

Employability



CPCE Employability Services Office



THE HONG KONG
POLYTECHNIC UNIVERSITY
香港理工大學

COLLEGE OF PROFESSIONAL AND
CONTINUING EDUCATION
專業及持續教育學院



HONG KONG
COMMUNITY COLLEGE
香港專上學院

School of Professional Education
and Executive Development
專業進修學院

SPEED

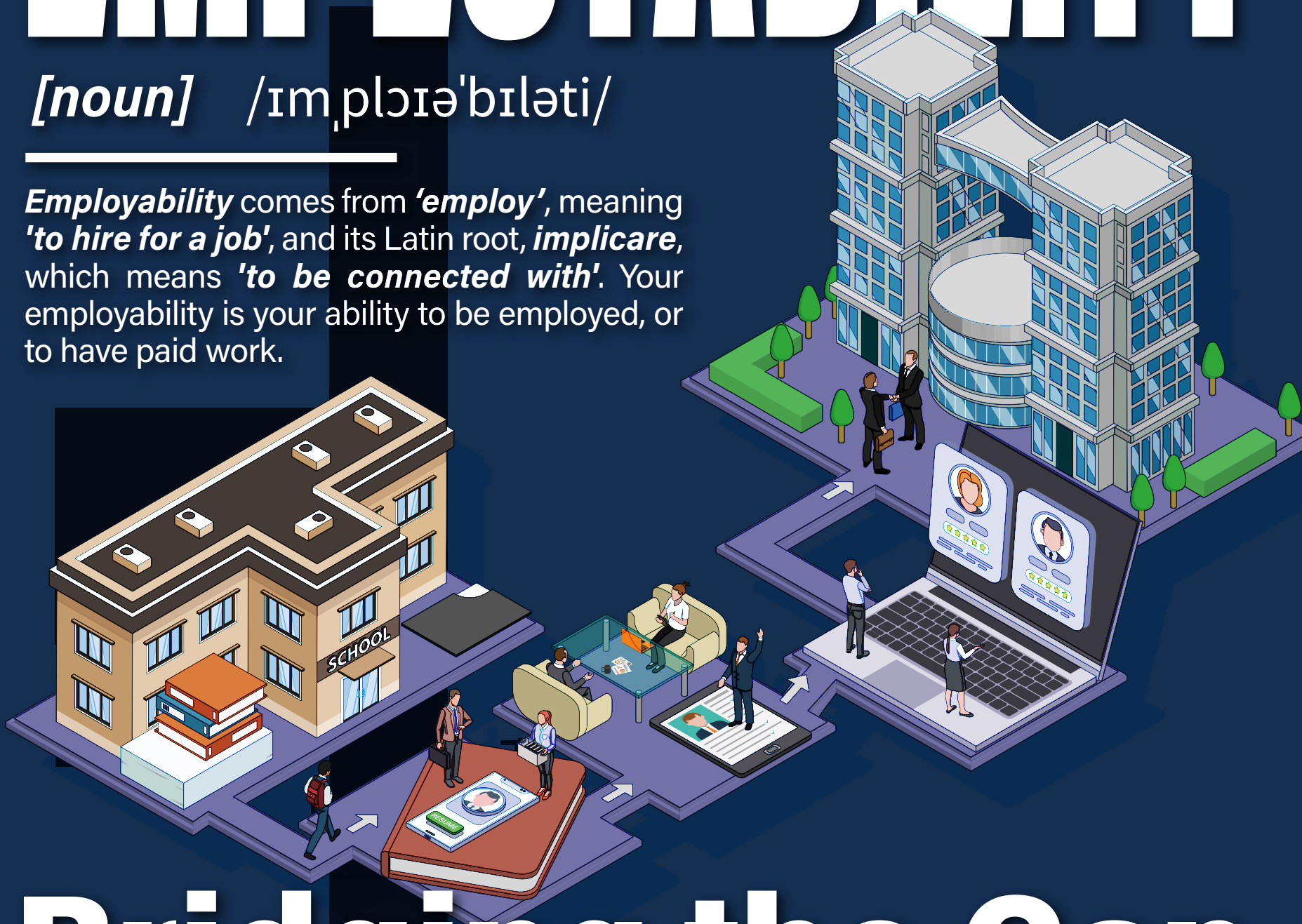
CESO

CPCE 就業服務處
Employability Services Office

EMPLOYABILITY

[noun] /ɪmˌplɔɪəˈbɪləti/

Employability comes from **'employ'**, meaning **'to hire for a job'**, and its Latin root, **implicare**, which means **'to be connected with'**. Your employability is your ability to be employed, or to have paid work.



Bridging the Gap Between Education and the Modern Workplace

At the heart of our Employability Pillar is a commitment to empowering students with the tools, skills, experience, and confidence they need to thrive in a rapidly changing job market.

We do more than help students secure employment. We prepare them to make informed career decisions, demonstrate their strengths, adapt to change, and build sustainable and meaningful careers.

By connecting academic learning with real workplace expectations, CESO helps students become career-ready today and adaptable for tomorrow.

A Career Toolkit for Lifelong Professional Growth

Employability is more than securing the first job after graduation. It is a dynamic combination of knowledge, skills, experience, personal qualities, and professional awareness that enables students to identify their direction and achieve their goals throughout their careers.

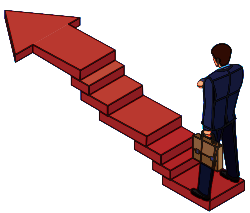
In a world of rapid technological and economic change, students must be able to learn continuously, respond to new challenges, and create value in different workplace environments.

Our approach brings together academic expertise, transferable skills, practical experience, professional networks, and personal resilience to support long-term career development.



Why Employability Matters

Prioritising employability helps students move from being passive job seekers to active managers of their own careers.



Direction

Clarify goals and make informed career choices.



Adaptability

Embrace change and thrive in new situations.



Confidence

Believe in your abilities and communicate with impact.



Professional Independence

Take ownership and manage your career proactively.



Resilience

Stay motivated and bounce back from setbacks.

Employability provides direction, adaptability, confidence, professional independence, and resilience.

Skill Development & Upskilling

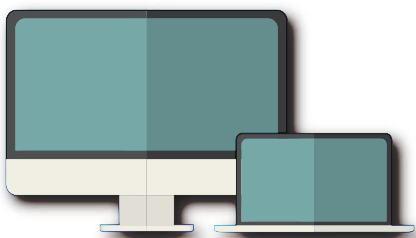
Building Skills for a Changing Workplace

To respond to changing market demands, CESO designs and delivers development programmes that combine technical knowledge with essential transferable skills.

Rather than offering generic training, we regularly update our activities to reflect emerging technologies, workplace practices, and employer expectations. This helps students develop relevant capabilities for both immediate employment and long-term career growth.

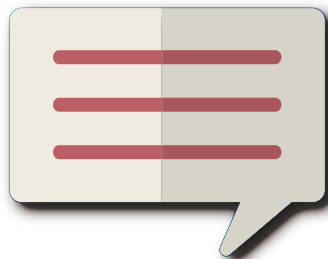


Areas of Development



Digital and AI Literacy

Using digital tools and emerging technologies responsibly and effectively.



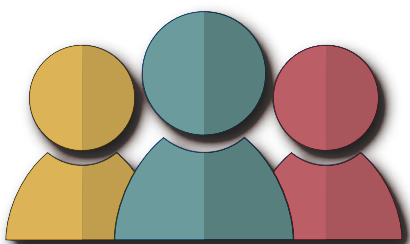
Communication

Presenting ideas clearly and communicating with different audiences.



Problem-Solving

Analysing challenges and developing practical solutions.



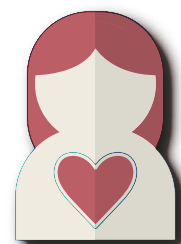
Teamwork and Collaboration

Working productively with people from different backgrounds.



Leadership and Initiative

Taking responsibility and turning ideas into action.



Emotional Intelligence

Managing emotions, responding to pressure, and building positive relationships.

*Relevant skills open doors.
Continuous learning keeps them open.*

Career Guidance & Mentorship

Turning Career Questions into Clear Next Steps

Navigating a career path can be challenging, particularly when students are exploring unfamiliar industries or preparing to enter the workplace for the first time.

CESO provides personalised guidance that helps students understand their options, communicate their strengths, and make informed career decisions.



Our Support Includes

- Career exploration and planning
- Individual coaching and consultation
- Résumé and cover letter development
- LinkedIn and professional profile reviews
- Interview preparation and mock interviews
- Portfolio presentation and personal branding
- Job-search and application strategies
- Mentorship with experienced professionals

Through professional guidance and mentorship, students learn how to present their academic achievements and practical experience to employers.

They can also begin building valuable professional networks before graduation.

From uncertainty to a clear and confident career direction.

Strategic Industry Partnerships

Connecting Education, Talent, and Industry



CESO collaborates with corporate partners, local businesses, professional organisations, alumni, and educational institutions to ensure that our activities remain aligned with real workplace expectations.

These partnerships create shared value. Employers can engage with emerging talent and provide industry insights, while students gain direct exposure to recruitment practices, workplace trends, professional networks, and career opportunities.

How Industry Partners Can Contribute



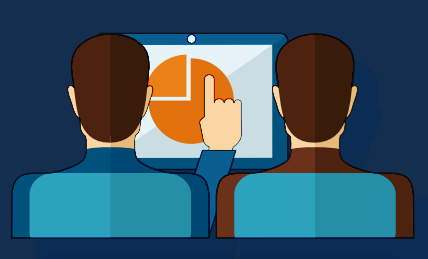
Career talks and industry sharing sessions



Recruitment and networking activities



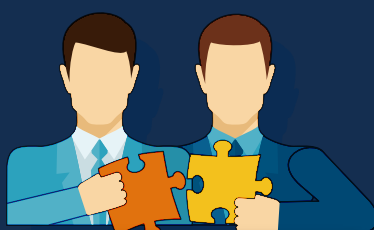
Mentoring and professional coaching



Workplace visits and company exposure



Internship and placement opportunities



Real-world projects and case challenges

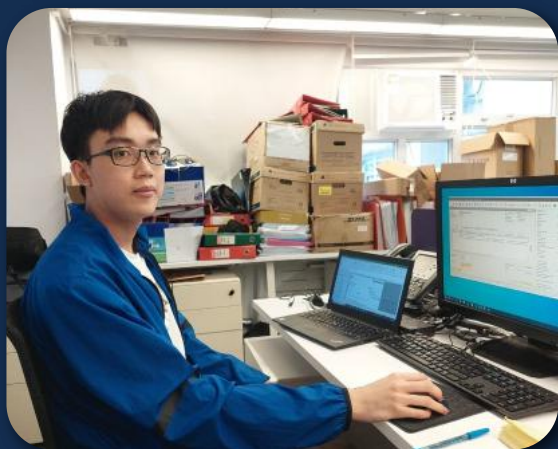


Programme consultation and curriculum input



Skills workshops led by industry professionals

**Education develops potential.
Industry connection turns potential into opportunity.**



Experiential Learning Opportunities

Learning Through Real Experience



Knowledge becomes more valuable when it is applied. Through internships, work placements, industry projects, simulations, and other workplace-based opportunities, students can test their academic knowledge against practical workplace challenges.

These experiences allow students to receive professional feedback, understand workplace expectations, and build evidence of their capabilities before graduation.



Internships and Work Placements

Apprenticeships and Job Shadowing

Opportunities

Workplace Simulations

Industry Projects and Case Challenges

Volunteering and Community Projects

From Strategy to Action

To translate our strategic focus areas into practical career milestones, the CPCE Employability Services Office organises a wide range of activities throughout the academic year.

Each activity is designed with clear objectives, structured learning opportunities, and practical outcomes that help students move from academic learning to professional readiness.

Professional Workshops

Close critical skills gaps between classroom learning and workplace requirements.

CESO offers practical training in areas such as professional software, digital and AI tools, entrepreneurship, industry trends, communication, and workplace skills.

Students develop current, market-relevant capabilities and become better prepared to contribute value in future workplaces.



Career Fair

Expand professional networks and support students in entering the job market.

The Career Fair connects students face-to-face with a broad range of local and international employers through recruitment booths, company sharing sessions, and career consultations.

Students gain direct access to internship and graduate opportunities, improve their understanding of employer expectations, and build confidence in communicating with recruiters.



Building Confidence and Career Awareness

Professional Portrait Photography Service

Strengthen students' professional image, personal branding, and confidence.

Students receive a tailored professional photography session on campus, producing high-quality headshots suitable for résumés, portfolios, LinkedIn profiles, and other professional platforms.

Students enter the recruitment process with a consistent, polished, and visually credible personal brand that supports a positive first impression.



Industry and Inspirational Sharing Sessions

Inspire career possibilities and provide firsthand industry insights.

Seasoned professionals, industry leaders, and successful alumni are invited to share their career journeys, industry trends, and workplace experiences. These interactive sessions broaden students' perspectives, spark career inspiration, and help them understand what it takes to succeed in diverse sectors.



Connecting Students with Industry

Annual Employability Forum

Prepare students for emerging workforce trends and future workplace expectations.

The forum brings together human resources professionals, corporate leaders, academics, and industry specialists for panel discussions and sharing sessions on topics such as artificial intelligence, generational change, new skills, and evolving workplace practices.

Students gain forward-looking insights into major industry changes and become better equipped to make informed decisions about their career development.



CPCE CESO Industry Gratitude Luncheon

Strengthen professional networks and recognise the contribution of industry partners.

The luncheon brings together students, interns, employers, and corporate partners in a professional setting where participants can share experiences, exchange ideas, and develop workplace etiquette.

Students improve their networking and relationship-management skills, reflect on their internship experiences, and build meaningful long-term connections with industry professionals.



What Success Looks Like?

Success Check List

Success in the Employability Pillar means helping students become skilled, confident, experienced, connected, and prepared to manage sustainable careers in a changing world of work.



Objective	Our Approach	Expected Outcome
 Close the Skills Gap	Industry-aligned workshops and practical training	Students develop relevant and marketable capabilities
 Build Career Confidence	Coaching, mock interviews, profile development, and professional photography	Students present themselves clearly and professionally
 Expand Professional Networks	Career fairs, employer engagement, mentoring, and industry events	Students gain direct access to professional insights and opportunities
 Strengthen Workplace Readiness	Internships, simulations, and real-world projects	Students develop evidence of practical workplace capability
 Support Lifelong Career Growth	Career planning, reflection, and continuous development	Students become more adaptable, resilient, and proactive

Be Part of the Employability Journey



Students

Develop your skills, explore career possibilities, gain experience, and connect with employers.



Employers and Industry Partners

Engage with emerging talent and contribute through recruitment, mentoring, projects, and placements.



Mentors and Alumni

Share your experience and support students as they make important career decisions.

Build skills. Gain experience. Create possibilities.

Contact Us

Tel : (852)3746-0747

Email : ceso@cpce-polyu.edu.hk

Website : ceso.cpce-polyu.edu.hk

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