

Employees



The Club is one of Hong Kong's largest employers, providing full and part-time jobs to 22,000 people. It prides itself on offering rewarding careers in an exciting world-class organisation with the opportunity to contribute to the betterment of Hong Kong in a truly unique way.



馬會是香港最大僱主之一，共聘用二萬二千名全職及兼職員工。作為一間世界級機構，馬會提供的就業機會有助員工開創理想的事業前景，讓他們盡展所長，同時透過這個獨特的平台建設更美好社會，使我們引以為傲。



DEVELOPING OUR PEOPLE

To take the Club forward, and to help it grow both its business and community contribution, the Club seeks to recruit and develop individuals with the right mix of knowledge, skills and personal effectiveness. It also recognises that by helping staff grow professionally and personally it contributes to the skills base and well-being of Hong Kong as a whole.

The Hong Kong Jockey Club College, established in 2010, is the main portal for the Club's development activities, delivering management, leadership and skills training. From September 2016 it will be housed in a purpose-built campus at Sha Tin Communications and Technology Centre, comprising six training rooms equipped with best-in-class learning facilities.

Development programmes are also available through www.hkjcfamily.com, which provides all current full and part-time staff with open access to learning opportunities.

員工發展

為推動業務發展，持續回饋社會，馬會致力招募及培養具備合適知識及專業技能的人才。馬會更明白，協助員工在專業及個人素養全面發展，能提升香港整體人力資源質素，長遠惠及香港社會。

二〇一〇年，馬會成立香港賽馬會學院，作為員工培訓的平台，提供管理、領導才能及職能培訓。二〇一六年九月起，學院將會遷入沙田通訊及科技中心，該度身設計的校園設有六個配備一流學習設施的培訓室。

此外，馬會亦透過開放式的網上平台分享學習資源，惠及所有現任全職及兼職員工。



In 2015/16 full and part-time employees received an average of 42.9 and 9.4 hours of training respectively.

BUILDING LEADERSHIP CAPABILITY

Leadership development is vital to the future growth of the Club. The Club has established a Leadership and Career Development Centre as part of The Hong Kong Jockey Club College to equip leaders with the relevant skills and competencies to lead teams and projects.

Partnering with leading business schools and world-class subject experts, the Centre provides a Leadership in Action Programme and Leadership Excellence Programme for Executives, and an Assistant Executive Leadership Programme for middle level managers. At junior levels, a comprehensive supervisory leadership curriculum helps employees manage the transition to leadership roles.

GRADUATE TRAINEE PROGRAMME

To provide a healthy leadership pipeline, the Club launched a graduate trainee programme in 2015, recruiting over 60 graduate trainees. The 18-month multi-divisional programme is designed

to build functional and professional skills. This is accomplished through education, practical job experience through job rotations, organisational exposure via mentoring and networking, and through performance feedback and evaluation.

CORPORATE WELLNESS

The Club is very aware of the need to support the physical and mental well-being of employees. A Corporate Wellness Programme has been in place since 1999. Its most recent initiative, launched in April 2015, is the Happy-at-work@hkjc programme, which provides customised exercise and fitness programmes, workshops focusing on stress management and spiritual growth, and a range of outdoor activities. Around 2,300 employees have attended to date.

OCCUPATIONAL SAFETY AND HEALTH

A Corporate Safety Committee reporting directly to the Board of Management, and supported by eight Departmental Safety Committees and the Human Resources Department, oversees the implementation of the Club's safety policy at workplace level.

Occupational safety and health (OSH) skills training programmes assist departmental safety

二〇一五/一六年度，馬會全職及兼職員工的平均培訓時數分別為四十二點九小時及九點四小時。

培育領導人才

拓展員工的領導才能對促進馬會未來業務發展至為重要。香港賽馬會學院設立的領導力及職業發展中心(Leadership and Career Development Centre)，培育員工領導技巧及能力，從而擔當團隊領袖及項目統籌的角色。

中心與世界頂尖的商學院及專家攜手合作，為馬會行政人員提供行動領導力課程(Leadership in Action Programme)及卓越領導力課程(Leadership Excellence Programme)，並為中層管理人員提供助理行政人員領導力課程(Assistant Executive Leadership Programme)。此外，中心亦為一般職級員工提供全面培訓，助其發展成為管理階層。

見習學員計劃

為搭建完善的領導人才梯隊，馬會於二〇一五年設立了見習學員計劃，共招聘超過六十位見習學員。計劃為期十八個月，涵蓋多個部門，旨在培養見習學員的實用及專業技能。其中包括課堂教學、工作輪調、在職培訓、師友計劃、擴展人際網絡、績效評估及反饋。

全方位活力躍進工程

馬會深明關顧員工身心健康的重要性，自一九九九年以來推行「全方位活力躍進工程」。二〇一五年四月，馬會推出全新的「樂活工作@馬會」計劃，為員工度身舉辦運動及健康活動，著重協助他們減壓及為心靈加油的工作坊，以及一系列的戶外活動。至今已惠及大約二千三百名員工。

職業安全和健康

馬會設有一個公司安全委員會，直接向管理委員會匯報，由八個部門的職安健委員會及

人力資源部門提供支援，負責監察馬會的職安健政策實施情況。

職安健技能培訓計劃則協助部門安全經理/主任洞悉、監察及應對潛在的職安健風險。各部門亦會自行推動職安健計劃，加強員工的意識，積極降低在工作場所發生意外的可能性。



Since 2003 an award has been made to the stable with the Safest and Best Housekeeping. This year's winner was the stable of Derek Cruz. 馬會於二〇〇三年設立「最安全及整潔馬房獎」，今年的得獎者為吉達理馬房。

managers/officers in identifying, monitoring and addressing potential OSH risks. Line departments also organise their own safety promotion programmes to raise staff awareness of OSH and proactively reduce the likelihood of workplace accidents.

COMMUNICATION AND ENGAGEMENT

With a large workforce distributed across Hong Kong the Club recognises the importance of frequent and timely communication. Club news and information is disseminated through two employee portals, MyJC.com and hkjcfamily.com, and via the staff newsletter, Rapport, which is also available online.

The Club collects employee feedback through surveys and focus groups as well as informal channels such as “Tea and Chat” sessions and “Brown Bag” lunches. A regular dialogue is maintained with staff associations and unions, which predominantly represent employees in racing and betting operations. In addition, the human resources team conducts proactive “Staff Pulse Checks” to identify specific employee issues.



溝通和協作

馬會團隊龐大，工作地點遍佈全港，故此緊密和有效的溝通至為重要。我們利用 MyJC.com 和 hkjcfamily.com 兩個員工通訊網站，以及上載到上述網站的員工刊物《合拍》，發放馬會的最新動向及資訊。

馬會透過舉行員工意見調查、焦點小組，以及茶聚和午餐聚會等非正式渠道，收集員工意見；並與主要代表賽馬及投注事務的員工組織和工會定期對話。此外，人力資源團隊亦緊貼員工脈搏，主動追蹤他們關注的議題。



SHA TIN COMMUNICATIONS AND TECHNOLOGY CENTRE

Opened in the summer of 2015, the Sha Tin Communications and Technology Centre provides a centralised workspace for the Club's technology and communication functions and a new home for Sha Tin Telebet. Constructed according to the latest BEAM standards, and taking account of different operational requirements, the building was designed to facilitate connectivity between teams, as well as to provide an employee-friendly work environment.

Telebet staff now sit at ergonomically designed workstations arranged in “dumbbell” configurations for better team communication. Leisure and internet zones are available for relaxation during breaks. Channels and IT staff, once split between different sites, benefit from increased proximity and the availability of collaborative work spaces. Broadcasting Services also now has its own state-of-the-art broadcasting studios.

Meanwhile staff development needs will be taken care of through the new campus of The Hong Kong Jockey Club College, arranged around a sunken roof garden. This, along with the top storey, provides a green space for employees to relax and enjoy the spectacular views across the racecourse to the Ma On Shan hills.

沙田通訊及科技中心

沙田通訊及科技中心於二〇一五年夏天啟用，整合馬會的科技及通訊部門的辦公室，亦為沙田電話投注中心提供全新的總部。大樓設計符合最新的綠建環評 (BEAM) 標準，切合不同營運部門的需要，加強各部門團隊的溝通，亦為員工提供舒適的工作環境。

全新的「啞鈴」型佈局有利工作站之間的溝通，設計符合人體工學，為電話投注中心的員工提供更宜人的工作環境。休憩期間，員工可以到休閒及上網區域，享受悠然一刻。過往分散各地的投注渠道及資訊科技部門員工現可以一同工作，加強溝通。而廣播事務部亦有了全新的廣播錄影廠，配備最先進的設施。

香港賽馬會學院的新校舍位於頂層，照顧員工發展的需要。學院設有綠樹林蔭的天台花園，為員工提供一個既悠閒又可以欣賞沙田馬場及馬鞍山迷人景致的綠色空間。