Aim and objectives

- To prepare and enhance employability of Engineering students
- To improve students’ overall competitiveness in graduate employment
- To develop more advanced interview skills to improve the chances of success in assessment centres

Content of modules

1. **Graduate Employment Update & Career Planning (2 hours)**
   This module provides students with useful information for their career planning and building, including recent employment situation of graduates, an overview of career opportunities, and the essentials of career planning, building and job search preparation.

2. **CV & Cover Letter Writing (2 hours)**
   The module aims to equip students with the techniques of writing impressive CV and cover letter in order to increase their competitiveness in their job application process.

3. **Interview Skills (2 hours)**
   Students will learn what to do before, during and after interviews, how to answer common interview questions, and ways to prepare for interviews.

4. **CV Clinic & Mock Interview (3.5 hours)**
   This module provides written feedback on CV and cover letter writing based on students’ submitted work. It also prepares students for an actual interview by helping them learn what is expected in a real interview situation so as to increase their chance of success. Students will receive both written and verbal feedback on their performance.
5. **Group Discussion (3 hours)**

   This module is designed to enhance students’ teamwork, leadership and problem solving skills, as well as their confidence in putting forward their arguments. It also helps expose students to the successful group discussion techniques as well as prepare them for any group discussion that is part of the screening process.

6. **MBTI: Personality and Career (3 hours)**

   MBTI is a personality profiler widely used to enhance awareness and understanding of both self and others. While self-understanding facilitates and guides students in their career planning, exploration and development, understanding others enables them to build better interpersonal relationships. Through this module, students will learn the different personality preferences, the gifts and drawbacks of each preference, and how these preferences relate to their future careers. They will also be guided to explore career options with their preferences in mind, and to overcome possible obstacles predicted by their personality type. Students will each complete an online questionnaire before the workshop, and receive an official career report when they attend the workshop.

   **Total learning hours: 15.5 hours in 6 modules**