

Online Interview Skills Workshop

The Career Paths of a Governance Professional 2022



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Agenda



- Self Introduction
- Overview of **Hong Kong's Employment Market**
- **Career Path** of Corporate Governance Professionals
- COVID-19 and its Effect on Interviews
 - **Online VS Face-to-face**
- Preparation: **Pre-interview Tips**
- In Action: **How to do Well during Online Interviews?**


Self Introduction



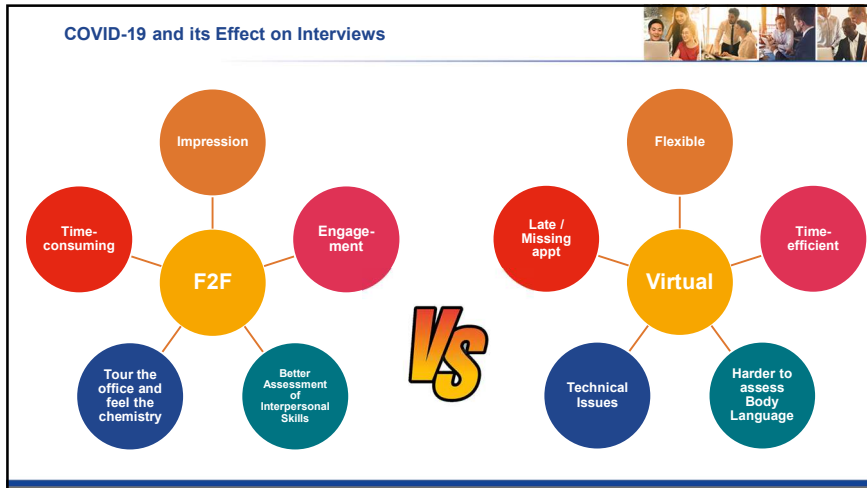
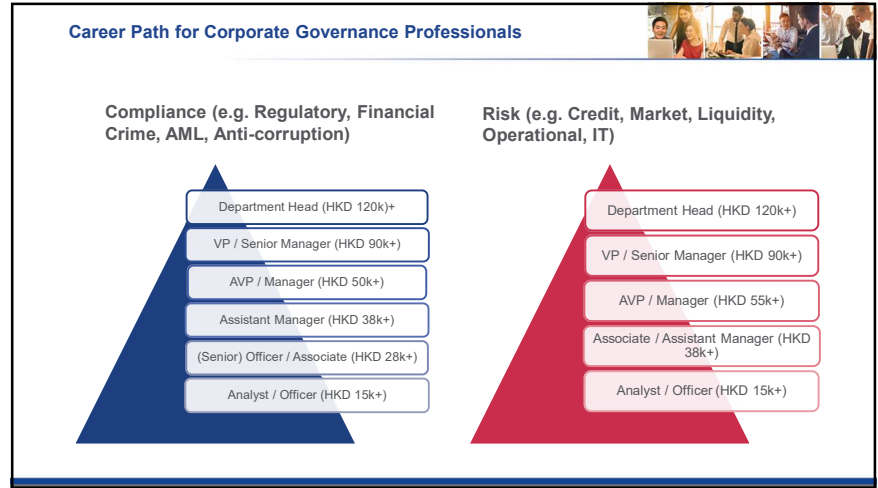
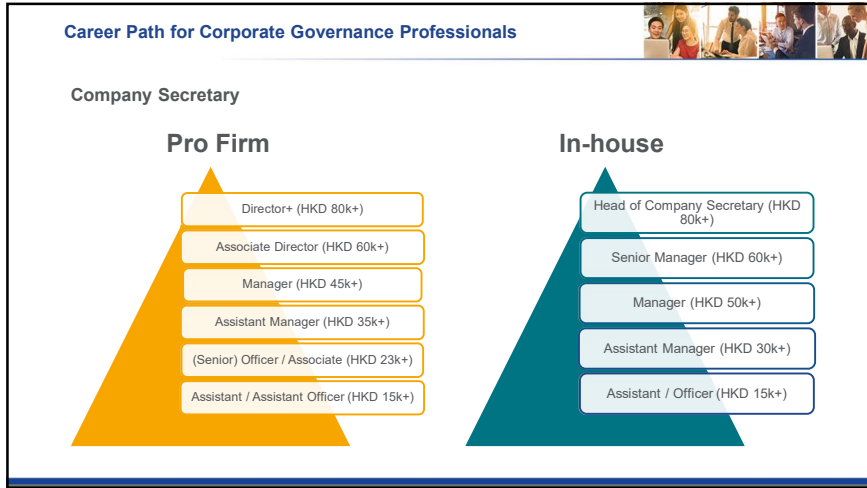
HELLO
MY NAME IS
Sharon

- Page Group – UK Listed Recruitment Company & Market Leader in HK**
- Legal**
Corporate Governance
Compliance
- Joined in 2016**
Placing Senior Company Secretaries and Lawyers
- 6+ years of recruitment experiences**
Management Trainee, LSE Master's degree

Hong Kong's Current Employment Market



- **Despite negative news about the economy, Hong Kong's employment market is still moving, especially for professional roles**
- **Unemployment rate is currently at 4.5% (Dec 21 to Feb 22)**
 - Decoration, repair and maintenance for buildings 8.9%
 - Arts, entertainment and recreation 8.2%
 - F&B sector 8.1%
 - **Professional and business services 3.6%**
- **Latest rounds of employment subsidies announced in March**
 - Employment Support Scheme (ESS)
 - Temporary Unemployment Relief Scheme



Pre-interview Tips: What to do BEFORE an interview?

Basics for ALL Interviews

About the Company / Role

- Research the Company (website, annual report, competition, culture)
- Understand the Job (JD, LinkedIn)
- Talk to someone in the Company/Industry

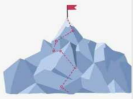
About Yourself

- Have a Great Self Introduction
- Anticipate Key Questions and Prepare Questions to ask
- The S.T.A.R Approach

How to answer Behavioural Interview Questions with S.T.A.R


S T A R

The STAR format stands for *Situation, Task, Action, Result*:




SITUATION

An event, project, or challenge faced




TASK

Your responsibilities and assignments for the situation



ACTION

Steps or procedure taken to relieve or rectify situation



RESULT

Results of actions taken

Sample Question

“Tell me about a time when you performed well under pressure.”

S

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SITUATION: Set the scene and give the necessary details of your example.

One time, at my last job, my coworker had a family emergency and needed to miss work for some time, and their super-important project was left unfinished and without a manager.

TASK: Describe what your responsibility was in that situation.

My supervisor instructed me to take on the project, and with no leniency on the deadline, I had days to complete a project that originally should have taken several weeks.

ACTION: Explain exactly what steps you took to address it.

I requested and was granted a reduction in my weekly goals, allotting me more time to attack the special project. As far as my weekly goals, I was able to delegate them out evenly to some of my teammates.

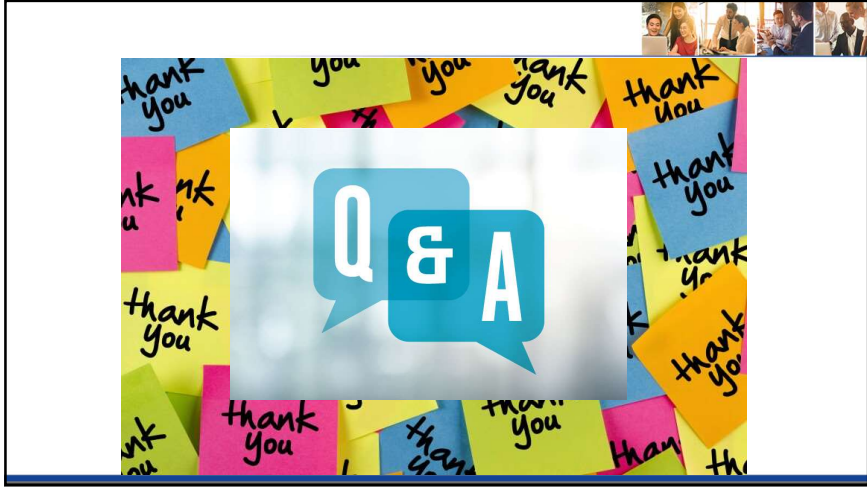
RESULT: Share what outcomes your actions achieved.

With the reduction in my daily goals, I was able to dedicate more time to the special project. This allowed me to finish it on time and with complete accuracy. My supervisor appreciated my attitude and drive, and I was given several more projects after that, along with an eventual promotion and pay raise.

In Action: How to do well during ONLINE interviews?

Be Yourself, Make Connection!





Common FAQs

- "What if I am shy in front a Camera?"*
- "Any tips for hunting jobs after graduation?"*
- "Do we still need to send Thank You notes?"*
- "What happens if I receive multiple offers?"*
- "Tell me about your weaknesses."*
- "How do I determine expected salary?"*

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