

China Profile – employment in China

This information sheet will help you search for employment when you return home to China. It provides an overview of the key factors to consider and refers to useful websites and further resources.

There are many positives for your job search including the growing Chinese economy and its need for high quality graduates. China is the world's second largest economy and continues to grow. Employers are looking to recruit graduates with excellent qualifications who can work and communicate in the context of a global economy. Your up-to-date knowledge, problem solving skills, and excellent English language abilities developed whilst at the University of Sheffield, will enable you to compete strongly for these opportunities.

As well as studying for your degree, make sure that you use your time in Sheffield as productively as possible by gaining work experience and taking part in extra-curricular activities which will all enhance your employability. Also keep in touch with your networks and the graduate labour market back home in China to ensure that you not missing out on opportunities.

Job Market

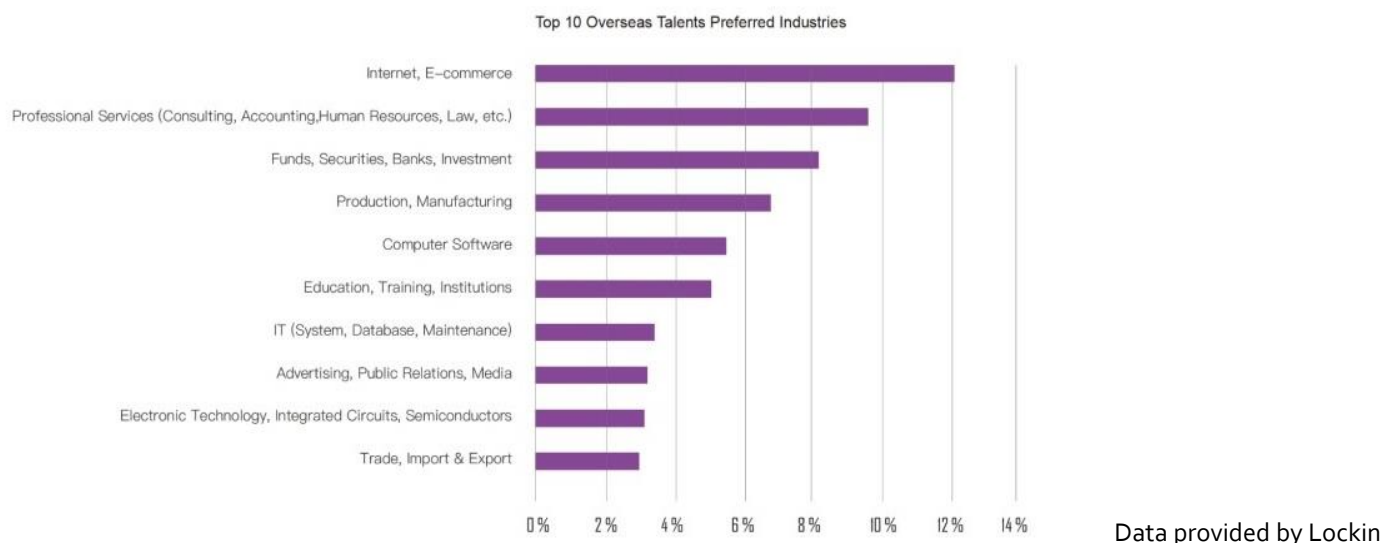
China has the world's largest population and the second largest economy. It leads the world in exports and its Gross Domestic Product was predicted to grow by 6% in 2019.

Major industries/sectors include:- services, mining, chemicals, consumer products including electronics, telecommunications equipment, textiles, manufacturing, engineering, petroleum, transportation, IT

Growth areas are:- services, utilities, transportation, wholesale and retail, manufacturing, real estate and construction, finance including insurance, pharmaceuticals, IT

Skills shortage areas include:- e-commerce, IT/digital, finance technology, renewable energy, sales including sales support, life sciences, health care, engineering

The top 10 industries which overseas talents prefer are: - Internet (E-commerce), professional services (consulting, accounting, human resources, law, etc.), funds, securities, banks and investment, manufacturing, computer software, education, IT (system, database and maintenance), advertising, PR and media, Electronic technology, integrated circuits, semiconductors, and trade.



China is aiming to move from 'made in China', to 'invented in China, and serviced in China' with the government being a strong driver for this change. It is also keen to promote growth inland and in West & North-West China.

Companies within China can be classified into 4 main types:-

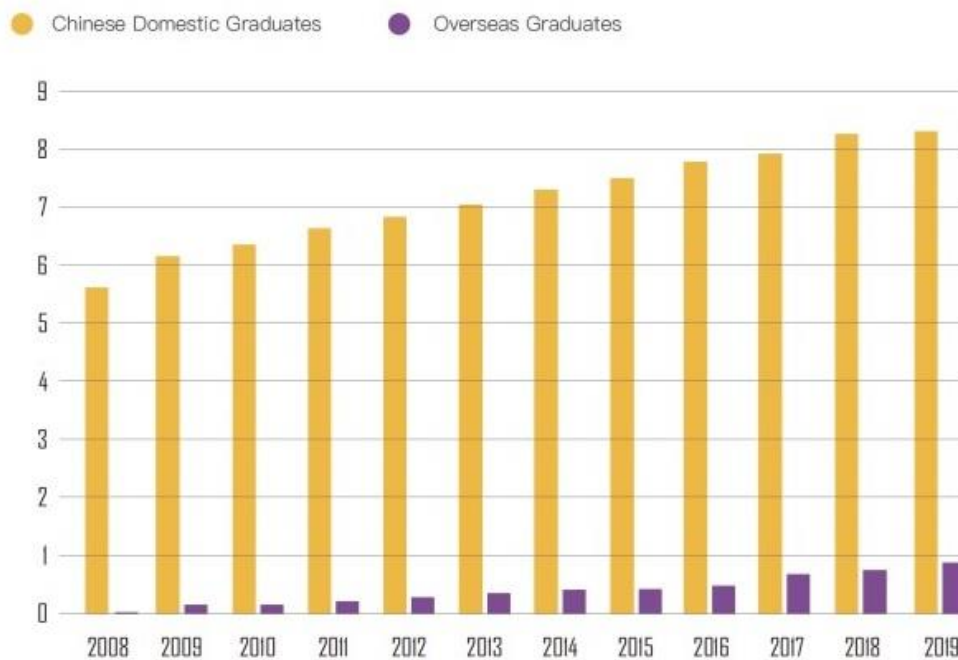
- State-owned enterprises (S.O.E.s) - e.g. Bank of China
- Foreign-invested companies (F.I.E.s) – e.g. Microsoft
- Privately-owned enterprises (P.O.E.s) – e.g. Alibaba
- Hybrid- type' companies- private/publically- owned or joint-venture state-owned/foreign invested

Each of these types has a very different culture so it's important to consider which might suit you best.

- SOEs are strong on job security and work/life balance but there may be less autonomy. Contacts /Guanxi might assist your chances of being recruited.
- FIEs are likely to provide access to leading technology and knowledge, but entry is very competitive.
- POEs can offer higher earnings, autonomy, and chance for promotion but job security and work/life balance is less.

Within the labour market there is an abundant supply of fresh graduates each year and competition for entry-level jobs is intense. In 2019, the number of Chinese domestic graduates with qualifications at undergraduate level and above is expected to reach 8.34million, and the number of returned overseas talents is expected to be close to 800,000.

2008 - 2019 Number of Fresh Graduates in China (in millions)



Domestic and Overseas Graduates in 10 Years

Part of the Data retrieved from the Ministry of Education

Data Provided by Lockin

What do employers look for?

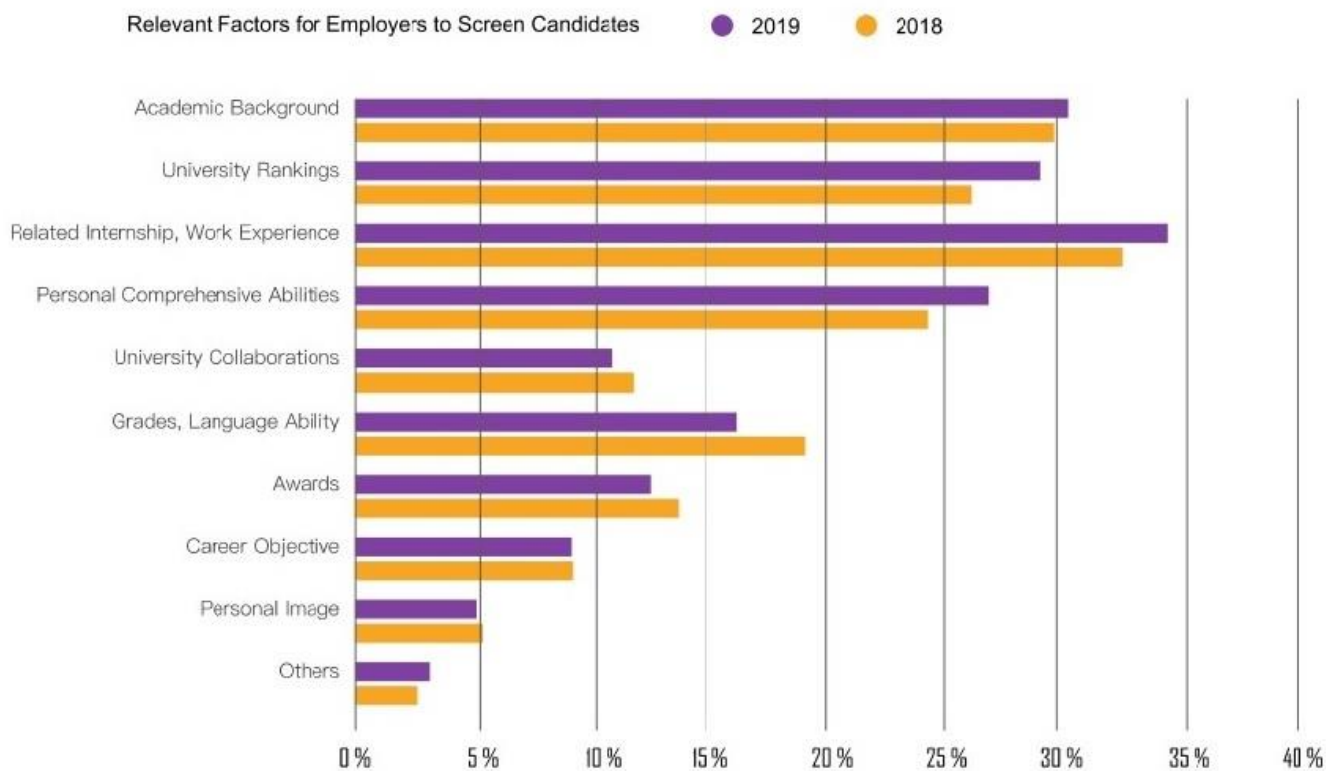
However there is a shortage of talent with good employability skills to work effectively in a global environment. This is where Chinese returnees (known as hai gui- 'sea turtles'), with their English language ability and intercultural awareness and problem solving skills, have a lot to offer.

Employers are looking for graduates with:-

- Strong academic performance from a highly rated university
- Work experience- internships
- Generic skills such as team-working etc.
- Ability to fit into the Company culture
- Loyalty

So it is important to emphasise these in your applications and interviews.

According to a survey conducted by Lockin China, major attributes that Chinese employers value in overseas graduates are: related internship/work experience, academic background, university rankings, personal comprehensive abilities, grades/language ability, awards, university collaborations, career objective, etc.



Data Provided by Lockin

Finding Employers

It is important to consider which employers you would like to work for and to seek out their vacancies or make speculative applications. There are many ways of finding suitable employers to approach and this will partly depend on the type of work sought. Consider any or all of the following methods:-

- Searching on the employer's own website. Some of the major companies that are particularly attractive to recent graduates include the ones listed at the end of this section
- Using your connections and networks
- The information resources detailed on our International study and careers <https://careers.dept.shef.ac.uk/infores/IE.php?country=China>
- You will find 'Going Global' (<https://online.goinglobal.com/guide/china>) particularly useful. It has a searchable Employer Directory where you can select on criteria such as type of work, city/region etc. (You must initially register on Going Global [via a campus computer](#))
- UK China Grad Link is an award-winning specialist careers site for Chinese students and graduates who have studied or are studying in the UK <https://www.gradlinkuk.com/meet-the-employers-china>
- Universum –which lists China's most attractive employers and includes trends and rankings <http://universumglobal.com/rankings/china/>

Major graduate recruiters in China

Alibaba - <http://www.alibabagroup.com/en/global/careers>

Apple - <http://www.apple.com/jobs/cn/>

Baidu - <https://talent.baidu.com/external/baidu/index.html>

Bank of China - <http://www.bochk.com/en/career.html>

China Mobile - <http://www.chinamobiletd.com/en/global/home.php>
China Telecom - <http://www.chinatelecom-h.com/en/global/home.php>
Deloitte - <https://www2.deloitte.com/cn/en.html#>
Industrial and Commercial Bank of China - <http://www.icbc.com.cn/icbc/>
Huawei - <http://career.huawei.com/reccampportal/next/mini/index.html>
KPMG China - <https://home.kpmg/cn/en/home.html>
Microsoft - http://www.joinms.com/cn_c/mindex.html
Proctor and Gamble- <http://china.pgcareers.com/>
Tencent- <http://careers.tencent.com/global/>

Finding Vacancies

The University Careers Service has many ways to help you look for work in China including vacancies on Career Connect, presentations by employers under the Global Career Programme, and China Career Fairs in the UK.

Also use the vacancy databases on Going Global <https://online.goinglobal.com/guide/china> and on UK China GradLink - <https://www.gradlinkuk.com/jobs-china?fid=&cid=4&ciid=0&keyword=&submit=Search>

Additional ways of looking for vacancies include:-

Professional recruiting websites

51job.com - <http://www.51job.com/>
Liepin.com - <https://www.liepin.com/>
Campus Chinese Talent Board - <https://www.campus-china.de/ctb/>
ChinaHR.com - <http://www.chinahr.com/beijing/>
ChinaJob.com - <http://www.chinajob.com/>
CJol.com - <http://www.cjol.com/>
Dajie.com - <https://www.dajie.com/>
实习僧校招 - <https://xiaoyuan.shixiseng.com/>
LockinChina - <http://www.lockinchina.com/>
Monster <http://www.monster.com.hk/sales-business-development-jobs-in-china.html>
New China Career - <http://www.newchinacareer.com/>
Recruit.net <http://china.recruit.net/>
YingJieSheng.com - <http://www.yingjiesheng.com/>
Yjbys.com - <http://www.yjbys.com/>
Zhaopin.com- <http://www.zhaopin.com/>

Graduate Job Fairs

Fairs include those run by the British Council Alumni UK for returning Chinese graduates in major cities
<https://www.alumniuk.org.cn/>
<https://www.britishcouncil.cn/>

Recommendations and Referrals

Chinese companies are keen to receive recommendations and referrals from their existing employees, so if someone in your network works at a company you are interested in, ask them if they are able to refer you.

Social Media

Social media is an increasingly important way of looking for work. See the Careers Services pages on creating an effective profile and using it effectively <https://www.sheffield.ac.uk/careers/social>
See the Finding Contacts/Networks section for more details of social media links.

Traditional Media Adverts

If you want to work in a particular region or city search out local newspapers. A listing of all major newspapers is at:-
w3newspapers - <http://www.w3newspapers.com/chinese> Also use national papers such as the South China Morning Post and China Daily.

Finding Contacts/Networks

Contacts and networks are important in any country but they are even more so in China with Guanxi playing a very vital role, so use all of the methods detailed below:

- Review your existing network of family, friends, parents of friends, contacts made through work experience etc. and let these people know what type of opportunities you are seeking.
- Take full advantage of Student Alumni Networks such as:-
 - The University of Sheffield Alumni Group <https://www.sheffield.ac.uk/alumni>
 - The British Council Alumni Network <https://www.alumniuk.org.cn>
 - The Chinese Students and Scholars Association <http://cssauk.org.uk/>
- Use Social Media Networks such as:-
 - LinkedIn - <https://www.linkedin.com/>
 - Renren - <http://www.renren.com/>
 - Wechat - <https://www.wechat.com>
 - Weibo - <http://www.weibo.com/login.php>
 - 51.com - <http://www.51.com/>

Almost all employers/recruiters based in China have a designated WeChat Forum for advertising vacancies and recruitment events. Make sure that you are following the WeChat Forums of your interested companies/recruitment agencies so you are receiving the latest information.

Marketing your Sheffield Experiences

It is extremely important that you use your time at the University of Sheffield to maximise your employability. As well as getting a good degree, gaining work experience via part-time jobs and internships, and being involved in extra-curricular activities and/or voluntary work will make you much more attractive to recruiters. See our advice at <http://www.sheffield.ac.uk/experience>

When you return to China you will need to market what you have gained from your study overseas and not just assume that an employer will automatically value you because of it. You will need to explain, in your applications and at interviews, the skills, knowledge and experiences that you have gained from your study abroad, and what makes you different from students who remained in China.

Marketing what you have gained at Sheffield

Be sure to emphasise the following in your applications:-

- A respected degree from a highly rated university. See our facts and figures about the quality and reputation of the University of Sheffield and include some of these in your applications. They will help an employer understand its rankings and status <https://www.sheffield.ac.uk/about>
- The graduate level skills and up-to-date professional knowledge gained from your course
- Generic skills such as team working, problem solving, adaptability, creativity etc.
- The UK style of learning which is more interactive and participative, which will have helped develop your problem-solving and communication skills and your initiative, adaptability, and ability to think for yourself
- Understanding of Western (particularly UK) culture
- Cultural and global awareness gained from meeting and working with people from all over the world
- Enhanced English language skills

These are summarised at <https://www.sheffield.ac.uk/careers/jobs/international>

However, don't forget to explain them within the context of Chinese culture which very much values working within hierarchies, loyalty, and relating well to managers and colleagues.

So, if you are talking about being able to bring problem solving and creative thinking to the company also stress that this will be done within a framework of collaboration and team working.

Advice for Returning Students

The advice below comes from conversations with employers, recruitment organisations, and alumni in China:-

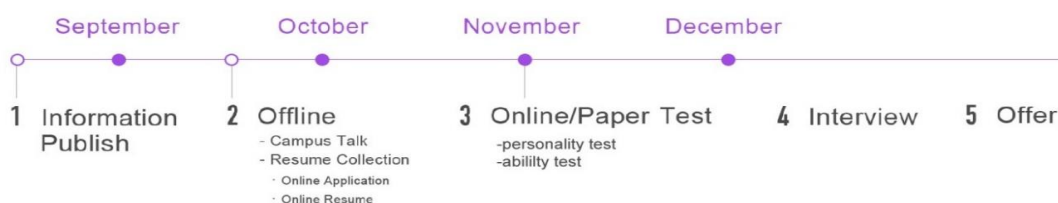
- There is a rapid turnover of staff in China with people moving for more money. Such 'Jumpers' are seen as a problem, so it is important to choose your company carefully and take a more long-term view of your career.
- At interview say that you intend to stay with the company and contribute to it. Loyalty is very important.
- Demonstrate that you have researched the company, want to be part of it and are committed to it.
- Be realistic in your expectations regarding level of pay and salary. Some China employers think that returners' salary expectations are too high. Evidence shows that returners may not initially earn more. However, after three years, their salaries are higher than local graduates. So it is likely that the skills that graduates gain overseas, such as analytical, problem-solving, communication, language skills, mean they progress more rapidly within organisations.
- Network- including through your family – guanxi is very important.
- Obtain work experience during your course and after returning. A UK internship will significantly add to your CV.
- Adapt and fit your attitude to the Chinese culture – be modest and don't come across as arrogant.
- In China, awards and rankings are very important so include details of these on your CV.
- Consider cities other than Beijing and Shanghai, Tier 2 and 3 cities can offer excellent opportunities.
- The Hukou system/permit is a very important determinant of where you can live and the entitlement to use certain government services. This will be something that you need to research and consider its implications. Some companies may be able to assist you in obtaining a Hukou to work for them in that particular city. However this is not something that you should raise at the initial stages of an application process.

CVs and Applications

The methods of graduate recruitment/selection in China usually consist of:-

- CV and Covering Letter (this is more common than an application form)
- Psychometric Tests
- First Interview
- Second Interview/Assessment Centre

Campus recruitment process



Data provided by Lockin

When applying for jobs in China much of the advice about applications and interviews on the Careers Service website will be relevant <http://www.sheffield.ac.uk/careers/students/gettingajob>. However there are some differences and you need to refer to specific resources to help you such as Going Global - see the China Country Guide which has a section on CVs and Covering Letters with several examples in Mandarin.

<https://online.goinglobal.com/guide/china> (register on Going Global via a campus computer).

One difference to the UK is that a photo is usually included on a CV for China. Also, grades, rankings, and awards are very important for China job applications, so need to be emphasised.

It may be useful to have two versions of your CV, one in Mandarin and in a typical Chinese format, and one in English and a Western format, particularly if you are applying to foreign-owned companies.

Many Chinese companies are happy for you to start the application process whilst you are still studying in the UK and interviews can be done using Skype or other media.

Sample Online Tests

Online tests usually have two elements: personality test and ability test. Ability test can cover aptitude test, professional test and English test. The slides attached below were shared by Lockin China at their presentation on campus. Based on the analysis of the personality test results, candidates are categorised into 4 groups: Dominance – the Director, Influence – the Interact, Steadiness – the Supporter, and Compliance – the Corrector.

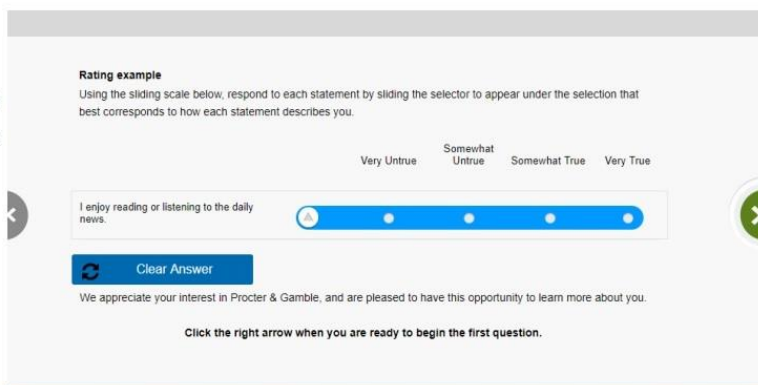
Some examples of different tests:

Personality Test

Personality tests are an integral part of online tests.

The principles are:

1. Pay attention to the requirements of the position you are applying for and summarize the quality needed.
2. Do not disguise yourself



Shared by Lockin

DISC

Dominance	支配型	The Director	老板型/指挥者
Influence	影响型	The Interact	互动型/社交者
Steadiness	稳健型	The Supporter	支持型/支持者
Compliance	谨慎型	The Corrector	修正型/思考者

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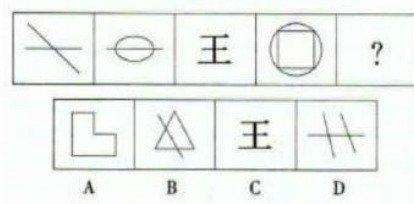
Ability Test

Ability Test

- Professional Test
- Graphical Reasoning
- Numerical Reasoning
- Analysis
- Reasoning Test
- English Test

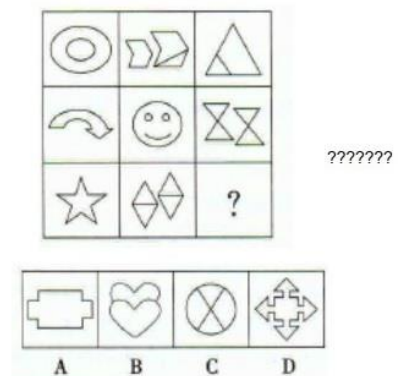
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Ability Test - Graphical Reasoning



Answer: B

One group of pictures



Nine-box

Shared by Lockin

Ability Test - Numerical Reasoning

(1) 1, 9, 18, 29, 43, 61, ? Answer: B

A.81 B.84 C.83 D.85

(2) 10, 9, 17, 50, ? Answer: C

A.189 B.195 C.199 D.176



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Ability Test - Analysis



Q1 How many Bernd cars were sold in May?

- (A) 10
- (B) 1,000
- (C) 5,000
- (D) 10,000

Q2 What were the total sales of Tymko cars for May, June and July combined?

- (A) 21,000
- (B) 16,000
- (C) 22,000
- (D) 6,000

Q3 If the number of Bernd cars sold in July had been equal to the number of Bernd cars sold in June, how many more Bernd cars would have been sold during July?

- (A) 1,000
- (B) 1
- (C) 12,000
- (D) 2,000

Shared by Lockin

Sample Interviews (Shared by Lockin)

Leaderless Group Discussion (Leaderless Group Interview) has the following features:

- It is a group interview with 6-12 candidates
- The interview is conducted under a mock working environment
- No leader is appointed

Generally, it takes 45 – 50 minutes to conduct the Leaderless Group Discussion.

- Information read (5Min)
- Personal Statement (1-2Min/person)
- Group Discussion (15-25Min)
- Closing Statement (3Min)
- Question time. Examples:
 - ✓ Your opinion is very creative, but you didn't get much involved in the discussion. Why?
 - ✓ What do you think your group did well during the discussion? (summary & learning ability and thinking ability)
 - ✓ Can you briefly describe the main conflict in your discussion? Who are the representatives of different views? What are their main arguments?

Types of Leaderless Group Discussion

- Scenario – Example: Please design a marketing plan for a new mobile phone game
- Dilemma – Example: Which one is better – a work-oriented leader, or a people-oriented leader?
- Resource allocation – Example: The company only has 5 million bonus, how to distribute it to 6 departments?
- Select and Prioritise – Example: Please select 5 of 10 qualities required for a customer manager and prioritise them

Leaderless Group Discussion-Resource Allocation Type

The company's funding budget is tight - 200,000 yuan, to complete the following:

- (1) Updating the office system with a budget of 100,000 yuan.
- (2) Decorating the conference room hall to meet the large-scale conference standard by the superior company with a budget of 80,000 yuan.
- (3) Paying employees' high medical expenses with a budget of 120,000 yuan.
- (4) On the National Day, the company provides some welfare for its employees with a budget of 80,000 yuan.

Discussion requirements:

Obviously, 200,000 yuan is not enough. If you are the leader of the company, how will you spend this money?

Example assessed exercise – Select and Prioritise

Ming and Jiao is a working couple, juggling between work and family commitments. They now have a long to-do list (20 items). Please discuss in your group and reach an agreement on the priority of the 20 items.

No.	Items	Your order
1	Taking the car to garage	
2	Taking poorly son to see doctor	
3	Changing to heavier duvet – it's getting cooler	
4	Ringling mum to say happy birthday (birthday is tomorrow)	
5	Taking daughter for flu jabs	
6	Paying telecommunication fee within one week	
7	Preparing skipping rope for son for his school sports day next week	
8	Completing the report in 3 days as required by line manager	
9	Monthly payment for credit card	
10	Attending relative's wedding reception	
11	Cleaning the kitchen	
12	Responding to friend's telephone message – movie night this Sunday	
13	Ming to compete the poster for his company's annual planning meeting	
14	Jiao to finish reading report before staff meeting next Monday	
15	Ming's sister coming to visit tomorrow	
16	Updating the children's wardrobe before weather changes	
17	Paying management fee to Property management company in one week	
18	Property management company notified there would not be water supply tomorrow afternoon	
19	Ming needs to see dentist	
20	Vegetable shopping – no vegs left in the fridge	

Sample Assessment and Score Sheet

Score Sheet

Assessment elements	Logical thinking	Communication and expression	Organization and coordination	Teamwork	Behavior
Weight score	20 Scores	20 Scores	20 Scores	20 Scores	20 Scores
Score level	Excellent: 17-20 Scores Well: 14-16 Scores Medium: 10-13 Scores Bad: 0 - 9 Scores				
Specific performance	Review the topic and find the key point	Speak clearly and fluently	Organize discussions	Level of participation in the discussion	Image temperament
	Logical thinking	Listen effectively	Motivate discussion	Team work	Manners and etiquette
	Think deeply and comprehensively	Communication attitude and skills	Coordinate conflicts	Focus on team goals	Mental outlook
	Get to the point quickly	To achieve the purpose of communication		Contribute to the team	Dress appropriately

Shared by Lockin

More sample questions (Shared by Lockin):

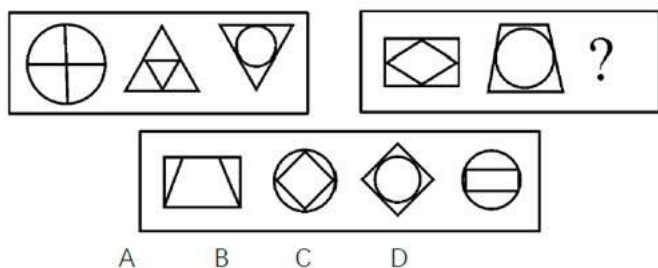
Chinese language test

依次填入下列各句横线处的词语，最恰当的一组是（ ）。

- ①中医通过望、闻、问、切等方法来了解（ ），做出判断。
- ②孩子过多玩网络游戏，父母应适当加以（ ）。
- ③他们心中依然珍藏着那段美好的回忆，（ ）他们已经远离了那段激情燃烧的岁月。

- A. 病症干涉虽然 B. 病症干预即使
C. 病征干预虽然 D. 病征干涉即使

Graphical Reasoning



Numerical reasoning

One October has 5 Saturdays and 4 Sundays, so 1st Oct should be ()

- A. Monday, B. Tuesday, C. Wednesday, D. Thursday