Career Planning and Development - for Postgraduates (Research) -

August 2013
Career Planning and Development

Agenda

• Career Planning and Development
  - Your preparation
  - Services provided by Career Planning and Development Centre
• Job Market in Hong Kong
  - Statistics from the Government
  - 2012 CUHK employment reference
• Special notes for Non-local Students
• Contact Information
• Q & A
Career Planning and Development Organization

- University Dean of Students
  - Director of Student Affairs
    - Office of Student Affairs
      - Student Activities Section (SACS)
      - Student Amenities Section (SAMS)
      - Incoming Students Section (ISS)
      - Student Counselling and Development Service (SCDS)
      - Career Planning and Development Centre (CPDC)
Career Planning and Development

Mission of CPDC

To be a professional careers team in providing quality services to enhance students' employability and foster their future career development.
Career Planning
Your Preparation

- Review Progress and Keep Résumé Intact
- Join Competitions
- Keep Abreast of Market Happenings
- Take up Internships
- Improve Language Proficiency
- Participate in Extra-curricular Activities (ECA)
- Research your Interest and Career
- Understand the Recruitment Cycle
Career Planning
Your Preparation

GRADUATING YEAR
Here are 6 major activities that you have to complete. Please click and read one by one.

1. Attend Recruitment Talks and Careers Workshops
2. Get Professional Qualifications
3. Expand Your Network
4. Finalize Résumé and Other Documents
5. Prepare for Interview
6. Get Professional Qualifications

For Research Postgraduates
Well Prepare
0%
Career Planning and Development

Services of CPDC:

(I) Organizing Career Guidance and Enrichment Programmes

• Seminars, job expositions, firm visits, Career Mentorship Programme, workshops, etc.
• Usually hosted by senior executives, seasoned professionals and alumni from various industries
Career Planning and Development
Services of CPDC:
(II) Providing Students with Job Information and Placement Services

• Provide students with full-time, part-time and summer job information through the following websites:
  (Ready for First year students’ usage in Mid-Sep)
  – CU Job Link
    https://cpdc.osa.cuhk.edu.hk/student/login
  – Joint Institution Job Information System (JIJIS)
    http://www.jijis.org.hk
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Services of CPDC:

(III) Supporting Employers with their Recruitment Exercises

- Arrange recruitment talks, on-campus aptitude tests and interviews
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Services of CPDC:
(IV) Organizing Summer Internship Programmes

- Coordinate with various organizations to offer overseas, mainland and local internship opportunities to students
Career Planning and Development

Services of CPDC:
(V) Providing Career Counselling Services and Updated Job Market Information

• Individual or small group career counselling
• Online career planning tools, e.g. Careers E-coach
• Careers Fair
• Online Market Information, e.g. Vault Online Career Library
Career Planning and Development
Careers E-coach

[Image of a 3D map representing a careers coaching system with sections for My Status, Interview Skill, Covering Letter Writing, Resume Writing, Career Planning, and Music.]
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Services of CPDC:
(VI) Making Available Aptitude and Personality Tests for Students

• Cooperate with well-known test providers in making aptitude and personality tests available to students, e.g. http://targetjobs.co.uk/careers-report
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Services of CPDC:
(VII) Conducting and Reporting on the Graduate Employment Survey

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Website of CPDC: http://cpdc.osa.cuhk.edu.hk/
Career Planning and Development
Website of CPDC: Front Page

- LATEST NEWS
  - ThinkYoung - Entrepreneurship Summer School
    - 26 July 2013
  - Recruit 期缺追踨資訊
    - 26 July 2013
  - AIA Young Elites Scholarship (YES) Program 2013
    - 26 July 2013
  - Opportunity in Normura - Compliance Sector
    - 24 July 2013
  - Michael Page - Recruitment Consultant
    - 24 July 2013
  - Hermes - Trainee (6 months contract)
    - 24 July 2013

- EVENTS
  - Job Preparation Series - Writing Impressive Resumes
    - 31 July 2013
  - Career Guidance Programmes and Recruitment Activities in July 2013
    - 31 July 2013

Career Guidance and Recruitment Activities in July 2013

Quick Links
- Office of Student Affairs
- CU Job Link
- JILS
- Graduate Employment Survey
- The Independent Learning Centre (ILC)
- Shortlist Announcement

Photo Gallery

Government Post-Secondary Student Summer Internship Programme

香港中文大學
The Chinese University of Hong Kong
Career Planning and Development
Website of CPDC: Information Highlight
Toolkit for Non-local Students - Working in Hong Kong

This toolkit is designed to serve as a general reference addressing the key areas that non-local students should pay attention to, prepare for and comply with when they seek job opportunities in Hong Kong. Information in this toolkit is drawn from various sources and relevant websites. As information may change from time to time, you are advised to refer to relevant official sources and websites regularly for updates.

We wish you every success in job hunting, rewarding work experience and a fulfilling life in Hong Kong.

Contents of the Toolkit
A. Conditions of Stay
B. Employment Policy for Non-local Students in Hong Kong
   1. Eligibility of Non-local Students to Take Up Employment in Hong Kong
   2. Important Notes for Non-local Students Taking Up Employment
Career Planning and Development
Website of CPDC: Quick Links

Quick Links
- Office of Student Affairs
  - CU Job Link
  - JSSS
  - Graduate Employment Survey
- The Independent Learning Centre (ILC)
- Shortlist Announcement
- Vault
- Salary Index
- Graduate Employment Survey (Statistics 2008-2010)
- Free Personality Test offered by GTI
- Occupation Research
- CUHK Library Careers Collection
- Job Hunting on the Web
- The CUHK Careers Guide 2012
- Careers E-coach
- Career Times
Job Market in Hong Kong

Jobless rate falls to 3.3%

July 16, 2013

The seasonally adjusted unemployment rate fell from 3.4% in March-May to 3.3% in April-June while the underemployment rate remained unchanged at 1.6%, the Census & Statistics Department announces.

Decreases in the unemployment rate were mainly observed in the warehousing and support activities for transportation, decoration, repair and maintenance for buildings, and food and beverage service activities sectors.

As for the underemployment rate, an increase was mainly observed in the transportation sector, while a decrease was mainly seen in the foundation and superstructure works of the construction sector.

Total employment increased by around 9,500 to 3,745,100 in April-June. Over the same period, the labour force also grew by 7,500 to 3,877,200. The number of unemployed people decreased by 2,100 to 132,100. The number of underemployed people also decreased by 1,800 to 61,400.

Commenting on the figures, Secretary for Labour & Welfare Matthew Cheung said the labour market remained tight in the second quarter due to the prevailing strength on the domestic front.

"Total employment grew further to another record high, more than absorbing the concurrent expansion in the labour force."

With the entry of fresh graduates and school leavers into the labour market, the unemployment rate for those aged 15-24 as a whole has risen by 0.7 of a percentage point to 9.6%, which is slightly lower than the level of 9.7% in the corresponding period last year, he said.

On the short-term outlook, Mr Cheung said labour demand is likely to stay firm on the back of a resilient domestic sector, thereby helping to keep the unemployment rate at a relatively low level in the near term.

"Nevertheless, we will remain vigilant to the external uncertainties, notably the pace at which the US' quantitative easing measures will taper and the evolving global economic situation, and their potential impacts on the local economy and labour market."
Job Market in Hong Kong

Employment Survey of 2012 Graduates (Higher Degree Programmes)

Employment status:

- 65.4% Job engagement
- 9.9% Further studies
- 5.7% Seeking employment
- 19.0% Others (e.g. emigrated / returned to home country, not seeking employment)

(Source: Employment survey of 2012 graduates, CUHK)
Job Market in Hong Kong
Employment Survey of 2012 Graduates (Higher Degree Programmes)

Employment by Sector:

- 43.9% Education
- 40.1% Commerce and Industry
- 13.8% Social and Public Organisations
- 2.2% Government

(Source: Employment survey of 2012 graduates, CUHK)
Job Market in Hong Kong
Employment Survey of 2012 Graduates (Higher Degree Programmes)

Major Career Fields

(Source: Employment survey of 2012 Graduates, CUHK)
Job Market in Hong Kong
Employment Survey of 2012 Graduates (Higher Degree Programmes)

Job search process:

Average no. of applications sent out : 23
Average no. of first interviews attended : 5
Average no. of offers received : 2

Monthly salary:

Median : HKD 17,300
Average : HKD 19,312

(Source: Employment survey of 2012 Graduates, CUHK)
Job Market in Hong Kong

Employment Survey of 2012 Graduates (Higher Degree Programmes)

Further Studies – by location of studies

- 83.1% Hong Kong
- 6.7% United States of America
- 4.5% United Kingdom
- 2.2% Canada
- 1.1% Australia
- 2.2% Others

(Source: Employment survey of 2012, CUHK)
## Job Hunting Tips

### Events to Prepare for your Career (CPDC Calendar)

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| Mentorship and enrichment programmes | CUHK Mentorship Programme | | | | | | | | | | | | |
|-------------------------------------|---------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
|                                    | Quarterly reporting | Recruitment / Selection | Quarterly reporting | Kick-off of mentorship / New Year Party | Quarterly reporting | Quarterly reporting | | | | | | |
|                                    | Mentorship throughout the year | | | | | | | | | | | | |

| Summer jobs / Internships | HKSAR Government | | | | | | | | | | | | |
|---------------------------|------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
|                           | Administrative Service Summer Internship Programme (Recruitment) | | | | | | | | | | | | |

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Special Notes for Non-local Students

Conditions of Stay

• All non-local students should abide by the laws of Hong Kong and comply with the “Conditions of stay” as prescribed in Chapter 115A Regulation 2 (http://www.legislation.gov.hk/chi/home.htm) (quoted below).

Chapter 115A IMMIGRATION REGULATIONS

Regulation 2: Conditions of stay

(3) Permission given to a person to land in Hong Kong as a student shall be subject to the following conditions of stay-

(a) that he shall become a student only at a specified school, university or other educational institution and undertake such course of study as may be approved by the Director; and

(b) that he shall not-

(i) take any employment, whether paid or unpaid; or

(ii) establish or join in any business.
Special Notes for Non-local Students

Eligibility for employment:
1. Full-time non-local students (excluding exchange students)
2. Studying locally-accredited degree programmes or above
3. Study period $\geq 1$ academic year

Employment Types:
1. Summer Employment
2. Study/Curriculum-related Internship
3. Part Time On-Campus Employment
Special Notes for Non-local Students
Summer Job/ Internship/ Part-time Job

No Objection Letter
• A “No Objection Letter” (NOL) will be issued upon approval of entry / extension of stay application according to individuals
• NOL sample: https://cpdc.osa.cuhk.edu.hk/file/upload/1920/NOL_sample_with_Internship.pdf

Briefing session for non-local students by CPDC in Sep/ Oct
• Definition of each employment type
• Conditions of employment
• Procedures necessary before starting employment
• Immigration Policy for Non-local Graduates (IANG)
• ImmD official website: http://www.immd.gov.hk
Contact Information

Career Planning and Development Centre, Office of Student Affairs

Address: 2/F, Benjamin Franklin Centre
The Chinese University of Hong Kong,
Shatin, Hong Kong

Telephone: (852) 3943 7202
Fax: (852) 2603 5933
Email: cpdc@cuhk.edu.hk
Website: http://cpdc.osa.cuhk.edu.hk

Office Hour:
Mon to Thu 8:45am -1:00pm & 2:00pm – 5:30pm
Fri 8:45am -1:00pm & 2:00pm – 5:45pm
Sat, Sun and Public Holiday Closed
Q & A
See you at our events!