

Service Target 服務對象:

Ethnic minority job seekers who are lawfully employable

在港合法工作的 少數族裔求職者 Service Period 服務期:

Six Months 六個月





#### 1. Initial Screening and Needs Assessment 初步評估及瞭解個案

Social workers evaluate the intentions, conditions and needs of the job seekers initially, and introduce them a half-year customized employment support service according to their career goals. 社工會初步了解求職者的就業動機、情況和需要,與他們商討和設計合適職涯發展而制定爲期半年的輔導就業計劃。

### 2. Pre-employment Counselling 職前配對

Upon the initial screening by the case manager, we offer sufficient individual or group counselling and interview guidance to the job seekers. 完成初步評估後, 社工會按求職者的需要提供個人或小組輔導及安排求職面試指導。

#### 3. Employment Assistance and Job Matching 職業導向及工作配對

We provide appropriate job vacancies to best fit the preferences of the job seekers, and liaise with the employers on the recruitment criteria. 社工會提供合適求職者條件的工作空缺, 並協助聯絡僱主, 與僱主協調聘用條件。

#### 4. Post-placement Support 聘後支援

During the three-month post-placement follow-ups, we talk to the recruited members on their work conditions and assist them in adapting the workplace. 我們會在僱員入職後提供爲期三個月的就業跟進, 瞭解其工作情況, 協助入職後適應。

#### 5. Case Review 個案檢討

Social workers will review working schedule with the recruited members, and offer them corresponding extended service or further referral. 社工及後會與僱員檢討工作計劃進度,並根據雇員情況提供相應的延申服務或就業轉介。

# **Employment Engagement Service**

## 全方位僱主支援

We provide free and one-stop supporting services to employers, thus enriching their knowledge towards the ethnic minority groups and boosting their confidence in hiring them, while assisting employers to recruit employees with the right potential. Most importantly, we are pleased to create a culturally inclusive workplace for employers and nurture their good habits in continuing employing them.

僱主在聘用前及整個聘用期間會獲得一站式的度身訂造就業服務,提升僱主對多元種族的瞭解及 信心,並透過本服務物色合適員工。我們亦幫助公司營造文化共融的工作環境,從而保持聘用多 元文化人士的良好習慣。

> Employer Face to Face Consultation & Assessment Service 僱主面談諮詢及評估服務

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Industry Discovery & Company Visit 行業探索及公司參觀

04

Job Matching 工作配對

06

Job Fair 招聘會

08

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Employer's Supporting Hotline for Workplace Support 僱主支援熱線 03

Tailor-made Trainingcum-Employment Program 度身訂造就業項目 05

Voluntary Activity 義工服務 07

Candidates Screening and On-the-job Follow-ups 求職者 篩選及就業跟進服務 09

Cultural Sensitivity Workshop 文化敏感度工作坊







Join us to offer job opportunities to ethnic minority job seekers 現誠邀您加入我們, 為少數族裔求職者提供工作機會。



Employer Hotline 優全執総

9878 0974