



# Interview Skills Workshop

- Interview Skills Workshop**
- Date:** 26 September 2009 (Saturday)  
Mock Interview by HKCIPS Committee\*\*  
3 October, 2009 (Saturday)  
2:30pm to 5:00pm (2.5 hours)
- Time & Venue:** Hong Kong Institute of Vocational Education  
(Kwai Chung)
- Programme & Instructor:** **Interview Skills Workshop** conducted by  
**Ms. Suki Kwan**
- Head of Procurement, CSL Limited
  - Purchasing and Merchandising Award for 2008  
(by HKCIPS and South China Morning Post)
  - As Executive Committee member of HKCIPS
  - Over 15-Yr experience in procurement professional
  - MBA, MSc (Quality Management), BA (Sociology)
- Objective:**
- a) To enhance interview skill to win a job
  - b) Discussion on FAQ during interviews
  - c) How to prepare a winning CV
  - d) Experience sharing by CIPSY
- Fee:** Free-of-charge

**Capacity:** 24 ("FIRST-COME- FIRST-SERVED")

**Medium :** English & Cantonese

(Note: Prizes will be issued to participants with the best interview performance)

**\*\* The details of mock interview on 3 October 2009 would be announced during the workshop on 26 September 2009**

**Co-organizer: Centre for Purchasing and Supply Management of IVE (Sha Tin)**

REPLY SLIP

HKCIPS – Interview Skills Workshop

Please reply on or before **21<sup>st</sup> September, 2009**

(Confirmation will be emailed to participants on **23<sup>rd</sup> September, 2009**)

By FAX to **3167 4982** or EMAIL to **Li.Stephensh@hit.com.hk**

Full Name (Mr/Mrs/Ms):

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\* CIPS / IPSHK / ISMHK Membership No.

(\* if applicable and delete if appropriate)

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Company / Organization:

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Title:

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Contact Tel No.:

Mobile:

Office:

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Email Address:

Full Name (Mr/Mrs/Ms):

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