



Job Opening: Sports Program & IT Manager

Hong Kong China Tennis Association (HKCTA)

The Hong Kong China Tennis Association (HKCTA), the governing body of tennis in Hong Kong, is seeking a dynamic and committed professional to join our team as Sports Program & IT Manager. This role is pivotal in driving both our sports development initiatives and ensuring robust IT systems that support our operations.

### **Key Responsibilities**

- Sports Program Management
  - Plan, implement and oversee tennis & pickleball development programs and events.
  - Collaborate with clubs and stakeholders to enhance participation and performance pathways.
  - Collaborate with funders to ensure compliance and enhance participation.
  - Monitor program outcomes and provide regular reporting to management and committees.
- IT & Systems Management
  - Develop and manage HKCTA's IT infrastructure, database management and digital platforms.
  - Oversee and maintain online registration systems, membership portals and event management tools.
  - Ensure data security, system efficiency and user-friendly digital experiences.
  - Support system integration projects to strengthen HKCTA's outreach and engagement.

### **Qualifications & Skills**

- Bachelor's degree in Sports Management, IT or related discipline.
- Minimum 5 years' experience in sports administration and/or IT management.



- Strong organizational, communication and problem-solving skills.
- Ability to balance strategic planning with hands-on execution.
- Passion for sports.
- Proficiency in IT systems, databases and digital tools.

Interested candidates please email your resume and expected salary to [info@tennishk.org](mailto:info@tennishk.org) on or before 15 April 2026. Please indicate on the subject of the email “Application for Sports Program & IT Manager”.

Applicants who are not invited for interview within three months may consider their applications unsuccessful. All applications will be treated in the strictest confidence. Personal Data provided by appointees will be used strictly for recruitment and other employment-related purposes only.