HKIE

Workshops for Professional Assessment

Professional Assessment Made Easy Series

Jointly organised by HKIE Veneree Club and HKIE Toastmasters Club

Dates: Workshop 1: Saturday 13 Dec 2025 9:00am - noon
Workshop 2: Saturday 20 Dec 2025 9:00am - noon
Workshop 3: Saturday 10 Jan 2026 9:00am - noon**

Venue: HKIE HQ, 9/F, Island Beverley, Causeway Bay

(**The actual duration of Workshop 3 for each participant is 1 hour.)

Benefits for attending the workshops:

- Enhance your communication skills for MHKIE professional assessment
- Strengthen your confident in answering assessment questions
- Develop your potential skills for your future career
- Obtain CPD Certificate

These Professional Assessment Made Easy series will be conducted by experienced qualified engineers from Veneree Club and Toastmasters Club:

- Workshop 1 on mastering written communication skills(Essay/Technical Write-up)
- Workshop 2 on mastering interviewing techniques
- Workshop 3 on mock professional assessment interview

Note. If your discipline does not require written assessment, you can consider not to attend Workshop 1

Each workshop is limited to a maximum of 20 participants. The fee for joining each workshop is $300.

For Workshop 1, every participant will be required to write short article(s) and will obtiain feedback with suggestion. Write simple sentence, direct to the point, paragraphing and preparation to write are the focusing points in Workshop 1. (Excluding those technical examination, e.g. Structure Discipline Written Examination)

For Workshop 2, every participant will be interviewed and obtained feedback (strong points and areas for improvement). Body language awareness, Impromptu speaking technique, speak concise, and how to answer difficult questions are focusing points in Workshop 2.

For Workshop 3, Mock interview is conducted and feedback for improvements will be given in Workshop 3.

Notes:

1. These series of workshops are provided for educational purpose and no guarantee of results is made. Participants are responsible for their own performance. Actual professional assessment results will be based on individual's effort and circumstances.
2. Applicants can join all or any of the workshops. It is preferably those joining Workshop 3 has previously joined Workshop 2.

HKIE THE HONG KONG INSTITUTION OF ENGINEERS 香港工程師學會
The HKIE Veneree Club
香港工程師學會睿賢學社

HKIE THE HONG KONG INSTITUTION OF ENGINEERS 香港工程師學會
The HKIE Toastmasters Club
香港工程師學會演講會

For enquiries, please contact
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Mr Peter HW Wong mobile: 9257 6536

To register your participation, please post the completed reply form (as attached) together with the cheque (HK$300 per person per workshop) payable to 'The Hong Kong Institution of Engineers' (Mailing Address: Veneree Club, The Hong Kong Institution of Engineers, 9/F Island Beverley, Causeway Bay, Hong Kong)

Registration Deadline is 10 Dec 2025 on first-come first-served basis.
If the registration is full, the participant will be advised the next available workshop date.

THE HONG KONG INSTITUTION OF ENGINEERS
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To: **Workshops on Professional Assessment**

Ir Simon CHUNG
Chairman, Veneree Club
c/o The Hong Kong Institution of Engineers
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No 1 Great George Street, Causeway Bay, Hong Kong
Tel: 9180 0133, Email: irsimonchung@hotmail.com

Date: _____

Workshops on Professional Assessment

Venue is at HKIE HQ, 9/F, Island Beverley, Causeway Bay

A cheque of amount _____ payable to "The Hong Kong Institution of Engineers" is attached. (**HK$300 per workshop per participant**) for enrolling the following workshop (please tick to select)

Workshop 1 on mastering written communication skills(Essay/Technical Write-up):
Saturday 13 Dec 2025 9:00am - noon _____

Workshop 2 on mastering interviewing techniques:
Saturday 20 Dec 2025 9:00am - noon _____

Workshop 3 on mock professional assessment interview:
Saturday 19 Jan 2026 9:00am - noon** _____
(**The actual duration of workshop 3 for each participant is 1 hour**.)

My Name	Email Address	Mobile Phone	My single discipline for MHKIE assessment

The workshops are jointly organised by HKIE Veneree Club and HKIE Toastmasters Club. The participant will be on a **first-come first-served basis** and successful applicants will be informed by email to attend the workshop. **After successful application is confirmed, there will not be any refund of the HK$300 (per workshop per participant.)**.

Deadline for application of the above workshops is on 10 Dec 2025