Career Services for (Taught) 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.
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Preparation

- Familiarize with the Recruitment Cycle
- Join our Career Education Programme
- Enhance Language Skills
- Get the Resume Ready
- Research your Interest and Career
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
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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/](http://cpdc.osa.cuhk.edu.hk/)
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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/jobs/cu-job-link

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 7262.

For enquiries concerning campus network connection, please visit http://helpdesk.itc.cuhk.edu.hk.
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Website of CPDC: Info. for Non-local Students

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 as of 07.31:
The validity of the MSG for taking up part-time on-campus employment and summer jobs will be in line with the length of stay granted to the students concerned and will normally cover the whole academic programme. For further information, 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

<table>
<thead>
<tr>
<th>Event</th>
<th>September</th>
<th>October</th>
<th>November</th>
<th>December</th>
<th>January</th>
<th>February</th>
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<th>April</th>
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<tbody>
<tr>
<td><strong>Guidance programmes</strong></td>
<td>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.</td>
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<td><strong>Global Internship Programme</strong></td>
<td>Evaluation</td>
<td>Certificate Presentation Ceremony</td>
<td>Campus Briefings / Recruitment</td>
<td>Recruitment</td>
<td>Selection Interview</td>
<td>Job matching / company selection / offer</td>
<td>Internship exposure</td>
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<td><strong>On-campus recruitment events for graduate jobs</strong></td>
<td>Accounting / Banking / Financial Services</td>
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<td>Government-related / Public Utilities</td>
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<td><strong>Mentorship and enrichment programmes</strong></td>
<td>CUHK Mentorship Programme</td>
<td>Quarterly reporting</td>
<td>Quarterly reporting</td>
<td>Kick-off of mentorship / New Year Gathering</td>
<td>Quarterly reporting</td>
<td>Quarterly reporting</td>
<td>Summer Newsletter</td>
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<td>Recruitment / Selection</td>
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<td><strong>Police programmes</strong></td>
<td>Recruitment</td>
<td>Selection</td>
<td>Inauguration (PMP)</td>
<td>Training (AUS)</td>
<td>Job attachment (PMP)</td>
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<td><strong>Summer jobs / internships</strong></td>
<td>HKSAR Government</td>
<td>Post-Secondary Student Summer Internship Programme (Recruitment)</td>
<td>Internship exposure</td>
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Job Market in Hong Kong

Government statistics

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: 9.3%
- Further Studies: 3.6%
- Seeking Employment: 1.6%
- Others (e.g. emigrated/returned to home country, not seeking employment): 29.1%

(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

- Scientific / Research Work: 19.8%
- Teaching: 17.8%
- Information Technology: 8.2%
- Legal Services: 7.8%
- Administration / Management: 6.9%
- Banking / Finance: 5.1%
- Medical & Health Services: 5.1%

(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
Special Notes for Non-local Students

No Objection Letter (NOL) Sample

Dear Sir/Madam,

Application for Student Visa Entry Permit

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

Please note that under Regulation 2(1) of the Immigration Regulations, Cap. 115A, the permission to be given to you to land 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 such course of study as may be approved by the Director of Immigration;

(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 earlier.

Notwithstanding the above, the Director of Immigration has no objection to your taking up part-time off-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 [University] studying [Programme] in Hong Kong.

"On-campus" employment here is taken to mean that:

(a) the employment must take place within the campus of [University], or if the work location is outside campus, the employer is [University] itself; and

(b) you should only take up employment at operations designated by [University] i.e. designated operators.

The above-mentioned "campus" includes only the campus of [University] but excludes the campus of any subsidiary or associated body of [University] proper or its self-financing arm (if any).

You should check with your institution for the list of designated operators. In addition, you are not allowed to roll over unused hours from one week to another. A week here is taken to mean a period of seven days from Sunday to Saturday.

Regarding the employment during the summer months, there is no limit in relation to work hours and location. "Summer months" here are taken to mean the period from 1 June to 31 August, both dates inclusive.

Please note that the Director of Immigration’s "no objection" set out in this letter will only be valid on the condition that you have a valid permit to remain as a student in Hong Kong. In the event that you switch to another institution and/or study programme (even within the same institution), the "no objection" by the Director of Immigration shall lapse and the relevant terms set out in this letter will no longer apply.

Your eligibility for taking up part-time off-campus employment and off-campus summer jobs will be assessed afresh.

Please be reminded that you are not allowed to take up any employment outside the scope set out in this letter without permission from the Director of Immigration. A breach of any condition of stay will render you liable to prosecution and removal from Hong Kong under the Immigration Ordinance, Cap. 115.

Yours faithfully,

( )

for Director of Immigration

The Chinese University of Hong Kong
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!