



Employees Retraining Board

Manpower • Development • Integration

Training for Ethnic Minorities

April 2024– March 2025

The Employees Retraining Board (ERB) is a statutory body which provides training courses and services to eligible employees of Hong Kong aged 15 or above with educational attainment at sub-degree level or below. Eligible employees of non-Chinese origin in Hong Kong are also one of the special target groups of ERB which assists them in gaining job opportunities through appropriate training and employment services, so that they can integrate into the society for the well-being of themselves and their families.

ERB offers both full-time and half-day / evening training courses free-of-charge to unemployed or low-income persons. For full-time training courses, placement follow-up services including career counselling, job matching and referral will be provided to help graduates land jobs and develop careers.

Placement-tied Courses

1. Foundation Certificate in Standard Security & Property Management (English Medium)
2. Foundation Certificate in Advanced Security & Property Management *
3. Foundation Certificate in Junior Beautician Training (English Medium)
4. Foundation Certificate in Nail Technician Training (English Medium)
5. Foundation Certificate in Hotel Room Attendant Training (English Medium)
6. Foundation Certificate in Internet Business Start-up (English Medium)
7. Foundation Certificate in Human Resources Assistant Training *
8. Foundation Certificate in Barista Training (English Medium)
9. Foundation Certificate in Junior Chef in Western Cuisine Training (English Medium)
10. Foundation Certificate in Medical Clinic Assistant Training (English Medium)
11. Foundation Certificate in Care-related Support Worker Training *
12. Certificate in Network Engineering Technician Training *

Skills Upgrading Courses

1. Foundation Certificate in Quality Assurance System for the Recognition Scheme of Security Training (English Medium) (Part-time)
2. Foundation Certificate in Preparation for Intermediate Trade Test for Plumber (English Medium) (Part-time)
3. Certificate in Preparation for Grade A Electrical Worker Registration Examination I (Trade Knowledge) (English Medium) (Part-time)
4. Certificate in Preparation for Grade A Electrical Worker Registration Examination II (Practical) (English Medium) (Part-time)
5. Foundation Certificate in Preparation for Intermediate Trade Test for General Welder (English Medium) (Part-time)
6. Foundation Certificate in Small Business Start-up I (Fundamental Operation) (English Medium) (Part-time)

7. Foundation Certificate in Pastry Making (Cake) (English Medium) (Part-time)
8. Foundation Certificate in Community Networking and Programme Planning (English Medium) (Part-time)

Generic Skills Courses

1. Foundation Certificate in Computer Operations for Beginners (English Medium) (Part-time)
2. Foundation Certificate in Word Processing I (English Medium) (Part-time)
3. Foundation Certificate in Spreadsheet Processing I (English Medium) (Part-time)
4. Foundation Certificate in Internet Application (English Medium) (Part-time)
5. Foundation Certificate in Vocational Cantonese I for Non-Chinese Speakers (Part-time)
6. Foundation Certificate in Vocational Cantonese II (Social Life) for Non-Chinese Speakers (Part-time)
7. Foundation Certificate in Vocational Cantonese II (Workplace) for Non-Chinese Speakers (Part-time)
8. Foundation Certificate in Vocational Cantonese II (Discussion) for Non-Chinese Speakers (Part-time)
9. Foundation Certificate in Vocational Cantonese (Customer Services) for Non-Chinese Speakers (Part-time)
10. Foundation Certificate in Vocational Putonghua I for Non-Chinese Speakers (Part-time)
11. Foundation Certificate in Elementary Workplace Chinese I for Non-Chinese Speakers (Part-time)
12. Foundation Certificate in Elementary Workplace Chinese II for Non-Chinese Speakers (Part-time)
13. Foundation Certificate in Elementary Workplace Chinese III (Writing) for Non-Chinese Speakers (Part-time)
14. Foundation Certificate in Elementary Workplace Chinese III (Reading) for Non-Chinese Speakers (Part-time)
15. Foundation Certificate in Workplace Chinese (Writing) for Non-Chinese Speakers (Part-time)
16. Foundation Certificate in Workplace Chinese (Reading) for Non-Chinese Speakers (Part-time)

Youth Training Courses

1. Foundation Certificate in Western Food and Beverage Servicing - Youth Training Programme (Ethnic Minority Programme)
2. Foundation Certificate in Coffee Shop Operations - Youth Training Programme (Ethnic Minority Programme)
3. Foundation Certificate in Business & Office Operations - Youth Training Programme (Ethnic Minority Programme)
4. Foundation Certificate in Electronic & Computer Network Installation - Youth Training Programme (Ethnic Minority Programme)

Remarks:

* Courses conducted in Cantonese supplemented with English training materials

For ethnic minorities interested in attending ERB training courses provided to members of the general public who can speak and comprehend Cantonese, please contact respective Training Bodies for enquiries.

For detailed course information, please refer to the Course Prospectus for Training for Ethnic Minorities.

You are most welcome to contact us for enquiries.

Employees Retraining Board

Address: 3/F to 6/F, 10 Siu Sai Wan Road, Chai Wan, Hong Kong

Enquiry Hotline: 182 182 **Fax:** 2369 8322 **Email:** erbhk@erb.org **Website:** www.erb.org

In case of doubt or discrepancy among the various translations and the original English text, the original English text shall prevail.