SPECIAL FEATURE

Welcome back!

BRIAN CHENG
Student Counsellor

It’s time to get organised again. Watch out! There will be more to studies when you reach your final year. And at the same time, you need to start your job search for graduate employment. The Careers Centre has all you need for your job search.

Job Vacancies Information

JIJIS is the most update, comprehensive, and user-friendly job vacancies information system for university graduates in the job advertisement market. You can access the system through any computer terminal on campus. Pick up a User Guide at Careers Centre.

Campus Recruitment

Check the CAREERNEWS FOLDER on the Electronic Notice Board (ENB) for the latest announcements on Recruitment Talks, Campus Interviews, Aptitude Tests...etc.

Submission of Job Application via Careers Centre

All applications must reach the Careers Centre collection box before 12 o’clock noon on the closing date of a job advertisement. The Careers Centre will not accept late applications. Once an application is submitted, it cannot be retrieved!

Job Search Skills Training

Careers Centre has just produced a “home made” series of Videotapes on Job Search Skills. Enquire about them at Careers Centre. Help yourself to the very popular Job Search Guides. They will be very handy and useful when you prepare for your job applications and interviews.

Job Search and Careers Development Programs

Look out for the announcements on Pathfinders New Year Luncheon, Job Search Workshops, Interview Practicums and Aptitude Tests Practice Sessions organised by the Careers Centre.

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Auditing Employment Trends

Grace Law
Student Counsellor

Peter S. Lai, Audit Administration Manager of Arthur Andersen & Co., is responsible for the recruitment of fresh graduates and summer interns. We are very pleased to get his advice on the employment market trend for our graduating students.

What are the challenges to the auditing profession in the years ahead?

- As the transition period is less than a year, our relationship with Mainland will be closer and the interaction with China will be increased.
- Besides statutory audits, other special projects/service lines are being developed to the users'/clients' needs, e.g. securitization, outsourcing etc.

How will these affect the fresh graduates joining the auditing profession? How should they prepare themselves?

- To pay attention to the increase of work opportunities in China.
- To learn knowledge of other GAAP, e.g. PRC GAAP, US GAAP. IAS will definitely be an advantage.
- To improve language proficiency, besides English, as well as Mandarin.
- To develop as an all-round person - i) to expose oneself to areas other than auditing, ii) to be responsive to market changes and new services/product development, e.g. derivatives in financial markets.

It has been said China needs 250,000 qualified accountants. What are the implications for the local graduates?

- More opportunities to work in China.
- The PRC CPA exam (CICPA) credentials may be an advantage.

What will the graduate employment market in the auditing profession look like for the 1997 graduates?

- The number of vacancies will be very much the same as the current year.
- The market will be very competitive. Not only from their fellow graduates, but also from overseas returnees.

How can the graduates be more competitive in this job market?

- To be more competitive:
  - Improve language proficiency
  - Keep oneself up-to-date on business issues
  - Know that common sense is very important in the auditing profession
  - Think logically and respond promptly
  - Learn and take up responsibilities quickly
  - Demonstrate good interpersonal skills
  - Balance work and leisure time
  - Be presentable and be outgoing

Can non-accounting graduates, e.g. Science students, take up an auditing career? What are the pros and cons that they should consider?

- Yes, non-accounting graduates can take up an auditing career. However, these students must be prepared to work harder, and they will take much longer time to complete the professional examinations.
  
  Advantages:
  - Accounting is a different set of knowledge to non-accounting graduates, it will stimulate their minds and widen their perspective.
  - Non-accounting knowledge learnt from other field may also be applied to auditing work. For example, a computer major can utilize his/her computer skills and knowledge.

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Get yourself prepared!

RICHARD LEE
Executive Officer

While you are busy preparing for the final year, have you ever thought seriously about your future career? If the answer is no, start your preparation now. Preparation, however, involves not only clarifying your career goal but also getting acquainted with the tools. The Careers Centre is the right place for you to start your preparation.

How should I start?

"How should I start?" is a question many students ask. Instead of going through piles of reference books, the Careers Centre has many tailor-made materials to help you to get started. Use the "Job Search Organizer" as a systematic checklist to identify suitable job vacancies; submit applications through various channels; prepare for interviews and other screening tests; and select job offers. In each step, relevant resources are available in the Careers Centre, Library, and Language Centre. If you need guidance for each step, just turn to the Job Search Guides published by the Careers Centre. Printed on A-4 size coloured paper, each Job Search Guide covers essential aspects in the job search process, ranging from writing cover letter and résumé to preparing for various types of interviews, group discussion and aptitude tests. The Guides include general information on job hunting as well as specific information such as active words to enhance your résumé.

Do I know the employment market

Preparation also involves knowing the current employment market. It is extremely difficult in an era of information boom to filter and extract what you need. Don’t worry, the Careers Centre facilitates this process through a "Job Search Preparation Kit".

There are three types of information in the kit:
1. Editorial • The editorials from newspaper clippings are useful to students who want to keep track of the latest debates in the community (also for those who want to apply for Administrative Officer!).
2. Company News • There is specific company news from newspaper clippings and company profile forms completed by employers. While the newspaper clippings provide information on the latest development of companies, the company profiles highlight the business nature of the companies as well as the type of graduates they are interested in.
3. Industry News • The third type of information is news of specific industries extracted from newspapers. Its importance is seen by the fact that application for a job involves not only detailed background of the company but also a thorough understanding of the industries concerned.

Having introduced the above resources, don't you think that Careers Centre is definitely the right place for you to start your job hunt. Come visit us!

Auditing Employment Trends

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through perform computer auditing.

Disadvantages:

• Non-accounting graduates may need to take more papers/exam in order to achieve a professional status. Be prepared to work harder than accounting graduates.
• Auditing profession requires long term commitment and persistence to succeed. Think carefully before you join the profession.
CAREERS ACTIVITIES ANNOUNCEMENT

Tentative schedule of recruitment activities

<table>
<thead>
<tr>
<th>Employer</th>
<th>Activity</th>
<th>Date</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Price Waterhouse</td>
<td>Talk</td>
<td>9 Sep</td>
<td>LTA</td>
</tr>
<tr>
<td>KPMG Peat Marwick</td>
<td>Talk</td>
<td>13 Sep</td>
<td>LTA</td>
</tr>
<tr>
<td>Deloitte Touche Tohmatsu</td>
<td>Talk</td>
<td>16 Sep</td>
<td>LTA</td>
</tr>
<tr>
<td>Coopers &amp; Lybrand</td>
<td>Talk</td>
<td>20 Sep</td>
<td>LTA</td>
</tr>
<tr>
<td>Ernst &amp; Young</td>
<td>Talk</td>
<td>30 Sep</td>
<td>LTA</td>
</tr>
<tr>
<td>Marks &amp; Spencer</td>
<td>Talk</td>
<td>11 Oct</td>
<td>LTA</td>
</tr>
<tr>
<td>Arthur Andersen</td>
<td>Exhibition</td>
<td>12 Oct</td>
<td>Pacific Place, Conference Centre</td>
</tr>
</tbody>
</table>

NOTE: Please watch out for our notices on the Electronic Noticeboard (folder: CAREERNEWS) for the finalized dates, time and venues of the above activities.

Tentative schedule of careers education activities

<table>
<thead>
<tr>
<th>Activity</th>
<th>Date/Time</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job Search Workshop for Accounting Students on the Audit Profession</td>
<td>30 Aug 10:00 a.m.</td>
<td>LTC</td>
</tr>
<tr>
<td>Job Search Workshop for Non-Accounting Students on the Audit Profession</td>
<td>30 Aug 2:30 p.m.</td>
<td>LTC</td>
</tr>
</tbody>
</table>

NOTE: No registration required for the above activities.

Editor's note

The initial step in starting a job search is to develop a sincere and positive attitude. Self-awareness, self-confidence and self-knowledge are the keys to a positive attitude. Your attitude will be a major determinant of your success. Therefore, be patient and be prepared, though this is a time-consuming process.

Welcome Back!

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Individual Consultation

If you want to talk to a Counsellor individually about specific concern or problem relating job search and careers development, make an appointment at the office of Student Counselling Service.

Careers Centre Website

The Careers Centre is constructing its own Website! It will be available soon.

And... there are many more! Come and visit us at the Careers Centre. We are at Room 4001, Level 4, Academic Building (Take Lift no. 4.) See you there.