

Position: Chief Operating Officer (COO)

Reports to: Board of Directors

Position Summary

The Chief Operating Officer (COO) is the senior-most executive responsible for the overall management and operations of Cricket Hong Kong, China.

Reporting directly to the Board of Directors, the COO provides leadership across all organizational functions, drives strategic growth and ensures the effective delivery of the organization's strategic objectives, financial sustainability, governance standards and operational performance.

Key Responsibilities

Leadership & Operations

- Lead the implementation of the strategic plan, policies and decisions approved by the Board, thereby enhancing the Company's reputation, profitability and service quality.
- Oversee the day-to-day operations of all departments (Finance, HR & Admin, Domestic Cricket, High Performance, Development, Facilities, Events and Marketing).
- Drive organizational performance, efficiency and continuous improvement.
- Provide regular reporting for the Board of Directors meetings and attend Board meetings as required.
- Foster a high-performance and collaborative culture.

Financial Management

- Oversee budgeting, financial planning and cash flow management.
- Review financial performance with the Chief Accountant.
- Ensure effective financial controls, reporting and compliance.
- Support annual audit and financial governance processes.

Major Events & Commercial Activities

- Provide executive leadership and oversight for major events and competitions.
- Support sponsorship, partnership and revenue generation initiatives.

Governance & Stakeholder Relations

- Ensure compliance with governance, legal and funding requirements.
- Maintain strong relationships with the CSTB, LCSD, ICC, ACC, sponsors, clubs and other stakeholders.

Rm 1019 Olympic House, 1 Stadium Path,
So Kon Po, Causeway Bay, Hong Kong
香港銅鑼灣掃桿埔大球場徑一號
奧運大樓1019室
T +852 2504 8190
F +852 2577 8486
E info@hkcricket.org



Requirements

- Minimum 5-7 years' experience in a similar role in an organization that is involved in Sports Management or Sports Media Management
- Bachelor's degree in Sports Management or Business Administration
- Proficiency in English; working knowledge of Cantonese and Mandarin preferred.
- Excellent communication and interpersonal skills.
- Knowledge of cricket as a player or administrator preferred, but not essential.
- Strong skills in strategic planning, operational management, financial oversight and sports administration.
- Visionary, proactive and results-oriented, with strong interpersonal and negotiation skills.

Submit Application : please send your resume to hr@hkcricket.org together with your current and expected salary