Career Services for (Research) Postgraduate Students

August 2015
Career Planning and Development

Agenda

- Career Planning and Development
  - Preparation
  - Services provided by Career Planning and Development Centre
  - Job hunting tips
- Job Market in Hong Kong
  - Statistics from the Government
  - CUHK Employment Survey of 2014 Graduates
- 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)

Social and Civic Engagement Section (SCES)

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

Preparation

YEAR 1 & ONWARDS

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

1. Understand the Recruitment Cycle
2. Research your Interest and Career
3. Participate in Extra-curricular Activities (ECA)
4. Improve Language Proficiency
5. Take up Internships
6. Keep Abreast of Market Happenings
7. Join Competitions
8. Review Progress and Keep Résumé Intact
Career Planning
Preparation

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. Graduating Year

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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.
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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:
  - 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
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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
Career Planning and Development

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

• Personality Types and your Career - Career Applications of MBTI®
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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
Career Planning and Development Centre
OFFICE OF STUDENT AFFAIRS, THE CHINESE UNIVERSITY OF HONG KONG

Career Planning and Development Centre
OFFICE OF STUDENT AFFAIRS, THE CHINESE UNIVERSITY OF HONG KONG

Website of CPDC: Information Highlight

CU Job Link
Welcome to CU Job Link!
In CU Job Link, you will find job opportunities that are open exclusively to CUHK students. Please visit:
https://cpdc.osa.cuhk.edu.hk/student/job-link
Full-time users are advised to complete and save your personal information under the Personal Particulars section. The information you have provided will be loaded automatically into the system when you make an job application via the system. Please be reminded to double check your contact details for each application to ensure employers will be able to reach you with the correct and updated email address and phone number.

Full-time undergraduates and postgraduates can access CU Job Link with your Campus-wide E-mail System (CWS) computing ID and password. Students must set up a VPN connection on their computers when connecting through the network ports located at student hostels, classrooms, libraries and public areas. Click here to set up a VPN.

Should you have any queries or feedback on CU Job Link, please contact our webmaster or call 3943 7202.

For queries concerning campus network connection, please visit http://helpdesk.hku.hk.
Career Planning and Development Centre
Office of Student Affairs, The Chinese University of Hong Kong

Career Guide for Non-local Students

This career guide 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 guide 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.

Updates to Q7, P.22:
The validity of the ITC for taking up part-time on-campus employment and curricular jobs will be in line with the limit of stay granted to the students concerned and will normally cover the whole academic programme. For further clarification, please contact the Immigration Department directly.

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

Download the career guide (July 2013, pdf version)
Career Planning and Development
Website of CPDC: Quick Links
Career Planning and Development
Website of CPDC: iCal
## Job Hunting Tips

### Events to Prepare for your Career

#### Guidance programmes

Various guidance programmes include Graduate Orientation Programme, Meeting the Senior Executive/Leaders sessions, Meeting the Professionals/Alumni sessions, Career Counselling, Career Seminars, Resume Writing Workshops, Image Grooming Workshops, Mock Interview Workshops, etc. throughout the year.

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<th>Sep</th>
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<th>Nov</th>
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<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
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#### Global Internship Programme

- Evaluation
- Certificate Presentation Ceremony
- Campus Briefings / Recruitment
- Recruitment
- Selection Interview
- Job matching / company selection / offer
- Internship exposure

#### On-campus recruitment events for graduate jobs

- Accounting / Banking / Financial Services
- Government-related / Public Utilities
- Management Consulting
- Conglomerates / Fast Moving Consumer Goods / Property
- Telecom / Communications / IT
- Airlines / Logistics / Engineering / Manufacturing / Pharmaceuticals

#### Careers Fair

- Careers Fair

#### Mentorship and enrichment programmes

CUHK Mentorship Programme
- Quarterly reporting
- Recruitment / Selection
- Quarterly reporting
- Kick-off of mentorship / New Year Gathering
- Quarterly reporting
- Summer Newsletter

Police programmes
- Auxiliary Police (Undergraduates) Scheme (AUS)
- Police Mentorship Programme (PMP)
- Recruitment
- Selection
- Inauguration (PMP)
- Training (AUS)
- Job attachment (PMP)

#### Summer jobs / internships

HKSAR Government
- Administrative Service Summer Internship Programme (Recruitment)
- Post-Secondary Student Summer Internship (Recruitment)
- Internship exposure

Others
- Commercial sector and others (Recruitment)
- Internship exposure
Unemployment and underemployment statistics for April - June 2015

According to the latest labour force statistics (i.e. provisional figures for April - June 2015) released today (20 July) by the Census and Statistics Department (C&SD), the seasonally adjusted unemployment rate stood at 3.2% in April - June 2015, same as that in March - May 2015. The unemployment rate also remained unchanged at 14.1% in the two periods.

Comparing April - June 2015 with March - May 2015, movements in the unemployment rate (not seasonally adjusted) in different industry sectors varied. An increase was mainly seen in the information and communications sector while a decrease was mainly seen in the construction sector. As to the underemployment rate, an increase was mainly observed in the construction sector while a decrease was mainly seen in the warehousing and support activities for transportation sector.

Total employment increased by around 11,690 from 3,783,100 in March - May 2015 to 3,794,600 in April - June 2015. Over the same period, the labour force also increased by around 13,800 from 3,907,700 to 3,921,500.

The number of unemployed persons (not seasonally adjusted) increased by around 2,200 from 127,700 in March - May 2015 to 129,900 in April - June 2015. Over the same period, the number of underemployed persons also increased by around 2,700 from 52,900 to 55,600.

Commentary

Commenting on the latest unemployment figures, the Secretary for Labour and Welfare, Mr Matthew Cheung Kin-chung, said, "The labour market held largely steady in April - June 2015, with the seasonally adjusted unemployment rate staying at a low level of 3.2% for the third consecutive period. Both total employment and labour force continued to see moderate year-on-year growth."

On the short-term outlook, Mr Cheung said, "With the entry of fresh graduates and school leavers into the labour force during summer, the labour supply is likely to increase in the near term. Meanwhile, the job and income prospects of consumption-related sectors will continue to hinge on the performance of inbound tourism. We will keep monitoring development closely, in particular the employment situation of grassroots employees in the sectors concerned."

To promote youth employment, the Labour Department has launched a "Career Let's Go" special programme from May to September this year to cater for the pre-employment training and employment needs of secondary school graduates. Some 40,000 youths are expected to benefit from the programme. In addition, the Department has launched a range of pilot projects under the Youth Employment and Training Programme to enhance and enrich the workplace attachment opportunities for our youths. Two Youth Employment Resource Centres - "Youth Employment Start" - under the Department will continue to provide one-stop employment and self-employment support services to young people aged 15 to 20.

Source:
Census and Statistics Department, Hong Kong Government
(20.7.2015)
Job Market in Hong Kong

Employment Survey of 2014 Graduates of Full Time Postgraduate Programmes

Employment status:

- Full-time Employment (56.4%)
- Temporary/Part-time Employment (1.6%)
- Further Studies (9.3%)
- Seeking Employment (3.6%)
- Others (29.2%)
  (e.g. emigrated/ returned to home country, not seeking employment)

(Source: Employment survey of 2014 graduates, CUHK)
Job Market in Hong Kong
Employment Survey of 2014 Graduates of Full Time Postgraduate Programmes

Employment by Sector:

- Commerce & Industry: 51.9%
- Education: 36%
- Government: 10.7%
- Social & Public Organisation: 1.4%

(Source: Employment survey of 2014 graduates, CUHK)
Job Market in Hong Kong
Employment Survey of 2014 Graduates of Full Time Postgraduate Programmes

Major Career Fields

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<tr>
<th>Career Field</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Scientific / Research Work</td>
<td>19.8%</td>
</tr>
<tr>
<td>Teaching</td>
<td>17.8%</td>
</tr>
<tr>
<td>Information Technology</td>
<td>8.2%</td>
</tr>
<tr>
<td>Legal Services</td>
<td>7.8%</td>
</tr>
<tr>
<td>Administration / Management</td>
<td>6.9%</td>
</tr>
<tr>
<td>Banking / Finance</td>
<td>5.1%</td>
</tr>
<tr>
<td>Medical &amp; Health Services</td>
<td>5.1%</td>
</tr>
</tbody>
</table>

(Source: Employment survey of 2014 Graduates, CUHK)
Job Market in Hong Kong
Employment Survey of 2014 Graduates of Full Time Postgraduate Programmes

Job search process:

Average no. of applications sent out : 32
Average no. of first interviews attended : 6
Average no. of offers received : 2

(Source: Employment survey of 2014 Graduates, CUHK)
Job Market in Hong Kong

Employment Survey of 2014 Graduates of Full Time Postgraduate Programmes

Further Studies – by location of studies

- 86% Hong Kong
- 4.5% USA
- 3% United Kingdom
- 1% Mainland China
- 1% Canada
- 1% Australia
- 0.5% Japan
- 3% Others

(Source: Employment survey of 2014, CUHK)
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/eng/home.htm?SearchTerm=115A) (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
Summer Job/ Internship/ Part-time Job

Eligibility for employment:
1. Full-time non-local students (excluding exchange students)
2. Studying locally-accredited degree programmes or above
3. Study period ≥ 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/files/alumni-and-staff/Non-Local%20Students%20Internship%20Record/Part_time_Summer_Job_NOL.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
Dear Sir/Madam,

Application for Student Visa/Entry Permit

I am pleased to inform you that your visa/entry permit application for studying a Programme at  has been approved.

Please note that under Regulation 2(3) of the Immigration Regulations, Cap. 115A, the permission to be given to you be here in Hong Kong as a student shall be subject to the following conditions of stay:

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

(b) that you shall not:

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

(ii) establish or join in any business.

In addition, the permission for you to remain in Hong Kong will end upon expiry of your limit of stay or four weeks after termination of your studies, whichever is the earlier.

Notwithstanding the above, the Director of Immigration has no objection to your taking up part-time on-campus employment for not more than 20 hours per week throughout the year and employment during the summer months within the currency of your limit of stay while you remain as a student at a University studying a Programme in Hong Kong.

Yours faithfully,

( )

for Director of Immigration
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!