

A Guide for Students Seeking Summer Jobs

暑期工作錦囊

Foreword

During summer vacation, many students look for summer jobs hoping to gain pocket money and working experience. Yet, with limited life experience and eager to seek jobs, they will easily fall prey to scammers' devious employment traps. When facing unfamiliar recruitment process and procedures, students should stay alert and vigilant. Try to understand the job nature thoroughly and assess whether you meet the job requirements before accepting any job offer. Beware of fraud online recruitment and never be baited by exceptionally high salary or you may get cheated of money or misled to committing crimes.

Besides, fresh job seekers must pay attention to industrial safety and avoid taking up dangerous work (e.g. construction work, operation of heavy machinery, handling of chemicals and corrosive substance, work processes involving extremely high temperature, etc.). You should use safety equipment provided by employers and strictly follow all safety regulations at work.

Little Summer Job Detectives Remind You:

Stay Alert when Seeking Jobs. Watch Out for Employment Traps.

Watch out for Common Employment Traps

1. Unlawful Work

Drug cartels often entice youngsters into drug or contraband items trafficking with monetary returns or free travelling. Drug trafficking is a serious offence which will result in heavy criminal liability and even death penalty in some countries. To avoid getting into trouble or ending up with criminal record that will ruin your future, youngsters should not participate in drug trafficking and other illegal activities including the sale of counterfeit goods, unlawful handling of parallel-imported goods, illegal fund raising, money laundering, etc.

2. Vice Trap

Vice trap swindlers often deceive youngsters by setting up bogus recruitment for public relations officer, waiter, waitress, model, cyber friends etc. with hefty pay, no requirement on work experience, free overseas trip. To avoid falling into such traps, get to know the company background, business nature, job duties and workplace before application. Read the terms and conditions carefully before signing any document. Resist monetary attractions and refrain from immoral activities.

3. Theft of Personal Data

Culprits may pinch personal data such as identity card, bank accounts and credit cards information under the pretext of recruitment. Such data will be used in illegal activities including forgery, application of loans with forged documents and identities, making unauthorised online transactions and bank transfers, purchasing mobile phones and subscribing telecommunication services. Watch out if you have to provide personal data in the course of job hunting, especially if the application is made through online channels. Assess whether the requests for personal data are reasonable, or the information required is excessive.

4. Further Study Trap

“Lack of experience”, “academic qualification not up to standard” and “poor language proficiency” are often the excuses used by swindlers to browbeat job seekers to pay for expensive training courses. Stay alert if you are told not meeting the entry requirement for the post and have to pay for training courses in order to be employed.

5. Talent Scout Scam

Posing as representatives of entertainment companies, modelling agencies or dubbing studios, swindlers approach internet surfers or passers-by and vaunt that they can arrange referrals for

jobs in the entertainment industry, thereby luring job seekers to pay for trainings, beauty treatments or fitness courses; or even audition, referral fees or deposit. Yet, no job will be arranged thereafter and the money paid will not be refunded.

6. Pyramid Scheme

Some direct sales companies attract job seekers by handsome pay with commission and coax them to buy goods and join the sales business during job interviews and recruitment talks. Operating by hierarchical sharing of commission, these companies require “employees” to endlessly recruit “lower-tier members” (including relatives and friends). Profits are made through a pyramid of extortion down the tiers but not genuine sale of products. Some job seekers who are persuaded to overdraw their credit card accounts or borrow money from financial institutions will suffer huge loss when sales are sluggish. Some may eventually go bankrupt for failing to repay the loans and interests.

7. Investment Scam

Some “employers” recruit positions of clerk, junior secretary and cleaner, etc. and introduce “investment products with extremely high return” to the new recruits after they report duty. They will then be persuaded to make investments, take up the posts of investment consultant and even lead their families and friends to make investments. In the end, all invested sum will be drained off with the excuse of investment loss.

8. Unreasonable Fee

Some swindlers use the pretext of recruitment to impose on job seekers unreasonable fees such as registration fee, data processing fee, administration fee, uniform cleaning fee and documentation fee, etc. Think twice and discuss with your friends and family members if you are asked to pay fees of any kind to get a job.

9. Fraud Recruitment

Scammers post deceptive recruitment messages through online discussion forums, social media platforms or smart phone applications with the aim to cheat property or personal data. Recently, cases of “Credit Building Scam” emerged. Scammers recruit internet shill to type good comments for online shops and requested them to pay membership fee before getting any job. Yet, few jobs will be arranged and scammers will disappear into thin air after getting the money.

Tips on “Beware of Employment Traps”

Tip 1 “Careful on choices. Watch out for attractive offer”

Be careful with choosing a job and don't be hasty simply because the working period is short. Beware of job offers with exceptionally high salary and too simple duties, or with a very casual recruitment process.

Tip 2 “Take good care of personal safety, personal data and belongings”

Refrain from attending job interviews outside employer's premises. Be careful with personal safety and mind your personal belongings (e.g. mobile phone and wallet) when attending job interviews. Don't give important personal information and documents such as the ID card number or ATM card password to others. Go along with a relative or friend if the interview is conducted at an unfamiliar or a remote place.

Tip 3 “Know your employer and study employment contract well”

Before accepting an offer, check the company's background and understand its business. Know your rights under the Employment Ordinance and study well each term in the employment contract before signing. Persons who sign service contract on a self-employed basis or as non-employees shall have no employer-employee relationship with the contracting company. They are not entitled to the protection under the Employment Ordinance.

Tip 4 “Don't yield to persuasion to take up different job”

Don't yield to persuasion if you are asked to take up posts with duties different from those described in job advertisements or during interviews, especially when you lack the requisite knowledge. Normally, you are not required to make payment to get a job offer. Be alert if you are asked to pay fees for training courses or beauty treatments.

Tip 5 “Be informed of current affairs. Ready to seek help”

Keep abreast of current affairs and be informed of recent job traps. If you are in doubt or are cheated, seek assistance from your family members, teachers or relevant government departments as soon as possible.

Addresses and Telephone Numbers for Enquiries

When looking for summer jobs, you may have questions on job vacancies, employment legislations and occupational safety, etc. Here are some useful telephone numbers and addresses for enquiries:

Labour Department

Job Centres:

Hong Kong East Job Centre

34/F, Revenue Tower, 5 Gloucester Road, Wan Chai, Hong Kong (Exit A5, Wan Chai MTR Station) 2591 1318

Hong Kong West Job Centre

4/F, Western Magistracy Building, 2A Pokfulam Road, Sai Ying Pun, Hong Kong (Near Western Police Station) 2552 0131

North Point Job Centre

12/F, North Point Government Offices, 333 Java Road, North Point, Hong Kong (Exit C, Quarry Bay MTR Station) 2114 6868

Kowloon East Job Centre

1/F, Trade and Industry Tower, 3 Concorde Road, Kowloon (Opposite to Mikiki Shopping Mall and Cognitio College) 2338 9787

Kowloon West Job Centre

9/F, Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon (Exit C1, Shamshuipo MTR Station) 2150 6397

Kwun Tong Job Centre

10/F, Kowloon East Government Offices, 12 Lei Yue Mun Road, Kwun Tong, Kowloon (Exit D4, Kwun Tong MTR Station) 2342 0486

Shatin Job Centre

2/F, Shatin Government Offices, 1 Sheung Wo Che Road, Shatin, New Territories (Exit B, Shatin MTR Station) 2158 5553

Tai Po Job Centre

3/F, Tai Po Government Offices, 1 Ting Kok Road, Tai Po, New Territories (Exit B, Tai Wo MTR Station) 2654 1429

Sheung Shui Job Centre

Units 2001-2006, Level 20, Landmark North, 39 Lung Sum Avenue, Sheung Shui, New Territories (Exit A4, Sheung Shui MTR Station) 3692 4532

Tsuen Wan Job Centre

2/F, Tsuen Wan Government Offices, 38 Sai Lau Kok Road, Tsuen Wan, New Territories (Exit A, Tsuen Wan MTR Station) 2417 6197

Tuen Mun Job Centre

G/F, Victory Building, 3 Tsing Min Path, Tuen Mun, New Territories (Near Light Rail Prime View Station) 2463 9967

Tung Chung Job Centre

Unit 211A, 2/F, Yat Tung Shopping Centre, Yat Tung Estate, Tung Chung, Lantau Island, New Territories (Near Yat Tung Bus Terminus) 3428 2943

Employment in One-stop

Unit 401, 4/F, Tin Ching Amenity and Community Building, Tin Ching Estate, Tin Shui Wai, New Territories (Near Light Rail Tin Yuet Station) 3692 5750

Recruitment Centres**Recruitment Centre for the Catering Industry**

G/F, Revenue Tower, 5 Gloucester Road, Wan Chai, Hong Kong (Exit A5, Wan Chai MTR Station) 2594 7800

Recruitment Centre for the Retail Industry

G/F, Revenue Tower, 5 Gloucester Road, Wan Chai, Hong Kong (Exit A5, Wan Chai MTR Station) 2594 7833

Construction Industry Recruitment Centre

1/F, HKIC – Kowloon Bay Campus, 44 Tai Yip Street, Kowloon Bay, Kowloon (Exit A, Kowloon Bay MTR Station) 3428 3303

Occupational Safety & Health Branch (Occupational Safety)

14/F, Harbour Building, 38 Pier Road, Central, Hong Kong 2559 2297

Occupational Safety & Health Branch (Occupational Health)

15/F, Harbour Building, 38 Pier Road, Central, Hong Kong 2852 4041

Employees' Compensation Division & Labour Relations Division

* (the hotline is handled by "1823 ") 2717 1771*

Interactive Employment Service Website: www.jobs.gov.hk



Other Departments or Organizations

Hong Kong Police Force

Commercial and Technology Crime Hotline 2860 5012

Consumer Council

Consumer Complaint & Enquiry Hotline 2929 2222

Social Welfare Department

Enquiries on organizations granted with Public Subscription Permit 2832 4311

Education Bureau

Careers Guidance Service (including information on overseas studies) 3698 4126

Hong Kong Association of Careers Masters & Guidance Masters

2671 1722



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Labour Department

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