

Office of Careers and Placement Services (CAPS)

SYA Orientation



CAPS *Office of Careers and Placement Services*



THE HONG KONG
POLYTECHNIC UNIVERSITY
香港理工大學

Opening Minds • Shaping the Future
啟迪思維 • 成就未來

Welcome SYA students



CAPS Office of Careers and Placement Services

365 days later, you will graduate and join the workforce.

Are you ready?

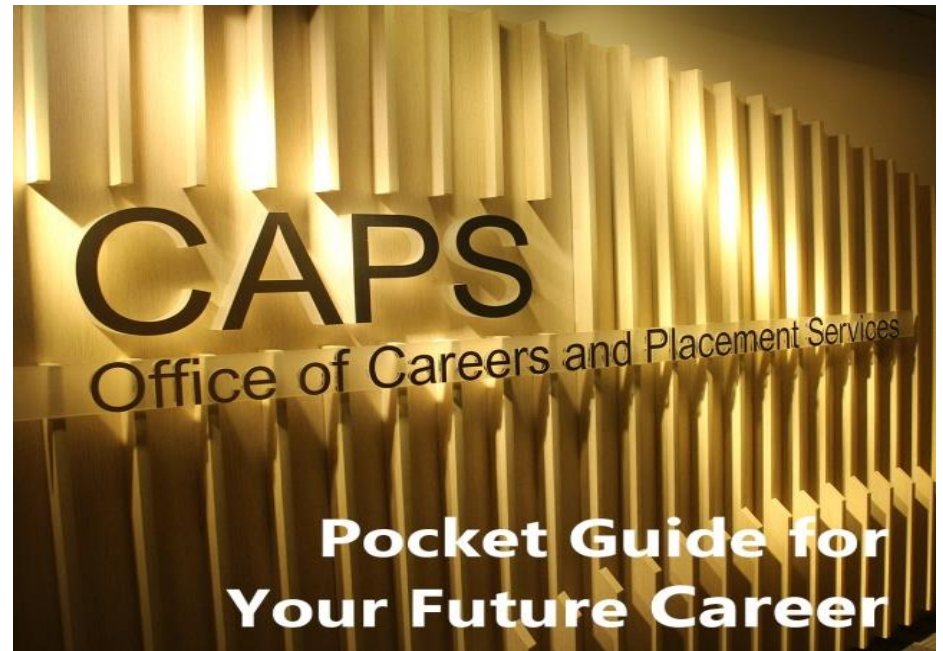
Have you found your career path / passion?

Do you know what Hong Kong employers look for?

What qualifications /experience are essential to gain this year for better career prospects?



TU 308
Yip Kit Chuen Building



CAPS – Here with you



CENTRE
STARS
Student Advancement and Resources
學生發展及資源

CAPS Office of Careers and
Placement Services

Know about job
opportunities

+20,000

Job Openings

PolyU Job board

+530

Employers on Campus

Recruitment Talks
Career Fairs

Understand Market Requirements
Network with employers

+1400

WIE Opportunities

Offshore

Enrich your CV
Gain
international
Exposure

+150

Training Sessions

Career
Development
Programmes

Win job
interviews!

+1150

Career Advisory

1-to-1 Career
Coaching & Mock
Interview

+15,000

Reach
Facebook Live

Online Career
Training



What are employers looking for?

We are looking for:

- Final year students or recent graduates from any disciplines with **excellent academic results** and the following qualities
- Strong **leadership potential** and interpersonal skills
- Good **commercial acumen**
- Strong problem solving skills
- Strong **adaptability and flexibility**
- Strong **passion** and commitment
- Strong alignment with corporate Values
- **Excellent command of English and Chinese (including Putonghua)**
- Strong **learning** capability
- High mobility to travel and work in **Mainland China / overseas**

Academic Performance



Work Experience



Proper Work Attitude



Mainland / Overseas
Exposure



Softskills



Passion



Internship Opportunities

CAPS WIE programmes

- CV advising /Interview practice
- Pre-WIE training
- Mainland / Overseas Work Experience
- Mentor & Ambassador Scheme
- Offshore Sponsorship
- Scholarship Opportunities

China	Beijing, Shanghai, Nanjing, Hangzhou, Xi'an, Shenzhen, Conghua, Chengdu, etc.
Overseas	UK, US, Germany, Spain, Ireland, Australia, Thailand, Singapore, Japan, Korea, etc.



Bobby, Hang Seng Bank,
Management Trainee



Ryan, Kintetsu World Express Limited

CAPS - International WIE 2020

Explore
Brand New
Working Style

*This internship definitely helped
me to broaden my global
mind-set and knowledge!*

Christy, EIE student, Korea WIE



Understand
Global
Practices



*"If I do not try, I will not know
more myself and I will not have
this chance to have such a
wonderful time in Russia."*

*Shun Ting, ITC student,
Russia WIE*

32 locations

June

—

August
(4- 8 weeks)



*I am proud of myself being
able to adapt to a new culture
& learning new stuff!*

Mei, ISE, Japan WIE

Communicate ideas
Cross-culturally

*I improved on the
communication skills between
stakeholders at work.*

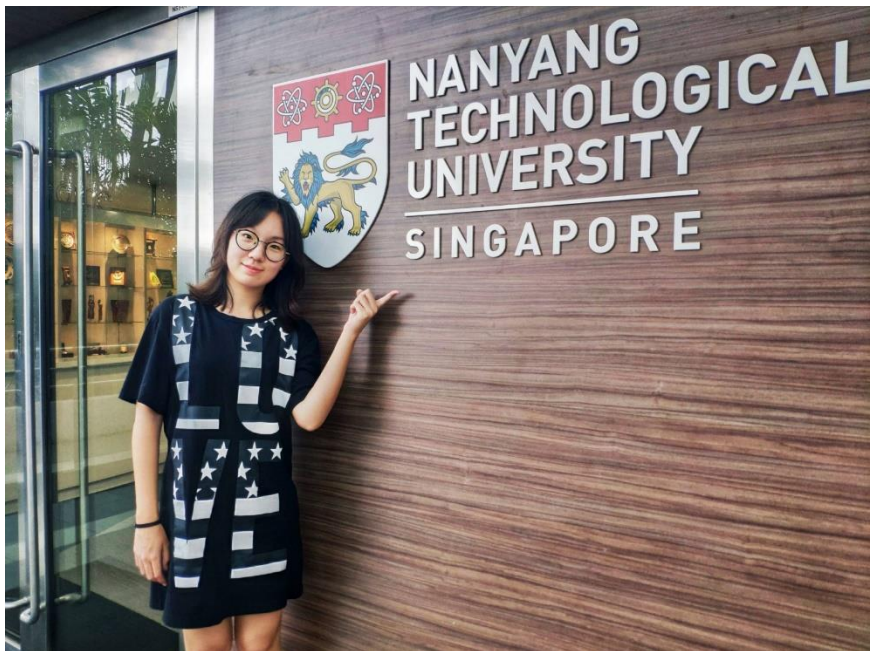
Fion, CBS student, UK WIE



Leverage on your
cultural heritage
to create success



Stay tuned to our websites! Application starts in October - November



Cathay Pacific, Thailand

National Technology University, Singapore

JAPAN WIE

Tokyo, Kanagawa, Osaka | Jun – Aug | 6 – 12 weeks

A few HK students are working in Japan after graduation !! (JNS / Toshiba)

TOKYO BY FOOD 

かね幸



TOSHIBA



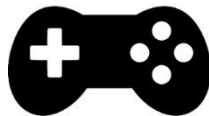
**SUMITOMO
ELECTRIC**



東京都市大学
TOKYO CITY UNIVERSITY

the design labo

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 **TableCheck**



A S C E N T
TECHNOLOGY

LOOKING FOR...

Tech-savvy

Software / Web Engineer
SEO
UI/ UX Designer
Video Creator

Business & Languages

Business Development
Marketing & Social Media
Game Journalist
Translator

Doers

Mechanical/ Electrical Engineer
Data Engineer
Quality Management
Supply Chain Management
Designer
(Product/ Interior/ Graphic)

Research

Engineering
Applied Science

Marketing & K Pop



makestar



NITARO



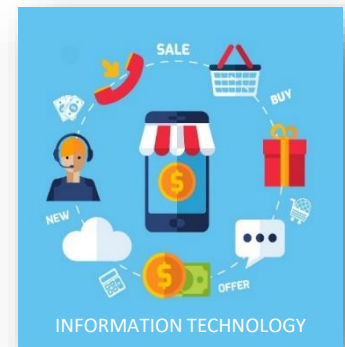
PARTNERS

Trade Development



dotrade.

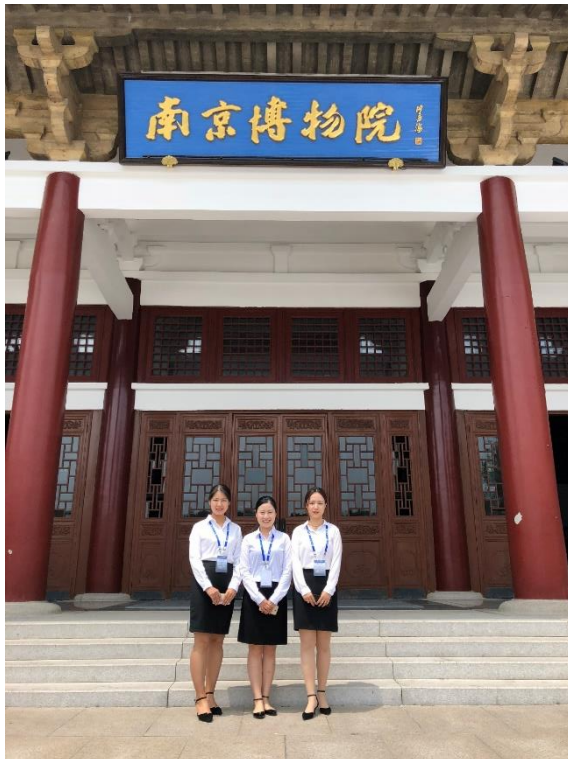
Information Technology



twinw.rd

CAPS Mainland WIE 2020

CAR & Nanjing WIE programme
Fulfill CAR C and WIE requirements in
1 summer!



南瑞集团公司(国网电力科学研究院)
NARI GROUP CORPORATION · STATE GRID ELECTRIC POWER RESEARCH INSTITUTE



CAR & Xi'an WIE 2020

- **CAR & Xi'an WIE** offers you a unique chance to learn how enterprises seize business in this ancient city with more than 3,000 years of history and heritage
- Preference to those who completed CC1C15/CC1C15P '*Splendours of Imperial China*'
- 6 weeks between **May to July**
- **Mentorship + WIE fulfillment + China Exposure**
- Programme Fee: **HKD 2,000**
- Learning Incentive: **HKD2,300** upon satisfactory completion of WIE by meeting all the requirements
- Deadline of application: **December**
- Accept online application in **November**
- Refer to CAPS website for details of the application procedure and eligibility



Career Development and Networking Opportunities

• Career Development Programmes



Workshops include:

- CV Writing Workshop
- Assessment Centre Workshop
- Aspire Your Career Goals Workshop
- Video Interview Training Workshop
- Scholarship Training for Nominees



• Career Fair and Networking Events



Activities include:

- Alumni Sharing Night
- Career Fair
- Career Talks
- WIE Exhibition
- Recruitment Talks
- OPAA Mentorship programme
- CAGA Mentorship programme



Career Advising and Mock Interviews

- 1 to 1 career coaching / mock interview with feedback (45 mins)
- Do you wish to
 - spend meaningful 4 years in preparation for your career?
 - find your career interests?
 - know about job opportunities related to your major?
 - prepare an effective CV leading to job interviews?
 - gain job / video interview experience?
 - bring out the best of you in the selection processes?



Register for CAPS Services via POSS

 THE HONG KONG POLYTECHNIC UNIVERSITY
香港理工大學

PolyU Online Student Services
Student Activity Student Advising

LOGIN
Net ID:
Net Password:
SIGN IN



Appointment
Students can make appointments for career development, counseling and student advising


Welcome to the PolyU Online Student Services (POSS). POSS is a one stop portal where students can sign up for co-curricular activities. It is an integrated platform for fans of activities presented by the Students Office (DSO), Career and Placement Services (CAPS), Mainland and International Student Services Office (MISS) and Student Support Office (SAO). You can also apply for the Complementary Development Programme (CDP) and find shortcuts to SPECIAL ePortfolio.

The system connects you to hot links of other functions, in which you can :

- ▶ preview your **Co-curricular Achievement TRANSCRIPT (CAT)***
- ▶ apply for the **Complementary Development Programme (CDP)***
- ▶ make **APPOINTMENT** for career development, counseling and student advising
- ▶ book **AMENITIES, SPORTS FACILITIES***
- ▶ apply student **LOCKERS***

(* Users of the above services will be re-directed to the existing systems prior to full completion.)

We treasure very much your opinion that would be most valuable in the improvement of service. To help us improve our system, please contact us by email to sadept@polyu.edu.hk.

Careers and Placement (C)

- ▶ Career Training
- ▶ Recruitment Talk
- ▶ Internship Training
- ▶ Career Education
- ▶ Career Talk / Event
- ▶ Career Lab / Mock Interview / Telephone Interview
- ▶ PolyU Job Board





Careers and Placement (C)

- ▶ Career Training
- ▶ Recruitment Talk
- ▶ Internship Training
- ▶ Career Education
- ▶ Career Talk / Event
- ▶ Career Lab / Mock Interview / Telephone Interview
- ▶ PolyU Job Board



Globalization and Culture (A)

- ▶ Cultural Programmes
- ▶ Exchange Activity/Study Tour
- ▶ International Student Ambassador Scheme
- ▶ GSC PolyU Pre-challenge
- ▶ Hong Kong Tours
- ▶ Mainland Tours
- ▶ Overseas Tours
- ▶ Language
- ▶ International Events



Psychological Wellbeing and Physical Fitness (P)

- ▶ Counselling
- ▶ Fitness Introductory Course
- ▶ Hall Fitness Introductory Course
- ▶ Mental Health Caring Project
- ▶ Personal Counselling Groups
- ▶ Student Guidance Officer

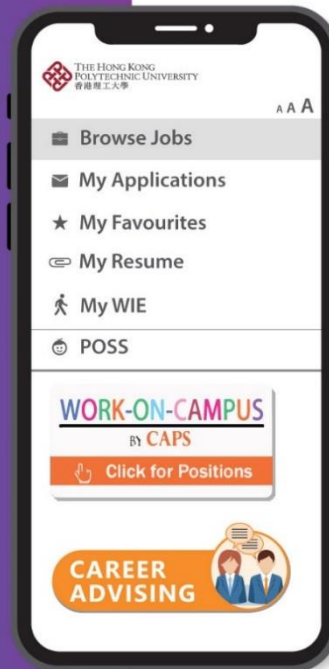


Job Board

Back to School

PolyU **Version 2.0** JOB BOARD

Are you looking for *full-time, part-time and internship positions*? Please visit PolyU Job Board to explore career opportunities.



****The job board 2.0 has been launched on 3 Sept.****

New Functions/ Features:



Mobile Version

Students can search and apply for jobs via mobile phone anytime and anywhere.



My Favourites

Students can save their favourites jobs to the "My Favourites", they will receive email reminder 3 days before the application closing date.



My Resume

Students can create and update resume with standard format as well as save cover letter and transcript documents to the "My Resume".



And more...

<https://www.polyu.edu.hk/caps/jobboard/>

- ✓ Internship
- ✓ Part-Time Jobs
- ✓ Graduate Jobs
- ✓ Work-on-Campus



WORK-ON-CAMPUS

BY **CAPS**

Eligible Full-time Students

- ☒ Sub-degree
- ☒ Undergraduate students
- ☒ Post-graduates in taught programmes
- ☒ Local students
- ☒ International students (**excluding exchange students**) whose study period is not less than one academic year

Rate of remuneration
is generally
HK\$70/hour

How to apply?

1. Login to PolyU Job Board
2. Click 'Find a Job'
3. Select '**Work-On-Campus by CAPS**' as the job type

CAPS Emails

WIE Exhibition 2017

13 -24 November (11:30am -5pm)
Exhibition Area, Communal Building
Registration is not required

WIE Night cum WIE Closing Ceremony 2017

23 November (6:30-8:30pm)
Staff Club, 5/F, Communal Building
Registration:
<https://goo.gl/vWq5W5>

WORK INTEGRATED EDUCATION
One Belt One Road
From Learning to Impactful Learning in WIE Placements

2018 WIE

WIE Exhibition 2017
Date: 13 - 24 November (11:30am - 5pm)
Venue: Exhibition Area, Communal Building
- Showcase of students' 2017 WIE internship experience
- WIE 2018 programmes highlights
- Cordial exchanges with the WIE ambassadors
Registration: Walk-in

WIE Night cum WIE Closing Ceremony 2017
Date: 23 November (6:30 - 8:30pm)
Venue: Staff Club, 5/F, Communal Building
- Students' sharing from various programmes
- Introduction of WIE 2018 programmes
- Casual mingling among students and WIE ambassadors
- Served with Refreshment
Registration: www.polyu.edu.hk/poss

Target Group: Students wish to participate in WIE 2018
Registration: <https://goo.gl/vWq5W5>

WIE website: www.polyu.edu.hk/wie

Startup Career Fair 2017 (22-23 NOV)

Startup Career Fair 2017
Entrepreneurship vs Employment
創業與就業

Career Forum 1
To Start a Business or To Get a Job First?
打工先定創業先?

Starting and discussing the two entrepreneurship and employment in their career in developing their business, you and one of having job experience before starting business, etc.

Career Forum 2
Being Entrepreneurial Within a Corporation
打工需要創業精神嗎?

Starting and discussing the two entrepreneurship and employment in their career in developing their business, you and one of having job experience before starting business, etc.

Date: 22 November, 2017
Time: 11:30am - 5:30pm
Venue: R601, PolyU
Language: English
Registration: <https://goo.gl/mQq1E2>

STARTUP CAREER FAIR 2017
22-23 Nov, 2017 (Wed & Thu)
11:30am - 5:30pm
CF & DE podiums, PolyU

Job details:
<http://www.mypolyuweb.hk/sacareer/student/startupCFDirectory.pdf>

Registration: <https://goo.gl/mQq1E2>

Recruitment Talks

Company	Positions	Discipline Required	Date & Time	Venue
Yau Lee Holdings Ltd	Graduate Engineer (Building) Graduate Engineer (Civil & Structure)	BRE, CEE	21 Nov, 12:45	TU103
Hong Kong Securities and Investment Institute	WAM Summer Internship Programme 2018	All Disciplines	22 Nov, 12:45	R601
Zung Fu Co Ltd	Management Trainee	All Disciplines	23 Nov, 12:45	HJ304
Hain Chong Group Holdings Ltd	Graduate Building Engineer Quantity Surveyor Trainee Graduate Civil Engineer Graduate Building Services Engineer	BRE, BSE, CEE	24 Nov, 15:45	Y301
Hilti (Hong Kong) Ltd	Design Engineer Sales Development Program	FAST, FENG, All Disciplines	28 Nov, 12:45	TU103

Weekly Reminders

Bi - weekly Newsletter to Students of SHTM

WIE NIGHT / INTERNATIONAL WIE 2018

WIE Night cum WIE Closing Ceremony 2017
Date: 23 November (6:30 - 8:30pm)
Venue: Staff Club, 5/F, Communal Building
- Students' sharing from various programmes
- Introduction of WIE 2018 programmes
- Casual mingling among students and WIE ambassadors
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Registration: www.polyu.edu.hk/poss

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- Showcase of students' 2017 WIE internship experience
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- Cordial exchanges with the WIE ambassadors
Registration: Walk-in

Target Group: Students wish to participate in WIE 2018
Registration: <https://goo.gl/vWq5W5>

International WIE 2018 APPLY NOW!

ASEAN countries (Cambodia, Thailand, Singapore, Vietnam)
Ireland Japan Korea Portugal New Zealand
Germany Russia The Netherlands UK
Spain US Sweden Canada

Application: <http://goo.gl/f9Mjfe>

WIE 2017 VIDEO COMPETITION
Vote now for your favorite WIE videos!
Students who successfully submit the vote online will be rewarded with a HK\$30 book coupon. <http://goo.gl/ukkwUF>

RECRUITMENT TALK / STARTUP CAREER FAIR 2017

Career Preparation Programme	Date & Time	Venue
Video Interview Training Workshop Registration: https://goo.gl/kbTRE2	10-Nov (12:30-14:30)	TU306
Preparation for Career Searching Workshop Registration: https://goo.gl/XMqrUj	21-Nov (16:30-17:30)	TU306

Company Name	Position	Discipline Required	Date & Time	Venue
Zung Fu Co Ltd	Management Trainee	All Disciplines	23 Nov 12:45	HJ304
Hilti (Hong Kong) Ltd	Design Engineer Sales Development Program	FAST, FENG, All Disciplines	28 Nov 12:45	TU103

Registration: <http://goo.gl/toXtKF>

STARTUP CAREER FAIR 2017
22-23 Nov, 2017 (Wed & Thu)
11:30am - 5:30pm
CF & DE podiums, PolyU

Startup Career Fair 2017
Entrepreneurship vs Employment
創業與就業

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Career Forum 2
Being Entrepreneurial Within a Corporation
打工需要創業精神嗎?

Bi-weekly Reminders

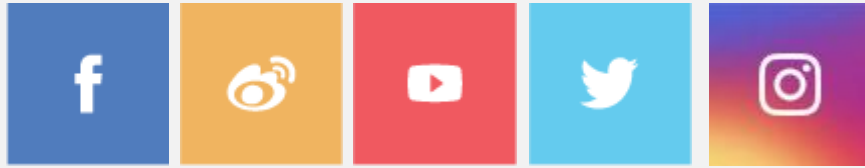


Please add CAPS email
to your contact list
<career.caps@polyu.edu.hk>

CAPS On Social Media



CAPS Office of Careers and Placement Services



- Career-related Articles
- Facebook Live Career Training
- Career Training Information
- Recruitment Talk Information
- CAPS / External Career Event
- Hot Internship Jobs

CAPS Office of Careers and Placement Services

香港理工大学就业服务处

香港理工大学就业服务处为雇主及同学提供联系的桥梁，以帮助同学发展事业。

超过8000万人正在使用

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50 关注 644 粉丝 795 微博

7月10日 09:18 来自 微博 weibo.com

【文章分享：5条面试题最常见问答「为什么我们要选择你」怎样回答？】

链接 网页链接

介绍自己先

真正面试必问5条问题

应该回答？

YOUNGBOSS.COM.HK BY 网络OPENER

面试官：5条面试题最常见问答「为什么我们要选择你」怎样回答？ | 网络OPENER

Office of Careers and Placement Services, PolyU

Like Reply 4w

Cornelius Y. F. Wong Keith Lai

Like Reply 4w

Office of Careers and Placement Services, PolyU

June 11 ·

2018年15個 Fresh Grad 高起薪點職位

投資銀行Banker	警察	駐澳醫生
月薪 \$45,000-70,000	月薪 \$23,070	月薪 \$56,755
入境事務主任	人人有個價	政府二級行政主任
月薪 \$33,320	FRESH GRAD 高起薪點職位一覽	月薪 \$28,040
消防隊長 (行動)	註冊護士	投資律師
月薪 \$37,615	月薪 \$28,040	月薪 \$20,000-\$40,000

MONEYHERO.COM.HK

15個 Fresh Grad 高起薪點、最有「錢」途職位2018

(function(d, s, id) { var js, fjs = d.getElementsByTagName(s)[0]; if...

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4

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Pearl Yuen and 2 other friends like this or have checked in

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HKTVMall HKTVMall

School of Optometry, ...

CAPS PolyU

@PolyUCAPS

Official account of Office of Careers and Placement Service, PolyU. Find us on Facebook at [polyu.careers](https://www.facebook.com/polyu.careers)

PolyU, Hung Hom, HK

polyu.edu.hk/caps

Joined July 2014

Tweet to CAPS PolyU

389 Photos and videos

Tweets

Tweets & replies Media

CAPS PolyU @PolyUCAPS · 10 Nov 2017

I added a video to a @YouTube playlist [youtube.be/2xDMZ19Puc7a](https://www.youtube.com/playlist?list=PL2xDMZ19Puc7a) Australia WIE (Yuen Ni Tun)

Australia WIE (Yuen Ni Tun)

youtube.com

CAPS PolyU @PolyUCAPS · 10 Nov 2017

I added a video to a @YouTube playlist [youtube.be/2xDMZ19Puc7a](https://www.youtube.com/playlist?list=PL2xDMZ19Puc7a) Taiwan WIE (Poon Cheuk Hei and Adrian Cheung)

Taiwan WIE (Poon Cheuk Hei and Adrian Cheung)

youtube.com

CAPS PolyU @PolyUCAPS · 10 Nov 2017

I added a video to a @YouTube playlist [youtube.be/AxUj_X-v9Kc7a](https://www.youtube.com/playlist?list=PL2xDMZ19Puc7a) Beijing Innovation 15103937D HU Di Ya

Beijing Innovation (HU Di Ya)

youtube.com

Who to follow

PolyU FB @PolyU_FB

PolyU Alumni @PolyU_AA...

PolyU International @poly...

Find people you know

Connect other address books

Trends for you

#England 42.2k Tweets

Croatia 413k Tweets

#WorldCup2018 34.5k Tweets

#VAMPSNEWALBUM 25.7k Tweets

#ENGvIND 13.9k Tweets

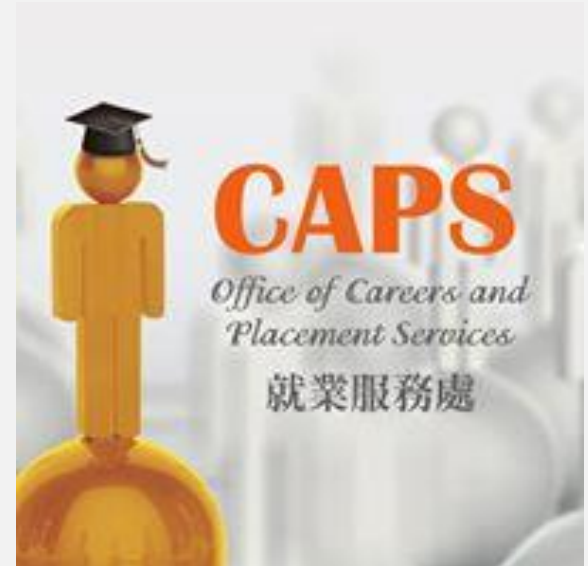
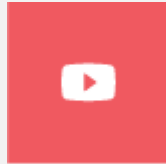
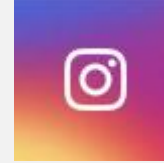
Trump 8.08M Tweets

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- Graduate Jobs
- WIE
- Part Time Jobs



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Yip Kit Chuen Building

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Office of Careers and Placement Services

**Pocket Guide for
Your Future Career**

Student's Sharing

Neal – Student Mentor & Hangzhou WIE Participant

Hangzhou WIE

Exchange in US

Student Mentor