

Recruitment Criteria for Engineering Graduates

(Building Services, Electrical, Electronics/Information,
Mechanical or Biomedical Engineering Discipline)

1. Entry Requirements :

- (I) An acceptable degree in the relevant discipline from a Hong Kong University or equivalent (obtained in the preceding year or after), or other non-degree qualifications acceptable to the relevant professional institutions (obtained in the preceding two years or after) as follows :

(a) FOR BUILDING SERVICES ENGINEERING GRADUATES

a degree in Building Services Engineering or a related subject or a qualification, which satisfies the academic requirements for corporate membership of the Building Services discipline of the HKIE and for admission into the HKIE Training Scheme 'A' in the Building Services discipline;

(b) FOR ELECTRICAL ENGINEERING GRADUATES

a degree in Electrical Engineering or a related subject or a qualification, which satisfies the academic requirements for corporate membership of the Electrical discipline of the HKIE and for admission into the HKIE Training Scheme 'A'; in the Electrical discipline;

(c) FOR ELECTRONICS/INFORMATION ENGINEERING GRADUATES

a degree in Electrical Engineering (light current stream), Electronics Engineering, Information Engineering or a related subject or a qualification, which satisfies the academic requirements for corporate membership of the Electronics discipline or the Information discipline of the HKIE and for admission into the HKIE Training Scheme 'A' in the Electronics or Information discipline;

(d) FOR MECHANICAL ENGINEERING GRADUATES

a degree in Mechanical Engineering or a related subject or a qualification, which satisfies the academic requirements for corporate membership of the Mechanical discipline of the HKIE and for admission into the HKIE Training Scheme 'A'; in the Mechanical discipline;

(e) FOR BIOMEDICAL ENGINEERING GRADUATES

a degree in Biomedical Engineering or a related subject or a qualification, which satisfies the academic requirements for corporate membership of the Biomedical discipline of the HKIE and for admission into the HKIE Training Scheme 'A' in the Biomedical discipline;

and

- (II) Be a permanent resident of the Hong Kong Special Administrative Region who is ordinarily resident in Hong Kong.

Notes : (i) Applicants who obtained a relevant degree/qualification before the date mentioned in 1(I) above and are pursuing or have just obtained in the preceding year or after a higher degree on a related subject on a full time basis may also be considered provided that the break between completion of the first relevant degree/qualification and commencement of the relevant

higher degree is not more than 18 months.

- (ii) Undergraduates sitting their final examinations or persons sitting the final part(s) of relevant examinations of professional institutions in the summer of each year may also apply. If selected, their engagement will normally be subject to their acquiring the requisite academic qualification before September of that year.
- (iii) Applications from persons who are receiving or have ever received training under the Training Scheme "A" of the HKIE will not be considered. Successful applicants will be required to make a declaration to that effect.

2. Training

The training vacancies are temporary posts. Graduate trainees are not civil servants and are not appointed on civil service terms and conditions. Successful candidates will receive practical training under professional guidance meeting the training requirements of the relevant professional institutions. The training period is two years for the above posts. There is no guarantee for further engagement in the Government after completion of the training.

3. Training Honorarium

The current honorarium on entry is \$16,150 per month. The above amount of honorarium and the terms of appointment are subject to changes at the time the offer of appointment is made. Graduate trainees are not civil servants and their training honoraria are independent of the civil service pay.

4. How to apply

Application forms G.F.340 can be obtained from any Public Enquiry Service Centre of District Offices, Home Affairs Department or any Job Centre of the Employment Services Division, Labour Department. The form can also be downloaded from the website of the Civil Service Bureau (<http://www.csb.gov.hk>). Each application should be accompanied by:

- (a) a supplementary letter giving a brief account of past relevant training/experience and course project;
- (b) a copy each of all official transcripts showing the results of all examinations taken at universities or other examinations leading to the award of a qualification recognised by the relevant professional institution;
- (c) a copy of the degree certificate if acquired;
- (d) a list of subjects, and their respective weighting, studied in the final year of the degree course (for undergraduate applicants only); and
- (e) a copy of the Hong Kong Certificate of Education Examination, certificate for the Hong Kong Advanced Level Examination and other public English language examinations (eg: TOEFL, IELTS, GCE, GCSE, HKSAR Common Recruitment Examination, etc.) showing the results achieved in English language in such examinations. Candidates will have to make a declaration on the public English language examinations taken by them, if so required by the recruiting department.

- Notes :
- (iv) Applications not accompanied by the above documents will not be considered. Applicants should also provide their e-mail address and contact fax number, if available, on the application form.
 - (v) Copies of documents mentioned in 4(b) and 4(c) above may be passed to the relevant professional institution for the purpose of confirming whether or not the qualification satisfies the academic requirements for corporate membership/admission into the professional examination/training scheme of the institution concerned.
 - (vi) It is Government policy to place people with a disability in appropriate jobs wherever possible. If a disabled candidate meets the entry requirements, he/she will be invited to attend the selection interview/written examination without being subject to any further shortlisting criteria.

Applications together with all supporting documents should reach the department listed below on or before the date as specified in the Government of the Hong Kong Special Administrative Region advertisement of Temporary Training Vacancies for Graduates. The advertisement is normally put on newspaper and homepage of the Civil Service Bureau (<http://www.csb.gov.hk>) and usually launched in around January each year.

The Departmental Secretary, Electrical and Mechanical Services Department, 3 Kai Shing Street, Kowloon, Hong Kong. (Enquiry Tel. No.: 2808 3663)

5. Interview

Interviews are tentatively scheduled to be conducted in Hong Kong during the period from mid March to June. Applicants should make themselves available for the interview during that period. Those who are not invited for interview by late June should assume that their applications are unsuccessful.