or Below Certificate 輪機操作員二級 / 150匹或以下牌照	Engine Operator Grade 1 / Over 150 Horsepower Certificate 輪機操作員一級 / 150匹以上牌照	Others 其他	
Crew Members (Local Vessel) 船員 (本地船舶)										
401 Coxswain 船長										
402 Assistant Coxswain 助理船長										
403 Sailor 水手										
404 Engine Operator 輪機長 (大偈)										
405 Assistant Engine Operator 助理輪機長 (助理大偈)										
406 Fitter 機器打磨匠										
Crew Members (Yacht) 船員 (遊艇)										
451 Captain 船長										
452 Chief Officer 大副 (大伙)										
453 Deckhand 水手										
454 Engineer 工程師										
455 Electro-technical Officer 電氣技術員										
456 Interior Manager 船艙經理										
457 Chief Steward 總管事										
458 Senior Steward 高級服務員										
459 Junior Steward 初級服務員										
460 Chef 主廚										
461 Sous Chef 副廚										

Note: A crew member may possess more than one certificate of competency at the same time.
註：船員可同時持有多於一類的適任證書。

Employees Leaving the Establishment**僱員離職**

2. Please state the number of full-time employees leaving your establishment in the past 12 months.
請列出 貴機構過去十二個月內離職的全職僱員人數。

	Crew Members 船員	Shore Based Personnel 岸上工作人員
(a) Taking up another job / starting own business related to Maritime Services industry. 繼續於海事服務業任職／創業		
(b) Taking up another job / starting own business NOT related to Maritime Services industry 於其他行業任職／創業		
(c) Emigration, retirement or further studies 移民、退休或進修		
(d) Others, please specify 其他，請註明		

Ships**船隻**

3. Please indicate the number of vessels under ownership or management by type of ships.
請按船隻類型填寫擁有或管理船隻的數目。

Type of ship 船隻類型	No. of Vessels as at Survey Reference Date 在統計日期的船隻數目	Forecasted No. of Vessels in 2021 2021年預測的船隻數目	Forecasted No. of Vessels in 2022 2022年預測的船隻數目
Ferries 渡海輪			
Tug Boats 拖船			
Motor Launches 機動載客船			
Motor Cargo Boats 機動貨艇			
Lighters/Barges 躉船			
Bunker Vessels 供油船			
Pleasure Vessels 遊樂船			
Others, please specify 其他，請註明			

End of Questionnaire. Thank You for Your Co-operation.
問卷完，多謝合作。

2020 Manpower Survey of the Maritime Services Industry
海事服務業 2020 年人力調查

Explanatory Notes
附註

Part I - Manpower Information
第一部份 - 人力情況

1. Principal Jobs - Column 'A'
主要職務 —— 'A' 欄

- (a) Please go through column 'A' and mark those principal jobs applicable to your establishment. For detailed job descriptions for principal jobs, please refer to Appendix B.
請瀏覽 'A' 欄，選取適用於 貴機構的主要職務。有關詳細的工作說明，請參閱附錄 B。
- (b) Please note that some of the job titles may not be the same as those used in your establishment. Please classify an employee according to his/her major duty. If a job in your establishment has similar job functions as one of the principal jobs, it should be classified as that principal job.
調查表內部分職稱可能有別於 貴機構所採用的。請根據僱員的主要職責歸類。若某一職位與表內其中一個主要職務的職責相近，可視為該主要職務。
- (c) In the event where an employee's duties in your establishment are split between two or more job titles, please use the job title that best describes his/her principal responsibility.
如 貴機構有員工身兼多項職責，請選用最能反映其主要職責的職稱。
- (d) Please add in column 'A' titles of any principal jobs not mentioned in job descriptions (Appendix B); briefly describe them in respect of the appropriate job categories.
如 貴機構另有屬海事服務的主要職務未載於工作說明（附錄 B），請一併填入 'A' 欄內，並簡述其所屬的職務類別。

2. Number of Employees as at Survey Reference Date - Column 'B'
在統計日期的僱員人數 —— 'B' 欄

For each principal job, please fill in the number of Hong Kong and non-Hong Kong employees as at survey reference date.

"Employees" refer to those working full-time (i.e. at least 4 weeks a month, and not less than 18 hours in each week) under the payroll of the establishment. These include proprietors and partners working full-time for the establishment. These definitions also apply to 'employee(s)' appearing in other parts of the questionnaire.

請填寫 貴機構於統計日期僱用的每個主要職務的本港及非本港僱員人數。

「僱員」指在 貴機構內全職工作（即每月最少四週、每週不少於十八小時）的受薪人員，其中包括在機構內全職工作的東主及合夥人。調查表內其他部份所出現的「僱員」一詞，定義亦相同。

3. Number of Vacancies as at Survey Reference Date - Column 'C'
在統計日期的空缺額 —— 'C' 欄

Please fill in the number of existing full-time vacancies as at survey reference date. 'Vacancies' refer to those unfilled, immediately available job openings for which the establishment is actively trying to recruit personnel as at survey reference date.

請填上在統計日期每一主要職務的全職空缺額。「空缺額」是指該職位於統計參考日期仍懸空，須立刻填補，而現正積極招聘人員填補。

4. Forecasted Number of Employees as at September of 2021 and 2022 - Column 'D'

預計在 2021 及 2022 年 9 月的僱員人數 —— 'D' 欄

Please fill in the forecasted number of employees you will be employing in September 2021 and September 2022. The number given could be more/less than existing employees, subject to whether an expansion or contraction is expected.

請填寫 貴公司預計在 2021 年 9 月及 2022 年 9 月的僱員人數。此欄所填人數可能多於／少於現有僱員人數，視乎預計是否會出現業務擴張或收縮而定。

5. Age Distribution of Employees as at Survey Reference Date - Column 'E'

在統計日期僱員的年齡分佈 —— 'E' 欄

Please fill in the number of employees as at survey reference date for each age group.

請填寫 貴機構在統計日期於每個年齡組別的僱員人數。

6. Average Monthly Income Range- Column 'F'

平均每月收入幅度 —— 'F' 欄

Please enter the code of average monthly income during the past 12 months for each principal job of full time employee(s). This should include basic salary, overtime pay, cost of living allowance, meal allowance, housing allowance, travel allowance, commission and bonus. If you have more than one employee doing the same job, please enter the average range.

請在 'F' 欄填入每個主要職務的全職僱員過去 12 個月每月平均薪酬的編號。這包括底薪、逾時工作津貼、生活津貼、膳食津貼、房屋津貼、旅行津貼、佣金及花紅。如 同一主要職務有多於一名僱員，則請取平均收入。

7. Number of Employees with Ex-seafaring Experience - Column 'G'

具備海上工作經驗的僱員人數 —— 'G' 欄

Please fill in the number of shore based personnel with ex-seafaring experience.

請填寫 貴機構在統計日期內具備海上工作經驗的岸上工作人員數目。

Part II

第二部份

8. Highest Class of Certificate of Competency

最高級別的適任證書

For each principal job, please enter the number of employees among different classes of CoC, based on the highest qualification they are holding.

請就每一項主要職務，根據其持有的最高資歷，於每類適任證書填寫持有相關資歷的僱員人數。

9. Employees Leaving the Establishment

僱員離職

Please fill in the number of full-time employees leaving your establishment in the past 12 month.

請填寫 貴機構過去十二個月內離職的全職僱員人數。

10. Ships

船隻

Please fill in the number of ocean going vessels under your establishment's ownership or management by types of ships.

請按船隻類型填寫 貴機構擁有或管理的船隻數目。

2020 Manpower Survey of the Maritime Service Industry
海事服務業 2020 年人力調查

Description for the Principal Jobs
- Local Vessel Sector -
主要職務的工作說明
- 本地船舶業 -

Code 編號	Principal Job 主要職務	Job Description 工作說明
CREW MEMBER (LOCAL VESSEL) 船員 (本地船舶)		
401	Coxswain 船長	Manoeuvres the vessel during navigation, berthing and unberthing. 掌管駕駛、靠泊及起航工作。
402	Assistant Coxswain 助理船長	Assists the Coxswain in navigation, berthing and unberthing. 協助船長掌管駕駛、靠泊及起航工作。
403	Sailor 水手	Carries out berthing and unberthing duties under supervision of the Coxswain or Assistant Coxswain. Undertakes general cleaning and maintenance work. 在船長或助理船長的督導下，執行繫泊及起航工作。擔任一般清潔維修職務。
404	Engine Operator 輪機長 (大偈)	Operates and maintains main engine and auxiliaries. 操作及維修輪機、輔助設備。
405	Assistant Engine Operator 助理輪機長 (助理大偈)	Assists Engine Operator in the operation and maintenance of main engine and auxiliaries. 協助輪機長操作及維修輪機、輔助裝置。
406	Fitter 機器打磨匠	Assists Engine Operator or Assistance Engine Operator to repair and maintain pumps and machinery. 協助輪機長或助理輪機長維修和保養水泵及機械。
CREW MEMBER (YACHT) 船員 (遊艇)		
451	Captain 船長	Manoeuvres the yacht during navigation, berthing and unberthing. Subject to the size of the yacht, may need to assist with guest service, co-ordinate food and beverage on board and maintain the yacht. 掌管遊艇駕駛、靠泊及起航工作。視乎遊艇規模，或需協助接待客人，協調船上飲食安排，負責遊艇的保養工作。
452	Chief Officer 大副 (大伙)	Assists the Captain in navigation and other safety duties. Supervises deck crew and supports the guests in participating in water sports or other leisure activities. 協助船長駕駛遊艇及執行其他安全職務，督導甲板船員，以及支援客人進行水上運動或其他休閒活動。
453	Deckhand 水手	Carries out berthing and unberthing duties under supervision of the Captain. Undertakes general cleaning and maintenance work. Subject to the size of the yacht, may need to support water sports activities of the yacht and assist in serving food and beverage to guests. 在船長的督導下，執行繫泊及起航工作。擔任一般清潔維修職務。視乎遊艇規模，或需支援船上的水上活動及協助向客人奉上食物及飲料。

Code 編號	Principal Job 主要職務	Job Description 工作說明
CREW MEMBER (YACHT) (CONT'D) 船員(遊艇)(續)		
454	Engineer 工程師	Maintains the mechanical and electrical operations of the yacht. Sources spare parts required for repairs. 保養遊艇所有機械及電子設備的運作，採購供維修用的備用部件。
455	Electro-technical Officer 電氣技術員	Supports the Engineer in maintaining and repairing the yacht, especially the audio-visual systems on board including TVs, sound systems and movie projectors. 協助工程師保養及維修遊艇，特別是船上的視聽系統，包括電視、音響系統及電影投射機等。
456	Interior Manager 船艙經理	Sets up the interior of the yacht based on the requirements of the owner or company. Introduces service and process standards on board and trains the interior crew. 根據船主或公司要求，設計船艙佈置，訂立船上服務及流程標準，以及訓練船艙部員工。
457	Chief Steward 總管事	Oversees guest service, housekeeping, event planning and entertainment, as well as interior set-up and maintenance. 監察顧客服務、家政、活動規劃及娛樂、以及船艙佈置及保養。
458	Senior Steward 高級服務員	Assists the chief steward in interior housekeeping and provision of hospitality service. 協助總管事處理船艙內的家務工作及提供顧客服務。
459	Junior Steward 初級服務員	Serves guests and performs other housekeeping duties on board under supervision/instructions. 於監督／指示下，於船上服務乘客及執行其他家務工作。
460	Chef 主廚	Designs and prepares all guest and crew meals. Manages the operation of the galley including budget control. 設計及預備所有客人及船員膳食，管理整個廚房運作，包括成本控制。
461	Sous Chef 副廚	Assists the Chef in food preparation and other aspects of galley duties, e.g. maintaining food inventory. 協助主廚預備食物及支援其他廚務工作，例如維持食物存貨。
SHORE BASED PERSONNEL 岸上工作人員		
ADMINISTRATION; MANAGEMENT AND HUMAN RESOURCE 行政、管理及人力資源		
511	Managing Director ; Chief Executive Officer ; General Manager 董事總經理；行政總裁；總經理	Assumes full responsibility of overall management and development; formulates company strategies, sets guidelines, targets, and makes corporate decisions; monitors the performance of various departments; reports to the Board of Directors overall company policies. 全權負責公司的整體管理及發展；制定公司策略、方針及目標，並為公司作出決定；監管各部門的運作；向董事會提交有關公司整體政策的報告。
512	Fleet Manager ; Marine Superintendent ; Port Captain 航線經理；海事總監；駐岸船長	Oversees all operational aspects and budgetary control of the company's vessels; ensures that they are operated safely, economically and efficiently maintained to a standard that allows them to fulfil operational requirements of either the organisation or charter parties and/or other commercial contracts. 監察公司所有船隻的運作事宜及財務控制，確保船隻運作安全、成本合理、有效率，以符合機構、租賃方及／合約要求的運作水平。

Code 編號	Principal Job 主要職務	Job Description 工作說明
SHORE BASED PERSONNEL (CONTINUED) 岸上工作人員 (續)		
ADMINISTRATION; MANAGEMENT AND HUMAN RESOURCE (CONTINUED) 行政、管理及人力資源(續)		
513	Fleet Officer 航線主任	Supervises and handles all operational issues related to company's vessels, e.g. keeps records on voyage and maintenance of vessels, monitors fuel costs; administers port disbursements; assists the Manager/Superintendent in reviewing vessels' cargo stowage/loading & discharging plan and vessels' overall performance.
514	Crew Manager 海員招募經理	Oversees crew recruitment, deployment to vessel, scheduling, and regular training and development; takes care of on-going management and administrative duties of seafarers, such as payroll, travel arrangements, insurance and health schemes. 監察海員招募工作，船員調配、編更、恆常培訓及發展；處理其他日常與船員相關的管理及行政工作，例如發薪、交通安排、保險及醫療計劃等。
515	Crew Officer 海員招募主任	Supervises and executes general crew administration, including payroll, travel arrangements, insurance and certificates of crew members; co-ordinates timely crew changes. 督導及執行一般海員行政工作，包括發薪、交通安排、保險、海員證書；協調船員按時地換班。
BUSINESS AND TRADE 商業及貿易		
521	Marketing/Business Development Manager 市場拓展經理	Develops, implements and executes strategic marketing plans for the company in order to attract prospective customers and retain existing ones. 制定、實施和執行策略性市場推廣計劃，以吸引潛在客戶並保留現有客戶。
522	Ship Chartering / Sales and Purchase Manager 船舶租賃／買賣經理	Handles all aspects of chartering/sales and purchase activities (e.g. identifies chartering/sales and purchase opportunities, evaluates returns, negotiate rates and terms) to meet the profit/sales target of the company. 處理所有船舶租賃／買賣活動（例如：物色租賃／買賣的機會、評估回報、協商價格及條款），以達成公司訂下的利潤／銷售目標。
523	Ship Chartering / Sales and Purchase Representative 船舶租賃／買賣代表	Supports chartering/sales and purchase activities to meet the profit/sales target of the company. 支援船舶租賃／買賣活動，以達成公司訂下的利潤／銷售目標。
524	Shipbroker 船務經紀	Liaises with ship owners, ship operators and cargo owners to facilitate the sale, purchase and chartering of vessels; provides market information for sale or chartering of vessels; handles payment and drafts contracts and relevant documents. 聯繫船東、船舶營運人、貨主以促成船舶買賣及出租；提供與船隻租賃或買賣相關的市場資訊；處理付款、草擬合同和相關文件等。
525	Sales Engineer 銷售工程師	Uses technical knowledge to manage sales of marine products/services. 利用行業專業知識，處理海事產品／服務的銷售工作。
526	Customer Service Representative 客戶服務代表	Interacts with customers on behalf of the company; provides information about services offered by the company; responds to customers' enquires and complaints. 代表公司與客戶聯繫，提供公司相關服務的資訊給客戶，處理客戶查詢及投訴。

Code 編號	Principal Job 主要職務	Job Description 工作說明
SHORE BASED PERSONNEL (CONTINUED) 岸上工作人員 (續)		
OPERATIONS 營運		
531	Port Manager ; Stevedore Manager 港口經理；貨物裝卸經理	Oversees and co-ordinates a range of port activities including loading/unloading ships (or boarding/alighting of passengers), cargo/baggage storage, tug and pilot services with a view to optimise resource use, minimise costs and comply with relevant regulations. (The scope of "Stevedore Manager" may confine to the supervision of loading/unloading activities.) 監察及協調一系列的港口活動，包括裝卸船上貨物(或安排乘客上落船隻)、儲存貨物／行李、拖輪及領港服務等，以達致理想的資源運用、控制成本及符合法規要求。(「貨物裝卸經理」的工作範疇或只限於監督與船上貨物裝卸相關的活動。)
532	Ship Agency Manager 船舶代理經理	Liaises with port officials and terminal operators to plan effective cargo operations when the vessel arrives the port; carries out any arrangements as required by the shipping lines, ship-owners and ship-masters. 當負責船隻進入港口，聯繫港口管理人員、碼頭營運者以規劃有效的貨物處理工序；應船公司、船主或船長要求，執行其他相關安排。
533	Freight Manager ; Logistics Manager 貨運經理；物流經理	Oversees the transportation (in particular ocean freight shipments) of goods from suppliers to distributors; ensures the shipping methods are safe, efficient and cost-effective. 監察由供應商到分發商的運輸過程(特別是涉及海運的部份)。確保運輸方式安全、有效率及符合成本效益。
534	Cargo Planner ; Cargo Officer 貨物規劃員；貨物主任	Assesses the nature of goods and the situation of the vessels to ensure that any loading or discharging is done safely and efficiently; solve stowage-related problems; communicates with port operatives to assign destinations for the cargo. 評估貨物性質及船隻狀況，安全及有效率地安排裝卸貨物，解決與裝載相關的問題，就貨物存放地點與港口操作人員溝通。
535	Warehouse and Distribution Manager 倉務及收發經理	Plans and manages the receiving, storage and distribution of goods and the overall operation of a warehouse; keeps track of stock levels, delivery times and transport costs. 規劃和管理物流、倉庫及運輸；監管庫存狀況、交貨時間、運輸成本。
536	Boarding Officer 登船主任	Facilitates the smooth entry and departure of the assigned ships; ensures that they fulfil statutory formalities and required declarations. 協助負責船隻暢順進出港口，確保船隻符合法規及各項申報要求。
537	Stevedore 貨物操作員	Loads and unloads the cargo of ships in a port. 於港口裝卸船上貨物。
538	Pier Attendant ; Pier Assistant 碼頭操作員；碼頭助理	Provides general support to the operations of a pier; may involve cleaning, basic maintenance and customer services duties. 支援碼頭一般運作，或涉及清潔、基本保養及客戶服務等工作。
TECHNICAL AND CONSULTANCY 技術及顧問		
541	Technical Manager ; Technical Superintendent 技術經理；技術總監	Plans and organises vessels' repair works, conducts survey inspections, controls budgets and spares procurement. 規劃及安排船舶維修保養，進行船舶檢測，控制成本及採購船舶相關部件。
542	Assistant Technical Manager ; Assistant Technical Superintendent 助理技術經理；助理技術總監	Supervises and execute vessel repair plans and spares procurement; assists the Manager/Superintendent in sorting out technical problems encountered during the course of work. 督導及執行船舶維修計劃及部件採購工作，協助經理／總監處理日常工作遇到的技術問題。

Code 編號	Principal Job 主要職務	Job Description 工作說明
SHORE BASED PERSONNEL (CONTINUED) 岸上工作人員 (續)		
TECHNICAL AND CONSULTANCY (CONTINUED) 技術及顧問 (續)		
543	Ship Surveyor ; Technical Consultant ; Engineering Consultant 船舶檢驗師 ; 技術顧問 ; 工程顧問	Conducts inspections/examinations of vessels to assess, monitors and reports on their condition, inspects equipment intended for new or existing vessels to ensure compliance with various standards or specifications. 檢查 / 測試船隻以評估、監察及報告船隻狀況，檢查供新船 / 現有船隻使用的設備以確保符合水平 / 規格。
544	Marine Surveyor; Marine Consultant ; Cargo Surveyor ; Cargo Consultant 海運測量師 ; 海運顧問 ; 貨物測量師 ; 貨物顧問	Verifies the condition of cargo; investigates cargo loss or damage; provides technical advice for insuring or transporting goods. 核實貨物狀況，調查貨損，就投保或運送貨物提供技術意見。
545	Harbour Pilot 領港員	Accompanies and gives navigational advice to the Captains when the sea-going vessels enter or leave Hong Kong to ensure their safe navigation within Hong Kong waters. 在遠洋船隻抵港或離港時陪同船長，給予航行意見，確保船隻在香港水域內安全航行。
546	Technician ; Technical Officer ; Service Engineer 技術員 ; 技術主任 ; 技術服務工程師	Uses technical knowledge to provide after-sales services related to ship machinery, equipment and other marine products. 利用行業專業知識，為船舶機械、設備及其他海事產品提供售後服務。
MARINE LAW AND INSURANCE 海事法律及保險		
551	Maritime Lawyer; Admiralty Lawyer 海事律師	Advises clients on legal issues and disputes under marine law and the related rules and conventions; draws up legal documents; represents clients in legal proceedings. 按海事法律及相關的規則和公約，在各類法律問題和糾紛上為客戶作出建議、起草法律文件，及在法律訴訟代表客戶。
552	Maritime Arbitrator 海事仲裁員	Studies evidence, determines liability, encourages communications between disputants and tries to bring them to a settlement before an official hearing takes place; prepares settlement agreements for settled cases. 研究證據，釐定各方責任，鼓勵爭議各方透過溝通，於進行法律聆訊前達成和解協議，並就和解個案預備協議書。
553	P&I / Insurance Manager ; Claims Manager ; Marine Expert 保險事務 ; 申索經理 ; 海事專家	Identifies and analyses risks associated with policies, manages claims or provide expert advice, minimises risk of financial loss and achieves target budgets of the company. 識別及分析保單涉及的風險，管理保險申索，或提供專業意見，減低公司的損失及配合公司財務預算。
554	P&I / Insurance Officer ; Claims Officer 保險事務 ; 申索主任	Administers insurance policies, records and claims; processes information on incidents pertaining to the policies. 處理保單、保留記錄及申索，審核與保單相關的事故資料。
555	Marine Insurance Underwriter 海事保險核保人	On behalf of the insurance companies, assesses the risks involved in the insurance/reinsurance policies applied and decides on whether the company should accept these risks. 代表保險公司為申請者的投保/再投保的風險作評估，決定公司是否接受這些風險。

Code 編號	Principal Job 主要職務	Job Description 工作說明
SHORE BASED PERSONNEL (CONTINUED) 岸上工作人員 (續)		
TRAINING AND EDUCATION 教育及培訓		
561	Professor ; Lecturer ; Instructor ; Trainer 教授 ; 講師 ; 教導員 ; 導師	Teach students in academic/vocational subjects related to the maritime services industry at different levels; may also conduct research and publish papers relevant to maritime studies. 教導不同程度的學生與海事服務業相關的學術／職業科目，或會同時進行相關的學術研究及發表論文／文章。
ACCOUNT AND FINANCE 會計及財務		
571	Ship Finance Manager 船舶融資經理	Assesses risks and asset value for offering of mortgages, loans and other credit facilities in relation to purchase of second-hand vessels or new buildings. 評估風險及資產價值，以提供與購買二手船隻／新造船隻相關的抵押、借貸及其他類別的信貸服務。
572	Ship Leasing Manager 船舶租賃經理	Assesses risks and asset value for offering of ship leasing contracts in relation to new buildings. 評估風險及資產價值，以提供與新造船隻相關的船舶租賃合約。
SAFETY AND RISK MANAGEMENT 安全及風險管理		
581	Safety / Risk Manager ; Auditor ; OHSE Manager 安全經理 ; 審計師 ; 職業健康、安全、環境經理	Assesses health, safety and environmental risks at the workplace , devises a mechanism/ workflow for prevention of accidents, carries out audit checks to ensure that the risk management mechanism is implemented properly. 評估工作間的健康、安全及環境風險，訂立機制／流程以預防意外，透過審核確保風險管理機制有妥善執行。
OTHER STAFF OF SUPPORTING SERVICES 其他支援員工		
599	Other staff of supporting services, e.g. general human resources, finance, IT and administration works. 其他支援員工，例如參與一般人力資源、財務、資訊科技或其他行政工作	



CONFIDENTIAL WHEN ENTERED WITH DATA	填入數據後即成 機密文件
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VOCATIONAL TRAINING COUNCIL
職業訓練局

THE 2020 MANPOWER SURVEY OF THE MARITIME SERVICES INDUSTRY
海事服務業2020年人力調查

The 2020 Manpower Survey of the Maritime Services (MS) aims at collecting manpower information of the industry concerned for formulating recommendations on future manpower training. Please kindly provide the information of your establishment as at **1st September 2020** by answering the questionnaire. Thank you.

海事服務業2020年人力調查旨在蒐集業內人力情況的最新資料，並按此為未來人力訓練制訂適當建議。懇請 貴機構根據**2020年9月1日**的人力情況填寫此問卷。多謝合作。

Establishment Information
機構資料

(For official use) Industry Code _____

NATURE OF BUSINESS:
 業務性質

- | | |
|---|--|
| <input type="checkbox"/> Container Terminal and Marine Cargo Terminal Operators; Port Facilities Operators; Service Activities Incidental to Water Transportation n.e.c.
貨櫃碼頭及貨運碼頭營運者；港口設施營運者；其他水上運輸輔助服務活動 | <input type="checkbox"/> Shipbrokers
船隻經紀 |
| <input type="checkbox"/> Classification Societies; Consultants and Surveyors
船級社；顧問公司及驗船公司 | <input type="checkbox"/> Marine Equipment; Shipbuilders and Repairer
海事設備；造船廠及修船廠 |
| <input type="checkbox"/> Marine Insurance
海事保險 | <input type="checkbox"/> Maritime Law
海事法 |
| <input type="checkbox"/> Ship Finance
船舶融資 | <input type="checkbox"/> Ship Registration and Port Authorities
船舶註冊及港口當局 |
| <input type="checkbox"/> Other Maritime Services, please specify
其他海事服務，請註明
_____ | |

TOTAL NO. OF PERSONS ENGAGED: _____
 僱員總人數

Details of Contact Person*
聯絡人資料*

NAME OF PERSON TO CONTACT: _____
 聯絡人姓名

POSITION: _____
 職位

TEL. NO. : _____
 電話

FAX NO. : _____
 圖文傳真

E-MAIL : _____
 電郵

* The information provided will be used for the purpose of this and subsequent manpower surveys.
 所提供資料將用作是次及日後人力調查之用。

Part I – Manpower Information

第一部份 – 人力情況

Please complete columns 'B' to 'F' of the questionnaire according to the list of principal jobs by referring to Appendix B for job description of individual job.

請根據列表中的主要職務，並參考附錄B有關各種職務的工作說明來填寫表內'B'至'F'各欄。

Principal Jobs (Full-time employees) 主要職務 (全職僱員)

Job Code 職位編號	(A) Principal Job 主要職務 (See Appendix B) (參閱附錄B)	(B) No. of Employees as at Survey Reference Date 在統計日期的 僱員人數		(C) No. of Vacancies as at Survey Reference Date 在統計 日期的 空缺額	(D) Forecasted No. of Employees as at September 2021 and 2022 預計在2021及2022 年9月的僱員人數		(E) Age Distribution of Employees as at Survey Reference Date 在統計日期 僱員的年齡分佈				(F) No. of Employees with Ex- seafaring Experience 具備海上工作 經驗的僱員人數
		Hong Kong 本港*	Non-Hong Kong 非本港*		9/2021	9/2022	35 or below 或以下	36 – 55	56 – 64	65 or above 或以上	
e.g. 例子	Job Title A (3 Hong Kong employees and 2 vacancies) 職位甲 (3名本港僱員及2個空缺)	3	0	2	4	5	0	2	0	1	1
Shore Based Personnel 岸上工作人員											
Administration; Management and Human Resource 行政、管理及人力資源											
511	Managing Director; Chief Executive Officer; General Manager 董事總經理；行政總裁；總經理										
512	Fleet Manager; Marine Superintendent; Port Captain 航線經理；海事總監；駐岸船長										
513	Fleet Officer 航線主任										
514	Crew Manager 海員招募經理										
515	Crew Officer 海員招募主任										
Business and Trade 商業及貿易											
521	Marketing/Business Development Manager 市場拓展經理										
522	Ship Chartering; Sales and Purchase Manager 船舶租賃／買賣經理										
523	Ship Chartering; Sales and Purchase Representative 船舶租賃／買賣代表										
524	Shipbroker 船務經紀										
525	Sales Engineer 銷售工程師										
526	Customer Service Representative 客戶服務代表										
Operations 營運											
531	Port Manager; Stevedore Manager 港口經理；貨物裝卸經理										
532	Ship Agency Manager 船舶代理經理										
533	Freight Manager; Logistics Manager 貨運經理；物流經理										
534	Cargo Planner; Cargo Officer 貨物規劃員；貨物主任										
535	Warehouse and Distribution Manager 倉務及收發經理										
536	Boarding Officer 登船主任										
537	Stevedore 貨物操作員										
538	Pier Attendant; Pier Assistant 碼頭操作員；碼頭助理										

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「本港」是指擁有香港永久居民身份而「非本港」是指無擁有香港永久居民身份。

Job Code 職位編號 e.g. 例子	(A) Principal Job 主要職務 (See Appendix B) (參閱附錄 B)	(B) No. of Employees as at Survey Reference Date 在統計日期的 僱員人數		(C) No. of Vacancies as at Survey Reference Date 在統計 日期的 空缺額	(D) Forecasted No. of Employees as at September 2021 and 2022 預計在2021及2022 年9月的僱員人數		(E) Age Distribution of Employees as at Survey Reference Date 在統計日期 僱員的年齡分佈				(F) No. of Employees with Ex- seafaring Experience 具備海上工作 經驗的僱員人數
		Hong Kong 本港*	Non-Hong Kong 非本港*		9,2021	9,2022	35 or below 或以下	36 – 55	56 – 64	65 or above 或以上	
	Job Title A (3 Hong Kong employees and 2 vacancies) 職位甲 (3名本港僱員及2個空缺)	3	0	2	4	5	0	2	0	1	1
Technical and Consultancy 技術及顧問											
541	Technical Manager; Technical Superintendent 技術經理；技術總監										
542	Assistant Technical Manager; Assistant Technical Superintendent 助理技術經理；助理技術總監										
543	Ship Surveyor; Technical Consultant; Engineering Consultant 船舶檢驗師；技術顧問；工程顧問										
544	Marine Surveyor; Marine Consultant; Cargo Surveyor; Cargo Consultant 海運測量師；海運顧問；貨物測量師；貨物顧問										
545	Harbour Pilot 領港員										
546	Technician; Technical Officer; Service Engineer 技術員；技術主任；技術服務工程師										
Marine Law and Insurance 海事法律及保險											
551	Maritime Lawyer; Admiralty Lawyer 海事律師										
552	Maritime Arbitrator 海事仲裁員										
553	P&I/Insurance Manager; Claim Manager; Marine Expert 保險事務；申索經理；海事專家										
554	P&I/Insurance Officer; Claims Officer 保險事務主任；申索主任										
555	Marine Insurance Underwriter 海事保險核保人										
Training and Education 教育及培訓											
561	Professor; Lecturer; Instructor; Trainer 教授；講師；教導員；導師										
Account and Finance 會計及財務											
571	Ship Finance Manager 船舶融資經理										
572	Ship Leasing Manager 船舶租賃經理										
Safety and Risk Management 安全及風險管理											
581	Safety/Risk Manager ;Auditor; OHSE Manager 安全經理；審計師；職業健康、安全、環境經理										
Other Staff of Supporting Services 其他支援員工											
599	Other staff of supporting services, e.g. general human resources, finance, IT and administration works. 其他支援員工，例如參與一般人力資源、財務、 資訊科技或其他行政工作										
Other Staff Related to the Maritime Services Industry 其他相關海事服務業的員工											

For Official Use

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Part II
第二部

Employees Leaving the Establishment

僱員離職

Please state the number of full-time employees leaving your establishment in the past 12 months.

請列出 貴機構過去十二個月內離職的全職僱員人數。

	No. of Employees Left 離職人數
(a) Taking up another job ; starting own business related to Maritime Services industry. 繼續於海事服務業任職／創業	
(b) Taking up another job ; starting own business NOT related to Maritime Services industry 於其他行業任職／創業	
(c) Emigration, retirement or further studies 移民、退休或進修	
(d) Others, please specify 其他，請註明 _____	

End of Questionnaire. Thank You for Your Co-operation.
問卷完，多謝合作。

2020 Manpower Survey of the Maritime Services Industry
海事服務業 2020 年人力調查

Explanatory Notes
附註

Part I - Manpower Information
第一部份 - 人力情況

1. Principal Jobs - Column 'A'
主要職務 —— 'A' 欄

- (a) Please go through column 'A' and mark those principal jobs applicable to your establishment. For detailed job descriptions for principal jobs, please refer to Appendix B.
請瀏覽 'A' 欄，選取適用於 貴機構的主要職務。有關詳細的工作說明，請參閱附錄 B。
- (b) Please note that some of the job titles may not be the same as those used in your establishment. Please classify an employee according to his/her major duty. If a job in your establishment has similar job functions as one of the principal jobs, it should be classified as that principal job.
調查表內部分職稱可能有別於 貴機構所採用的。請根據僱員的主要職責歸類。若某一職位與表內其中一個主要職務的職責相近，可視為該主要職務。
- (c) In the event where an employee's duties in your establishment are split between two or more job titles, please use the job title that best describes his/her principal responsibility.
如 貴機構有員工身兼多項職責，請選用最能反映其主要職責的職稱。
- (d) Please add in column 'A' titles of any principal jobs not mentioned in job descriptions (Appendix B); briefly describe them in respect of the appropriate job categories.
如 貴機構另有屬海事服務的主要職務未載於工作說明（附錄 B），請一併填入 'A' 欄內，並簡述其所屬的職務類別。

2. Number of Employees as at Survey Reference Date - Column 'B'
在統計日期的僱員人數 —— 'B' 欄

For each principal job, please fill in the number of Hong Kong and non-Hong Kong shore based personnel as at survey reference date.

"Employees" refer to those working full-time (i.e. at least 4 weeks a month, and not less than 18 hours in each week) under the payroll of the establishment. These include proprietors and partners working full-time for the establishment. These definitions also apply to 'employee(s)' appearing in other parts of the questionnaire.

請填寫 貴機構於統計日期僱用的每個主要職務的本港及非本港岸上工作人員數目。

「僱員」指在 貴機構內全職工作（即每月最少四週、每週不少於十八小時）的受薪人員，其中包括在機構內全職工作的東主及合夥人。調查表內其他部份所出現的「僱員」一詞，定義亦相同。

3. Number of Vacancies as at Survey Reference Date - Column 'C'
在統計日期的空缺額 —— 'C' 欄

Please fill in the number of existing full-time vacancies as at survey reference date. 'Vacancies' refer to those unfilled, immediately available job openings for which the establishment is actively trying to recruit personnel as at survey reference date.

請填上在統計日期每一主要職務的全職空缺額。「空缺額」是指該職位於統計參考日期仍懸空，須立刻填補，而現正積極招聘人員填補。

4. Forecasted Number of Employees as at September of 2021 and 2022 - Column 'D'
預計在 2021 及 2022 年 9 月的僱員人數—— 'D' 欄

Please fill in the forecasted number of employees you will be employing in September 2021 and September 2022. The number given could be more/less than existing employees, subject to whether an expansion or contraction is expected.

請填寫 貴公司預計在 2021 年 9 月及 2022 年 9 月的僱員人數。此欄所填人數可能多於／少於現有僱員人數，視乎預計是否會出現業務擴張或收縮而定。

5. Age Distribution of Employees as at Survey Reference Date - Column 'E'
在統計日期僱員的年齡分佈—— 'E' 欄

Please fill in the number of employees as at survey reference date for each age group.

請填寫 貴機構在統計日期於每個年齡組別的僱員人數。

6. Number of Employees with Ex-seafaring Experience - Column 'F'
具備海上工作經驗的僱員人數—— 'F' 欄

Please fill in the number of shore based personnel with ex-seafaring experience.

請填寫 貴機構在統計日期具備海上工作經驗的岸上工作人員數目。

Part II
第二部份

7. Employees Leaving the Establishment
僱員離職

Please fill in the number of full-time employees leaving your establishment in the past 12 months.

請填寫 貴機構過去十二個月內離職的全職僱員人數。

2020 Manpower Survey of the Maritime Service Industry
海事服務業 2020 年人力調查

Description for the Principal Jobs
- Shore Based Personnel Sector -
主要職務的工作說明
- 岸上工作人員 -

Code 編號	Principal Job 主要職務	Job Description 工作說明
ADMINISTRATION; MANAGEMENT AND HUMAN RESOURCE 行政、管理及人力資源		
511	Managing Director ; Chief Executive Officer ; General Manager 董事總經理 ; 行政總裁 ; 總經理	Assumes full responsibility of overall management and development; formulates company strategies, sets guidelines, targets, and makes corporate decisions; monitors the performance of various departments; reports to the Board of Directors overall company policies. 全權負責公司的整體管理及發展；制定公司策略、方針及目標，並為公司作出決定；監管各部門的運作；向董事會提交有關公司整體政策的報告。
512	Fleet Manager ; Marine Superintendent ; Port Captain 航線經理 ; 海事總監 ; 駐岸船長	Oversees all operational aspects and budgetary control of the company's vessels; ensures that they are operated safely, economically and efficiently maintained to a standard that allows them to fulfil operational requirements of either the organisation or charter parties and/or other commercial contracts. 監察公司所有船隻的運作事宜及財務控制，確保船隻運作安全、成本合理、有效率，以符合機構、租賃方及／合約要求的運作水平。
513	Fleet Officer 航線主任	Supervises and handles all operational issues related to company's vessels, e.g. keeps records on voyage and maintenance of vessels, monitors fuel costs; administers port disbursements; assists the Manager/Superintendent in reviewing vessels' cargo stowage/loading & discharging plan and vessels' overall performance.
514	Crew Manager 海員招募經理	Oversees crew recruitment, deployment to vessel, scheduling, and regular training and development; takes care of on-going management and administrative duties of seafarers, such as payroll, travel arrangements, insurance and health schemes. 監察海員招募工作，船員調配、編更、恆常培訓及發展；處理其他日常與船員相關的管理及行政工作，例如發薪、交通安排、保險及醫療計劃等。
515	Crew Officer 海員招募主任	Supervises and executes general crew administration, including payroll, travel arrangements, insurance and certificates of crew members; co-ordinates timely crew changes. 督導及執行一般海員行政工作，包括發薪、交通安排、保險、海員證書；協調船員按時地換班。

Code 編號	Principal Job 主要職務	Job Description 工作說明
BUSINESS AND TRADE 商業及貿易		
521	Marketing/Business Development Manager 市場拓展經理	Develops, implements and executes strategic marketing plans for the company in order to attract prospective customers and retain existing ones. 制定、實施和執行策略性市場推廣計劃，以吸引潛在客戶並保留現有客戶。
522	Ship Chartering / Sales and Purchase Manager 船舶租賃／買賣經理	Handles all aspects of chartering/sales and purchase activities (e.g. identifies chartering/sales and purchase opportunities, evaluates returns, negotiate rates and terms) to meet the profit/sales target of the company. 處理所有船舶租賃／買賣活動（例如：物色租賃／買賣的機會、評估回報、協商價格及條款），以達成公司訂下的利潤／銷售目標。
523	Ship Chartering / Sales and Purchase Representative 船舶租賃／買賣代表	Supports chartering/sales and purchase activities to meet the profit/sales target of the company. 支援船舶租賃／買賣活動，以達成公司訂下的利潤／銷售目標。
524	Shipbroker 船務經紀	Liaises with ship owners, ship operators and cargo owners to facilitate the sale, purchase and chartering of vessels; provides market information for sale or chartering of vessels; handles payment and drafts contracts and relevant documents. 聯繫船東、船舶營運人、貨主以促成船舶買賣及出租；提供與船隻租賃或買賣相關的市場資訊；處理付款、草擬合同和相關文件等。
525	Sales Engineer 銷售工程師	Uses technical knowledge to manage sales of marine products/services. 利用行業專業知識，處理海事產品／服務的銷售工作。
526	Customer Service Representative 客戶服務代表	Interacts with customers on behalf of the company; provides information about services offered by the company; responds to customers' enquires and complaints. 代表公司與客戶聯系，提供公司相關服務的資訊給客戶，處理客戶查詢及投訴。
OPERATIONS 營運		
531	Port Manager ; Stevedore Manager 港口經理；貨物裝卸經理	Oversees and co-ordinates a range of port activities including loading/unloading ships (or boarding/alighting of passengers), cargo/baggage storage, tug and pilot services with a view to optimise resource use, minimise costs and comply with relevant regulations. (The scope of "Stevedore Manager" may confine to the supervision of loading/unloading activities.) 監察及協調一系列的港口活動，包括裝卸船上貨物(或安排乘客上落船隻)、儲存貨物／行李、拖輪及領港服務等，以達致理想的資源運用、控制成本及符合法規要求。(「貨物裝卸經理」的工作範疇或只限於監督與船上貨物裝卸相關的活動。)
532	Ship Agency Manager 船舶代理經理	Liaises with port officials and terminal operators to plan effective cargo operations when the vessel arrives the port; carries out any arrangements as required by the shipping lines, ship-owners and ship-masters. 當負責船隻進入港口，聯繫港口管理人員、碼頭營運者以規劃有效的貨物處理工序；應船公司、船主或船長要求，執行其他相關安排。
533	Freight Manager ; Logistics Manager 貨運經理；物流經理	Oversees the transportation (in particular ocean freight shipments) of goods from suppliers to distributors; ensures the shipping methods are safe, efficient and cost-effective. 監察由供應商到分發商的運輸過程(特別是涉及海運的部份)。確保運輸方式安全、有效率及符合成本效益。

Code 編號	Principal Job 主要職務	Job Description 工作說明
OPERATIONS (CONTINUED) 營運(續)		
534	Cargo Planner ; Cargo Officer 貨物規劃員 ; 貨物主任	Assesses the nature of goods and the situation of the vessels to ensure that any loading or discharging is done safely and efficiently; solve stowage-related problems; communicates with port operatives to assign destinations for the cargo. 評估貨物性質及船隻狀況，安全及有效率地安排裝卸貨物，解決與裝載相關的問題，就貨物存放地點與港口操作人員溝通。
535	Warehouse and Distribution Manager 倉務及收發經理	Plans and manages the receiving, storage and distribution of goods and the overall operation of a warehouse; keeps track of stock levels, delivery times and transport costs. 規劃和管理物流、倉庫及運輸；監管庫存狀況、交貨時間、運輸成本。
536	Boarding Officer 登船主任	Facilitates the smooth entry and departure of the assigned ships; ensures that they fulfil statutory formalities and required declarations. 協助負責船隻暢順進出港口，確保船隻符合法規及各項申報要求。
537	Stevedore 貨物操作員	Loads and unloads the cargo of ships in a port. 於港口裝卸船上貨物。
538	Pier Attendant ; Pier Assistant 碼頭操作員 ; 碼頭助理	Provides general support to the operations of a pier; may involve cleaning, basic maintenance and customer services duties. 支援碼頭一般運作，或涉及清潔、基本保養及客戶服務等工作。
TECHNICAL AND CONSULTANCY 技術及顧問		
541	Technical Manager ; Technical Superintendent 技術經理 ; 技術總監	Plans and organises vessels' repair works, conducts survey inspections, controls budgets and spares procurement. 規劃及安排船舶維修保養，進行船舶檢測，控制成本及採購船舶相關部件。
542	Assistant Technical Manager ; Assistant Technical Superintendent 助理技術經理 ; 助理技術總監	Supervises and execute vessel repair plans and spares procurement; assists the Manager/Superintendent in sorting out technical problems encountered during the course of work. 督導及執行船舶維修計劃及部件採購工作，協助經理／總監處理日常工作遇到的技術問題。
543	Ship Surveyor ; Technical Consultant ; Engineering Consultant 船舶檢驗師 ; 技術顧問 ; 工程顧問	Conducts inspections/examinations of vessels to assess, monitors and reports on their condition, inspects equipment intended for new or existing vessels to ensure compliance with various standards or specifications. 檢查／測試船隻以評估、監察及報告船隻狀況，檢查供新船／現有船隻使用的設備以確保符合水平／規格。
544	Marine Surveyor; Marine Consultant ; Cargo Surveyor ; Cargo Consultant 海運測量師 ; 海運顧問 ; 貨物測量師 ; 貨物顧問	Verifies the condition of cargo; investigates cargo loss or damage; provides technical advice for insuring or transporting goods. 核實貨物狀況，調查貨損，就投保或運送貨物提供技術意見。
545	Harbour Pilot 領港員	Accompanies and gives navigational advice to the Captains when the sea-going vessels enter or leave Hong Kong to ensure their safe navigation within Hong Kong waters. 在遠洋船隻抵港或離港時陪同船長，給予航行意見，確保船隻在香港水域內安全航行。
546	Technician ; Technical Officer ; Service Engineer 技術員 ; 技術主任 ; 技術服務工程師	Uses technical knowledge to provide after-sales services related to ship machinery, equipment and other marine products. 利用行業專業知識，為船舶機械、設備及其他海事產品提供售後服務。

Code 編號	Principal Job 主要職務	Job Description 工作說明
MARINE LAW AND INSURANCE 海事法律及保險		
551	Maritime Lawyer; Admiralty Lawyer 海事律師	Advises clients on legal issues and disputes under marine law and the related rules and conventions; draws up legal documents; represents clients in legal proceedings. 按海事法律及相關的規則和公約，在各類法律問題和糾紛上為客戶作出建議、起草法律文件，及在法律訴訟代表客戶。
552	Maritime Arbitrator 海事仲裁員	Studies evidence, determines liability, encourages communications between disputants and tries to bring them to a settlement before an official hearing takes place; prepares settlement agreements for settled cases. 研究證據，釐定各方責任，鼓勵爭議各方透過溝通，於進行法律聆訊前達成和解協議，並就和解個案預備協議書。
553	P&I / Insurance Manager ; Claims Manager ; Marine Expert 保險事務；申索經理； 海事專家	Identifies and analyses risks associated with policies, manages claims or provide expert advice, minimises risk of financial loss and achieves target budgets of the company. 識別及分析保單涉及的風險，管理保險申索，或提供專業意見，減低公司的損失及配合公司財務預算。
554	P&I / Insurance Officer ; Claims Officer 保險事務；申索主任	Administers insurance policies, records and claims; processes information on incidents pertaining to the policies. 處理保單、保留記錄及申索，審核與保單相關的事故資料。
555	Marine Insurance Underwriter 海事保險核保人	On behalf of the insurance companies, assesses the risks involved in the insurance/reinsurance policies applied and decides on whether the company should accept these risks. 代表保險公司為申請者的投保/再投保的風險作評估，決定公司是否接受該些風險。
TRAINING AND EDUCATION 教育及培訓		
561	Professor ; Lecturer ; Instructor ; Trainer 教授；講師；教導員；導師	Teach students in academic/vocational subjects related to the maritime services industry at different levels; may also conduct research and publish papers relevant to maritime studies. 教導不同程度的學生與海事服務業相關的學術／職業科目，或會同時進行相關的學術研究及發表論文／文章。
ACCOUNT AND FINANCE 會計及財務		
571	Ship Finance Manager 船舶融資經理	Assesses risks and asset value for offering of mortgages, loans and other credit facilities in relation to purchase of second-hand vessels or new buildings. 評估風險及資產價值，以提供與購買二手船隻／新造船隻相關的抵押、借貸及其他類別的信貸服務。
572	Ship Leasing Manager 船舶租賃經理	Assesses risks and asset value for offering of ship leasing contracts in relation to new buildings. 評估風險及資產價值，以提供與新造船隻相關的船舶租賃合約。
SAFETY AND RISK MANAGEMENT 安全及風險管理		
581	Safety / Risk Manager ; Auditor ; OHSE Manager 安全經理；審計師； 職業健康、安全、環境經理	Assesses health, safety and environmental risks at the workplace , devises a mechanism/ workflow for prevention of accidents, carries out audit checks to ensure that the risk management mechanism is implemented properly. 評估工作間的健康、安全及環境風險，訂立機制／流程以預防意外，透過審核確保風險管理機制有妥善執行。
OTHER STAFF OF SUPPORTING SERVICES 其他支援員工		
599	Other staff of supporting services, e.g. general human resources, finance, IT and administration works. 其他支援員工，例如參與一般人力資源、財務、資訊科技或其他行政工作	

Response Profile

Sector/Branch	(a) No. of Valid Cases *	(b) No. of Establishments Successfully Enumerated	(b) / (a) Effective Response Rate
A. Ocean Going Sector			
Branch 1: Ship Agents and Managers; Local Representative Offices of Overseas Shipping Companies	121	105	86.8%
Branch 2: Ship Owners of Sea-going Vessels	17	15	88.2%
Branch 3: Operators of Sea-going Vessels	5	5	100.0%
Branch 4: Ship Owners and Managers	4	3	75.0%
B. River Trade Sector			
Branch 5: Ship Owners and Operators of Vessels Moving Between Hong Kong and the Ports in Pearl River Delta	34	33	97.1%
C. Local Vessel Sector			
Branch 6: Inland Water Transport	74	70	94.6%
Branch 7: Mid-stream Operation	23	21	91.3%
Branch 8: Yacht Club and Other Yacht Services	13	13	100.0%
D. Local Vessel Sector			
Branch 9: Container Terminal and Marine Cargo Terminal Operators and Port Facilities Operators; Service Activities Incidental to Water Transportation, etc.	42	40	95.2%
Branch 10: Shipbrokers	47	43	91.5%
Branch 11: Classification Societies; Consultants and Surveyors	39	34	87.2%

Sector/Branch	(a) No. of Valid Cases *	(b) No. of Establishments Successfully Enumerated	(b) / (a) Effective Response Rate
Branch 12: Marine Equipment; Shipbuilders and Repairers	31	25	80.6%
Branch 13: Marine Insurance	15	10	66.7%
Branch 14: Maritime Law	11	10	90.9%
Branch 15: Ship Finance	2	2	100.0%
Branch 16: Ship Registration and Port Authorities	4	4	100.0%
Branch 17: Other Marine Services	25	21	84.0%
Overall	507	454	89.5%

*Note: * Sampled establishments with suspended operation, change of industry, nil reply to the survey were considered invalid.*

Quality Control Measures

Prior to fieldwork preparation

- Collect contact information of the sampled establishments
- Group sampled establishments to the same business organisation

Thorough training of fieldwork staff

- Industry briefing workshop by VTC
- Intensive briefing and training sessions by the survey consultant in consultation with VTC

Monitoring of the fieldwork execution

- Well-trained enumerators who are experienced in conducting establishment surveys
- Closely monitor fieldwork progress and work of enumerators
- Debriefing sessions twice a week
- Joint field visits by VTC

Measures to increase the response rate

- Strategic directions given by VTC
- Assistance from the Training Boards and trade associations, etc.

Checking of the completed questionnaires

- Sample check of completed questionnaires by an independent team of QC checkers
- 100% vetting of the completed questionnaires by VTC

Data processing and data validation

- Collection of data via an i-Survey platform (Interactive Online Interviewing Systems)
- Validation of collected data via computer programming and systems

Data analysis by VTC

- Comparison of survey findings with last round
- Benchmarking with relevant manpower information (if deemed appropriate)

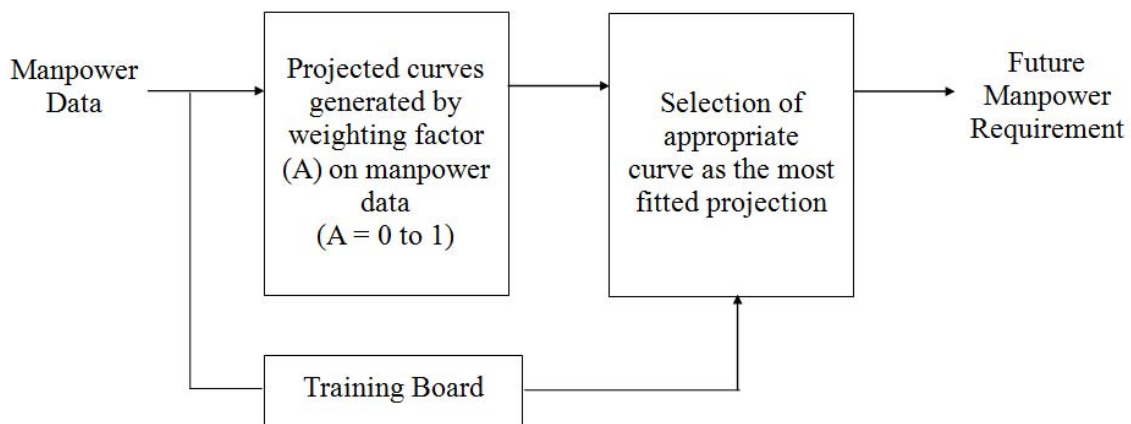
Manpower Projection Methodology

Adaptive Filtering Method

1. The Adaptive Filtering Method is a forecasting method which rested on the principle of “Weighted Exponential Smoothing”. In this method, past manpower data are weighted and heavier weightings are given to the more recent data. The forecast is more dependent on the recent manpower information. The degree of emphasis on the more recent survey data can be varied by adjusting the weighting factor (A). Thus, the higher the value of ‘A’, the heavier the weightings of the more recent data.

2. The forecast may be optimised to suit the decisions made by the Training Boards based on the factors such as the market trends, technological developments, social-economic factors, future expectations, etc. The method is illustrated in Figure 1 below.

Figure 1 Adaptive Filtering Method



Annual Additional Manpower Requirement

Sector	Manpower in 2020 (a)	Projected Manpower in 2024 (by AFM) (b)	Average Annual Manpower Growth (c)=[(b)-(a)]/4	Replacement for Wastage¹ (d)= [(a)+(b)]/2 x wastage rate	Annual Additional Manpower Requirement² (c)+(d)
Ocean Going	7 860	9 881	505	0	505
Ocean Going (excl. non-HK employees) ³	152	191	10	0	10
River Trade	748	726	-6	11	5
Local Vessel	5 010	5 040	8	199	207
Shore-Based ⁴	12 775	11 677	-275	661	386

¹ Replacement for wastage = average annual manpower x wastage rate of respective sectors
For River Trade sector, as the wastage rate (i.e. 30.6%) is believed to include surplus staff which need not be replenished in the next few years, the MSTB decided to use the estimated number of retiring staff to work out the projected wastage rate. Below are the wastage rates adopted for various sectors:

Sector	Wastage Rate (%)	Source/Assumption
Ocean Going	0	From the 2020 Survey
River Trade	1.5	6% employees were in the age group of "65 or above"; assuming all of them will retire by 2024, an average retirement rate of 1.5% is adopted
Local Vessel	4.0	From the 2020 Survey
Shore-Based	5.4	From the 2020 Survey

² +/- 10% applies for presentation of the estimates in the report

³ As the survey focuses on local manpower requirement, the estimated annual additional manpower requirement excluding non-HK employees was adopted for presentation in the report

⁴ Non-technical staff (i.e. "Other staff of supporting services in Shore-Based sector) was excluded for projecting the annual additional manpower requirement as industry-specific training may not be required for this type of staff

**Number of Graduates of Full-time Pre-employment Courses
UCG-funded courses and VTC courses**

全日制職前訓練課程、
大學教育資助委員會資助課程及
職業訓練局課程畢業生人數

Course Name 課程名稱	#Training Provider 培訓機構	Number of Graduates 畢業人數 2020	Projected Number of Graduates 推算畢業人數	
			2021	2022
Bachelor of Engineering in Mechanical Engineering ² 工學士 (機械工程)	CityU 城大	97	74	93
B.Eng. Mechanical & Automation Engineering ² 機械與自動化工程學士	CUHK 中大	87	81	2
BBA (Hons) International Shipping and Transport Logistics ² 國際航運及物流管理(榮譽)工商管理學士學位	PolyU 理大	104	110	100
BEng (Hons) Mechanical Engineering ² 機械工程學 (榮譽) 工學士學位	PolyU 理大	80	80	3
BEng (Hons) Scheme in Mechanical Engineering ² 機械工程學(榮譽)工學士學位組合課程	PolyU 理大	48	47	100
BEng Mechanical Engineering ² 工學士 (機械工程學)	HKUST 科大	128	120	107
BEng/BBA Mechanical Engineering and General Business Management ^{1 and 2}	HKUST 科大	-	1	3
Higher Diploma in Mechanical Engineering ² 機械工程學高級文憑	IVE	178	150	83
Bachelor of Engineering (Mechanical Engineering) (Honours) ^{1 and 2}	SHAPE	25	25	20
Higher Diploma in Maritime Studies 海事科技高級文憑	MSTI	42	41	35
Certificate for Junior General Purpose Ratings 初級全能海員證書	MSTI	36 ³	75 ³	53
	Total 總數	825	804	599

Remark 註：

#Training Provider 培訓機構	Full Name 全稱
CityU 城大	The City University of Hong Kong 香港城市大學
CUHK 中大	The Chinese University of Hong Kong 香港中文大學
PolyU 理大	The Hong Kong Polytechnic University 香港理工大學
HKUST 科大	Hong Kong University of Science and Technology 香港科技大學
IVE	The Hong Kong Institute of Vocational Education 香港專業教育學院
SHAPE	The School for Higher and Professional Education [SHAPE] of VTC and RMIT University, Australia jointly offered the programme 職業訓練局才晉高等教育學院與澳洲皇家墨爾本理工大學合辦課程
MSTI	Maritime Services Training Institute 海事訓練學院

Note :

¹Only English name is available.

²Graduates will be employed in other industries as well, actual number of graduates employed by maritime services industry is not provided.

³Four classes are planned for CJGPR in each AY. The 36 graduates in AY2019/20 were from the first 3 classes in AY2019/20. Students of the 4th class in AY2019/20 will graduate in AY2020/21. The estimated no. of graduates in AY2020/21 therefore includes 5 classes of students.

註：

¹課程只有英文名稱。

²由於畢業生可投身其他行業，故上表未有提供獲海事服務業僱用的實際畢業生人數。

³每個學年計劃為「初級全能海員證書」課程開設四班，2019/20 學年的 36 名畢業生來自 2019/20 學年的首三班，而 2019/20 學年第四班的學生將在 2020/21 學年畢業。因此，預計 2020/21 學年的畢業生人數包括了五班的學生。

Maritime and Aviation Training Fund (MATF)

1. The \$100 million Maritime and Aviation Training Fund (MATF) approved by the Legislative Council in January 2014 came into operation on 1 April 2014. In May 2019, \$200 million was approved to be injected into the MATF to sustain and enhance existing training schemes and scholarships, as well for launching new initiatives for the maritime and aviation sectors. The aim is to build up in due course a vibrant, diversified and competitive pool of professionals and technical personnel to support Hong Kong's future development in the two sectors.

2. Schemes operated under the MATF include:
 - Professional Training and Examination Refund Scheme (ProTERS)
 - Maritime and Aviation Internship Scheme
 - Partial Tuition Refund Scheme for the Specialised Aircraft Maintenance Programme
 - Aviation Operations Training Incentive Scheme (AOTIS)
 - Local Vessel Trade Training Incentive Scheme (LVTTIS)
 - Local Vessel Competency Enhancement Scheme (LVCES)
 - Sea-going Training Incentive Scheme (SGTIS)
 - Ship Repair Training Incentive Scheme (SRTIS)
 - Hong Kong Maritime and Logistics Scholarship Scheme
 - Hong Kong Maritime Law Scholarship Scheme
 - The University of Hong Kong (HKU) – Dalian Maritime University (DMU) Academic Collaboration Scheme
 - Hong Kong Aviation Scholarship Scheme
 - Overseas Exchange Sponsorship Scheme
 - Hong Kong Nautical and Maritime Scholarship Scheme
 - The University of Hong Kong (HKU) – Shanghai Maritime University (SMU) Academic Collaboration Scheme

3. For the latest Schemes operated under the MATF, please refer to the website of the Transport and Housing Bureau (www.thb.gov.hk)

Business School Partnership Programme (BSPP)

1. The Business-School Partnership Programme (BSPP) was first launched in 2005. The aim of BSPP is to promote better co-operation and closer alliances between the business sector and schools. It leads students out of the classroom to gain a wider perspective of the world so that they can get prepared for life in the society. Through this new learning platform provided by the business sector, students will be able to know about different careers and understand the requirements of employers, enhance generic skills, develop correct work attitude and values which enable them to adapt to economic and social changes, hence ultimately achieve the goal of whole-person development.

(Extracted from: <https://careerguidance.edb.hkedcity.net>)

2. The Maritime Services Training Board (MSTB) has been actively supporting the BSPP since FY 2015-16. Below are the activities jointly offered by MSTB in FY 2020-21:

Name of the Activities
1. Talk on Career Development in Maritime Services Industry
2. Ship Handling Simulation Experience Workshop
3. Visit to Hongkong Salvage & Towage, a division of Hongkong United Dockyards Limited
4. Career Talk on Seagoing Profession
5. Visit Maritime Museum and Career Talk on Seagoing Profession
6. Visit to New World First Ferry Services Limited
7. Visit to Shipyard of TurboJET
8. Visit to the Maritime Services Training Institute, Vocational Training Council
9. Visit to Marine Department Training Centre (Government Dockyard) and Career Talk

Statistical Tables

1. No. of Posts on Board and employees in Ocean Going sector by principal job
按主要職務劃分的在遠洋輪業船上職位及僱員數目

2. Manpower Statistics by principal job
按主要職務劃分的人力統計

3. Percentage distribution of Age of Employees by principal job
按主要職務劃分的僱員年齡分佈百分比

1. No. of Posts on Board and employees in Ocean Going sector by principal job

按主要職務劃分的在遠洋輪業船上職位及僱員數目

Job Category 工作類別	Principal Job 主要職務	No. of Posts on Board as at Survey Reference Date 統計日期在船上的職位數目			No. of Employees as at Survey Reference Date 統計日期僱員人數			Employees as percentage of posts on board 僱員佔船上職位的百分比 (b) / (a)	
		HK 本港	Non-HK 非本港	Total 總數 (a)	HK 本港	Non-HK 非本港	Total 總數 (b)		
Officers 高級海員	101	Master 船長	3	2 675	2 678	5	338	343	12.8%
	102	Chief Engineer 輪機長 (大車)	4	2 697	2 701	8	354	362	13.4%
	103	Chief Officer 大副(大伙)	0	2 684	2 684	2	351	353	13.2%
	104	2nd Engineer 大管輪 (二車)	1	2 662	2 663	2	345	347	13.0%
	105	2nd Officer 二副 (二伙)	7	2 725	2 732	10	399	409	15.0%
	106	3rd Engineer 二管輪 (三車)	3	2 694	2 697	10	372	382	14.2%
	107	3rd Officer 三副 (三伙)	24	2 659	2 683	53	429	482	18.0%
	108	4th Engineer 三管輪 (四車)	3	2 660	2 663	7	362	369	13.9%
	109	Junior Engineer ; Training Engineer 初級管輪 (幫車) ; 初級管輪 (初級車人)	0	206	206	0	37	37	18.0%
	110	Deck Cadet 見習甲板高級海員	24	2 578	2 602	47	285	332	12.8%
	111	Engineer Cadet 見習輪機高級海員	4	2 557	2 561	6	203	209	8.2%
	112	Electro-technical Officer 電氣技術員	0	2 402	2 402	0	187	187	7.8%
	113	Refrigeration Engineer 冷凍師	0	90	90	0	140	140	155.6%
	199	Other Officers 其他高級海員	0	3	3	0	0	0	0.0%
	Sub-total 小計	73	29 292	29 365	150	3 802	3 952	13.5%	
Ratings 普通海員	201	Chief Petty Officer ; Bosun 總隊長 ; 水手長	0	2 675	2 675	0	353	353	13.2%
	202	Pumpman 泵工	0	202	202	0	64	64	31.7%
	203	Fitter 機器打磨匠	0	2 534	2 534	0	263	263	10.4%
	204	Sailor 水手	0	12 530	12 530	0	1 029	1 029	8.2%
	205	Motorman 機工	0	5 214	5 214	0	1 053	1 053	20.2%
	206	Rating (General Purpose) 普通海員 (全能)	0	4 615	4 615	0	756	756	16.4%
	207	Steward 管事	0	451	451	0	38	38	8.4%
	208	Cook 廚師	0	1 023	1 023	2	350	352	34.4%
	209	Laundry man 洗衣工人	0	59	59	0	0	0	0.0%
	299	Other Ratings 其他普通海員	0	87	87	0	0	0	0.0%
	Sub-total 小計	0	29 390	29 390	2	3 906	3 908	13.3%	
Total 總數		73	58 682	58 755	152	7 708	7 860	13.4%	

2. Manpower Statistics by principal job

按主要職務劃分的人力統計

Sector 行業	Job Category 工作類別	Principal Job 主要職務	No. of Employees as at Survey Reference Date 在統計日期的僱員 人數			Number of Vacancies as at Survey Reference Date 在統計日 期的空缺 額	Forecasted No. of Employees as at September 2021 預計在 2021年9 月的僱員 人數	Forecasted No. of Employees as at September 2022 預計在 2022年9 月的僱員 人數	
			Hong Kong 本港	Non- Hong Kong 非本 港	Total 總數				
Ocean Going 遠洋 輪	Officers 高級海員	101	Master 船長	5	338	343	0	363	383
		102	Chief Engineer 輪機長 (大車)	8	354	362	0	382	402
		103	Chief Officer 大副 (大伙)	2	351	353	0	373	393
		104	2nd Engineer 大管輪 (二車)	2	345	347	0	367	387
		105	2nd Officer 二副 (二伙)	10	399	409	0	430	451
		106	3rd Engineer 二管輪 (三車)	10	372	382	0	402	423
		107	3rd Officer 三副 (三伙)	53	429	482	0	503	524
		108	4th Engineer 三管輪 (四車)	7	362	369	0	391	407
		109	Junior Engineer ; Training Engineer 初級管輪 (幫車) ; 初級管輪 (初級車人)	0	37	37	0	44	50
		110	Deck Cadet 見習甲板高級海員	47	285	332	0	354	374
		111	Engineer Cadet 見習輪機高級海員	6	203	209	0	233	252
		112	Electro-technical Officer 電氣技術員	0	187	187	0	175	188
		113	Refrigeration Engineer 冷凍師	0	140	140	0	140	140
		Sub-total 小計	150	3 802	3 952	0	4 157	4 374	
	Ratings 普通海員	201	Chief Petty Officer ; Bosun 總隊長 ; 水手長	0	353	353	0	373	393
		202	Pumpman 泵工	0	64	64	0	71	74
		203	Fitter 機器打磨匠	0	263	263	0	267	277
		204	Sailor 水手	0	1 029	1 029	0	1 111	1 194
		205	Motorman 機工	0	1 053	1 053	0	1 099	1 151
		206	Rating (General Purpose) 普通海員 (全能)	0	756	756	0	756	756
207		Steward 管事	0	38	38	0	43	48	
208		Cook 廚師	2	350	352	0	372	392	
209		Laundry man 洗衣工人	0	0	0	0	0	0	
	Sub-total 小計	2	3 906	3 908	0	4 092	4 285		

Sector 行業	Job Category 工作類別	Principal Job 主要職務		No. of Employees as at Survey Reference Date 在統計日期的僱員 人數			Number of Vacancies as at Survey Reference Date 在統計日期的空缺 額	Forecasted No. of Employees as at September 2021 預計在 2021年9 月的僱員 人數	Forecasted No. of Employees as at September 2022 預計在 2022年9 月的僱員 人數
				Hong Kong 本港	Non- Hong Kong 非本 港	Total 總數			
River Trade 內河 船	Seafarers 海員	301	Master 船長	76		76	0	76	76
		302	Chief Officer 大副 (大伙)	93		93	0	93	93
		303	Night Vision Officer 夜航員	48		48	0	48	48
		304	Deck Cadet 見習甲板高級船員	6		6	0	6	6
		305	Chief Engineer 輪機長 (大車)	90		90	0	90	90
		306	Junior/Assistant Engineer 初級管輪 (幫車)	31		31	0	31	31
		307	Fitter 機器打磨匠	11		11	0	11	11
		308	Sailor 水手	186		186	0	186	186
		309	Motorman 機工	0		0	0	0	0
		310	Rating (General Purpose) 普通海員 (全能)	34		34	0	34	34
		311	Cabin Attendant 客艙服務員	173		173	0	173	173
	Sub-total 小計	748		748	0	748	748		
Local Vessel 本地 船舶	Crew Members (Excluding Yacht)* 船員 (非 遊艇)*	401	Coxswain 船長	1 255		1 255	75	1 325	1 345
		402	Assistant Coxswain 助理船長	995		995	150	1 021	1 036
		403	Sailor 水手	1 107		1 107	67	1 143	1 154
		404	Engine Operator 輪機長 (大偈)	674		674	30	697	722
		405	Assistant Engine Operator 助理輪機長 (助理大偈)	519		519	28	542	547
		406	Fitter 機器打磨匠	33		33	5	38	38
			Sub-total 小計	4 583		4 583	355	4 766	4 842
	Crew Members (Yacht) 船員 (遊 艇)	451	Captain 船長	43		43	8	53	56
		452	Chief Officer 大副 (大伙)	0		0	0	0	0
		453	Deckhand 水手	8		8	10	22	25
		454	Engineer 工程師	1		1	0	1	1
		455	Electro-technical Officer 電氣技術員	0		0	0	0	0
		456	Interior Manager 船艙經理	0		0	0	0	0
		457	Chief Steward 總管事	2		2	0	2	2
		458	Senior Steward 高級服務員	0		0	0	0	0
		459	Junior Steward 初級服務員	0		0	0	0	0
		460	Chef 主廚	0		0	0	0	0
461	Sous Chef 副廚	0		0	0	0	0		
	Sub-total 小計	54		54	18	78	84		

Sector 行業	Job Category 工作類別	Principal Job 主要職務	No. of Employees as at Survey Reference Date 在統計日期的僱員人數			Number of Vacancies as at Survey Reference Date 在統計日期的空缺額	Forecasted No. of Employees as at September 2021 預計在2021年9月的僱員人數	Forecasted No. of Employees as at September 2022 預計在2022年9月的僱員人數	% of Shore Based Personnel with Ex-seafaring Experience 具備海上工作經驗的岸上工作人員的百分比	
			Hong Kong 本港	Non-Hong Kong 非本港	Total 總數					
Shore-Based 駐岸	Administration; Management and Human Resources 行政、管理及人力資源	511 Managing Director ; Chief Executive Officer ; General Manager 董事總經理 ; 行政總裁 ; 總經理	284	82	366	0	368	368	30.1%	
		512 Fleet Manager ; Marine Superintendent ; Port Captain 航線經理 ; 海事總監 ; 駐岸船長	114	35	149	2	152	152	71.8%	
		513 Fleet Officer 航線主任	128	2	130	0	128	128	8.5%	
		514 Crew Manager 海員招募經理	28	4	32	1	33	33	43.8%	
		515 Crew Officer 海員招募主任	33	2	35	0	35	35	22.9%	
		501 Other Managers (Administration; Management and Human Resources) 其他行政、管理及人力資源經理	79	23	102	0	102	100	44.1%	
		591 Other Staff (Administration; Management and Human Resources) 其他行政、管理及人力資源員工	465	38	503	2	505	505	14.5%	
		Sub-total 小計	1 131	186	1 317	5	1 323	1 321	27.9%	
		Business and Trade 商業及貿易	521 Marketing / Business Development Manager 市場拓展經理	316	29	345	0	343	342	9.6%
			522 Ship Chartering / Sales and Purchase Manager 船舶租賃 / 買賣經理	57	32	89	0	89	88	27.0%
523 Ship Chartering / Sales and Purchase Representative 船舶租賃 / 買賣代表	43		19	62	0	65	67	3.2%		

Sector 行業	Job Category 工作類別	Principal Job 主要職務	No. of Employees as at Survey Reference Date 在統計日期的僱員 人數			Number of Vacancies as at Survey Reference Date 在統計日 期的空缺 額	Forecasted No. of Employees as at September 2021 預計在 2021年9 月的僱員 人數	Forecasted No. of Employees as at September 2022 預計在 2022年9 月的僱員 人數	% of Shore Based Personnel with Ex- seafaring Experience 具備海上工 作經驗的岸 上工作人員 的百分比	
			Hong Kong 本港	Non- Hong Kong 非本 港	Total 總數					
Shore- Based 駐岸	Business and Trade 商業及貿易	524	Shipbroker 船務經紀	57	24	81	0	80	77	8.6%
		525	Sales Engineer 銷售工程師	19	0	19	0	18	18	5.3%
		526	Customer Service Representative 客戶服務代表	469	5	474	1	470	470	0.8%
		502	Other Managers (Business and Trade) 其他商業及貿易經理	6	1	7	0	7	7	14.3%
		592	Other Staff (Business and Trade) 其他商業及貿易員工	360	5	365	5	371	371	12.3%
			Sub-total 小計	1 327	115	1 442	6	1 443	1 440	8.1%
	Operations 營運	531	Port Manager ; Stevedore Manager 港口經理 ; 貨物裝卸經理	164	36	200	0	205	205	25.0%
		532	Ship Agency Manager 船舶代理經理	89	2	91	0	91	91	28.6%
		533	Freight Manager ; Logistics Manager 貨運經理 ; 物流經理	94	0	94	0	89	88	17.0%
		534	Cargo Planner ; Cargo Officer 貨物規劃員 ; 貨物主任	792	1	793	7	789	777	1.4%
		535	Warehouse and Distribution Manager 倉務及收發經理	26	0	26	0	26	26	0.0%
		536	Boarding Officer 登船主任	36	2	38	0	38	38	5.3%
		537	Stevedore 貨物操作員	577	5	582	7	555	555	6.9%
		538	Pier Attendant ; Pier Assistant 碼頭操作員 ; 碼頭助理	1 074	1	1 075	6	1 073	1 028	1.7%

Sector 行業	Job Category 工作類別	Principal Job 主要職務	No. of Employees as at Survey Reference Date 在統計日期的僱員 人數			Number of Vacancies as at Survey Reference Date 在統計日期 的空缺 額	Forecasted No. of Employees as at September 2021 預計在 2021年9 月的僱員 人數	Forecasted No. of Employees as at September 2022 預計在 2022年9 月的僱員 人數	% of Shore Based Personnel with Ex- seafaring Experience 具備海上工 作經驗的岸 上工作人員 的百分比
			Hong Kong 本港	Non- Hong Kong 非本 港	Total 總數				
Shore- Based 駐岸	Operations 營運	503 Other Managers (Operations) 其他 營運經理	99	9	108	0	108	108	24.1%
		593 Other Staff (Operations) 其他 營運員工	2 285	23	2 308	29	2 328	2 332	6.2%
		Sub-total 小計	5 236	79	5 315	49	5 302	5 248	6.2%
	Technical and Consultancy 技術及顧問	541 Technical Manager ; Technical Superintendent 技 術經理 ; 技術總監	277	49	326	11	328	328	26.7%
		542 Assistant Technical Manager ; Assistant Technical Superintendent 助 理技術經理 ; 助理 技術總監	35	11	46	0	46	46	52.2%
		543 Ship Surveyor ; Technical Consultant ; Engineering Consultant 船舶檢 驗師 ; 技術顧問 ; 工程顧問	141	12	153	4	157	157	75.2%
		544 Marine Surveyor; Marine Consultant ; Cargo Surveyor ; Cargo Consultant 海運測量師 ; 海運 顧問 ; 貨物測量 師 ; 貨物顧問	20	4	24	0	24	24	41.7%
		545 Harbour Pilot 領 港員	109	0	109	0	109	109	100.0%
		546 Technician ; Technical Officer ; Service Engineer 技 術員 ; 技術主任 ; 技術服務工程師	1 134	157	1 291	16	1 283	1 283	27.8%
		504 Other Managers (Technical and Consultancy) 其他 技術及顧問經理	23	0	23	0	24	25	100.0%
		594 Other Staff (Technical and Consultancy) 其他 技術及顧問員工	1 372	35	1 407	58	1 393	1 393	19.2%
		Sub-total 小計	3 111	268	3 379	89	3 364	3 365	29.5%

Sector 行業	Job Category 工作類別	Principal Job 主要職務	No. of Employees as at Survey Reference Date 在統計日期的僱員 人數			Number of Vacancies as at Survey Reference Date 在統計日 期的空缺 額	Forecasted No. of Employees as at September 2021 預計在 2021年9 月的僱員 人數	Forecasted No. of Employees as at September 2022 預計在 2022年9 月的僱員 人數	% of Shore Based Personnel with Ex- seafaring Experience 具備海上工 作經驗的岸 上工作人員 的百分比
			Hong Kong 本港	Non- Hong Kong 非本 港	Total 總數				
Shore- Based 駐岸	Marine Law and Insurance 海事法律及保 險	551 Maritime Lawyer; Admiralty Lawyer 海事律師	48	20	68	0	68	68	13.2%
		552 Maritime Arbitrator 海事仲裁員	3	1	4	0	4	4	0.0%
		553 P&I / Insurance Manager ; Claims Manager ; Marine Expert 保險事務經 理 ; 申索經理 ; 海事專家	113	3	116	0	116	116	11.2%
		554 P&I / Insurance Officer ; Claims Officer 保險事務主 任 ; 申索主任	69	8	77	3	77	77	11.7%
		555 Marine Insurance Underwriter 海事保 險核保人	17	4	21	0	20	20	4.8%
		505 Other Managers (Marine Law and Insurance) 其他海 事法律及保險經理	6	0	6	0	6	6	0.0%
		595 Other Staff (Marine Law and Insurance) 其他海事法律及保 險員工	147	30	177	0	177	177	0.0%
		Sub-total 小計	403	66	469	3	468	468	6.8%
	Training and Education 教育及培訓	561 Professor ; Lecturer ; Instructor ; Trainer 教授 ; 講師 ; 教 導員 ; 導師	102	5	107	1	113	116	58.9%
		596 Other Staff ('Training and Education) 其他教 育及培訓員工	26	0	26	0	26	26	23.1%
		Sub-total 小計	128	5	133	1	139	142	51.9%
	Account and Finance 會計及財務	571 Ship Finance Manager 船舶融資 經理	23	5	28	0	28	28	10.7%
		572 Ship Leasing Manager 船舶租賃 經理	6	0	6	0	6	6	33.3%

Sector 行業	Job Category 工作類別	Principal Job 主要職務	No. of Employees as at Survey Reference Date 在統計日期的僱員 人數			Number of Vacancies as at Survey Reference Date 在統計日期 的空缺 額	Forecasted No. of Employees as at September 2021 預計在 2021年9 月的僱員 人數	Forecasted No. of Employees as at September 2022 預計在 2022年9 月的僱員 人數	% of Shore Based Personnel with Ex- seafaring Experience 具備海上工 作經驗的岸 上工作人員 的百分比	
			Hong Kong 本港	Non- Hong Kong 非本 港	Total 總數					
Shore- Based 駐岸	Account and Finance 會計及財務	507 Other Managers (Account and Finance) 其他會 計及財務經理	7	1	8	0	9	9	25.0%	
		597 Other Staff (Account and Finance) 其他會 計及財務員工	329	17	346	0	346	346	1.7%	
		Sub-total 小計	365	23	388	0	389	389	3.4%	
	Safety and Risk Management 安全及風險管 理	581 Safety / Risk Manager ; Auditor ; OHSE Manager 安 全經理 ; 審計師 ; 職業健康、安全、 環境經理	87	18	105	0	105	105	41.0%	
		598 Other Staff (Safety and Risk Management) 其 他安全及風險管理 員工	72	2	74	0	74	74	0.0%	
		Sub-total 小計	159	20	179	0	179	179	24.0%	
	Other Staff of Supporting Services 其他支援員工	599 Other staff of supporting services, e.g. general human resources, finance, IT and administration works. 其他支援 員工，例如參與一 般人力資源、財 務、資訊科技或其 他行政工作	1 425	31	1 456	19	1 474	1 482	13.4%	
		Sub-total 小計	1 425	31	1 456	19	1 474	1 482	13.4%	
	Sub-total 小計			13 285	793	14 078	172	14 081	14 034	15.4%
	Total 總數			18 822	8 501	27 323	545	27 922	28 367	

3. Percentage distribution of Age of Employees by principal job

按主要職務劃分的僱員年齡分佈百分比

Sector 行業	Job Category 工作類別	Principal Job 主要職務	Total no. of full-time employees 全職僱員人 數	Age Distribution 年齡分佈				
				35 or below 35 或 以下	36 - 55	56 - 64	65 or above 65 或 以上	
Ocean Going 遠洋 輪	Officers 高級海員	101 Master 船長	343	0.8%	85.0%	12.5%	1.7%	
		102 Chief Engineer 輪機長 (大車)	362	1.6%	82.5%	15.0%	0.8%	
		103 Chief Officer 大副 (大伙)	353	34.3%	62.4%	3.3%	0.0%	
		104 2nd Engineer 大管輪 (二車)	347	55.3%	40.4%	4.3%	0.0%	
		105 2nd Officer 二副 (二伙)	409	86.5%	13.5%	0.0%	0.0%	
		106 3rd Engineer 二管輪 (三車)	382	84.0%	16.0%	0.0%	0.0%	
		107 3rd Officer 三副 (三伙)	482	94.2%	5.8%	0.0%	0.0%	
		108 4th Engineer 三管輪 (四車)	369	98.5%	1.5%	0.0%	0.0%	
		109 Junior Engineer ; Training Engineer 初級管輪 (幫車) ; 初級管輪 (初級車人)	37	100.0%	0.0%	0.0%	0.0%	
		110 Deck Cadet 見習甲板高級海員	332	99.4%	0.6%	0.0%	0.0%	
		111 Engineer Cadet 見習輪機高級海員	209	100.0%	0.0%	0.0%	0.0%	
		112 Electro-technical Officer 電氣技術員	187	46.3%	52.6%	1.1%	0.0%	
		113 Refrigeration Engineer 冷凍師	140	0.0%	100.0%	0.0%	0.0%	
		Sub-total 小計	3 952	62.2%	33.9%	3.7%	0.3%	
	Ratings 普通海員		201 Chief Petty Officer ; Bosun 總隊長 ; 水手長	353	26.2%	72.2%	1.7%	0.0%
			202 Pumpman 泵工	64	6.3%	93.8%	0.0%	0.0%
			203 Fitter 機器打磨匠	263	26.4%	72.4%	1.2%	0.0%
			204 Sailor 水手	1 029	72.2%	27.1%	0.7%	0.0%
			205 Motorman 機工	1 053	75.2%	23.9%	0.9%	0.0%
			206 Rating (General Purpose) 普通海員 (全能)	756	-	-	-	-
207 Steward 管事			38	47.4%	52.6%	0.0%	0.0%	
208 Cook 廚師			352	37.3%	62.2%	0.4%	0.0%	
209 Laundry man 洗衣工人			0	-	-	-	-	
			Sub-total 小計	3 908	59.8%	39.3%	0.8%	0.0%
Sub-total - Ocean Going 小計 - 遠洋輪			7 860	61.0%	36.7%	2.2%	0.1%	

Sector 行業	Job Category 工作類別	Principal Job 主要職務	Total no. of full-time employees 全職僱員人 數	Age Distribution 年齡分佈				
				35 or below 35 或 以下	36 - 55	56 - 64	65 or above 65 或 以上	
River Trade 內河 船	Seafarers 海員	301	Master 船長	76	6.8%	23.0%	44.6%	25.7%
		302	Chief Officer 大副 (大伙)	93	27.5%	48.4%	18.7%	5.5%
		303	Night Vision Officer 夜航員	48	54.2%	41.7%	4.2%	0.0%
		304	Deck Cadet 見習甲板高級船 員	6	83.3%	16.7%	0.0%	0.0%
		305	Chief Engineer 輪機長 (大 車)	90	19.3%	47.7%	22.7%	10.2%
		306	Junior/Assistant Engineer 初級管輪 (幫車)	31	29.0%	32.3%	29.0%	9.7%
		307	Fitter 機器打磨匠	11	9.1%	36.4%	54.5%	0.0%
		308	Sailor 水手	186	46.2%	39.6%	12.6%	1.6%
		309	Motorman 機工	0	-	-	-	-
		310	Rating (General Purpose) 普通海員 (全能)	34	35.3%	26.5%	23.5%	14.7%
		311	Cabin Attendant 客艙服務員	173	20.8%	67.1%	12.1%	0.0%
		Sub-total – River Trade 小計 – 內河船			748	29.8%	45.4%	18.8%
Local Vessel 本地 船舶	Crew Members (Excluding Yacht)* 船員 (非遊艇)*	401	Coxswain 船長	1 255	2.1%	38.0%	43.6%	16.3%
		402	Assistant Coxswain 助理船長	995	8.6%	40.5%	43.1%	7.8%
		403	Sailor 水手	1 107	28.5%	39.5%	21.5%	10.5%
		404	Engine Operator 輪機長 (大 偈)	674	4.9%	51.5%	29.8%	13.7%
		405	Assistant Engine Operator 助理輪機長 (助理大偈)	519	29.6%	45.7%	19.4%	5.4%
		406	Fitter 機器打磨匠	33	21.2%	21.2%	51.5%	6.1%
			Sub-total 小計	4 583	15.2%	41.6%	31.2%	12.1%
	Crew Members (Yacht) 船員 (遊艇)	451	Captain 船長	43	4.7%	53.5%	32.6%	9.3%
		452	Chief Officer 大副 (大伙)	0	-	-	-	-
		453	Deckhand 水手	8	25.0%	50.0%	25.0%	0.0%
		454	Engineer 工程師	1	0.0%	100.0%	0.0%	0.0%
		455	Electro-technical Officer 電 氣技術員	0	-	-	-	-
		456	Interior Manager 船艙經理	0	-	-	-	-
		457	Chief Steward 總管事	2	0.0%	100.0%	0.0%	0.0%
		458	Senior Steward 高級服務員	0	-	-	-	-
459		Junior Steward 初級服務員	0	-	-	-	-	
460		Chef 主廚	0	-	-	-	-	
461	Sous Chef 副廚	0	-	-	-	-		
	Sub-total 小計	54	7.4%	55.6%	29.6%	7.4%		
Sub-total – Local Vessel 小計 – 本地船舶			4 637	15.0%	41.9%	31.1%	12.0%	

Sector 行業	Job Category 工作類別	Principal Job 主要職務	Total no. of full-time employees 全職僱員人 數	Age Distribution 年齡分佈				
				35 or below 35 或 以下	36 - 55	56 - 64	65 or above 65 或 以上	
Shore- Based 駐岸	Administration; Management and Human Resources 行政、管理及人力 資源	511	Managing Director ; Chief Executive Officer ; General Manager 董事總經理 ; 行 政總裁 ; 總經理	366	1.9%	56.9%	29.0%	12.2%
		512	Fleet Manager ; Marine Superintendent ; Port Captain 航線經理 ; 海事總監 ; 駐岸 船長	149	1.4%	76.1%	19.7%	2.8%
		513	Fleet Officer 航線主任	130	16.9%	56.2%	20.0%	6.9%
		514	Crew Manager 海員招募經理	32	8.0%	60.0%	20.0%	12.0%
		515	Crew Officer 海員招募主任	35	35.5%	54.8%	9.7%	0.0%
		501	Other Managers (Administration; Management and Human Resources) 其他 行政、管理及人力資源經理	102	8.2%	56.1%	25.5%	10.2%
		591	Other Staff (Administration; Management and Human Resources) 其他行政、管理 及人力資源員工	503	14.6%	66.6%	15.7%	3.1%
			Sub-total 小計	1 317	8.7%	61.9%	22.0%	7.3%
	Business and Trade 商業及貿易	521	Marketing / Business Development Manager 市場 拓展經理	345	20.6%	70.1%	8.4%	0.9%
		522	Ship Chartering / Sales and Purchase Manager 船舶租賃 ／買賣經理	89	16.9%	57.3%	19.1%	6.7%
		523	Ship Chartering / Sales and Purchase Representative 船舶 租賃／買賣代表	62	46.8%	45.2%	6.5%	1.6%
		524	Shipbroker 船務經紀	81	9.9%	64.2%	22.2%	3.7%
		525	Sales Engineer 銷售工程師	19	15.8%	57.9%	26.3%	0.0%
		526	Customer Service Representative 客戶服務代表	474	31.5%	62.2%	5.7%	0.6%
		502	Other Managers (Business and Trade) 其他商業及貿易經 理	7	14.3%	85.7%	0.0%	0.0%
592		Other Staff (Business and Trade) 其他商業及貿易員 工	365	9.2%	77.8%	9.2%	3.8%	
	Sub-total 小計	1 442	21.9%	66.8%	9.3%	2.0%		

Sector 行業	Job Category 工作類別	Principal Job 主要職務	Total no. of full-time employees 全職僱員人 數	Age Distribution 年齡分佈				
				35 or below 35 或 以下	36 - 55	56 - 64	65 or above 65 或 以上	
Shore- Based 駐岸	Operations 營運	531	Port Manager ; Stevedore Manager 港口經理 ; 貨物裝 卸經理	200	3.0%	72.0%	21.0%	4.0%
		532	Ship Agency Manager 船舶代 理經理	91	8.8%	58.2%	15.4%	17.6%
		533	Freight Manager ; Logistics Manager 貨運經理 ; 物流 經理	94	4.3%	72.3%	19.1%	4.3%
		534	Cargo Planner ; Cargo Officer 貨物規劃員 ; 貨物主任	793	16.1%	70.3%	13.3%	0.3%
		535	Warehouse and Distribution Manager 倉務及收發經理	26	15.4%	84.6%	0.0%	0.0%
		536	Boarding Officer 登船主任	38	12.5%	78.1%	9.4%	0.0%
		537	Stevedore 貨物操作員	582	21.0%	47.9%	27.3%	3.8%
		538	Pier Attendant ; Pier Assistant 碼頭操作員 ; 碼頭助理	1 075	9.8%	68.6%	20.4%	1.3%
		503	Other Managers (Operations) 其他營運經理	108	2.8%	59.4%	29.2%	8.5%
		593	Other Staff (Operations) 其 他營運員工	2 308	14.9%	68.1%	15.8%	1.1%
		Sub-total 小計	5 315	13.5%	66.0%	18.4%	2.0%	
	Technical and Consultancy 技術及 顧問	541	Technical Manager ; Technical Superintendent 技術經理 ; 技術總監	326	18.5%	40.9%	36.6%	4.0%
		542	Assistant Technical Manager ; Assistant Technical Superintendent 助理技術經 理 ; 助理技術總監	46	13.0%	73.9%	13.0%	0.0%
		543	Ship Surveyor ; Technical Consultant ; Engineering Consultant 船舶檢驗師 ; 技 術顧問 ; 工程顧問	153	3.0%	76.9%	8.2%	11.9%
		544	Marine Surveyor; Marine Consultant ; Cargo Surveyor ; Cargo Consultant 海運測量 師 ; 海運顧問 ; 貨物測量 師 ; 貨物顧問	24	8.3%	66.7%	16.7%	8.3%
		545	Harbour Pilot 領港員	109	6.4%	26.6%	56.9%	10.1%
		546	Technician ; Technical Officer ; Service Engineer 技 術員 ; 技術主任 ; 技術服務 工程師	1 291	16.7%	56.6%	19.9%	6.8%
		504	Other Managers (Technical and Consultancy) 其他技術 及顧問經理	23	0.0%	8.7%	91.3%	0.0%
		594	Other Staff (Technical and Consultancy) 其他技術及顧 問員工	1 407	14.3%	52.0%	28.8%	5.0%
		Sub-total 小計	3 379	14.9%	53.4%	25.4%	6.3%	

Sector 行業	Job Category 工作類別	Principal Job 主要職務	Total no. of full-time employees 全職僱員人 數	Age Distribution 年齡分佈				
				35 or below 35 或 以下	36 - 55	56 - 64	65 or above 65 或 以上	
Shore- Based 駐岸	Marine Law and Insurance 海事法律 及保險	551	Maritime Lawyer; Admiralty Lawyer 海事律師	68	39.7%	55.9%	2.9%	1.5%
		552	Maritime Arbitrator 海事仲 裁員	4	50.0%	50.0%	0.0%	0.0%
		553	P&I / Insurance Manager ; Claims Manager ; Marine Expert 保險事務經理 ; 申索 經理 ; 海事專家	116	19.8%	61.2%	13.8%	5.2%
		554	P&I / Insurance Officer ; Claims Officer 保險事務主 任 ; 申索主任	77	26.0%	59.7%	11.7%	2.6%
		555	Marine Insurance Underwriter 海事保險核保人	21	33.3%	66.7%	0.0%	0.0%
		505	Other Managers (Marine Law and Insurance) 其他海事法 律及保險經理	6	0.0%	100.0%	0.0%	0.0%
		595	Other Staff (Marine Law and Insurance) 其他海事法律及 保險員工	177	20.0%	80.0%	0.0%	0.0%
			Sub-total 小計	469	26.7%	61.6%	8.8%	2.9%
	Training and Education 教育及 培訓	561	Professor ; Lecturer ; Instructor ; Trainer 教授 ; 講 師 ; 教導員 ; 導師	107	13.9%	64.4%	18.8%	3.0%
		596	Other Staff (Training and Education) 其他教育及培訓 員工	26	-	-	-	-
			Sub-total 小計	133	13.9%	64.4%	18.8%	3.0%
	Account and Finance 會計及財務	571	Ship Finance Manager 船舶融 資經理	28	7.1%	46.4%	42.9%	3.6%
		572	Ship Leasing Manager 船舶租 賃經理	6	0.0%	66.7%	33.3%	0.0%
		507	Other Managers (Account and Finance) 其他會計及財務經 理	8	0.0%	85.7%	14.3%	0.0%
		597	Other Staff (Account and Finance) 其他會計及財務員 工	346	23.5%	69.1%	7.0%	0.3%
			Sub-total 小計	388	21.2%	67.6%	10.6%	0.6%
	Safety and Risk Management 安全 及風險管理	581	Safety / Risk Manager ; Auditor ; OHSE Manager 安 全經理 ; 審計師 ; 職業健 康、安全、環境經理	105	6.3%	72.9%	19.8%	1.0%
		598	Other Staff (Safety and Risk Management) 其他安全及風 險管理員工	74	8.8%	88.2%	2.9%	0.0%
			Sub-total 小計	179	7.3%	79.3%	12.8%	0.6%

Sector 行業	Job Category 工作類別	Principal Job 主要職務	Total no. of full-time employees 全職僱員人 數	Age Distribution 年齡分佈			
				35 or below 35 或 以下	36 - 55	56 - 64	65 or above 65 或 以上
Shore- Based 駐岸	Other Staff of Supporting Services 其他支援員工	599 Other staff of supporting services, e.g. general human resources, finance, IT and administration works. 其他 支援員工，例如參與一般人 力資源、財務、資訊科技或 其他行政工作	1 456	25.9%	55.6%	14.6%	3.9%
		Sub-total 小計	1 456	25.9%	55.6%	14.6%	3.9%
Sub-total – Shore-Based 小計 – 駐岸			14 078	16.4%	62.0%	18.1%	3.6%
Total 總數			27 323	27.2%	52.5%	16.2%	4.1%

Notes:

Shore-based personnel in Ocean Going, River Trade, Local Vessel companies are grouped under Shore-Based sector

遠洋輪、內河船、本地船舶公司的岸上工作人員歸納於駐岸行業。

Excluding Yacht refer to water transport, mid-stream operation, government department, etc.

非遊艇是指水上運輸、中流作業、政府部門等。

“Other Managers” (i.e. job codes 501, 502, 503, 504, 505, 507) includes business analysis manager, ship license manager, bunker manager, etc. “Other Staff” (i.e.. job codes 591, 592, 593, 594, 595, 596, 597, 598) includes safety supervisor, operation officer, operation clerk, crane operator, artisan, oiler, etc.

「其他經理」(職位編號 501、502、503、504、505 及 507)包括業務分析經理、船隻牌照經理、供油經理等。「其他員工」(職位編號 591、592、593、594、595、596、597 及 598)包括安全主任、運作主任、操作文員、吊機手、技工、加油員等。

Supplementary Statistics from the Marine Department

I. Number of Graduates Joining the Seagoing Training Incentive Scheme (SGTIS) (up to 31 March 2021)

Year of Graduation	Training Providers							
	MSTI	IVE	HKU	HKUST	PolyU		Others	
	Deck Cadet	Engineer Cadet	Engineer Cadet	Engineer Cadet	Deck Cadet	Engineer Cadet	Deck Cadet	Engineer Cadet
2020	15	0	0	0	0	0	0	0
2019	20	7	0	0	3	0	2	0
2018	30	5	1	1	3	0	2	0
2017	36	5	0	1	2	0	0	1
2016	36	7	0	2	0	2	3	1
2015	24	7	2	3	6	0	2	0
2014	39	9	1	2	6	4	0	0
2013	24	6	1	1	10	3	0	0

Note

- The SGTIS aims at encouraging Hong Kong youngsters to take on and complete sea-going training with a view to developing their future careers in the port and maritime support industries. Eligible applicants can receive monthly subsidy in 3 phases.
(<https://www.hkmpb.gov.hk/en/manpower/sgtis.html>)
- Full names of training providers:
MSTI - The Maritime Services Training Institute
IVE - The Hong Kong Institute of Vocational Education
HKU - The University of Hong Kong
HKUST - The Hong Kong University of Science and Technology
PolyU - The Hong Kong Polytechnic University
Others - e.g. Overseas universities

II. Number of Registered Seafarers Working On-board Ocean-going Vessels

	As at 31 December 2020
Officers	70
Ratings	1
Total	71

III. Number of Registered Seafarers Working On-board River-trade Vessels

	As at 31 December 2020
Officers	307
Ratings	346
Total	653

(The statistics of I & II were obtained by the Marine Department in a survey in 2020. The figures presented above only represent the officers/ratings employed by those companies who were willing to respond to the survey. Thus, the figures may be smaller than the actual ones.)

IV. Number of Licensed Local Vessels

	As at 31 December 2020
Class I	386
Class II	1 975
Class III	6 390
Class IV	10 880
Total	19 631

V. Number of People Holding Local Vessel Certificates

Types of Certificates	As at 31 December 2020
Coxswain Grade 1 Certificate	1 827
Coxswain Grade 2 Certificate	4 930
Coxswain Grade 3 Certificate	10 647
Engine Operator Grade 1 Certificate	4 425
Engine Operator Grade 2 Certificate	356
Engine Operator Grade 3 Certificate	6 224
Pleasure Vessel Grade 1 Certificate	7 778
Pleasure Vessel Grade 2 Certificate	41 214
Total	77 401

VI. Posts of the Marine Department Requiring Seafaring Experience

Posts	As at 31 December 2020	
	Establishment	Strength
Deputy Director of Marine (D3)	1	1
Assistant Director of Marine (D2)	7	6
Principal Marine Officer (D1)	4	3
Principal Surveyor of Ships (D1)	7	4
Hydrographer (D1)	1	1
Senior Marine Officer	19	11
Marine Officer	39	29
Assistant Marine Officer		
Marine Controller	15	6
Assistant Marine Controller	51	56
Senior Surveyor of Ships	22	17
Surveyor of Ships	41	34
Assistant Surveyor of Ships		
Total	207	168