



RMIT  
UNIVERSITY

Careers, Alumni &  
Industry Relations

# Careers Festival 2025

## INDUSTRY GUIDELINES



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RMIT Vietnam



# AMPLIFIED INTELLIGENCE

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RMIT University Vietnam has a world-class reputation for excellence higher education, providing quality, industry-responsive programs.



### **A world class Australia education**

Students enrolled at RMIT University Vietnam graduate with a degree from RMIT in Melbourne



### **Top 150 of world's universities**

RMIT ranks in the top 150 global universities in the 2024 QS World University Rankings

### Hanoi Campus

- Number of active students: approximately **2,000** students.
- Programs being offered in Hanoi:
  - Business
  - Accounting
  - Economics and Finance
  - Human Resource Management
  - International Business
  - Logistics & Supply Chain Management
  - Economics & Finance Management
  - Digital Business
  - Digital Marketing
  - Tourism and Hospitality Management
  - Design Studies
  - Professional Communication
  - Psychology
  - Information Technology
  - Software Engineering



# 2

## ABOUT CAREERS FESTIVAL

The **RMIT Careers Festival** is the flagship annual event organized by the Careers, Alumni & Industry relations department, continuing its mission to deliver dynamic career preparation activities that enhance the RMIT student experience – with the Careers Fair as its centerpiece.

This year, **Careers Festival 2025** (CF2025) embraces the theme “AI: Shaping the Future of Work.” We will explore how AI is revolutionizing industries, transforming job roles, and redefining career pathways.



Careers, Alumni & Industry Relations

Careers Festival 2025

**I×AI** **AMPLIFIED INTELLIGENCE**

**Start with I,  
Multiply with AI**

# 2

# ABOUT CAREERS FESTIVAL

In this rapidly evolving world of work, CF2025 aims to:

## Equip Participants for an AI-Driven Future

Develop the skills and mindset for continuous learning and adaptability in a landscape increasingly influenced by AI.

## Showcase Applications of AI in Business Practices

Discover how cutting-edge AI technology is revolutionizing business practices, streamlining operations, and transforming HR processes.

## Engage with Industry Thought Leaders

Connect with industry pioneers and experts and gain insights into how AI is reshaping the future of work.



Photos from RMIT Careers Festival 2024



In a world of diminishing resources, RMIT aims to be a leader in sustainability. This includes not only providing sustainability education and research, but also aligning with the RMIT Strategic Plan to create a more sustainable campus.

A sustainable event is one that aims to be economically viable, socially just and environmentally sound. To this end, the impact of all aspects of the event, including its location, food services, energy consumption, transportation and waste generation must be considered.

**Careers Festival 2025** is the pioneer to provide diverse perspectives of industry practices, tools, and knowledge to build sustainable careers. Hence, helping students to maintain long-term aspects of work and life.

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# WHY SUSTAINABILITY?

## Our Practices

### What are the benefits of a sustainable event?

- Reduces costs
- Minimizes environmental impacts
- Promotes corporate social responsibility
- Enhances your reputation and image as a sustainable company



POSM & Booth materials are recycled post event



Online & On-site Sustainability Guidance



Glassware & reusable utensil for tea break



Prioritize sustainable-material merchandise



Utilize digital application, reduce paper printed



Classified trash bins

# 4

# SUSTAINABILITY GUIDELINES

## Knowledge with Action – RMIT’s Strategy to 2031

In a world of diminishing resources, RMIT aims to be a leader in sustainability. This commitment extends beyond providing sustainability education and research; it includes leading by example in University operations

As part of the Event Guideline, the following Sustainable Guideline applies to participating companies, students, and staff to create successful Careers Festival 2025 that foster a strong sense of community, while also minimizing negative impacts on the environment.

Your support by following our Sustainable Guidelines will play a crucial role in lasting this culture among the young and soon-to-be practitioners!

### Do



01 standee



Laptops, ipads



Digitalize promotion materials



Distribute sustainable merchandise

### Don't



No paper flyers



No speaker



No TV



No merchandise with single-used packaging

## 5

## EVENT DETAILS

## Preparation Timeline

DATE	ACTION	PIC
Friday 21 Mar	Confirm participation in RMIT Careers Fair 2025	RMIT
Friday 21 Mar - Friday 30 Mar	Share JDs of your open positions with RMIT students	Company
Friday 28 Mar - Thursday 15 May	Continuing sharing JDs with RMIT students	Company
Monday 21 Apr - Monday 28 Apr	Read Events Guideline (will be sent later) Complete registration form for booth equipment and company representatives for the preparation Careers Fair day	Company
Wednesday 7 May	Confirm the list of allowed booth equipment	RMIT
Wednesday 14 May	Venue open for site check and equipment drop-off Location: RMIT Innovation Hub, 3 PM - 5 PM	RMIT & Company
Thursday 15 May	Careers Fair Day Arrival time: 9 AM Moving out time: 1:30 PM- 2:00 PM	RMIT & Company

# 5

# EVENT DETAILS

## D-Day Timeline

### Date

15 May 2025

### Time

10:30 AM – 02:00 PM

### Venue

RMIT Innovation Hub (1.1B.004), Lobby - Tower B, RMIT Hanoi Campus,  
521 Kim Ma, Ba Dinh, Hanoi

TIME	SESSION
9 AM – 9:30 AM	Company Booth Setup
9:30 AM – 10: 00 AM	Networking event (Industry partners with RMIT Lecturers & staffs)
10: 00 AM – 10: 30 AM	Opening Ceremony (Each company will have 2-3 mins for introduction in stage)
10: 00 AM – 1:15 PM	Fair activities
1:15 PM – 1:30 PM	Closing Ceremony
1:30 PM – 2 PM	Tear-down and Departure

# 5

# EVENT DETAILS

## Event Layout

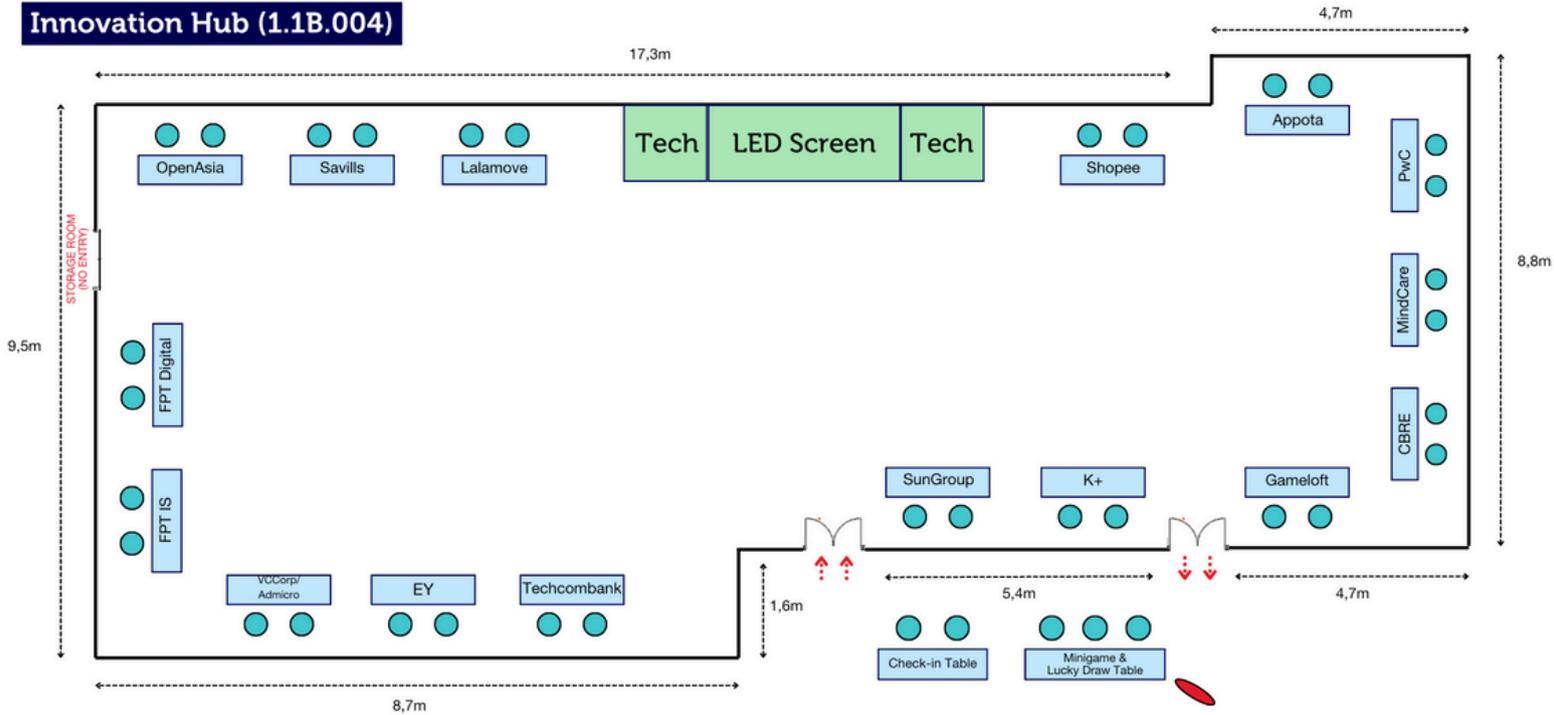
### LAYOUT - CAREER FAIR 2025

15th May, 2025

Innovation Hub (1.1B.004)

ANNOTATIONS

	Student Square Table x37		Stand-by-me screen (Job Shop) x1
	Chair x37		



### Notes:

- There are coffee shops inside campus.
- There is a wellbeing room inside campus. Please contact the nearest event volunteers and organizers for emergency cases.
- Smoking is prohibited on campus.
- Ensure that your company representatives attend the full duration of the Careers Fair (9 AM – 2 PM).
- At least 2 staff members should be present at your booth to engage with students and answer questions.
- If this is your first time participating in an RMIT Careers Fair, we encourage you contact us directly for further support.

# 5

# EVENT DETAILS

What do RMIT provide for companies? (Free of charge)

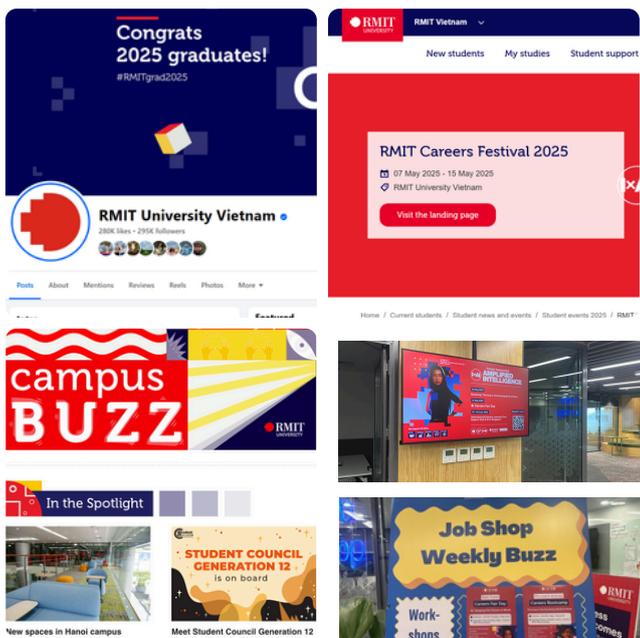
## Communication support



RMIT Careers Festival landing page



Promotion on Facebook fanpage



RMIT internal communication channels



RMIT promotion booth & other POSM

## Networking breakfast

There are available slots for the networking breakfast



# 5

## EVENT DETAILS

What do RMIT provide for companies? (Free of charge)

### Volunteer support

01 student volunteer will be assigned to support 02 company booths



### Booth amenities:

- 01 standard booth & backdrop with company's name on top
- 01 table (0.8mW x 1.2mL x 0.7mH)
- 02 chairs
- 01 black tablecloth
- 01 electricity socket (please bring additional electric sockets if needed)

### Lunch voucher



Lunch will be served during 12: 00- 12: 30PM.

### Water Refill stations inside venue



Bring your own water bottle to refill. Please avoid plastic bottles.

# 6

## GENERAL SITE RULES

### Site Rules & Covid-19 Safe Rules



Do not exceed the speed limit. Follow the instructions from security officers to ensure the safety in the campus' transporting.



Keep the campus' environment clean. No litter or make the environment polluted.



No food consumption, wine, beer, and other alcohol allowed in the area of Career Fair.



Immediately report accident, incident, near-miss or hazard when noticed.



No participation in unsafe act, behave in unsafe manner or present a hazard or risk that might harm yourself or others.



Please take care of your own belongings.



If you are unwell or having flu-like symptoms, please stay at home.



As per the Vietnamese Government guidelines, masks are still required outdoors (places of mass gatherings) and indoors (when you are in close contact).



Maintain good personal hygiene: wash hands, use hand sanitizers.



Dispose of masks in bins, do not leave masks on desks/chairs/community spaces.

## RMIT CAREERS, ALUMNI & INDUSTRY RELATIONS DEPARTMENT

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Careers, Alumni &  
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# RMIT Careers Fair 2025

# THANK YOU!



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