

My Future My Way



- Provide a comprehensive platform of job search for young school leavers aged 15 to 24 with sub-degree or below level
- Offer one-stop and diversified pre-employment and on-the-job training
- Free of charge (eligible for Training Allowance)

Year-round Enrolment
Training + Employment

 勞工處
Labour Department

 展翅青見
YPTP&YWETS

 5+
同心共融
caring organisation
Awarded by the Hong Kong Council of Social Service
獲香港社會服務界協會頒發

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YPTP&YWETS

YPTP&YWETS offers a wide range of one-stop pre-employment and on-the-job training opportunities for young people in different industries!

With the concerted efforts of the Labour Department, employers and training bodies, the Youth Pre-employment Training Programme and Youth Work Experience and Training Scheme (YPTP&YWETS) provides a comprehensive platform of job search with one-stop and diversified pre-employment and on-the-job training for young school leavers aged 15 to 24 with educational attainment at sub-degree or below level. This programme enables young people to better understand themselves and their work aptitudes while enriching their job skills and experience so as to enhance employability.

Contents

- ◆ Case Management Services – Career guidance and support services
- ◆ Pre-employment Training
 - Core Course – Job-search and Interpersonal Skills Training
 - Elective Courses
 - Elective Course I - Discipline and Motivation Training
 - Elective Course II - Computer Application Training
 - Elective Course III - Job-specific Skills Training
 - Workplace Attachment Training
- ◆ On-the-job Training
 - On-the-job training of 6 to 12 months with salary
 - Off-the-job Vocational Training
- ◆ Tailor-made Training-cum-Employment Projects

Training Allowance

Trainees with 80% attendance or above in courses under YPTP&YWETS are entitled to a training allowance at a rate of \$30 per valid training day.

Flow Chart of Training



Case Management Services

Trainees are provided with personalised career guidance, job search assistance, training and post-employment support by professional social workers in the form of 12 months' case management services.

Upon expiry of the first 12 months' case management services, trainees who have secured employment may receive extended case management services for another 12 months, so as to better assist them to settle in their jobs, overcome problems at workplaces and pursue further learning and skills upgrading opportunities.

Elective Courses

Trainees may enrol at most four elective courses, including:

< Elective Course I > Discipline and Motivation Training

Underpinned by outdoor activities and physical training, this module aims to build up trainees' self-esteem, self-confidence, self-discipline, leadership and team building skills, as well as to cultivate their positive thinking.

< Elective Course II > Computer Application Training

This module includes two levels – elementary and intermediate. Training mainly focuses on common office computer software applications, Chinese input methods and basic computer programming, etc.

< Elective Course III > Job-specific Skills Training

A wide range of job-specific skills training courses catering for the prevailing needs of the employment market are offered, with a view to enhancing the job skills of the trainees.

Workplace Attachment Training

- Trainees may undergo a one-month workplace attachment training to acquire work experience, develop potential and explore employment opportunities.
- There is no employment relationship between trainees and host organisations.
- An allowance of \$2,000 is payable to trainees upon satisfactory completion of the attachment.

On-the-job Training

- Trainees are engaged as employees under on-the-job training of 6 to 12 months with salary.
- Employers appoint staff with relevant work experience to be mentors of trainees and provide appropriate guidance at work.
- During on-the-job training period, a monthly training subsidy of \$2,000 per trainee would be granted to the employers.
- Employers may offer further employment to trainees with good performance upon completion of on-the-job training.

Off-the-job Vocational Training

- During on-the-job training period, trainees may enrol in relevant vocational courses and apply for reimbursement of course and examination fees up to \$4,000 from YPTP&YWETS.

Tailor-made Training-cum-Employment Projects

YPTP&YWETS organises tailor-made training-cum-employment projects for various industries to cater for the specific needs of employers. Upon satisfactory completion of the concerned pre-employment training courses, trainees will undergo on-the-job training for 6 to 12 months, receiving continued training and employment opportunities.

Employment



Not only have we found our career here,
We have also learnt to live earnestly,
And soar on wings like eagles.

My Future
My Way



Join Us

Application forms can be obtained from the YPTP&YWETS Offices, Job Centres of the Labour Department, Labour Department Employment in One-stop, Youth Employment Start, the Public Enquiry Service Centres of the Home Affairs Department, the District Offices of the Social Welfare Department, relevant training bodies or the Youth Employment Services website (www.yes.labour.gov.hk). Online application is also available for those aged 18 or above.

Enquiries

Hotline : 2112 9932
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