

ERB 僱主服務

僱員再培訓局與各行業的僱主保持緊密的聯繫及溝通，並透過不同的僱主服務，協助企業解決招聘、培訓及人才發展上的需要。

對象

所有本地的企業

內容

1

招聘

- **網上招聘服務** - 僱主可免費登記成為再培訓局網站用戶，搜尋合適的學員，邀請他們提交求職申請。
- **空缺配對服務** - 已登記成為網站用戶的僱主可搜尋即將完班的就業掛鉤課程，直接聯絡培訓機構以招聘完班學員。
- **「度身訂造課程」計劃** - 組合足夠空缺，提供學員招聘、職前培訓課程及入職後跟進服務。

2

培訓

- **在職培訓服務** - 鼓勵員工報讀再培訓局半日或晚間制課程，包括「新技能提升計劃」課程或通用技能培訓課程，以提升技能。
- **企業「包班」服務** - 以企業或商會為單位，安排員工在職培訓。
- **工作坊 / 研討會** - 行業專家分享「人才培訓及發展」的優良措施及實戰經驗，擴闊管理視野。

3

支援

- **「ERB人才企業嘉許計劃」** - 嘉許在「人才培訓及發展」有傑出表現的企業，提升企業形象及員工歸屬感。
- **僱主通訊** - 提供再培訓局最新課程、招聘及推廣活動等資訊，讓企業掌握人力市場動態。
- **行業推廣** - 邀請企業代表於學校職業講座分享行業前景及入職要求等。

查詢

電郵：is@erb.org

ERB Employer Service

The Employees Retraining Board (ERB) is working closely with employers of different industries. Through the provision of various forms of employer services, the ERB assists employers to meet their recruitment, training and manpower development needs.

Target

All enterprises in Hong Kong

Service Scope

1

Recruitment

- **Online Recruitment Service** – employers can register as user of ERB website free-of-charge, upload vacancies, search for suitable trainees and invite them to submit job applications.
- **Job Matching Service** – employers already registered as user of ERB website can search for courses to be completed soon, and directly contact the relevant Training Bodies to recruit trainees.
- **Tailor-made Programme** – canvassing sufficient job vacancies and providing pre-employment training and placement follow-up services.

2

Training

- **On-the-job Training Services** – encouraging employees to enrol in ERB half-day or evening courses, including "Skills Upgrading Scheme Plus" courses or generic skills training courses, to enhance their job skills.
- **Enterprise-based Training Scheme** – providing on-the-job training for serving employees on enterprise or business association basis.
- **Workshops / Seminars** – arranging veteran professionals to share best practices and real-life experience in manpower training and development for broadening management vision.

3

Support

- **ERB Manpower Developer Award Scheme** – recognising organisations with outstanding achievements in manpower training and development, enhancing corporate image and staff loyalty.
- **Employer Newsletter** – providing up-to-date information of the ERB including latest courses, recruitment and promotional activities, to keep enterprises abreast of the development of the employment market.
- **Industry Promotion** - inviting enterprise representatives to attend Career Talks for Schools to share the industry prospect and entry requirements.

Enquiry

Email : is@erb.org

ERB Hotline: 182 182 www.erb.org "My ERB" Facebook Page

