



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

2021-2023 年酒店業人才需求清單¹

序號	人才類型	人才級別	崗位名稱		≥60 歲僱員	需求量 (含≥60 歲)	需求缺口	需求程度 [註]	
1	管理及專業人才	高層人員	經理、總管、總主任 (233)	市場部經理/公關部經理	Marketing & Communication Manager / Public Relations Manager	2	107	10	---
2				管事部總管	Chief Steward / Steward Manager	11	40	18	★★
3				宴會部營業經理	Catering Sales Manager	0	11	0	
4				駐店經理/助理總經理	Resident Manager / Hotel Manager / Assistant General Manager	11	67	12	---
5				出納收銀經理/主管	Cashier Manager / General Cashier	3	8	3	★

¹ 數據蒐集時段是 2021 年 9-10 月；隸屬酒店管理的食肆之人力需求已計算作酒店業內。



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

6	管理及專業人才	高層人員	經理、總管、總主任	會展項目經理	Event Manager / Conventions Manager	0	4	1	★
7				員工餐廳經理	Canteen Manager	5	30	4	---
8				會計部經理	Accounting Manager	5	145	13	---
9				餅房主管	Pastry Head Chef	3	23	6	---
10				餐飲部經理	F&B Manager	5	119	20	---
11				客戶服務部經理	Guest Service Manager / Guest Relations Manager	0	13	3	---
12				酒吧經理	Bar Manager	5	41	8	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

13	管理及專業人才	高層人員	經理、總管、總主任	宴會部經理	Banquet Manager	3	26	5	---
14				水療中心經理	Spa Manager	0	20	-5	
15				資訊科技部經理	IT Manager	0	237	9	---
16				房務部經理	Room Service Manager	2	13	2	---
17				行政管家/房務部經理	Executive Housekeeper / Housekeeping Manager	8	118	26	---
18				行政樓層經理	Executive Club Manager	0	2	0	
19				度假村經理/康樂部經理	Resort Manager /Resort Operation Manager / Health Club Manager	0	6	1	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

20	管理及專業人才	高層人員	經理、總管、總主任	餐廳經理 (中菜部)	Outlet Manager (Chinese Restaurant)	0	77	12	---
21				採購部經理	Purchasing / Material / Procurement Manager	2	58	7	---
22				培訓部經理	Training Manager	2	47	2	---
23				營業部經理	Sales Manager	2	55	9	---
24				餐廳經理 (西餐部)	Outlet Manager (Western Restaurant)	3	77	15	---
25				人力資源部經理	HR Manager / P&T Manager / Personnel Manager	2	127	2	---
26				夜班經理	Night Manager	0	5	0	



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

27	管理及專業人才	高層人員	經理、總管、總主任	當值經理	Duty Manager	0	91	11	---
28				公眾區域部經理	Public Area Manager	3	83	5	---
29				前台部經理	Front Office Manager	0	110	15	---
30				保安部經理/保安部總主任	Security Manager / Chief Security Officer	32	149	-2	
31				訂房部經理	Reservation Manager	0	5	0	
32				洗衣房經理	Laundry Manager	6	27	8	★
33				成本控制經理	Cost Control Manager	2	15	2	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

34	管理及專業人才	高層人員	收益部經理	Revenue Manager	0	38	3	---
35			總賬經理	General Ledger Manager	0	11	0	
36			信貸部經理	Credit Manager	0	2	0	
37			收入審計經理	Income Audit Manager	0	9	1	---
38			電話房經理	Telephone Manager	0	24	0	
39		總監 (132)	銷售部總監	Director of Sales	2	21	4	---
40			保安部總監	Director of Security	3	24	6	★
41			資訊科技部總監	Director of IT	2	45	8	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

42	管理及專業人才	高層人員	總監	房務部總監	Director of Housekeeping	5	22	6	★
43				財務部總監	Financial Controller	13	83	19	---
44				餐飲部總監	Director of F&B	6	75	15	---
45				助理餐飲部總監	Asst. Director of F&B	11	87	22	★
46				人力資源部總監	Director of Human Resources	3	70	6	---
47				工程部總監/工程師	Director of Engineering / Chief Engineer	11	59	14	---
48				市場及營銷部總監	Director of Sales & Marketing	0	13	0	



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

49	管理及專業人才	高層人員	總監	營運部總監	Director of Operations	0	32	4	---
50				市場部總監	Director of Marketing / Director of Marketing & Communications	0	27	3	---
51				助理營業部總監	Assistant Director of Sales	2	16	3	---
52				助理市場部總監/助理公關部總監	Asst. Director of Marketing & Communications / Asst. Director of Public Relations	2	21	-1	
53				收益部總監	ED / Director of Revenue	0	11	2	---
54				助理收益部總監	Asst. Director of Revenue / Asst. Director of Revenue Management	0	10	2	---
55				訂房部總監	Director of Reservation	0	5	2	★



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

56	管理及專業人才	高層人員	總監	房務部總監	Director of Rooms	3	33	3	---
57				財務助理總監	Asst. Financial Controller	3	48	5	---
58				客戶助理總監	Asst. Guest Controller	0	2	0	
59				度假村及水療部總監	Director of Resort & Spa	0	10	2	---
60				豪華橋車車務調度總監	Director of Limo	0	6	1	---
61				採購部總監	ED / Director of Procurement	2	16	2	---
62				禮賓部總監	Director of Concierge	0	8	0	



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

63	管理及專業人才	高層人員	總廚、主廚、副主廚 (172)	其他總監	Other Director	3	30	3	---
64				餐廳主廚 (西餐部)	Chef de Cuisine (Western Restaurant)	2	110	38	★
65				點心主廚	Dim Sum Chef	10	74	12	---
66				行政副主廚	Executive Sous Chef	2	30	3	---
67				中菜行政副主廚	Assistant Chinese Chef	6	31	10	★
68				行政總廚 (西餐部)	Executive Chef (Western Restaurant)	5	36	11	★
69				燒味主廚	BBQ Chef	3	22	4	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

70	管理及專業人才	高層人員	總廚、主廚、副主廚	餐廳高級主廚 (中菜部)	Senior Chef (Chinese Restaurant)	2	27	6	---
71				中菜行政總廚	Executive Chinese Chef	10	54	17	★
72				餐廳主廚 (中菜部)	Sous Chef (Chinese Restaurant)	32	308	71	---
73			總經理		General Manager	0	6	0	
74			董事長		President	3	11	3	★
75			執行長/行政總監		Chief Executive Officer / Chief Operations Officer	0	8	0	
76			助理總工程師		Asst. Chief Engineer / Asst. Director of Engineering	21	179	31	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

77	管理及專業人才	高層人員	總禮賓司		Chief Concierge	0	23	4	---
78			副董事長		Vice President	38	208	40	---
79			總會計師		Chief Accountant	0	5	0	
80		中層人員	助理經理 (263)	助理宴會部營業經理	Asst. Catering Sales Manager	0	10	-1	
81				助理餐廳經理 (西餐部)	Asst. Outlet Manager (Western Restaurant)	5	165	24	---
82				助理採購部經理	Asst. Purchasing / Asst. Materials / Asst. Procurement Manager	0	40	2	---
83				助理酒吧經理	Asst. Bar Manager	8	126	10	★



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

84	管理及專業人才	中層人員	助理經理	助理客戶服務部經理	Asst. Guest Service Manager / Asst. Guest Relations Manager	0	57	6	---
85				助理餐飲部經理	Asst. F&B Manager	8	118	28	---
86				助理資訊科技部經理	Asst. IT Manager	2	171	10	---
87				助理房務部經理	Asst. Room Service Manager	2	34	2	---
88				助理管事部總管	Asst. Steward Manager	10	41	14	★
89				助理培訓部經理	Asst. Training Manager	0	21	0	
90				助理餅房主管	Asst. Pastry Chef	2	61	11	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

91	管理及專業人才	中層人員	助理經理	助理洗衣房經理	Asst. Laundry Manager	2	18	3	---
92				助理訂房部經理	Asst. Reservation Manager	0	6	0	
93				助理會展項目經理	Asst. Event Manager / Asst. Conventions Manager	0	3	0	
94				助理餐廳經理 (中菜部)	Asst. Outlet Manager (Chinese Restaurant)	6	251	37	---
95				助理保安部經理	Asst. Security Manager	21	105	25	---
96				行政副管家/助理房務部經理	Asst. Executive Housekeeper / Asst. Housekeeper Manager	0	107	5	---
97				助理人力資源部經理	Asst. HR / Asst. P&T / Asst. Personnel Manager	3	103	3	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

98	管理及專業人才	中層人員	助理經理	助理收益部經理	Revenue – Assistant Manager	0	29	2	---
99				助理前台部經理	Asst. Front Office Manager	2	168	15	---
100				助理宴會部經理	Asst. Banquet Manager	0	19	5	---
101				助理水療中心經理	Asst. Spa Manager	0	15	2	---
102				助理市場部經理/助理公關部經理	Asst. Marketing & Communication Manager / Asst. Public Relations Manager	0	74	2	---
103				工程部經理/助理經理	Engineering Manager / Assistant Manager	25	391	42	---
104				行政助理經理	Executive Assistant Manager	0	38	0	



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

105	管理及專業人才	中層人員	助理經理	助理營業部經理	Asst. Sales Manager	0	2	2	★★★
106				助理度假村經理/助理康樂部經理	Asst. Resort Manager / Asst. Resort Operation Manager / Asst. Health Club Manager	0	6	-1	
107				車務助理經理/值班經理	Transportation Assistant Manager / Duty Manager	8	114	10	---
108				電話房助理經理/值班經理	Telephone Asst. Manager / Duty Manager	0	14	-1	
109				助理環境服務經理/值班經理	Asst. Environmental Service Manager / Duty Manager	0	20	3	---
110				宴會部營業主任	Catering Sales Executive	0	9	1	★
111				訂房部督導/主任	Reservation Supervisor / Reservation Officer	0	29	3	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

112	管理及專業人才	中層人員	督導 (904)	公眾區域部督導	Public Area Supervisor	75	516	105	---
113				管事部督導	Steward Supervisor	108	396	145	★
114				房務部樓層督導	Floor Supervisor	14	286	55	---
115				餐廳督導 (西餐部)	Outlet Supervisor (Western Restaurant)	3	190	52	★
116				餐廳督導 (中菜部)	Supervisor (Chinese Restaurant)	6	323	56	---
117				餅房督導	Bakery Supervisor	0	2	0	
118				工程督導	Engineering Supervisor	62	354	72	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

119	管理及專業人才	中層人員	督導	成本控制督導	Cost Control Supervisor	0	13	0	
120				會計督導/總賬督導/成本控制督導	Accounting Supervisor / General Ledger Supervisor / Cost Control Supervisor	3	59	2	---
121				房務部督導	Room Service Supervisor	2	74	3	---
122				行李部督導	Bell Supervisor	2	142	5	---
123				客戶服務部主任/督導	Guest Relations Officer / Guest Service Supervisor	11	534	95	---
124				倉庫主管/督導/主任	Store Supervisor / Storeroom Supervisor / Store Officer / Head Storekeeper	8	64	8	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

125	管理及專業人才	中層人員	督導	康樂部督導	Recreation Supervisor / Health Club Supervisor / Pool Supervisor	2	65	1	---
126				洗衣房督導	Laundry Supervisor	21	103	28	★
127				應付賬務督導/應收賬務督導	Accounts Payable Supervisor / Accounts Receivable Supervisor	0	22	0	
128				保安部主任/督導	Security Officer / Supervisor	92	509	114	---
129				保安部高級主任/督導	Sr. Security Officer / Sr. Security Supervisor	0	3	0	
130				收貨部督導	Receiving Supervisor	3	66	5	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

131	管理及專業人才	中層人員	督導	前台部督導	Front Office Supervisor / Reception Supervisor	2	325	79	---
132				司機督導	Driver Supervisor / Transportation Supervisor	40	138	-4	
133				員工餐廳督導	Canteen Supervisor	32	97	35	★
134				酒吧督導	Bar Supervisor	6	33	9	★
135				資訊科技部督導/主任	IT Supervisor / IT Officer	0	170	2	---
136				採購部督導/主任	Purchasing Supervisor / Purchasing Officer	2	67	6	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

137	管理及專業人才	中層人員	督導	行政樓層督導	Executive Club Supervisor	0	2	0	
138				信貸部督導/主任	Credit Supervisor /Credit Officer	0	2	0	
139				收入審計督導	Income Audit Supervisor	0	21	0	
140				電話房督導	Telephone Supervisor	0	51	5	---
141				布草房/制服房督導	Linen Room Supervisor / Uniform Room Supervisor	11	49	12	★
142				宴會部督導	Supervisor (Banquet)	0	42	2	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

143	管理及專業人才	中層人員		營業部主任	Sales Officer	0	46	-1	
144				出納收銀督導	Cashier Supervisor	2	34	2	---
145				水療中心接待督導	Spa Reception Supervisor	0	28	2	---
146			主廚、 副主廚、 頭鑊 (746)	主任廚師 (西餐部)	Chef de Partie (Western Restaurant)	6	218	26	---
147				助理主任廚師 (西餐部)	Demi Chef de Partie (Western Restaurant)	14	235	33	---
148				餐廳副主廚 (西餐部)	Sous Chef (Western Restaurant)	49	562	132	---
149				餐廳副主廚 (員工飯堂)	Sous Chef (Canteen Service)	16	62	19	★



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

150	管理及專業人才	中層人員	主廚、副主廚、頭鑊	主任廚師 (中菜廚房)	Chef De Partie (Chinese Kitchen)	10	156	6	---
151				主任廚師 (餅房)	Chef De Partie (Pastry & Bakery)	6	59	7	---
152				助理主任廚師 (中菜廚房)	Demi Chef De Partie (Chinese Kitchen)	14	142	11	---
153				助理主任廚師 (餅房)	Demi Chef De Partie (Pastry & Bakery)	3	78	10	---
154				頭鑊	1 st Wok	65	462	119	★
155				燒味副主廚	Asst. BBQ Chef	10	72	11	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

156	管理及專業人才	中層人員		餐廳助理副主廚 (西餐部)	Asst. Sous Chef / No. 2 Sous Chef / Jr. Sous Chef (Western Restaurant)	0	8	0	
157				副主廚 (中菜部廚房)	Sous Chef (Chinese Kitchen)	217	1,603	372	---
158				麵包師	Head Baker	0	5	0	
159			主管、主任 (80)	會展項目主任	Event Officer / Conventions Officer	0	27	0	
160				房務部主管	Head Supervisor (Room Service)	16	406	51	---
161				人力資源部主任	HR Officer	2	250	9	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

162	管理及專業人才	中層人員	主管、主任	薪俸主管	Paymaster / Payroll Supervisor / Payroll Officer	0	24	2	---
163				培訓部主任	Training Officer	0	35	2	---
164				市場部主任	Marketing Executive	2	165	16	---
165			領班		Foreman	38	153	38	★
166				項目管理員(電腦資訊部)	Project Manager (IT)	2	57	3	---
167				餐飲部培訓員	F&A Trainer	0	7	2	★
168				餐飲部專員	F&B Specialist	0	15	1	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

169	管理及專業人才	中層人員	系統分析員/系統工程師	Systems Analyst / System Engineer	0	141	-2	
170			軟件工程師/程序員	Software Engineer / Programmer	2	24	1	---
171			硬件工程師	Hardware Engineer	0	19	1	---
172			會計部高級分析員	Account – Senior Analyst	0	27	0	
173			當值工程師	Duty Engineer	14	186	20	---
174			收入審計員	Income Auditor	0	21	0	
175			高級洗衣房服務員/高級洗衣工人/高級熨衣工人	Sr. Laundry Attendant / Sr. Washer / Sr. Presser	14	77	17	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

176	應用人才	基層人員	服務員 (3861)	公眾區域部服務員/清潔工人	Public Area Attendant / Cleaner / Garbage Man / Houseman	1,642	6,622	1,785	★
177				泊車服務員	Car Service Attendant / Car Parker / Valet Driver	295	785	298	★
178				洗衣房服務員/(乾)洗衣工人/熨衣工人	Laundry Attendant / Valet Attendant / Washer / Presser / Drycleaner / Ironer	99	499	112	---
179				員工餐廳服務員	Canteen Attendant	190	566	206	★
180				客房送餐點單員	Room Service Order Taker	0	64	5	---
181				衣物傳送員	Linen Runner / Valet Runner	0	3	0	



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

182	應用人才	基層人員	服務員	房務營運部傳送員	Housekeeping Operation Runner	0	6	1	---
183				房務部服務員	Room Attendant	49	4,911	677	---
184				房務部服務派遣員	Order Taker / Housekeeping Service Coordinator	3	158	34	---
185				房務部培訓員	Housekeeping Trainer	0	5	0	
186				管事員/清潔工/洗碗工	Steward / Cleaner / Dishwasher	389	2,628	615	---
187				布草房/制服房服務員	Linen Room Attendant / Uniform Room Attendant	62	331	77	---
188				康樂部服務員/兒童照管服務員	Recreation Attendant / Pool Attendant / Child Care Attendant	11	209	15	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

189	應用人才	基層人員	服務員	水療中心服務員	Spa Attendant	16	128	19	---
190				行政樓層服務員	Executive Club Attendant	0	6	0	
191			侍應 (1606)	侍應 (西餐部)	Waiter / Waitress (Western Restaurant)	65	1,566	491	★
192				高級侍應 (中菜部)	Sr. Waiter / Sr. Waitress (Chinese Restaurant)	33	384	37	---
193				高級侍應 (西餐部)	Sr. Waiter / Sr. Waitress (Western Restaurant)	11	134	10	---
194				高級酒吧侍應 (房務部)	Sr. Bar Waiter / Sr. Bar Waitress (Room Service)	0	34	-1	
195				酒吧侍應 (水吧)	Bar Waiter / Bar Waitress	207	1,709	462	★



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

196	應用人才	基層人員	侍應	侍應 (中菜部)	Waiter / Waitress (Chinese Restaurant)	153	2,880	534	---
197				酒吧侍應 (房務部)	Bar Waiter / Bar Waitress (Room Service)	3	241	48	---
198				高級酒吧侍應 (水吧)	Sr. Bar Waiter / Sr. Bar Waitress	13	68	14	---
199				高級侍應 (宴會部)	Sr. Waiter / Sr. Waitress (Banquet)	2	15	2	---
200				侍應 (宴會部)	Waiter / Waitress (Banquet)	6	179	8	---
201			保安員 (1403)	保安員	Security Guard	1,167	4,721	1,259	★
202				高級保安員	Sr. Security Guard	129	581	144	★



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

203	應用人才	基層人員	接待員、出納員 (480)	知客 (西餐部)	Hostess (Western Restaurant)	0	135	25	---
204				口岸接待服務代表	Pier Representative	45	284	56	---
205				門僮/門衛/禮賓部服務員	Doorman / Door Attendant / Bellman / Porter / Concierge Attendant	2	771	83	---
206				接待員/客戶服務員	Receptionist / Guest Service Agent	21	1,194	157	---
207				知客 (中菜部)	Hostess (Chinese Restaurant)	0	178	34	---
208				接線員	Telephone Operator / PABX Operator	0	162	3	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

209	應用人才	基層人員	接待員、出納員	餐飲出納收銀	F&B Cashier	21	183	46	★
210				餐飲部收銀員/高級收銀員	F&B Section Cashier / Senior Cashier	14	283	48	---
211				水療中心接待員	Spa Receptionist	0	91	6	---
212				大使/代表/高級公關/公關/接待員	Ambassador / Representative / Sr Host / Host / Receptionist	0	116	22	---
213				餅房助理/學徒	Pastry Helper / Apprentice	0	26	4	---
214				中菜廚師/三鑊	Chinese Cook / 3rd Wok	96	579	168	★
215				燒味砵	BBQ Chopper	0	3	-1	



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

216	應用人才	基層人員	一、二、三級廚師 (905)	燒味助理	BBQ Helper	3	42	5	---
217				三級廚師 (西餐部)	3rd Commis (Western Restaurant)	30	294	69	---
218				一級廚師 (餅房)	1st Commis (Pastry & Bakery)	2	83	23	★
219				高級廚師 (員工飯堂)	Sr. Cook (Canteen Service)	6	35	8	---
220				廚師 (中菜廚房)	Cook (Chinese Kitchen)	16	121	15	---
221				冷盤廚師	Garde Manger	2	10	2	---
222				一級廚師 (西餐)	1st Commis (Western Restaurant)	22	415	79	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

223	應用人才	基層人員	一、二、三級廚師	初級中菜廚師/四鑊	Jr. Chinese Cook / 4th Wok	45	377	60	---
224				高級中菜廚師/二鑊	Sr. Chinese Cook / 2nd Wok	51	381	99	★
225				廚房助理/學徒 (西餐部)	Kitchen Helper / Apprentice (Western Restaurant)	2	48	4	---
226				廚房助理/學徒 (中菜部)	Kitchen Helper / Apprentice (Chinese Restaurant)	8	93	10	---
227				廚房學徒 (中菜廚房)	Kitchen Apprentice (Chinese Kitchen)	5	36	4	---
228				廚房助理/學徒 (員工飯堂)	Kitchen Helper / Apprentice (Canteen Service)	0	18	0	
229				廚師 (員工飯堂)	Cook (Canteen Service)	24	125	26	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

230	應用人才	基層人員	一、二、三級廚師	二級廚師 (西餐部)	2nd Commis (Western Restaurant)	37	328	93	★
231				點心廚師	Dim Sum Cook	25	149	27	---
232				二級廚師 (員工飯堂)	II Cook (Canteen Service)	54	253	82	★
233				一級廚師 (員工飯堂)	I Cook (Canteen Service)	45	172	60	★
234				蒸點師傅	Dim Sum Steamer	16	48	16	★
235				點心助理	Dim Sum Helper	2	25	6	---
236				三級廚師 (餅房)	3rd Commis (Pastry & Bakery)	2	77	6	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

237	應用人才	基層人員	煎點師傅	Dim Sum Fryer	3	22	5	---
238			二級廚師 (餅房)	2nd Commis (Pastry & Bakery)	3	65	9	---
239			三級廚師 (員工飯堂)	III Cook (Canteen Service)	19	85	25	★
240			高級技術員(冷氣/電氣/視聽/機械技工)	Sr. Technician (Air-Condition / Electrician / Audio Visual / Mechanical)	164	936	186	---
241			技術員(冷氣/電氣/視聽/機械技工)	Technician (Air-Condition / Electrician / Audio Visual / Mechanical)	1,040	4,557	1,149	★
242			電腦技術員	Computer Technician	0	58	-1	
243			大數據技術人員	Big Data Technicians	0	2	0	



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

244	應用人才	基層人員	組長 (138)	餐廳組長 (西餐部)	Outlet Captain (Western Restaurant)	5	350	25	---
245				餐廳組長 (中菜部)	Captain (Chinese Restaurant)	41	815	73	---
246				酒吧組長	Bar Captain	11	282	18	---
247				宴會部組長	Captain	6	66	9	---
248				行李部組長	Bell Captain	0	61	13	---
249				環境服務督導員/組長	Environmental Supervisor / Team Leader	5	42	5	---
250				會展項目協調員	Event Coordinator / Conventions Coordinator	0	33	0	



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

251	應用人才	基層人員	文員、 協調員 (301)	倉庫部管理員/文員	Storekeeper / Store Clerk	174	642	177	★
252				採購部文員/助理/採購員	Purchasing Clerk / Purchasing Assistant / Purchaser	0	69	2	---
253				宴會部營業協調員	Catering Sales Coordinator	0	10	0	
254				車務行政助理/協調員	Transportation Administration Assistant / Coordinator	24	164	32	---
255				收貨部文員	Receiving Clerk	3	142	3	---
256				會計文員	Accounting Clerk	0	221	11	---
257				分析員(會計部)	Accounting Analyst	0	49	1	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

258	應用人才	基層人員	文員、協調員	分析員(收益部)	Revenue Analyst	0	32	0	
259				訂房部文員/中介人	Reservation Clerk / Reservation Agent	0	67	5	---
260				人力資源部文員/協調員/ 助理	HR Clerk / coordinator / assistant	0	196	2	---
261				高級會計文員	Sr. Accounting Clerk	3	153	8	---
262				資訊科技部助理/協調員	IT Operator / IT Coordinator / IT Assistant	5	223	10	---
263				市場部協調員	Marketing Coordinator	2	73	3	---
264				工程部文員	Engineering Clerk	5	230	12	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

265	應用人才	基層人員	文員、協調員	收入審計文員	Income Audit Clerk	2	39	2	---
266				工程部倉庫管理員	Engineering Storekeeper	3	21	3	---
267				環境服務倉庫管理員	Environmental Storekeeper	0	5	0	
268				培訓部文員/協調員/助理	Training Clerk / Coordinator / Assistant	5	18	5	★
269				成本控制文員	Cost Control Clerk	0	33	0	
270				營業部協調員	Sales Coordinator	0	15	4	★
271				房務營運部行政助理/協調員	Administration Assistant / Coordinator (Housekeeping Operation)	0	84	6	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

272	應用人才	基層人員		餐飲部行政助理	F&B Administration	0	163	10	---
273			髮型師/造型師 (健身娛樂中心)		Hair Stylist / Stylist (Recreation)	0	32	12	★
274			司機		Driver	277	812	127	---
275			調酒師 (132)	調酒師 (水吧)	Bartender (Bar)	5	262	54	---
276				調酒師 (西餐部)	Bartender (Western Restaurant)	0	151	41	---
277				調酒師 (中菜部)	Bartender (Chinese Restaurant)	0	98	37	★
278			雜工 (42)	(房務)	Houseman (Room Service)	2	284	15	---
279				雜工 (西餐部)	Houseman (Western Restaurant)	0	40	8	---



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

280	應用人才	基層人員		雜工 (中菜部)	Houseman (Chinese Restaurant)	0	54	19	---
281			水療師		Spa Therapist	3	221	27	---
282			救生員		Life Guard	2	129	15	---
283			秘書 (3)	房務營運部秘書	Secretary (Housekeeping Operation)	0	19	0	
284				宴會部行政人員/秘書	Banquet Administrator / Banquet Secretary	0	9	1	---
285				前台部秘書/主管	Front Office Secretary / Administrator	0	39	1	---
286				餐飲部秘書	F&B Secretary	0	18	0	



澳門特別行政區政府
 Governo da Região Administrativa Especial de Macau
 人才發展委員會
 Comissão de Desenvolvimento de Talentos

287	應用人才	基層人員	秘書	工程部秘書	Engineering Secretary	0	17	1	---
288				財務部秘書	Finance Secretary	0	15	-3	
289			工人 (45)	油漆工人	Painter	22	60	22	★
290				木匠工人	Carpenter	22	64	23	★
291			縫紉員		Seamstress	59	173	65	★
292			花藝技術員		Floral Technician	65	280	71	★
293			平面設計師		Artist / Graphic Designer	0	54	0	



澳門特別行政區政府
Governo da Região Administrativa Especial de Macau
人才發展委員會
Comissão de Desenvolvimento de Talentos

294	應用人才	基層人員	按摩師 (度假村服務)	Masseur (Resort Services)	18	107	30	★
295			攝影師	Photographer	0	3	0	
296			餐飲部見習生	F&B Trainee	0	83	26	★
297			餅房見習生	Cook Trainee	0	11	0	

註：

- 需求程度 < 25%
- ★ 一級需求 (25%~39%)
- ★★ 二級需求 (40%~54%)
- ★★★ 三級需求 (≥55%)