

主辦機構



香港青年協會
the hongkong federation of youth groups

全力支持



贊助機構

J.P.Morgan

Project SETUP 2018

Project Setup (Management Trainee Programme)

Introduction

The Hong Kong Federation of Youth Groups(HKFYG) with the sponsorship from J.P. Morgan, and the support from the Youth Employment and Training Programme(YEPT), to launch the “Project Setup” management trainee programme. We will invite the Startup and small and medium-sized enterprises(SMEs) to provide job opportunities for the sub-degree graduates. They can gain essential skills and knowledges from playing different roles in small companies and structured on-job trainings for 6 months. Their self-confidence and capabilities will be enhanced, as well as their working experiences will be enriched. Therefore, they can have a better competitive for seeking more high quality jobs and move upward on their career development.

Target

Enterprises: set up less than 5 years, with company size more than 3 full time staffs.

Trainees: Age 24 or below with educational attainment at sub-degree level

Roles of enterprises

- i. Employers offering 6 months on-the-job training vacancies with salary to engage trainees as employees
- ii. appointing experienced staff as the mentors to trainees during the 6 months on-the-job training
- iii. The trainees must be engaged as employees. Relevant labour legislation shall apply (e.g. Employment Ordinance, Employees’ Compensation Ordinance, Mandatory Provident Fund Schemes Ordinance, Minimum Wage Ordinance, etc.);
- iv. Arrange the trainee to attend the on-the-job training provided by the HKFYG during working hours

Terms of Employment

- i. Training period: 6 months on-the-job training
- ii. Salary: \$10,000(Employers are entitled to a maximum of \$3,000 on-the-job training allowance per month for engaging a trainee during the 6 months training period by the YETP, and a maximum of \$2,000 trainee support allowance sponsored by JP Morgan during the 6 months training period)
- iii. Working hours: 4.5 days per week, not less than 40 hours per week, 9 hours per day, which include every Friday 4 hours training arranged by the HKFYG (the working hours will subjected to change with each company’s situation)

- iv. Statutory Holidays: If the employer requires the employee to work on a statutory holiday, the employer should have the alternative holiday arrangement

Programme procedure

9 Feb 2018	Startup Info day
Feb 2018	Submit application
10 March 2018	Career expo in Cyberport
10 – 30 March 2018	Job Matching and final confirmation
April 2018	Application for the YEPT program Arrange pre-job Training for successful MT
May 2018	Start the MT program
Mid May 2018	On-the-job training begin

Benefit to enterprise:

During Training Period:

- Sharing of “How to work with Young employees?” organized by HKFYG
- Employer sharing to strengthen the business network

After the training programme:

- Eligible employers will nominate as “Caring company”
- Get the chance for free overseas startup exchange
- Employ the trainee with excellent performance as full time staff

Application

Interested enterprises can see more details and also fill in the form in our website:
yen.hkfyg.org.hk/projectsetup-cyberport

Enquiry

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