



# **MOK Ho Wun, Benny (莫浩垣)**

 1/F, 143 Lin Fa Tei, Pat Heung, Yuen Long, N.T.

 97871135

 bennyhwmok@gmail.com

## **WORKING EXPERIENCE**

### **Operations Manager**

Swan Hygiene Services Limited

05/2021 – Present

- To lead an operation team to provide cleaning and pest control services
- To prepare tendering documents for commercial and government contracts
- To coordinate with internal parties to ensure the business contracts are performed properly

### **Foreman / Senior Foreman (Acting)**

Food and Environmental Hygiene Department

02/2017 – 05/2021

- To supervise the workmen in conducting pest related matters
- To ensure proper application of larvicides, rodenticides, insecticides as appropriate with the technical guidelines and instructions
- To handle complaints on pest control and cleansing matters and to report the findings and actions taken
- To carry out systematic surveys on pest infestation
- To keep in good condition and proper record of the working gears and equipments
- To participate in district-wide pest control operations, health talks, seminar and public activities
- To conduct operation for concerned action against illegal activities
- To monitor the performance of service contractors

### **Environmental Nuisance Investigator**

Food and Environmental Hygiene Department

04/2014 – 06/2016

- To handle water seepage nuisance complaints
- To assist in proceeding legal action against author of nuisance
- To carry out seepage related test and report results

### **Assistant Operations Officer**

Waihong environmental services limited

02/2013 – 03/2014

- To assist operation department and set up site offices
- To provide training materials and induction training for frontline workers

### **Project Assistant**

Fung Yuen Butterfly Reserve, Environmental Association

(Tai Po Environmental Association)

09/2011 – 08/2012

- To hold environmental activities and talks especially in school
- To plan and organize new environmental education programs
- To lead eco-tour as an eco-tour guide

## **EDUCATION**

### **Honors Degree, Bachelor of Science in Applied Science (Energy and Environment)**

The Open University of Hong Kong  
09/2009 – 08/2011

### **Associate Degree, Environmental Conservation Studies**

College of International Education (CIE), Hong Kong Baptist University  
09/2007 – 07/2009

### **Associate Degree Foundation Course, General Studies**

College of International Education (CIE), Hong Kong Baptist University  
09/2006 – 08/2007

### **Hong Kong Certificate of Education Examination (2006), (2007)**

GCC&ITKD Lau Pak Lok Secondary School (Form 1 – Form 5)  
09/2000 – 07/2006

## **EXTRACURRICULAR ACTIVITIES**

### **Members of Voluntary Group**

Chinese YMCA of Hong Kong  
12/2008 – 09/2012

## **LANGUAGES**

Chinese (Cantonese), English, Putonghua

## **COMPUTER SKILLS**



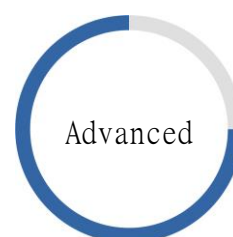
Microsoft Word



Microsoft Excel



Microsoft Powerpoint



Adobe Photoshop