# Employment

Most important employment related information for BN(O) visa holders can be found in the Hong Kong BN(O) Welcome Pack, produced by the UK government and available in English and Traditional Chinese.

Working in the UK guide also provides an overview of important information, such as:

- Right to work
- Types of employment
- Training, work experience and volunteering
- Rights at work

Hongkongers in Britain website has a section on Employment and working in the UK, with many useful tips and practical information in English and Traditional Chinese.

## Employment Support

There are many services and organisations which provide help with finding jobs, including preparing CVs, practicing with job interviews and support with application forms.

Some services are provided by voluntary sector, others by statutory organisations. They might have different geographical remits (national, regional or local) and varied eligibility criteria, and are often time limited. There is also a small number of

services tailored to support Hongkongers.

Each of 15 local authorities in Yorkshire and Humber have dedicated teams covering Employment and Skills, and help for businesses. Additionally, in West and South Yorkshire, combined authorities are also providing additional training and upskilling opportunities.

National Career Advice provide free tailored information, advice and guidance to help individuals to make decisions on learning, training and work. To speak to career adviser in your area:

Contact: 0800 100 900 or use National Career Advice's online chat

STEP (Specialist Training and Employment Programme) is a free online programme offering personalised employment support and high-quality English classes to Hong Kong BN(O) visa holders across England,

The programme offers Hong Kong BN(O) visa holders the opportunity to improve their English, gain confidence and find employment in England.

Delivered by World Jewish Relief, with English classes taught by the British Council, STEP has already supported over 14,000 people and is now welcoming BN(O) visa holders.

**What the programme offers:**

- One-to-one employment support with a dedicated advisor including:
- CV and cover letter support
- Help with job search and applications
- Interview preparation
- English classes delivered by the British Council
- Learn in small online groups with people of a similar ability, led by professional teachers. Improve your English for everyday life, interviews, and work.

**Programme options**

Choose the schedule that works best for you:

- **3-month programme**
- 12 weeks of one-to-one personalised employment support
- 10 weeks of daily English classes (Monday to Friday)
- **6-month programme**

- 24 weeks of one-to-one personalised employment support
- 17 weeks of English classes (3 days a week)

**Who can join?**

You are eligible if you:

- Are aged over 18
- Have come to England on a Ukrainian visa scheme or hold a HK BN(O) visa
- Are actively looking for work in England
- Can commit to attending regular English classes and employment sessions

**More details:**
**https://www.worldjewishrelief.org/specialist-training-and-employment-programme-english/**

King's Trust offers free online programme to give young people aged 16-30 the chance to **build employability skills and develop professional reflection skills.**

In this programme, participants will:

- Learn about employability skills, get advice from King’s Trust staff on how to craft a CV and Work on Communications Skills to ensure they stand out in interviews.
- Discover how to build resilience, boost their confidence and take part in activities focusing on topics such as money management and building relationships.

Contact: YHOutreach@kings-trust.org.uk

## Regional and local training and employment support

#### South Yorkshire (Barnsley, Doncaster, Rotherham and Sheffield)

Careers Hubs – South Yorkshire Mayoral Combined Authority

Employment and skills service | Sheffield City Council

### West Yorkshire (Bradford, Calderdale, Kirklees, Leeds and Wakefield)

West Yorkshire Combined Authority

Employment and Skills | Inclusive Growth Leeds

Leeds Employment Hub | Inclusive Growth Leeds

#### York and North Yorkshire

Rise2Thrive is a support programme for adults in North Yorkshire and York who are currently out of work and have barriers to engaging with employment and/or training or are in work but need support to thrive.

Individuals receive tailored 1-2-1 advice, mentoring and employability support, and have access to specific interventions

designed to help break down barriers.

Contact: 01423 795300 or rise2thrive@betterconnect.org.uk

Language: English

## Services tailored to support Hongkongers:

#### Ambitions Hongkongers – Sheffield

The project is delivered by Sharrow Community Forum and provides support with finding jobs to Hongkongers living in Sheffield.

Contact: 07943794944 or kit@sharrowcf.org.uk

Language: Cantonese and English

# Pathways to Work

Made in South Yorkshire, for South Yorkshire

Opportunity Sheffield

Sharrow Community Forum

FREE DROP-IN SESSIONS (booking is welcome)

# HONGKONGERS

## JOB COACHING FOR WORK AND TRAINING

**SHARROW COMMUNITY FORUM, OLD JUNIOR SCHOOL, SOUTH VIEW ROAD, SHEFFIELD, S7 1DB**

**MONDAY - FRIDAY**
**9:30 AM TILL 3:30PM**

- CV writing and applications
- Careers advice and guidance
- Improve confidence and interview skills
- Training and volunteering opportunities
- Connect with others

Cantonese service

CONTACT US ON 0114 250 8384 / 07943794944 (KIT)/ 07469854815(PATTY)

Funded by UK Government

South Yorkshire SYMCA Mayoral Combined Authority

NHS South Yorkshire Integrated Care Board

Sheffield City Council

## Comparing and converting your qualifications to UK equivalents

Some qualifications gained in Hong Kong are recognised in the UK, while others require conversion and/or registration with appropriate professional bodies.

To compare your overseas qualifications to the UK education system, you can apply for the Statement of Comparability through UK ENIC – the UK National Information Centre for the recognition and evaluation of international qualifications and skills. Here is a list of some professions and requirements:

**Architects –** The UK Architects Registration Board (ARB) and the Hong Kong Institute of Architects (HKIA) signed a memorandum of understanding allowing for the mutual recognition of relevant architectural qualifications in the UK and Hong Kong.

**Counsellors –** to work in the UK as a counsellor, you need to apply to be a member of the British Association for Counselling and Psychotherapy. The process and requirements are explained on this bilingual factsheet for counsellors created by Hong Kong Welcome Hub in South East.

**Electricians –** to work in the UK as an electrician you need to be certified. If you are a Registered Electrical Worker in Hong Kong, you might be able to become a fully qualified electrician through Experienced Worker Assessment (EWA). The process and

requirements are explained on this bilingual factsheet for electricians created by Hong Kong Welcome Hub in South East. You can also join one of the specific Competent Person Schemes, such as BESCA, Blue Flame Certification, Certsure, NAPIT, OFTEC, listed here.

**Nurses –** registration with the Nursing and Midwifery Council is required to work in the UK as a nurse. The process and requirements are explained on this bilingual factsheet for nurses created by Hong Kong Welcome Hub in South East

**Physiotherapists –** registration with the Health & Care Professions Council (HCPC) is required to work in the UK as a physiotherapist. The process and requirements are explained on this bilingual factsheet for physiotherapists created by Hong Kong Welcome Hub in South East

**Social workers –** registration with Social Care England is required to work in the UK as a social worker. The process and requirements are explained on this bilingual factsheet for social workers created by Hong Kong Welcome Hub in South East. However, you can also use your social care degree to work in other roles, without the need for registration, such as to work as a support worker, outreach worker or in community engagement.

**Teaching –** application to get a qualified teacher status is likely to be required to work as a teacher in school. The process and requirements are explained on this bilingual factsheet for

teachers created by Hong Kong Welcome Hub in South East.

## Useful links

**Know your rights as an employee:**

Online check tool – work rights

Calculate your holiday entitlement

Redundancy pay calculator

Your rights during redundancy

Browse: Working, jobs and pensions - GOV.UK (www.gov.uk)

Trade unions: Unison or Unite

**What if something goes wrong?**

ACAS (Dispute resolution)

# Support with setting up business

**In Leeds, Bradford, Calderdale (Halifax), Kirklees (Huddersfield, Dewsbury), Wakefield, York and Harrogate, Selby and Craven (Skipton):**

Ad:Venture is for people who are planning to start, or have started a new business with high growth potential, and have been trading for less than 3 years. The Ad:Venture registration form is here

**In Sheffield:**

Business Sheffield can help new and existing businesses access funding and expertise through a team of specialists.

**Other resources:**

Funded by UK Government | South East Strategic Partnership for Migration | Hong Kong Business Hub 香港商匯

# Handbook: starting your business in the UK

## 英國創業手冊

South East Strategic Partnership for Migration has collaborated with the Hong Kong Business Hub to create the **“Handbook: Starting Your Business in the UK”** . This comprehensive resource covers various legal business structures in the UK, along with a step-by-step guide on registering as a sole trader and establishing a private limited company by shares.

# Drop-in sessions on employment and business

### Maternity rights and services in the UK - 8 March 2023

To celebrate the International Women’s Day, the session focused on maternity rights and services in the UK. We will cover the rights in the workplace during pregnancy and maternity leave, support available when pregnant and having a new born, maternity services and care in the UK, and help available when things go wrong.

Click here to view 'Maternity rights and services in the UK' presentation

### Setting up a food business – 5 October 2022

This session explained what you need to set-up and run a food business, how the registration process works, and other useful

information such as food hygiene, and health and safety. We will also be joined by Hongkongers sharing their experience of starting their own food business.

Click here to view 'Starting and registering a food business' presentation

**Rights as an employee - 4 May 2022**

This event covered employment rights in the UK, including different types of employment statuses, contracts, holiday pay and sick pay and redundancies.

Click the links to watch the session:

Part 1

Part 2

Part 3

**Employment support - 17 November 2021**

This event provided an overview of organisations providing free help with finding jobs, creating CVs, practicing interview skills, writing cover letters transferring qualifications to the UK based and understating UK work culture.

Watch presentations from the event below:

Building Better Opportunities – This project helps adults aged 25 or older residing in Hull, East Riding, North Lincolnshire or North East Lincolnshire.

NIYA – Talent Network – This project supports displaced people into digital roles.

Recruitment in the NHS – Hong Kong Nursing Association covers whole of the UK and works with the NHS recruitment to get Hong Kong nurses into NHS.

Other drop-in sessions

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