



Project WeCan
「學校起動」計劃

贊助單位
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協辦單位
Co-organiser



「職」出前路, 我做得!
Shape Our Future : WeCan!

生涯規畫日 2024/25

CAREER EXPLORATION DAY

18 JAN 2025

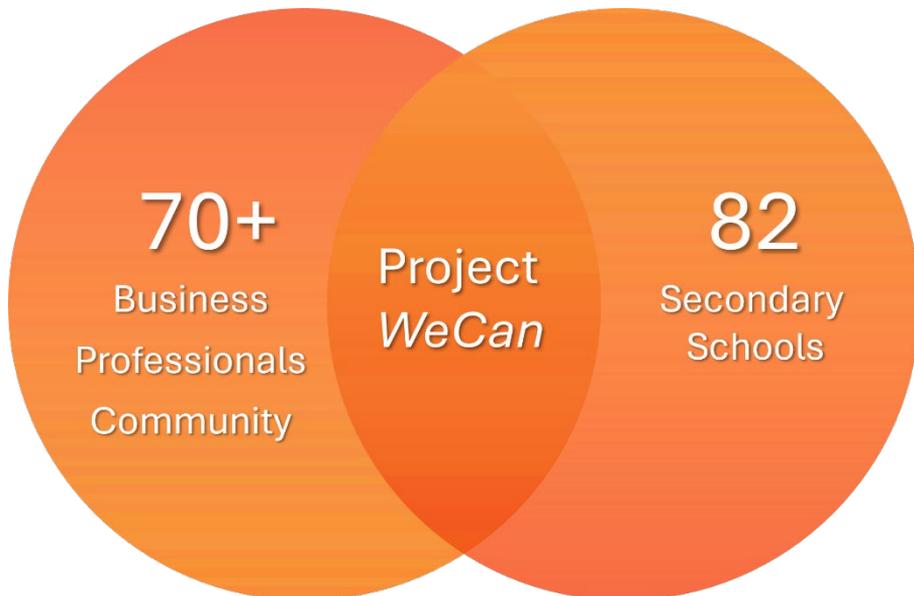


Project *WeCan*

Launched in 2011, Project *WeCan* is a **Business-in-Community** initiative providing students who are disadvantaged in learning with opportunities and care to empower them for pursuing higher studies and future careers.

Using an 'adopt a school' model, each school is coupled with a partner in a multi-year collaboration for providing financial and volunteer support. Project *WeCan* also organised a variety of joint-school programmes for all participating schools to facilitate learning and exchange.

In 2024/25, there are over 70 partners in the *WeCan* network, serving over 98,000 students of the 82 schools.



WeCan Partners



Shape Our Future: *WeCan!*

Career Exploration Day

To inspire students to plan for their future, Shape Our Future: *WeCan!* Career Exploration Day was launched in 2015/16 school year, providing students with a comprehensive and one-stop-shop career planning programme to help them understand their own strengths and explore different career options.

Students would first complete a career interest assessment to understand their own personality and career aspirations. Through joining the highlight activity job tasters on the programme day, students can learn about the responsibilities and the skills required of different jobs through workplace simulation. Activities such as career interest games, workshops and experiential booths are also provided for students to understand various industries and the diverse development opportunities lying ahead of them.

In its tenth year, the 2024/25 Career Planning Day showcases a range of industry experiences and workshops, involving more than 80 schools and around 7,500 secondary school students. A new addition this year is the Career Discovery Zone, allowing students to explore different industries and grasp the latest workplace trends through experiential booths. Parent workshops and job tasters for teachers are also arranged to facilitate schools on their long-term career planning programmes.



The kick-off Ceremony of Career Exploration Day 2023/24 was officiated by the Honourable TANG Ping-keung, GBS, PDSM, JP, Secretary for Security. The activity also had the support of *WeCan* Partners and various organisations to provide students with a taste of jobs from different industries.

Features of Career Exploration Day



Career Interest Assessment



Job Tasters



Experiential Booths



Workshops



Career Interest Games



Parents' Workshops

Programme Rundown

Date: 18 January 2025 (Saturday)

Venue: Hong Kong Institute of Information Technology and
Institute of Vocational Education (Tsing Yi)

Morning Session				
Participating schools joining activities in different time slots				
09:00-09:30	<ul style="list-style-type: none"> • Job Tasters • Career Interest Games • Workshops • Booths 			
09:30-10:00		Kick-off Ceremony		
10:00-10:45		<ul style="list-style-type: none"> • Job Tasters • Career Interest Games • Workshops • Booths 	Teachers' Job Tasters	
11:00-11:45				Parents' Workshops
12:00-12:45				
Afternoon Session				
Participating schools joining activities in different time slots				
14:00-14:45	<ul style="list-style-type: none"> • Job Tasters • Career Interest Games • Workshops • Booths 			
15:00-15:45		<ul style="list-style-type: none"> • Job Tasters • Career Interest Games • Workshops • Booths 	Teachers' Job Tasters	
16:00-16:45				Parents' Workshops
17:00-17:45				

Please refer to the activity map for the location of each activity

Start Your Career Planning Journey

Career planning is a lifelong process. Reviewing one's career plan would be helpful for achieving personal goals in different stages of life. As a student, you can develop a personal action plan starting from understanding yourself, planning personal development and setting goals, so that you can make education or vocational choices that match your interests, abilities and direction of development. While implementing your action plan, continued self-reflection is necessary for adjusting the pace and resetting the goals.

Reflect and feedback

Adapt to external changes by making assessment and adjustment to the career plan, such as changing education and career path, redefining personal goals, apply different measures, adjustment on action plan, etc.

Make an action plan

Pinpoint the actual measures to be taken – equipping yourself for challenges ahead, making actual education and career decisions

Self-understanding

Assess one's own interests, strengths, personality, knowledge, skills, experience, and mindset

Explore higher studies & career choices

Learn about trends of the job market, emerging industries, qualifications framework and options for advanced study by participating career talks, visits to different industries, job tasting programmes and career expos

Analyse your options in higher studies & career path

By assessing external factors and opportunities (e.g. family background, socioeconomic changes) and your aspirations, compare the education and vocational choices available

Goal setting

Setting personal goals and career goals for lifelong pursuit

Explore Higher Studies & Career Choices

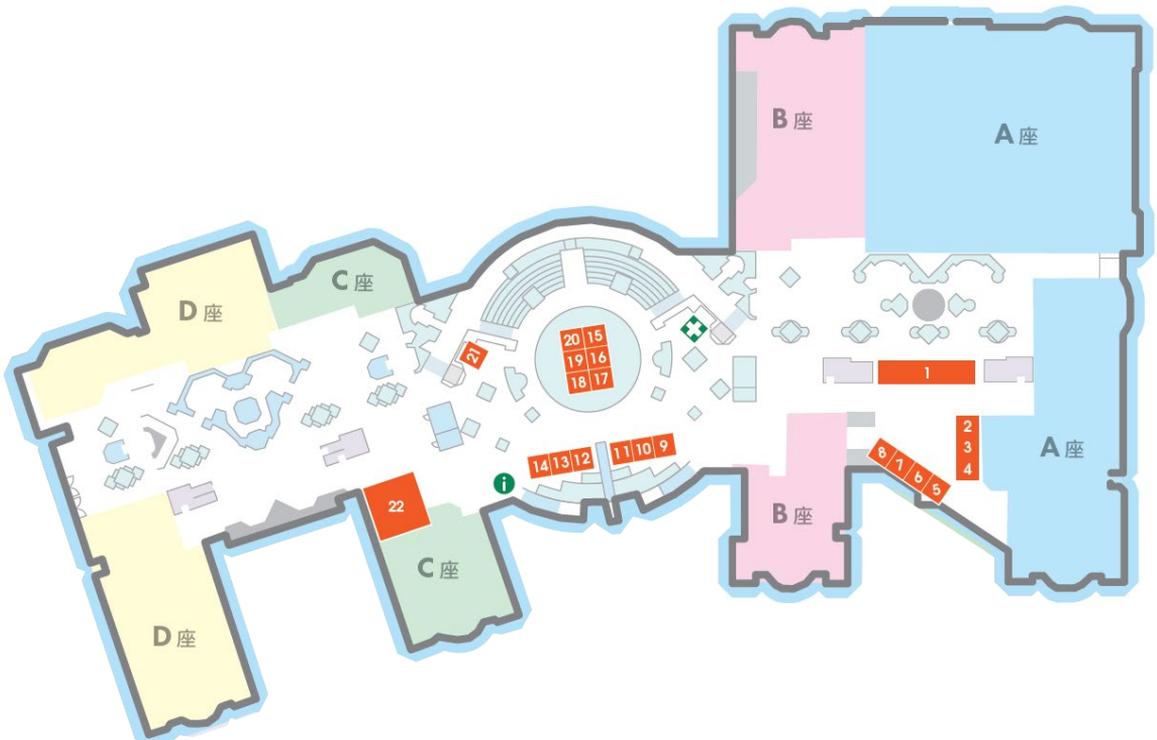
Students can gain a deeper understanding of academic and employment environments by participating in workshops of different themes. The Career Discovery Zone features multiple experiential booths and an office simulator, where students can gain firsthand insights into different careers, enabling them to make more informed decisions about their educational and professional paths.

Workshops		
Topic	Organisation	Time & Room number
Know Your Rights as an Employee	M.B. KEMP LLP	10:00-10:20 / 11:00-11:20 / 11:25-11:45
		IVE (TY) Block D 1/F: D116
Job Interview Essentials	Shun Tak Holdings Limited	10:25-10:45 / 11:00-11:20 / 11:25-11:45
		IVE (TY) Block C 2/F: C220
Opportunities in General Grades at the Government	Hong Kong Retired Civil Servants Association	11:00-11:20 / 12:00-12:20
		IVE (TY) Block A 1/F: A109
A Closer Look in Disciplined Services	Hong Kong Retired Civil Servants Association	11:25-11:45 / 12:36-12:45
		IVE (TY) Block A 1/F: A109
Communication Ninja	BNP Paribas	11:00-11:20 / 11:25-11:45
		VTC Complex 1/F: LT5
Discover Your Style, Build Your Career Profile!	CBRE	15:00-15:20 / 15:25-15:45
		IVE (TY) Block C 2/F: C220
Employment Opportunities in Greater Bay Area	Hays Hong Kong	15:00-15:20 / 15:25-15:45
		IVE (TY) Block D 1/F: D121
Unlocking Your Career Soft Skills	AICON Technology Company Limited, Career Coach & HR Expert	16:00-16:20 / 16:25-16:45
		IVE (TY) Block C 2/F: C220
Essential Interview Skills and Tips	Centaline Property Agency Limited	16:00-16:20 / 16:25-16:45
		IVE (TY) Block D 1/F: D121
Academic Pathways and Preparation Workshop	Hong Kong Young Women's Christian Association	10:00-10:45 / 11:00-11:20 / 11:25-11:45
		VTC Complex – Hall
Academic Pathways and Preparation Workshop	Hong Kong Young Women's Christian Association	15:00-15:20 / 15:25-15:45 / 16:00-16:20 / 16:25-16:45 / 17:00-17:20 / 17:25-17:45
		IVE (TY) Block D 1/F: D121

Career Discovery Zone @ IVE (TY) – 1/F Platform

- 1 Wheelock Properties - Office Simulator
 - 2 Hong Kong Police Force
 - 3 ICAC
 - 4 Electrical and Mechanical Services Department
 - 5-6 The Hong Kong International Aviation Academy - Empower You to be Aviation Experts
 - 7-8 The Hong Kong Jockey Club Apprentice Jockeys' School

 - 9 *WeCan* Alumni
 - 10 Centaline Property Agency Limited - Real Estate Agent Match-up Game
 - 11 Societe Generale - Grow Your Potential!
 - 12-14 Vocational Training Council (VTC)
 - 15 MTR Academy
 - 16 KPMG - 1-minute Auditor
 - 17 Wharf Estates Limited - Career Path: Mall Edition
 - 18 ATAL Engineering Group
 - 19-20 Construction Industry Council - Building Your Future
 - 21 Labour Department - Youth Employment Start (Y.E.S.)
 - 22 VTC Smart City Innovation Centre and STEAM Education Centre - VR Ready Engineer One
-  First Aid
 Information Booth



Discover your Career Interest Types

According to John Holland’s Theory of Career Choice, career interests can be divided into six types, same as the job nature and work environment – Realistic, Investigative, Artistic, Social, Enterprising and Conventional. If your personality, ability, strengths, knowledge and skills match with your job, you would be able to work more efficiently and more devoted.

After completing the Career Interests Assessment, you may realise that most people fit in two or three career interest types. The same applies to most job positions. Therefore, most of us are capable of working in more than one specific industry or occupation. Remember not to limit yourself in career choices and personal growth at an early stage.

Realistic

Job Nature

- Prefers more practical tasks instead of engaging in conceptual tasks
- Enjoys operating equipment, tools or machines

Personality Traits

- Follows rules and regulations
- Genuine
- Straightforward
- Perseverant

Job Tasters

- | | |
|---|------|
| • Electric Worker | p.12 |
| • Racing Trainee | p.13 |
| • Room Attendant | p.14 |
| • Curtain Wall and Glass Panes Installer (Master) | p.15 |
| • Bar Bender and Fixer | p.16 |
| • BIM Modeller | p.17 |
| • Concretors | p.18 |
| • Plasterers | p.19 |
| • Landscape Projects Coordination Assistant | p.20 |
| • Coxswain Trainee | p.21 |

Investigative

Job Nature

- Enjoys discovery and data analysis, good at math and scientific research
- Does not prefer leadership, salesmanship and tasks that require lobbying

Personality Traits

- Thinks analytically
- Scientifically minded
- Values logic and rationality
- Cautious
- Curious

Job Tasters

- | | |
|-------------------------------|------|
| • AI Application Developer | p.22 |
| • New Energy Vehicle Designer | p.23 |
| • Chemist | p.24 |
| • Programmer | p.25 |

Artistic

Job Nature

- Strong in works that require creativity, artistic sense or self-expression
- Does not prefer disciplinary and repetitive roles

Personality Traits

- Strong in aesthetic appreciation
- Creative
- Unconstrained
- Intuitive
- Open-minded

Job Tasters

- Actor p.26
- Spatial Designer p.27
- Architectural Assistant p.28
- Upcycling Product Designer p.29
- Graphic Designer p.30
- Fashion Designer p.31
- Illustrator p.32
- Make-up Artist p.33

Social

Job Nature

- Enjoys tasks that require making connections, communicating with people and helping others
- Does not prefer to use tools and machinery

Personality Traits

- Strong in leadership
- Friendly
- Helpful
- Patient
- Empathetic

Job Tasters

- Customer Service Associate p.34
- Lounge Attendant p.35
- Police Constable p.36
- Kindergarten Teacher p.37
- Lobby Service Agent p.38
- Registered Nurse p.39
- Bartender p.40
- Physiotherapist Assistant p.41
- Social Worker p.42
- Speech Therapist p.43

Enterprising

Job Nature

- Enjoys roles that require public speaking, planning, organising, leadership and resources control
- More inclined to do planning, administration and professional jobs

Personality Traits

- Extroverted and optimistic
- Adventurous
- Confident
- Confident
- Sociable

Job Tasters

- Building Supervisor p.44
- Sales Executive p.45
- Estate Agent p.46
- Event & Exhibition Producer p.47
- Public Relations Officer p.48
- Recruitment Consultant p.49
- Aircraft Load Controller p.50
- Event Planner p.51

Conventional

Job Nature

- Strong in planning and doing data or record related tasks
- Prefers to work under clear instructions

Personality Traits

- Follows instructions and procedures
- Systematic
- Cautious

Job Tasters

- Assistant Property Officer p.52
- Yard Planner p.53

Realistic

<p>Hong Kong Electrical Contractors' Association</p>	
<p>Room A305 3/F, Block A, IVE (TY)</p>	
<p>Electrical Worker Electrical Engineering</p>	
<p>Job Description</p>	<p>Work in any place where electrical works are required, including residential and commercial buildings and construction sites. Major works include installation, maintenance, repair, inspection and testing for the electrical installation inside buildings:</p> <ul style="list-style-type: none"> • Wiring System • Lighting System • Motorized Facilities • Electrical Control and Protective System
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • S3-6 graduates • Having received preliminary related professional training is preferred • Fluent in Cantonese and some commonly used English terms in the electrical industry
<p>Value</p>	<p>Bringing a comfortable life to the public, safety, sense of accomplishment</p>
<p>Attitude</p>	<p>Willing to integrate and adapt to group life, rigorous and conscientious</p>
<p>Skill</p>	<p>Installation techniques, communication and time management skills</p>
<p>Knowledge</p>	<p>Basic knowledge of engineering and technology, science and mathematics</p>

Realistic

<p>The Hong Kong Jockey Club Apprentice Jockeys' School</p>		
<p>Room B213 2/F, Block B, IVE (TY)</p>		
<p>Racing Trainee Health and Fitness</p>		
<p>Job Description</p>	<p>The recruitment of Racing Trainees will be held in June to August annually. If you have a passion to be one of us, this is a very good opportunity to follow your dream. The course of Racing Trainee provides:</p> <ul style="list-style-type: none"> • Riding • Horse caring • Stable management • Sports science • Physical training 	
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • Age 15 or above • Completed Form 3 • Positive, attentive and diligent • Passion for the racing industry and sports in general 	
<p>Value</p>	<p>Health, honesty, self-control</p>	<p>More information</p> 
<p>Attitude</p>	<p>Focused, persistent, positive</p>	
<p>Skill</p>	<p>Time management, active learning and adaptability skills</p>	
<p>Knowledge</p>	<p>Knowledge related to sports</p>	

Realistic

<p>Marco Polo Hotels - Hong Kong</p>	
<p>Room D219b 2/F, Block D, IVE (TY)</p>	
<p>Room Attendant Hospitality</p>	
<p>Job Description</p>	<ul style="list-style-type: none"> • Ensure hotel rooms and floors are clean and sanitary • Replenish items in hotel rooms and make beds, clean restrooms and bathtubs • Provide guests with required services and meet their needs when staying in hotel rooms
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • Secondary school graduate • Priority will be given to those who have received vocational training in hotel operations • Speak fluent Cantonese with some knowledge of English and Mandarin
<p>Value</p>	<p>Valuing recognition, respect from clients and co-workers</p>
<p>Attitude</p>	<p>Polite, proactive, willing to go the extra mile, life-long learning</p>
<p>Skill</p>	<p>Skills and knowledge can be acquired. When selecting talents, attitude is the most important consideration.</p>
<p>Knowledge</p>	

Realistic

Registered Specialist Trade Contractors Federation / Chevalier (Aluminium Engineering) Hong Kong Limited

**Room A303b
3/F, Block A, IVE (TY)**

**Curtain Wall and Glass
Panels Installer
(Master)
Construction**



Job Description	<p>In the work of curtain wall and glass workers, the responsibilities include the installation and maintenance of various curtain wall systems and glass structures.</p> <p>Generally, the work of curtain wall and glass workers includes:</p> <ul style="list-style-type: none"> • Install Structural Framework • Glass Transporting and Installation • Sealing Treatment • Quality Maintenance
Entry Requirement – Education level / Skills	<ul style="list-style-type: none"> • Through training, obtain a certificate for intermediate glass worker skills testing, or skills testing certification, or equivalent qualifications • Detail-oriented and patient, ensuring high-quality installations • Strong communication skills for effective teamwork
Value	Sense of achievement, responsibility, safe working conditions
Attitude	Accurate, focused, conscientious
Skill	Active learning, practical skills, problem-solving, measurement and calculation skills
Knowledge	Knowledge related to building and construction, engineering and technology, as well as construction site safety

Realistic

Construction Industry Council /
 Hong Kong Bar-Bending Contractors Association /
 Registered Specialist Trade Contractors Federation

Room D221a
 2/F, Block D, IVE (TY)

Bar Bender and Fixer
 Construction



Job Description

Bar Benders and Fixers typically work on construction sites. Their main duties include:

- **Safety Compliance:** Follow site protocols
- **Execution:** Cut, bend and fix reinforcement steel bars according to drawings and bending schedules
- **Teamwork & Quality:** Collaborate for defect-free work

Entry Requirement – Education level / Skills

Academic qualification
 (i) Completion of relevant training courses is preferable; or
 (ii) holders of Intermediate Trade Test Certificate or Trade Test Certificate for Bar Bender and Fixer are preferable; or
 (iii) holders of certificate of completion of an apprenticeship in the trade of Bar Bender and Fixer or equivalent are preferable.

Professional qualification
 Must be registered as Construction Workers and holders of Green Card when working on construction sites

Experience
 Skills are generally gained through work experiences

Value

Safe working conditions, responsibility, ability utilisation

Attitude

Accurate, focused, cooperative

Skill

Good physical fitness, adaptability and coordinating skills

Knowledge

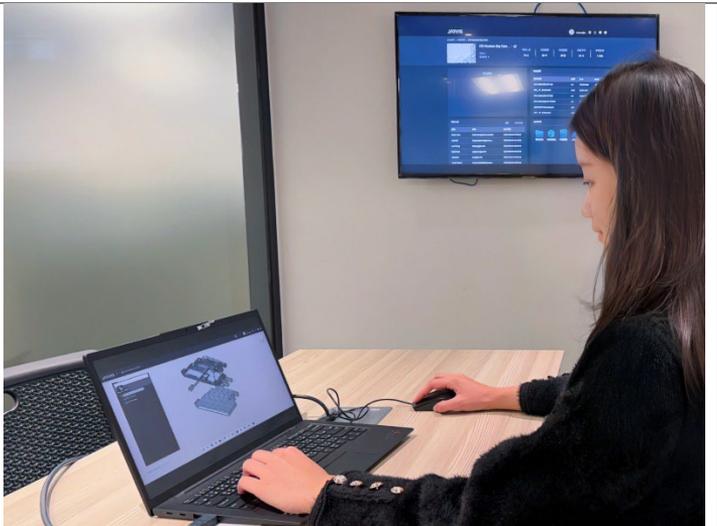
Knowledge related to building, construction, engineering and technology

Realistic

Construction Industry Council

**Room D360
3/F, Block D, IVE (TY)**

BIM Modeller
Construction



<p>Job Description</p>	<p>Building Information Modelling (BIM) is a key technology in modern construction projects. As a BIM Modeller, which is fundamental to BIM, the job duties include:</p> <ul style="list-style-type: none"> • Create detailed BIM models • Develop drawings & documents by software • Update BIM Model & generate proper presentations • Provide support to the BIM manager(s), BIM coordinator(s) and design and construction professional(s) in BIM implementation in projects
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • A recognised certificate, diploma or above preferably in BIM, Architecture, Building, Construction, Engineering or Surveying • Preferably possess a recognised training certificate in BIM modelling for the hardware and software, and plug-ins to be used
<p>Value</p>	<p>Creating good things at work, safe working conditions, responsibility</p>
<p>Attitude</p>	<p>Conscientious, detail-oriented</p>
<p>Skill</p>	<p>Problem solving and computer skills</p>
<p>Knowledge</p>	<p>Knowledge related to building, construction, engineering and technology</p>

Realistic

Construction Industry Council / Hong Kong Concretor Contractors Association Limited / Registered Specialist Trade Contractors Federation	
Room A202 2/F, Block A, IVE (TY)	
Concretors Construction	
Job Description	<p>Concretors usually work outdoors or on construction sites. Their main duties include:</p> <ul style="list-style-type: none"> • Mix, place and compact concrete using vibrating machines • Cure, level and smoothen concrete
Entry Requirement – Education level / Skills	<p>Academic qualification Holders of Intermediate Trade Test Certificate or Trade Test Certificate for Concretors, or equivalent, are preferable.</p> <p>Professional qualification Must be registered as Construction Workers and holders of Green Card when working on construction sites</p> <p>Experience Typically gain skills through work experiences</p>
Value	Aesthetics, safe working conditions, ability utilisation
Attitude	Focused, conscientious, initiative
Skill	Good physical fitness, adaptability and coordinating skills
Knowledge	Knowledge related to chemistry, building and construction

Realistic

Construction Industry Council /
The Association of Plastering Sub-contractors Limited /
Registered Specialist Trade Contractors Federation

Room A203
2/F, Block A, IVE (TY)

Plasterers
Construction



Job Description	<p>Plasterers usually work outdoors or on construction sites. Their main duties include:</p> <ul style="list-style-type: none"> • Apply coats of plaster to and render walls and ceilings, to produce finished surfaces • Responsible for screening floors, staircases and roofs
Entry Requirement – Education level / Skills	<p>Academic qualification (i) Completion of relevant training courses is preferable; or (ii) holders of Intermediate Trade Test Certificate or Trade Test Certificate for Plasterers are preferable; or (iii) holders of Certificate of completion of an apprenticeship in the trade of Plasterers or equivalent are preferable.</p> <p>Professional qualification Must be registered as Construction Workers and holders of Green Card when working on construction sites</p> <p>Experience Typically gain skills through work experiences</p>
Value	<p>Aesthetics, safe working conditions, variety of work</p>
Attitude	<p>Focused, detail-oriented, conscientious</p>
Skill	<p>Good physical fitness, adaptability and practical skills</p>
Knowledge	<p>Knowledge related to chemistry, building and construction</p>

Realistic

Registered Specialist Trade Contractors Federation / Oriental Landscapes Limited

Room A303a
3/F, Block A, IVE (TY)

Landscape Projects
Coordination Assistant
Landscape Industry



<p>Job Description</p>	<p>Working at landscape project sites and office, responsible for coordinating project planning and execution, ensuring effective resource allocation and time management, supervising progress and quality, and ensuring projects are completed on time.</p> <p>Generally, the job responsibilities include:</p> <ul style="list-style-type: none"> • To liaise with Landscape Architects, Engineers, Architects, clients' representatives • To attend site meets with clients' representatives, and related government departments • Participate in outbound procurement of trees/plants or other related visits
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • Related professional training is preferred • Interested in work related to landscaping projects • Strong communication skills for effective collaboration
<p>Value</p>	<p>Responsibility, working conditions, skills application</p>
<p>Attitude</p>	<p>Positive, detail-oriented, life-long learning</p>
<p>Skill</p>	<p>Oral communication, complex problem-solving and coordinating skills</p>
<p>Knowledge</p>	<p>Knowledge related to clerical, gardening or arboriculture</p>

Realistic

Star Ferry	
Room D219a 2/F, Block D, IVE(TY)	
Coxswain Trainee Transport and Logistics	
Job Description	<ul style="list-style-type: none"> • Learn the sailing skills, seamanship and rules for avoiding sea collisions • Perform deck duties on board and receive safety training • On shifts
Entry Requirement – Education level / Skills	<ul style="list-style-type: none"> • HKDSE or above • Candidates able to swim are preferred • Good vision and strong enough to lift the mooring rope
Value	Obedience, responsibility, values a safe working environment
Attitude	Calm, rigorous, detail-oriented, humble
Skill	Ability to operate equipment and monitor the operation
Knowledge	Knowledge of maritime safety

Investigative

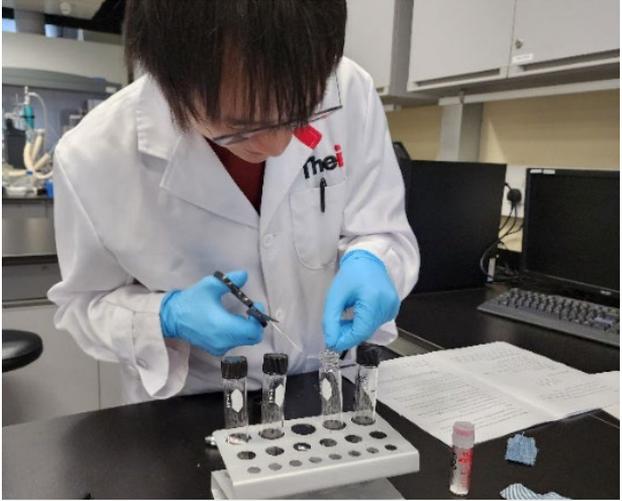
Hong Kong Institute of Information Technology (HKIIT)		
Room D366 3/F, Block D, IVE (TY)		
AI Application Developer Information Technology		
Job Description	To develop an AI model for customers: <ul style="list-style-type: none"> • Develop and deploy AI model Lighting System • Data analysis • Test and fine tune AI model 	
Entry Requirement – Education level / Skills	<ul style="list-style-type: none"> • Degree that related to Computer Science • Familiar with AI and Machine Learning 	
Value	Skills application	
Attitude	Focused, conscientious, detail-oriented	
Skill	Analytical / logical thinking, critical thinking, coaching / monitoring and computer skills	
Knowledge	Knowledge related to engineering and technology	

Investigative

<p>Hong Kong Institute of Vocational Education (IVE)</p>	
<p>Room DU18d* UG Level, Block D, IVE (TY)</p>	
<p>New Energy Vehicle Designer New Energy Vehicles</p>	
<p>Job Description</p>	<p>In light of popularisation of EVs, there are high demand of EV experts contribute into the EV development, works included:</p> <ul style="list-style-type: none"> • EV powertrain design • Component Optimization • Bodyshell and mechanical • Aerodynamics design
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • Professional training is preferred • Higher Diploma in Electrical Engineering / Mechanical Engineering • 3 years EV design experiences • Fluent in Putonghua / Cantonese / English
<p>Value</p>	<p>Creativity, variety of work, skills application</p>
<p>Attitude</p>	<p>Accurate, positive, detail-oriented</p>
<p>Skill</p>	<p>Mechanical, numeracy / mathematics and electrical engineering skills</p>
<p>Knowledge</p>	<p>Knowledge related to mathematics, physics, engineering and technology</p>

***Students participating this Job Taster can gather at the following location:
IVE (TY) – 1/F Platform: Information Booth**

Investigative

<p>Technological and Higher Education Institute of Hong Kong (THEi)</p>	
<p>Room 503 5/F, VTC Complex</p>	
<p>Chemist Testing and Certification</p>	
<p>Job Description</p>	<ul style="list-style-type: none"> • Conducting Chemical Analysis: Performing various chemical tests and analyses on samples • Maintaining Laboratory Equipment: Ensuring that laboratory equipment is properly calibrated, maintained, and used correctly to obtain accurate results • Recording and Analyzing Data: Documenting test results accurately, analyzing data, and preparing reports for review by supervisors or clients • Quality Control: Monitoring and maintaining quality control measures to ensure test accuracy and reliability • Following Safety Protocols: Adhering to safety protocols and procedures to handle chemicals, samples, and equipment safely • Research and Development: Contributing to research and development projects by conducting experiments and providing insights for product development or improvement
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • Degree holder in the any science disciplines • Higher Diploma holder in science disciplines plus 2-3 years working experiences in related field
<p>Value</p>	<p>Responsibility, variety of work, skills application</p>
<p>Attitude</p>	<p>Patient, persistent, conscientious</p>
<p>Skill</p>	<p>Science, complex problem-solving and coordinating skills</p>
<p>Knowledge</p>	<p>Knowledge related to chemistry and biology</p>

Investigative

<p>Hong Kong Young Women’s Christian Association</p>	
<p>Room D362 3/F, Block D, IVE (TY)</p>	
<p>Programmer Information and Technology</p>	
<p>Job Description</p>	<p>Work in a computer company or the information technology department of a large company. Job duties include:</p> <ul style="list-style-type: none"> • Create, modify, and test the code that allows computer applications and software programmes to function properly • Develop database management programmes, query tools or reporting tools, etc. • Design web pages (including text layout, image design, sound and video editing, etc.) and regularly update web page information • Develop back-end applications to process data collected from the internet
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • Higher diploma or degree, typically in computer science, software engineering, or equivalent • Familiar with Python, Java, C++, JavaScript, HTML and Oracle
<p>Value</p>	<p>Wisdom, independence, creativity</p>
<p>Attitude</p>	<p>Calm, conscientious, independent, life-long learning</p>
<p>Skill</p>	<p>Analytical / logical thinking, active learning, problem-solving and computer skills</p>
<p>Knowledge</p>	<p>Knowledge related to mathematics, computer and electronics, communication and media</p>

Artistic

<p>Hong Kong Design Institute (HKDI)</p>	
<p>Room B401 4/F, Block B, IVE (TY)</p>	
<p>Actor Performing Arts</p>	
<p>Job Description</p>	<p>Work in a film and television production house and provide the following services to customers:</p> <ul style="list-style-type: none"> • Acting • Hosting • Performance • Broadcasting • Voice Acting • Acting coaching
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • Professional training is preferred • Fluent in Cantonese
<p>Value</p>	<p>Aesthetics, creativity, variety of work</p>
<p>Attitude</p>	<p>Focused, candid, inquisitive</p>
<p>Skill</p>	<p>Creative thinking, performing and active learning skills</p>
<p>Knowledge</p>	<p>Knowledge related to fine arts, first language, communications and media</p>

Artistic

<p>Hong Kong Design Institute (HKDI)</p>	
<p>Room C354b 3/F, Block C, IVE (TY)</p>	
<p>Spatial Designer Architecture, Interior & Landscape Design</p>	
<p>Job Description</p>	<p>Spatial design encompasses fields such as architectural design, interior design, landscape architecture, exhibition space design, and more.</p> <p>It is necessary for spatial designers to meet with clients to gather design requirements, followed by space planning and consideration of structure and material applications. The responsibilities of a space designer include:</p> <ul style="list-style-type: none"> • Space planning • Consideration of structure and materials • Drawing plans and 3D renderings • Presenting and reporting designs • Supervising on-site construction
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • Interest in three-dimensional space design • Certification in interior design or a related field is required • Proficiency in reading and writing in both Chinese and English
<p>Value</p>	<p>Creativity, skills application, relationships with co-workers</p>
<p>Attitude</p>	<p>Open-minded, cooperative, initiative</p>
<p>Skill</p>	<p>Coordinating skills, creative thinking and management of material resources</p>
<p>Knowledge</p>	<p>Knowledge related to design, physics, building and construction</p>

Artistic

LWK & Partners (HK) Limited

Room D223b
2/F, Block D, IVE (TY)

Architectural Assistant
Architecture



<p>Job Description</p>	<p>Working within an architectural firm involves planning, designing, coordinating, and overseeing construction work in compliance with relevant laws and regulations. The duties of an architectural assistant include:</p> <ul style="list-style-type: none"> • Designing a wide range of buildings • Preparing design drawings, blueprints, and specifications • Supervising construction to ensure completed buildings adhere to the plans and relevant building codes • Working closely with other professional consultants to manage and coordinate large-scale projects
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • Obtain an accredited Bachelor of Architecture degree, complete a two-year internship, and then pass the examination to become a licensed architect • Achieve membership in the Hong Kong Institute of Architects or equivalent qualifications • Proficiency is required in relevant software, including Autodesk Revit Architecture, AutoCAD, Photoshop, SketchUp, and 3D Studio Max, along with knowledge of Building Information Modelling (BIM), among others
<p>Value</p>	<p>Achievement, creativity, aesthetics</p>
<p>Attitude</p>	<p>Accurate, conscientious, focused</p>
<p>Skill</p>	<p>Creative thinking and analytical/logical thinking, judgment and decision-making skills</p>
<p>Knowledge</p>	<p>Knowledge of design, building and construction, law and government</p>

Artistic

Memories Factory	
Room D219a 2/F, Block D, IVE (TY)	
Upcycling Product Designer Product Design	
Job Description	Provide upcycled product design solutions, artworks or workshop experience to corporations and individual clients: <ul style="list-style-type: none"> • Client consultation for upcycling materials and product design ideas • Propose product or artwork designs to clients • Collect materials and create products or artworks • Conduct upcycled art creation workshops for clients
Entry Requirement – Education level / Skills	<ul style="list-style-type: none"> • Having received professional design training is preferred • Creativity and ability to put theory into practice • Strong communication skills
Value	Concern for the environment, personal development, variety of work
Attitude	Independent, respectful, self-confident
Skill	Speaking, coordinating and creative thinking skills
Knowledge	Knowledge related to design, clerical work, sales and marketing

Artistic

<p>Prizm Group</p>	
<p>Room C215 2/F, Block C, IVE (TY)</p>	
<p>Graphic Designer Design</p>	
<p>Job Description</p>	<p>Work in the office with occasional outings for shooting / proving colours for printed materials. The following services are provided to customers:</p> <ul style="list-style-type: none"> • Social media advertising • Printing design • Brand / logo design • Website design • Motion graphic video • Creative thinking
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • Insightful concepts • Strong aesthetics • Good communication skills • Attention to detail • Proficient in Adobe Suite (Illustrator, Photoshop)
<p>Value</p>	<p>Creativity, variety of work, ability utilisation</p>
<p>Attitude</p>	<p>Open-minded, inquisitive, patient</p>
<p>Skill</p>	<p>Visual perceptual skills, creative thinking and critical thinking</p>
<p>Knowledge</p>	<p>Knowledge related to fine arts, design, sales and marketing</p>

Artistic

<p>Hong Kong Young Women's Christian Association</p>	
<p>Room B407 4/F, Block B, IVE (TY)</p>	
<p>Fashion Designer Fashion Design</p>	
<p>Job Description</p>	<p>Mainly work in office while attending fashion shows and expos to catch the latest fashion trend. Routines include:</p> <ul style="list-style-type: none"> • Research on fashion trends, and design outfits for target customers • Choose textiles, colours and materials and production processes for the designed outfits • Prepare drafts, graphs, illustrations, samples and prototypes • Prepare samples for salesmen and fashion expos or exhibitions • Oversee the production process
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • Holders of higher diploma or degree of fashion and image design
<p>Value</p>	<p>Aesthetics, creativity, sense of achievement</p>
<p>Attitude</p>	<p>Culturally sensitive, detail-oriented, persistent</p>
<p>Skill</p>	<p>Visual perceptual skill, creative thinking, organisation skills</p>
<p>Knowledge</p>	<p>Knowledge related to design, art, production and processing</p>

Artistic

<p>Hong Kong Young Women's Christian Association</p>	
<p>Room B311 3/F, Block B, IVE (TY)</p>	
<p>Illustrator Art</p>	
<p>Job Description</p>	<p>Self-employed working independently at home or employed by the publishing, advertising, animated film or game industries. Job duties include:</p> <ul style="list-style-type: none"> • Publish personal comic books and picture books • Design advertising posters, brochures, logos, product packaging and digital advertising • Create character design, scene design, storyboarding and action direction for animated films • Create characters, scenes, graphics and interfaces in game development
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • Professional training in arts and design • Familiar with computer illustration software
<p>Value</p>	<p>Independence, creativity, freedom, aesthetics</p>
<p>Attitude</p>	<p>Culturally sensitive, independent, persistent</p>
<p>Skill</p>	<p>Visual perceptual, creative thinking, innovating and computer skills</p>
<p>Knowledge</p>	<p>Knowledge of fine arts and design</p>

Artistic

<p>Hong Kong Young Women's Christian Association</p>	
<p>Room 402 4/F, VTC Complex</p>	
<p>Make-up Artist Cosmetic</p>	
<p>Job Description</p>	<ul style="list-style-type: none"> • Make-up artists may work indoor or outdoor based on customers' requirements and the nature of activities, e.g., wedding banquets, advertising shoots, cosmetics brand counters, etc. • Provide make up services to customers
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • Having received professional training is preferred • One year of make-up experience • Fluent in Cantonese
<p>Value</p>	<p>Independence, creativity, relationships with co-workers, privacy</p>
<p>Attitude</p>	<p>Detail-oriented, life-long learning, polite, respectful</p>
<p>Skill</p>	<p>Serving, oral communication, practical and visual perceptual skills</p>
<p>Knowledge</p>	<p>Knowledge related to design, sales and marketing</p>

Social

Harbour City Estates Limited	
Room A205 2/F, Block A, IVE (TY)	
Customer Service Associate Customer Service	
Job Description	<p>Work in shopping arcade and provide the following services to customers:</p> <ul style="list-style-type: none"> • Answer general enquiry • Provide assistance to customers • Complaint handling • Assist in mall promotion
Entry Requirement – Education level / Skills	<ul style="list-style-type: none"> • Good Communication Skills • Proactive, courteous and responsible • Positive Working Attitude • 1 year experience in CS field • Fluent in Cantonese, English and Putonghua • DSE graduate or above preferably major in hospitality or tourism management
Value	<p>Concern for others, personal growth, skills application</p>
Attitude	<p>Friendly, optimistic, empathetic</p>
Skill	<p>Oral communication, complex problem-solving and adaptability skills</p>
Knowledge	<p>Knowledge related to foreign language, first language, customer and personal service</p>

Social

<p>Hong Kong International Aviation Academy / Cathay Pacific Airways Limited</p>	
<p>Room C354a 3/F, Block C, IVE (TY)</p>	
<p>Lounge Attendant Aviation</p>	
<p>Job Description</p>	<ul style="list-style-type: none"> • Deliver excellent customer service for customers • Present menus, and take orders accurately, serve food and beverages • Understand customer requirements, suggest alternatives if a request is not able to be met/ delivered on time • Ensure customer needs are met or exceeded, check their satisfaction during their stay, and report customer feedback/ take remedial action where necessary • Bid farewell to customers in a genuine and professional manner
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • Right to work in Hong Kong & Minimum age of 18 • F.5 or Diploma in Hospitality / F&B or related disciplines is an advantage • Relevant working experience in catering hospitality, fine dining, and sizeable luxury hotel or in similar capacity is an advantage • Work experience at lounge / airport is desirable • Flexible and adaptable to work in different working hours, able to work overtime in case of flights delay • Pass a pre-employment drug test
<p>Value</p>	<p>Concern for others, variety of work, responsibility</p>
<p>Attitude</p>	<p>Friendly, helpful, culturally sensitive</p>
<p>Skill</p>	<p>Oral communication, language and serving skills</p>
<p>Knowledge</p>	<p>Knowledge related to foreign language, first language, customer and personal service</p>

Social

Hong Kong Police Force		
Room D221b 2/F, Block D, IVE (TY)		
Police Constable Disciplined services		
Job Description	<ul style="list-style-type: none"> • A Police Constable is mainly deployed to perform a wide variety of police duties and may be posted to one of the many police formations in uniform branch, traffic wing, crime wing or the marine region. • He/she will be subject to discipline under the Police Force Ordinance and is required to wear uniforms, work shifts and / or irregular hours and work in an area outside the HKSAR. 	
Entry Requirement – Education level / Skills	<ul style="list-style-type: none"> • Must be permanent resident of the Hong Kong Special Administrative Region • Level 2 or equivalent or above in five subjects in the Hong Kong Diploma of Secondary Education Examination (HKDSEE) • Level 2 or above in Chinese and English language in HKDSEE; or have a pass result in Chinese and English language tests for Police Constable recruitment exercise • Be able to read and write Chinese and speak fluent Cantonese • Have a pass result in the Basic Law and National Security Law Test • Pass tests on physical fitness and eyesight and a medical examination (including a urine drug test) 	
Value	Fairness, loyalty, responsibility	More information 
Attitude	Respectful, conscientious, positive	
Skill	Oral communication, analytical/logical thinking, judgement and coordinating skills	
Knowledge	Knowledge related to public safety, security and clerical work	

Social

Hong Kong Institute of Vocational Education (IVE)

**Room B211
2/F, Block B, IVE (TY)**

**Kindergarten Teacher
Education**



<p>Job Description</p>	<p>Working in kindergartens, preschools, or special early childhood centers, caring for and teaching young children.</p> <p>Generally speaking, the work of a kindergarten teacher includes:</p> <ul style="list-style-type: none"> • Teaching various subjects to children aged 2-6 • Managing daily class duties, which involve preparing lesson plans, leading engaging activities, organizing the classroom environment, and creating teaching aids • Preparing and maintaining children's learning portfolios and assessments • Communicating with both children and parents about their progress, as well as assisting with administrative tasks within the school <p>The duties of a special needs educator include:</p> <ul style="list-style-type: none"> • Caring for and teaching children with special learning needs, supporting their development and growth • Collaborating with various professionals to design and implement individualized plans tailored to each child's unique requirements.
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • Patience and empathy • Strong communication and interpersonal skills • Creativity and adaptability • Enthusiasm for working with young children • Registration as Kindergarten Teachers with the Education Bureau of the HKSAR
<p>Value</p>	<p>Sense of achievement, concern for others, safe working conditions</p>
<p>Attitude</p>	<p>Cheerful, empathetic, initiative</p>
<p>Skill</p>	<p>Teaching / training, active learning and oral communication skills</p>
<p>Knowledge</p>	<p>Knowledge of education and training</p>

Social

<p>Marco Polo Hotels - Hong Kong</p>	
<p>Room D219b 2/F, Block D, IVE (TY)</p>	
<p>Lobby Service Agent Hospitality</p>	
<p>Job Description</p>	<ul style="list-style-type: none"> • Provide excellent customer service to hotel guests • Assist guests in a friendly, proactive and efficient manner and take appropriate follow-up actions as necessary • Knowledge of all the basics of hotel operations • Master knowledge and information about local dining, shops, attractions, transportation options and airports • Provide luggage drop-off service for guests • Liaise with other service providers for clients as needed
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • Secondary school graduate • Basic customer service skills • Problem-solving, organisation, time management and supervisory skills
<p>Value</p>	<p>Polite, willing to help others, proactive</p>
<p>Attitude</p>	<p>Sincere, caring, responsible, detail-oriented</p>
<p>Skill</p>	<p>Customer service, time management and problem-solving skills</p>
<p>Knowledge</p>	<p>Understanding of daily operation and basic amenities of hotels</p>

Social

<p>Saint Francis University / Hong Kong Young Women's Christian Association</p>	
<p>Room D223a 2/F, Block D, IVE (TY)</p>	
<p>Registered Nurse Healthcare</p>	
<p>Job Description</p>	<p>Work in the healthcare settings and provide the following services to clients:</p> <ul style="list-style-type: none"> • Health promotion and health education • Clinical client health assessment • Clinical client nursing care
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • A Certificate of Registration (Part I) and a valid Practising Certificate issued by the Nursing Council of Hong Kong • Fluent in Cantonese • Able to communicate in English
<p>Value</p>	<p>Concern for others, honesty, responsibility</p>
<p>Attitude</p>	<p>Conscientious, honest, punctual</p>
<p>Skill</p>	<p>Critical thinking, time management and active learning skills</p>
<p>Knowledge</p>	<p>Knowledge related to medicine and dentistry, therapy and counselling</p>

Social

<p>Hong Kong Young Women's Christian Association</p>	
<p>Room A209 2/F, Block A, IVE (TY)</p>	
<p>Bartender Hospitality</p>	
<p>Job Description</p>	<p>Working in a bar / restaurant serving specialty drinks to customers. Job duties as follow:</p> <ul style="list-style-type: none"> • Prepare drinks to meet the customer needs and preferences • Provide suggestions and recommendations to improve customer experience • Responsible for the daily operations of the bar, such as managing inventory, cleaning and maintaining equipment • Continuously explore new formulas and technologies to create unique drinks
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • DSE graduate or above • Knowledge in Food Production and processing, customer and personal service • Fluent in Cantonese and English • Good communication skills
<p>Value</p>	<p>Independence, creativity, self-respect</p>
<p>Attitude</p>	<p>Open-minded, detail-oriented, self-confident</p>
<p>Skill</p>	<p>Teaching / training skills, creative thinking, speaking</p>
<p>Knowledge</p>	<p>Knowledge related to customer and personal service, education and training, production and processing</p>

Social

**Hong Kong Young Women's
Christian Association**

**Room 404
4/F, VTC Complex**

**Physiotherapist Assistant
Healthcare**



Job Description

Work in a health care facility, elderly residential home, physiotherapy clinic or rehabilitation centre. Job duties include:

- Assist physiotherapist in patient assessment, such as measuring the patient's physical function, assessing the patient's movement ability, flexibility, balance ability, etc., to facilitate the formulation of a treatment plan
- Assist and guide patients to perform rehabilitation exercises according to the diagnosis and instructions of the physiotherapist
- Record and report patient treatment progress and data
- Clean and disinfect treatment equipment

Entry Requirement – Education level / Skills

- HKDSE or equivalent
- Training as a physiotherapist assistant

Value

Concern for others, health, relationships with co-workers

Attitude

Cooperative, helpful, embraces life-long learning, patient

Skill

Oral communication, coordinating and social perceptual skills

Knowledge

Knowledge related to clerical work, therapy and counselling

Social

<p>Hong Kong Young Women’s Christian Association</p>	
<p>Room 403 4/F, VTC Complex</p>	
<p>Social Worker Social Service</p>	
<p>Job Description</p>	<p>Work in a variety of environments including school, hospital, elderly care centre, government or social welfare association, to provide the following services to different service users and areas, such as youth, the elderly, families, rehabilitation and community development:</p> <ul style="list-style-type: none"> • Design and prepare activities according to the needs of service users • Provide consulting and counselling services • Develop proposals or apply for funding • Conduct activity or service reviews
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • A recognised diploma or a bachelor’s degree in social work, or equivalent • Registered Social Worker under the Social Workers Registration Ordinance, Chapter 505 • Good Chinese and English writing skills • Fluent in Cantonese
<p>Value</p>	<p>Concern for others, equality, fairness, privacy</p>
<p>Attitude</p>	<p>Empathetic, friendly, helpful, respectful</p>
<p>Skill</p>	<p>Analytical/logical thinking, counselling/mediation, active listening, oral communication and writing skills</p>
<p>Knowledge</p>	<p>Knowledge related to psychology, clerical work, therapy and counselling</p>

Social

<p>Hong Kong Young Women's Christian Association</p>	
<p>Room B316a 3/F, Block B, IVE (TY)</p>	
<p>Speech Therapist Allied Health</p>	
<p>Job Description</p>	<p>Work in hospitals, schools, non-government organisations, private centres etc., provide the following services:</p> <ul style="list-style-type: none"> • Provide assessment to people with communication disorder or swallowing disorder to understand their needs • Plan and provide individualized treatment to improve their communication or swallowing abilities • Support their families, caregivers, teachers and schools • Cooperate with other allied health professionals
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • Bachelor's degree or above in speech therapy in a recognized tertiary institution or equivalent
<p>Value</p>	<p>Independence, concern for others, responsibility</p>
<p>Attitude</p>	<p>Helpful, patient, flexible</p>
<p>Skill</p>	<p>Oral communication, teaching / training and interpersonal skills</p>
<p>Knowledge</p>	<p>Knowledge related to first language, psychology, therapy and counselling</p>

Enterprising

Harbour City Estates Limited	
Room A205 2/F, Block A, IVE (TY)	
Building Supervisor Property Management	
Job Description	<p>Work in shopping arcade and office building and provide the following services to customers and tenants:</p> <ul style="list-style-type: none"> • Monitor cleaning and security vendors • Handle customer & tenant’s complaint / enquiry • Handle emergency incidents (e.g injury, water leakage) • Assist in mall promotion and event
Entry Requirement – Education level / Skills	<ul style="list-style-type: none"> • Good communication skills • Proactive, courteous and responsible • Positive Working Attitude • 1 year experience in building management / hotel management • Fluent in Cantonese, English and Putonghua • DSE graduate or above
Value	<p>Variety of work, responsibility, skills application</p>
Attitude	<p>Conscientious, inquisitive, detail-oriented</p>
Skill	<p>Management of material and personal resources, complex problem-solving skills</p>
Knowledge	<p>Knowledge related to first language, public safety and security and building management</p>

Enterprising

<p>Elegant Watch & Jewelry</p>	
<p>Room D327 Block D, IVE (TY)</p>	
<p>Sales Executive Jewellery</p>	
<p>Job Description</p>	<p>Work in a retail shop with main duties include:</p> <ul style="list-style-type: none"> • Sales of watches, achieving sales targets, assisting daily operation and stock management • Maintaining store displays as required • Providing after sales services
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • HKDSE or Above • Passion in watches • Fluent in Cantonese, good command of English and Putonghua
<p>Value</p>	<p>Values customer relationships, independent</p>
<p>Attitude</p>	<p>Attaches importance to personal grooming, sincere, responsible, detail-oriented</p>
<p>Skill</p>	<p>Communication, sales and crisis management skills</p>
<p>Knowledge</p>	<p>Knowledge related to the daily operations of retail / watch and clock industry</p>

Enterprising

Centaline Property Agency Limited	
Room D227 2/F, Block D, IVE (TY)	
Estate Agent Real Estate	
Job Description	<p>Acting as intermediaries between housing supply and demand. Duties include:</p> <ul style="list-style-type: none"> • Gather information on property sales and rentals • Understand the needs of potential buyers and tenants • Facilitate the buying, selling and leasing of properties • Handle property documents and related legal matters • Arrange property visits and provide professional advice
Entry Requirement – Education level / Skills	<ul style="list-style-type: none"> • F.5 or above • Valid salesperson/real estate agent license. • Good communication skills
Value	<p>Achievement, honesty, responsibility</p>
Attitude	<p>Hard working, persistent, sincere</p>
Skill	<p>Active listening, speaking and serving skills</p>
Knowledge	<p>Knowledge related to customer and personal service, sales and marketing</p>

Enterprising

<p>Hong Kong Institute of Vocational Education (IVE)</p>	
<p>Room A402 4/F, Block A, IVE (TY)</p>	
<p>Event & Exhibition Producer Exhibition</p>	
<p>Job Description</p>	<p>Role playing in a professional event stage crew:</p> <ul style="list-style-type: none"> • Event MC • Stage Video/Audio/Lighting Manager • Live Streaming Control & Cameraman • Event Stage Crew
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • High responsibility & punctual • Excellent Teamworking • Fluent in Cantonese & English • Construction industry safety training certificate holder is preferred
<p>Value</p>	<p>Variety of work, interdependence, responsibility, sense of achievement</p>
<p>Attitude</p>	<p>Accurate, focused, cooperative, decisive</p>
<p>Skill</p>	<p>Planning / organisation, time management, Judgment and decision-making skills</p>
<p>Knowledge</p>	<p>Knowledge related to personnel and human resources, administration and management, sales and marketing, communications and media</p>

Enterprising

<p>Hong Kong Institute of Vocational Education (IVE)</p>	
<p>Room A402 4/F, Block A, IVE (TY)</p>	
<p>Public Relations Officer Marketing & Public Relations</p>	
<p>Job Description</p>	<p>PR Practitioners work in a PR agency and/or any company's Corporate Communications Department, covering:</p> <ul style="list-style-type: none"> • Press release writing & multimedia production • Organizing PR & media activities • CSR programmes implementation • Image building and crisis response
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • Good communication skills • Love writing, graphics and video production • Good organisation and time management skills • Fluent in Cantonese and English, Putonghua is a plus
<p>Value</p>	<p>Relationships with co-workers, wisdom, creativity, skills application</p>
<p>Attitude</p>	<p>Cooperative, initiative, detail-oriented, flexible</p>
<p>Skill</p>	<p>Planning / organisation, complex problem-solving, coordinating and language skills</p>
<p>Knowledge</p>	<p>Knowledge related to first language, design, administration and management, communications and media</p>

Enterprising

KOS International Holdings Limited	
Room B309 3/F, Block B, IVE (TY)	
Recruitment Consultant Recruitment / Human Resources	
Job Description	<p>Act as a contact point between candidates and employers:</p> <ul style="list-style-type: none"> • Write and post job advertisements • Screen candidate CVs, arrange interviews and select suitable candidates for job openings • Handle offer negotiation and manage candidate expectations • Handle candidates' on / off-boarding issues
Entry Requirement – Education level / Skills	<ul style="list-style-type: none"> • Tertiary education / Bachelor degree or above • Good command of Cantonese, Mandarin and English • Strong communication skills and people skills • Good sales mentality • Proactive attitude
Value	<p>Sense of achievement, economic return, responsibility</p>
Attitude	<p>Hardworking, persistent, initiative</p>
Skill	<p>Active listening, oral communication and persuading skills</p>
Knowledge	<p>Knowledge related to first language, personnel and human resources, sales and marketing</p>

Enterprising

Vocational Training Council (VTC)	
Room D228b 2/F, Block D, IVE (TY)	
Aircraft Load Controller Aviation	
Job Description	<p>The Aircraft Load Controller is an important behind-the-scenes contributor to flight safety, responsible for the aircraft's weight and balance work. This includes:</p> <ul style="list-style-type: none"> • Considering the weight and type of cargo • Flight technical requirements (such as fuel quantity) • Weather conditions and other factors • Allocating cargo positions based on aircraft capacity <p>This ensures that the aircraft can take off on time and safely.</p>
Entry Requirement – Education level / Skills	<ul style="list-style-type: none"> • Professional training is preferred • Proficient in handling numbers and calculations • Good verbal and written communication skills in both Chinese and English.
Value	Independence, responsibility, skills application
Attitude	Focused, calm, detail-oriented
Skill	Oral communication, complex problem-solving, judgment and decision-making skills
Knowledge	Knowledge related to foreign language, transportation, education and training

Enterprising

<p>Hong Kong Young Women's Christian Association</p>	
<p>Room A302 3/F, Block A, IVE (TY)</p>	
<p>Event Planner Event Management</p>	
<p>Job Description</p>	<p>Work at various venues, including event spaces, offices, and remote work. Job duties include:</p> <ul style="list-style-type: none"> • Coordinate and manage all aspects of events from conception to execution. • Liaise with clients to understand their needs and objectives. • Source and negotiate with vendors and suppliers. • Oversee event logistics, including scheduling and budgeting. • Ensure compliance with safety and legal regulations. • Manage event staff and volunteers. • Evaluate event success and prepare reports.
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • Bachelor's degree in business, event management, communications, marketing, or related field • Experience in event planning or a related field • Familiarity with event planning software • Ability to multitask and prioritize effectively
<p>Value</p>	<p>Sense of achievement, variety of work, creativity</p>
<p>Attitude</p>	<p>Cooperative, detail-oriented, flexible, able to work well under pressure</p>
<p>Skill</p>	<p>Communication, planning / organisation, time management and complex problem-solving skills</p>
<p>Knowledge</p>	<p>Knowledge related to foreign language, clerical work, communications and media</p>

Conventional

Harriman Property Management Limited	
Room A301 3/F, Block A, IVE (TY)	
Assistant Property Officer Property Management	
Job Description	Responsible for assisting in the day-to-day management of a commercial building / Residential building <ul style="list-style-type: none"> • Handling telephone inquiries / complaints • Co-ordination with contractors • Performing administrative / clerical duties
Entry Requirement – Education level / Skills	<ul style="list-style-type: none"> • HKDSE or equivalent qualifications • Diploma holder in property management or housing management or related disciplines • Basic knowledge of MS Office and ability in both Chinese and English Word processing • Good command of written and spoken Chinese and English, including Putonghua • Mature, independent, and able to work under pressure • Fresh Graduate or no experience in Property Management can also be considered
Value	Responsibility, skills application
Attitude	Accurate, conscientious, cooperative
Skill	Management of material and personal resources, time management skills
Knowledge	Knowledge related to law and government

Conventional

<p>Modern Terminals Limited</p>	
<p>Room B405 4/F, Block B, IVE (TY)</p>	
<p>Yard Planner Transport and Logistics</p>	
<p>Job Description</p>	<p>Work at the container terminals and be responsible for the daily operation of the yard:</p> <ul style="list-style-type: none"> • Execute yard planning duties according to standard operating procedures • Manage yard allocations and monitor container flows • Ensure units of container are placed in proper yard locations • Ensure smooth operation in the yard
<p>Entry Requirement – Education level / Skills</p>	<ul style="list-style-type: none"> • Level 2 or above in five subjects in HKDSE, or equivalent • Basic knowledge of computer applications • Proficient in written and spoken English and Chinese
<p>Value</p>	<p>Self-motivated and responsible, good team player</p>
<p>Attitude</p>	<p>Hardworking and willing to learn, accurate, detail-oriented</p>
<p>Skill</p>	<p>Communications and interpersonal skills</p>
<p>Knowledge</p>	<p>Basic knowledge of computer applications, proficiency in Chinese and English (writing and speaking)</p>

The Most IGable Career Planning Activity

You may take photos of the event and share them on your personal instagram to redeem a gift.

1. Follow @ProjectWeCan
2. Upload a photo of your participation in the Career Exploration Day
3. Hashtag #WeCanCareerDay
4. Tag @projectwecan
5. Go to the WeCan Alumni Booth on 1/F of IVE (TY) to redeem a gift

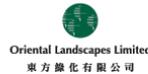
Please note:

- Do not disturb others or disrupt the activities when taking photos.
- Each student can only redeem one gift.
- Gifts are available while stocks last.
- The organiser reserves the right to change the gift redemption arrangements and rules.



Acknowledgement

Participating Organisations



Members of VTC Group VTC 機構成員



Venue Sponsor

Special thanks to the Vocational Training Council (VTC) for providing the Hong Kong Institute of Information Technology (HKiIT) and the Hong Kong Institute of Vocational Education (Tsing Yi) as the event venue.