



Career Services for Postgraduate Students



Through a range of career-focused services and programmes, we provide students with comprehensive job market information and insightful advice to help them actualise their career aspirations.

Mission

To provide quality services to enhance students' employability and foster their future career development.

Vision

To be a leading career centre in the region with a team of diverse expertise that is agile and responsive to the needs of the students, the University and the business community.

CONTENT

- ▶ OUR SERVICES1-2
- ▶ CAREER PLANNING3-4
- ▶ WHAT'S NEXT5
- ▶ EVENT CALENDAR 6



Our services

With the aim of initiating and developing job opportunities for students, Career Planning and Development Centre (CPDC) provides services for both Postgraduates & Undergraduates. Listed below are some general services of the centre, followed by some tips for Postgraduate students' career planning and the event calendar.

Organizing Career Guidance and Enrichment Programmes

Organize career guidance programmes, including industry seminars, job expositions, company visits, career mentorship programme and job-hunting skills workshops. The programmes are usually hosted by senior executives, seasoned professionals and alumni from various industries.

Providing Career Counselling Services and Updated Job Market Information

Provide individual or small group consultation to students about career aspiration and development, advice on further studies, etc.

Provide a wealth of online resources to keep students abreast of the latest job market information and equip them with essential employment skills.

Supporting Employers with their Recruitment Exercises

Arrange recruitment talks and relevant events hosted by organizations from various sectors to offer students direct communication opportunities with employers and better understanding of the employers' expectation, job opportunities and career prospect.



Organizing Summer Internship Programmes

Local and offshore internship opportunities are offered to students of different years and disciplines during the summer. These internship opportunities are available in organizations locally, in major cities in Mainland China, as well as in countries like Canada, France, Germany, Ireland, Japan, Norway, Singapore, South Korea, United Kingdom, USA, etc.

Providing Students with Job Information

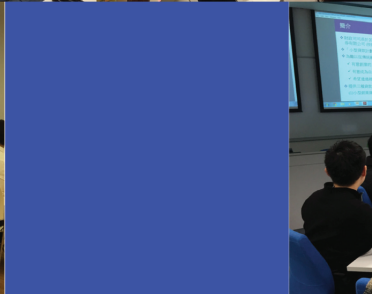
Provide students with full-time, part-time and summer job information through the following websites:

- CU Job Link
<https://cpdc.osa.cuhk.edu.hk/student/login>
- The Joint Institutions Job Information System (JIJIS)
<http://www.jijis.org.hk>

Other Services

Conduct and report on the Graduate Employment Survey to find out more about the employment status of our graduates. Details are at the website:

<http://www.osa.cuhk.edu.hk/publication-statistics/graduate-employment-survey>



Career Planning —

10 Steps to take in your university life

During your stay with the university, make sure the time you spend and every step you take would contribute to your personal or career development. Below are the 10 steps you could take during your U-life. For students of Taught Programmes, with a comparatively short study period, you are highly encouraged to speed up the adjustment and familiarize with the recruitment cycle. Time is precious. Grasp every opportunity to enhance your employability.

Throughout Your Study

1 Understand Yourself

Try to identify your interests, strengths and social behavior, as all these constitute your basic life values and probably affect your career interests. If you come to notice that you are weaker in some commonly required attributes, you can draft an action plan to harness these skills in time.

2 Join more Extra-curricular Activities

Employers look for students who are good team players and, at the same time, can demonstrate their problem-solving skills. Joining different types of extra-curricular activities will train you up with a diverse set of necessary competencies as well as furnishing your CV.

3 Take up Part-time On-Campus Job and Internship*

Job placement allows you to assess your career interests and personal strengths. Make good observations during your tenure in the organization and learn the operations of various functions to deepen your knowledge of the industry.

In CU Job Link, you will find job opportunities that are exclusive for CUHK students; while JJIS is the key online job information platform for the students of the 8 local universities.

**Non-local students should comply with the "Conditions of Stay" and the guidelines on the No Objection Letter (NOL).*

4 Pay Attention to the Market and Social/Industry Development

Start reading international and local newspapers, journals and magazines; pay special attention to topics that are related to your academic pursuit as well as those industries that you are interested in.



5 Enhance Language Proficiencies

High proficiency in languages, especially good spoken English would definitely make students stand out during interviews.

Non-local students who want to work in Hong Kong should also pick up Cantonese, the common language in most local enterprises.

Find out how the English Language Teaching Unit (ELTU) and the Chinese Language Centre (CLC) can help.

Graduating Year

6 Attend Recruitment Talks and Careers Workshops

The campus recruitment season starts usually in early September and runs up to April in the following year. Keep track of the recruitment presentation dates and make sure that you meet the application deadlines. Take the last chance to join workshops to boost your preparation regimen, such as mock interview and personal grooming workshops, seminars on assessment centre and CV writing, etc.

7 Get Professional Qualifications

Check once again the professional qualifications required by your target job functions and take the examinations as early as you can, e.g. CFA, IIQAS, etc.

8 Expand Your Network

Actively attend the social gatherings and networking events organized by recruiters and other professional institutions. Talk to the right person who may offer the market information and feedbacks that you need.

9 Finalize CV and Other Documents

Get ready for the first wave of application deadlines in early October. Study your CV carefully once again to make sure all necessary information are there, e.g. education, work experience, extra-curricular activities, skills and references.

Visit the career e-learning portal "Careers E-coach" at <http://cpdc.osa.cuhk.edu.hk> to learn about how to prepare for job application and assessment.

10 Interview Preparation

A successful interview asks for thorough research on basically four aspects: the job, the company, the industry and self-reflection. Make a 360-degree study for the four aspects. Work on your physical appearance as well. Prepare an interview suit that fits your physique and do your hair nicely.

What's next?

The career paths for postgraduates vary, depending on the type of degree you obtain and your own interest. And for some professions, a postgraduate qualification gives you the entry ticket. Below are some tips for different career fields you may be interested in:



Non-academic / Professional career

A non-academic career would probably sound interesting for those pursuing a taught postgraduate degree. For professions like solicitor, barrister and medical specialist, a postgraduate qualification would be a prerequisite. After obtaining the qualification, it is the time to move on and become a professional.



Education Field

Tertiary education

To teach in a higher education institute, you will be required to obtain at least a master's degree, and a doctorate will give you an edge in getting a lecturing position. Some institutes may even require related experience in the industry before you can be considered for the role.

Non-tertiary education

After gaining more advanced knowledge in your specific field of study, you may like to inspire the children and adolescents, and share with them your knowledge. If you have obtained a Postgraduate Diploma in Education, a teaching position is probably what you could look for.



Research Field

In these positions, much of your time will be spent on researches, e.g. by collecting samples and data, analysing and digesting loads of statistics, journals, reviews and published dissertations, and possibly some laboratory work.



Useful Links

Useful websites in your career preparation journey:

- **CPDC Website:**
<http://cpdc.osa.cuhk.edu.hk>
- **CU Job Link:**
<https://cpdc.osa.cuhk.edu.hk/student/login>
- **JIJS:**
<http://www.ijis.org.hk>
- **Information for Non-local Students:**
<https://cpdc.osa.cuhk.edu.hk/student/non-local-students>
- **Chinese Language Centre:**
<http://www.cuhk.edu.hk/clc>
- **English Language Teaching Unit:**
<http://www.cuhk.edu.hk/eltu/>
- **Independent Learning Centre:**
<http://www5.cuhk.edu.hk/ilc>
- **Other useful links:**
<https://cpdc.osa.cuhk.edu.hk/student/career-information>



Have a look at the event calendar!
Join our events & prepare for your career!

CPDC Event calendar

| | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug |
|--|---|--|--|-------------------------|--|--|--|--|---------------------|----------------------|---------------------|-----|
| 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. | | | | | | | | | | | |
| 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 graduates jobs | Accounting / Banking / Financial Services | Accounting / Banking / Financial Services | Government-related / Public Utilities | | Government-related / Public Utilities | Accounting / Banking / Financial Services | | | | | | |
| | Government-related / Public Utilities | Government-related / Public Utilities | Government-related / Public Utilities | | Government-related / Public Utilities | Government-related / Public Utilities | | | | | | |
| | Management Consulting | Management Consulting | Management Consulting | | Management Consulting | Management Consulting | | | | | | |
| | Conglomerates / Fast Moving Consumer Goods / Property | Conglomerates / Fast Moving Consumer Goods / Property | Conglomerates / Fast Moving Consumer Goods / Property | | Conglomerates / Fast Moving Consumer Goods / Property | Conglomerates / Fast Moving Consumer Goods / Property | | | | | | |
| | Telecom / Communications / IT | Telecom / Communications / IT | Telecom / Communications / IT | | Telecom / Communications / IT | Telecom / Communications / IT | | | | | | |
| Careers Fair | Airlines / Logistics / Engineering / Manufacturing / Pharmaceuticals | Airlines / Logistics / Engineering / Manufacturing / Pharmaceuticals | Airlines / Logistics / Engineering / Manufacturing / Pharmaceuticals | | Airlines / Logistics / Engineering / Manufacturing / Pharmaceuticals | Airlines / Logistics / Engineering / Manufacturing / Pharmaceuticals | | | | | | |
| | Pharmaceuticals | Pharmaceuticals | Pharmaceuticals | | Pharmaceuticals | Pharmaceuticals | | | | | | |
| Mentorship and enrichment programmes | CUHK Mentorship Programme | Quarterly reporting | Quarterly reporting | Quarterly reporting | Kick-off of mentorship / New Year Gathering | Quarterly reporting | Quarterly reporting | Quarterly reporting | Quarterly reporting | Quarterly reporting | Summer Newsletter | |
| | Police programmes • Auxiliary Police (Undergraduates) Scheme (AUS) • Police Mentorship Programme (PMP) | Recruitment | Recruitment | Selection | Mentorship throughout the year | Recruitment / Selection | Selection | Inauguration (PMP) | Training (AUS) | Job attachment (PMP) | | |
| Summer jobs / internships | HKSAR Government | | | | Administrative Service Summer Internship Programme (Recruitment) | Administrative Service Summer Internship Programme (Recruitment) | | Post-Secondary Student Summer Internship (Recruitment) | Summer Internship | Summer Internship | Internship exposure | |
| Career events for postgraduate/non-local students | Orientation programmes on career services / employment policy for non-local students | | Commercial sector and others (Recruitment) | Alumni Sharing Sessions | Careers Day for Non-local Students | | | Mainland Careers Fairs | | | | |

CONTACT US

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

