



香港學術及職業資歷評審局  
Hong Kong Council for Accreditation of  
Academic & Vocational Qualifications

## 評審報告(摘要)

僱員再培訓局

課程覆審

初級美容師基礎證書 (英語授課)

2015 年 2 月

此評審報告乃由香港學術及職業資歷評審局（評審局）根據《學術及職業資歷評審條例》（第 592 章）賦予其「評審當局」的職權而發出。本報告述明其評定、評定的有效期以及規限評定之效力的條件或限制。

## 1. 簡介

- 1.1 僱員再培訓局（**Employees Retraining Board**）是獨立法定組織，根據《僱員再培訓條例》於 1992 年成立。僱員再培訓局提供的課程是以市場為導向，就業為本，靈活配合市場變化。僱員再培訓局透過統籌、撥款和監察，委任培訓機構提供培訓課程及服務，培訓中心分佈港九新界各區，地區網絡廣闊。現時僱員再培訓局提供約 800 項具市場需求及事業前景的培訓課程，範疇涵蓋近 30 個行業。
- 1.2 受僱員再培訓局（以下簡稱為“再培訓局”）所託，評審局乃根據訂立的服務協議書內列明之職權範圍以及相關之評審指引，為其《初級美容師基礎證書（英語授課）》（**Foundation Certificate in Junior Beautician Training (English Medium)**）進行課程覆審，以評定課程能否達致其目標和達到資歷架構第 1 級之標準。

## 2. 評審局之評定

評審局在充分考慮評審小組之建議後，作出以下評定：

批准

營辦者名稱	1. The Hong Kong Confederation of Trade Unions (ERB) 香港職工會聯盟(再培訓)  2. The Hong Kong <b>Federation of Trade Unions</b> (ERB) 香港工會聯合會(再培訓)
資歷頒授者名稱	Employees Retraining Board 僱員再培訓局
進修課程名稱	Foundation Certificate in Junior Beautician Training (English Medium) 初級美容師基礎證書（英語授課）
資歷名稱（結業資歷）	Foundation Certificate in Junior Beautician Training (English Medium) 初級美容師基礎證書（英語授課）
主要學習/培訓範疇	美容，美髮，家政，個人護理
其他學習/培訓範疇	不適用
行業	不適用

行業分支	不適用
資歷架構級別	第 1 級
資歷學分	24
修讀模式及修讀期	全日制 241 學時 (包括 180 面授時數)
中段結業資歷	不適用
有效期	4 年 (2015 年 5 月 5 日至 2019 年 5 月 4 日)
招收學員次數	不適用
新學員人數上限	每班學員人數上限為 20 人
「能力標準說明」為本課程	<input type="checkbox"/> 是 <input checked="" type="checkbox"/> 否
「通用(基礎)能力說明」為本課程	<input type="checkbox"/> 是 <input checked="" type="checkbox"/> 否
加於資歷名冊上的其他有用資料	不適用
授課地址	請參閱附錄一

### 3. 課程資料

以下課程資料乃由營辦者提供。

#### 3.1 課程目標

- To equip trainees with basic knowledge and required techniques of a Junior Beautician;
- To furnish trainees with an overview of the Beauty industry in Hong Kong and enable them to grasp the knowledge and skills in providing customer services;
- To help trainees secure an employment as a Junior Beautician

#### 3.2 學習成效

- (A) Upon successful completion of the Skills Training Modules, trainees will be able to:
- understand the culture and development of beauty industry; and the job duties of a Beautician;
  - understand skin structure, properties of different skin types and basic skin cleansing techniques;
  - grasp basic techniques in facial and mask treatments;
  - grasp the skills in facial and shoulder massage;
  - understand cosmetic, cosmetic tools and basic make-up techniques;
  - grasp the skills in eyebrow shaping and eyelash perming;
  - grasp basic skills of depilatory treatment;

- grasp basic skills of hand treatments and manicure;
- understand general operation of beauty care machines;
- provide basic beauty care services to customers by grasping learnt knowledge and skills;
- understand the personal hygiene, sanitation and safety of beauty salon and the fundamental First-Aid principles; and
- understand common workplace Cantonese.

(B) Upon successful completion of the Personal Attributes and Job Search Skills Training Module, trainees will be able to:

- understand and make use of self and emotion management skills;
- exercise basic interpersonal communication skills;
- establish positive work attitudes;
- apply basic job interview skills and employment-related knowledge; and
- understand relevant occupational safety and health knowledge.

### 3.3 課程結構

單元	資歷學分
1. Course Introduction and Industry Overview	
2. Skin Analysis and Cleansing	
3. Facial Treatment	
4. Massage Technique (including Facial and Shoulder Massage)	
5. Fundamental Make-up Techniques, Knowledge of Cosmetics and Cosmetic Tools	
6. Eye Treatments	
7. Depilatory Treatment	
8. Hand Treatments, Manicure	
9. Understanding of Beauty Care Machines	
10. Hygiene and safety of beauty salon	
11. Vocational Cantonese	
12. Personal Attributes	
13. Job Search Skills	
14. Course Assessment	
總計：	24

### 3.4 畢業要求

Trainees will be awarded the certificate if they have fulfilled the following course requirements:

- Attain an attendance of 80% or above; and
- Pass the overall assessment (50% or above); and
- Pass both the written and practical parts of the final examination.

### 3.5 收生條件

- Form 3; and
- Pass the English entry test; and
- Interest in beautician or related work; and

- Demonstrate inclination for employment at the admission interview.

#### 4. 重大修改

- 4.1 於有效期內，如營辦者在未經評審局批准的情況下作出重大修改，評審資格將會失效。

#### 5. 資歷名冊

- 5.1 通過評審局質素保證程序的資歷均可上載到資歷名冊，並獲資歷架構認可。課程營辦者或資歷頒授機構如欲於資歷名冊上載已通過質素保證的資歷，須向評審局相關部門另行提出申請。
- 5.2 學員在登記有效期內入讀相關通過評審的進修計劃，修畢有關進修計劃並獲得載於資歷名冊的相關資歷，其資歷方為資歷架構認可。

報告編號：15/56  
檔案編號：VA61/101/201411

## 授課地址

營辦者名稱	授課地址
1. The Hong Kong Confederation of Trade Unions (ERB) 香港職工會聯盟(再培訓)	(a) 5th Floor, THF (Yuen Long) Commercial Building, 2-8 Tai Cheung Street, Yuen Long, N.T. 新界元朗泰祥街 2-8 號大鴻輝(元朗)商業大廈 5 樓  (b) No. 109, 111-118, G/F, Chi Mei House, Choi Hung Estate, Kowloon 九龍彩虹邨紫薇樓地下 109, 111-118 號  (c) 3/F., Len Shing Building, 162-168 Castle Peak Road, Yuen Long, N.T. 新界元朗青山公路 162-168 號聯昇樓四樓
2. The Hong Kong Federation of Trade Unions (ERB) 香港工會聯合會(再培訓)	(a) 1/F, On Ga Building, 28 Chun Yin Square, Yuen Long, N.T. 新界元朗俊賢坊 28 號安基大廈 1 樓  (b) 38 Hing Fat Street., Causeway Bay, HK 香港銅鑼灣興發街 38 號  (c) 2/F - 9/F, 50 Ma Tau Chung Road, Tokwawan, Kowloon 九龍土瓜灣馬頭涌道 50 號 2-9 字樓