

Register Now

Click "Register Now" to register.



Read the statement of purposes, and then enter personal data such as education, job preference and work experience.

Job Seeker Registration

PLEASE NOTE THE FOLLOWING BEFORE YOU REGISTER:
We offer our service to job seekers who are legally employable in Hong Kong. If your information is found inaccurate, your registration will be invalid.

Note: *Mandatory Fields

*Are you legally employable in Hong Kong? ☐ Yes ☐ No

*Title

*English Name on HKID Card
(e.g. CHAN TAI MAN DAVID) (DO NOT put down the 'comma' after your surname)

*Chinese Name on HKID Card

*Date of Birth (If only 'year' of birth is shown on HKID card, please input 01/01/yyyy)

*HKID Card Number (Each 4 digits excluding that in the parentheses)
(If the HKID card number is A123456(7), please enter 3456)

*Contact Telephone No.

After registration, you can enjoy the employment services offered by the Labour Department including:

- (1) Services of the Telephone Employment Service Centre [Telephone Hotline : 2969 0888];
- (2) Employment services of district job centres;
- (3) Save your job search criteria, build/ upload your résumé and subscribe to job alert etc.; and
- (4) Keep your job related information on our website for employers' review.

Update Profile

Registered job seekers can go to "My Profile" to amend your registration record by clicking the "Update Profile" button.

My Profile

1 Personal Particulars 2 Education 3 Job Preference 4 Work Experience 5 Language 6 Skills 7 Others

Note: *Mandatory Fields

*English Name on HKID Card CHAN TAI MAN

*Chinese Name on HKID Card 陳太文

*Login Name tai-man_01

*Date of Birth 1974-03-01

*HKID Card Number 1234

Brief CV / Online Résumé / Upload Résumé

In "My Résumé", registered job seekers may save the following three résumés and send any one of them to employers whose vacancies accept "Online Application".

Brief CV - A Brief CV will be automatically generated based on the information of member's profile.

Brief CV

My Brief CV

English Name CHAN TAI MAN

Chinese Name 陳太文

Contact Telephone 12345678

E-mail chantaian@gmail.com

Education Level & Qualification Secondary 7 Full Cert in HKCEE

Recent Work Experience

Online Résumé - Registered job seekers can choose Build Résumé tool to build your Online Résumé.

Online Résumé

Build Résumé

English Name CHAN TAI MAN

Chinese Name 陳太文

Contact Telephone / E-mail

(You must provide a valid contact means for employer to reach you directly.)

Upload Résumé - Registered job seekers can upload your own résumé in PDF format.

Upload Résumé

*Upload (500KB or below, PDF Format)

*Résumé description

Job Alert

Registered job seekers who enter their job search criteria and subscribe to Job Alert will regularly receive information of the most recent and suitable job vacancies in our database through email.

Job Alert

How job search is as easy as a finger click. Just save your search criteria and subscribe to Job Alert. We will regularly match jobs for you among our huge database of various positions. The matched jobs will be emailed to you.

☐ Subscribe to Job Alert

☐ Choose to send traditional Chinese only ☐ English Version

☒ Unsubscribe to Job Alert

If you want to change email address, please update the email address in your profile and Job Alert will be automatically sent to your new email address.

Mobile Application

The iOS version is applicable for iPhone and iPad. It supports iOS 4.3 or later version. Android version supports OS 2.2 or later version and devices with display resolution 320 x 480, 480 x 800 or 480 x 854 pixels.

Interactive Employment Service

User Guide for Job Seekers



www.jobs.gov.hk

A mobile application for job seekers has been launched. Please visit App Store / Google Play or use the following QR codes to download the free application.

Available on the App Store



ANDROID APP ON Google play



Interactive Employment Service iES

Entering the Interactive Employment Service Website

Type **www.jobs.gov.hk** in the URL address bar to enter the Interactive Employment Service website. Select a language.



Job Seeker Home Page

The Job Seeker Home Page will be shown after selecting a language.



Searching for Jobs

Dedicated Category Search

You may make use of the three pre-set dedicated categories on the Job Seeker Home Page, i.e. the “Job Type”, “Industry” and “Working Location”, to search for jobs. Click on any type under a dedicated category to show the list of relevant job vacancies.

Job vacancy information is pre-set to be shown in the “Quick View” mode.



You may also view job vacancy information by choosing the “Job List” mode.

#	Job Order No.	Job Title	Salary (per month)	Working Location	Release Date
1	18/10/2018	General Office Clerk	\$11,000 - \$13,000	San Tin	Secondary 5
2	18/10/2018	Office Clerk	\$11,000 - \$13,000	Shau Kei Wan	Secondary 5
3	18/10/2018	Housekeeping Coordinator	\$14,000 - \$17,000	Admiralty	Secondary 5
4	18/10/2018	Clerk	\$11,000 - \$13,000	Shatin	Secondary 5
5	18/10/2018	General Office Clerk	\$11,000 - \$13,000	Shatin	Secondary 5
6	18/10/2018	Legation Clerk	\$11,000 - \$13,000	San Tin	Secondary 5
7	18/10/2018	General Office Clerk	\$11,000 - \$13,000	Shau Kei Wan	Secondary 5
8	18/10/2018	Administration Clerk	\$11,000 - \$13,000	San Tin	Secondary 5
9	18/10/2018	Sales Clerk	\$11,000 - \$13,000	San Tin	Secondary 5
10	18/10/2018	Logistics Assistant	\$11,000 - \$13,000	San Tin	Secondary 5
11	18/10/2018	Central Assistant Clerk	\$11,000 - \$13,000	Shau Kei Wan	Secondary 5
12	18/10/2018	Administrative Clerk	\$11,000 - \$13,000	Shau Kei Wan	Secondary 5

Quick Search

The search bar at the upper part of the Job Seeker Home Page provides a speedy way to search for your target jobs. Simply type in keyword(s) and/or choose your search criteria in Job Type, Industry and/or Location to see the list of relevant job vacancies.



Advanced Search

You may make use of the Advanced Search function at the upper right hand corner of the Job Seeker Home Page to search for job vacancies by inputting a Job Order Number, keyword(s) and/or other search criteria like salary and relevant experience on the search form and clicking “Search”.



Job Calendar

Click on a date with indication of job vacancies on the Job Calendar on the Job Seeker Home Page to see the job vacancies (NOT including Government Non-civil Service Contract Post) posted on that date. Job vacancies are listed in reverse chronological order of release time. In other words, the most recent job vacancy will be shown first.

