

# The Careers Group Invites Your Participation

## Be a member of The Careers Group - Your **GOLDEN CHANCE** to **GET INVOLVED** in Your Own Career Development

### What is The Careers Group?

The Careers Group is a student-run group supported and advised by SAO's Career Development Services Section (CDS)\*. It aims to engage students in the planning and organizing of career-related activities that ultimately bring total benefits to all PolyU students and graduates. Participation in the Group's activities offers a platform of experiential learning that can be fun and dynamic.

\*The **Careers Group** plays a role to initiate, organize, promote and market career-related activities and services provided by **Career Development Services Section (CDS)** of Student Affairs Office (SAO) to PolyU students, staff and employers.

### Why YOU SHOULD JOIN The Careers Group?

**Benefits of being members of The Careers Group could be more than you imagined:**

- Get the chance to develop your **employability, and get equipped with skills that are nearly universally sought by employers** and **build your CV** for future job hunt;
- Develop project management, promotion, customer service and marketing skills;
- Interact with different stakeholders like employers, fellow students and PolyU staff;
- Priority to access resources and support for career planning and development services;
- Students who complete assigned tasks satisfactorily will be provided with a certificate of recognition, an official record in Co-curricular Achievement Transcript (CAT) and a **personalised reference letter** from SAO to show your achievement.



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## What could be your roles played in THE CAREERS GROUP?

- Serving as liaison with high level of customer service between CDS and respective organizations promoting career-related events under the supervision of SAO staff;
- Interacting with recruiters and students during events like job fair;
- Supporting promotion and marketing of career services to PolyU students that facilitate their search for internship and graduate employment;
- Assisting the organization of events like launching ceremony of 'Preferred Graduate' Development Programme (PGDP), WIE Welcome Home Ceremony, etc.;
- Acting as student ambassador for SAO;
- Offering feedback and suggestions to enhance future arrangement on various CDS functions and activities;
- Initiating career-related activities which you think may benefit PolyU students

## If you are undergraduate students from any year of study with following qualities:

- Creativity (able to generate new ideas);
- Flexible, friendly with positive attitude;
- Good communication and interpersonal skills;
- Reliable and dependable;
- Enthusiastic about helping other students achieve their career goals

*You are then strongly recommended to be members of The Careers Group!!*

## How to apply?

If you are interested in taking this excellent opportunity to get engaged with Career Development Services, please send an email with the subject "The Careers Group" with an updated resume to [sawie@inet.polyu.edu.hk](mailto:sawie@inet.polyu.edu.hk). For enquiries, please contact us at [sawie@inet.polyu.edu.hk](mailto:sawie@inet.polyu.edu.hk).

**SEIZE THE CHANCE!!** We look forward to working with you.

### **\*Know more about Career Development Services Section (CDS)**

The Career Development Services Section of SAO is dedicated to providing support and services to students' career planning and development. We provide career guidance, training and workshops to enhance your job search skills and internship for you to gain valuable real work experiences which not only enhance your employability but also provide insights for the application of the theories learnt. We are therefore looking for smart and proactive students to give a hand on supporting the creation and organization of internship and job opportunities to fellow students.