



# Recruitment Guide 2024



## **Apply online**

Apply online at programmed.com.au/nettsqld

Make sure to include your resume and a cover letter letting us know why you want to join our team and describe your suitability for a career with Programmed and ConocoPhillips Australia as downstream operator of Australia Pacific LNG and Santos GLNG.

- Apprenticeship applications open on 10 June and close 12 July 2024
- Indigenous Pathways Traineeships opening later in 2024
- Process Traineeships opening later in 2024

## **Aptitude test**

Shortlisted candidates will be invited to complete an aptitude test. This is a two hour computer based test, which will assess your word knowledge, mathematical skills, mechanical reasoning, spatial visual reasoning and abstract reasoning skills.

Aptitude test sessions will be held locally at: CQ University – Marina Campus in Gladstone, July-August 2024. Process Traineeships aptitude test will be later in 2024.

#### **Interviews**

Shortlisted candidates will be invited to attend an interview which is an opportunity for us to get to know each other. Expect to be asked about your knowledge of the role you have applied for, what you know about ConocoPhillips Australia as downstream operator of Australia Pacific LNG and Programmed, also any previous experience you have.

Interviews will be held in Gladstone on various dates throughout August 2024.

#### **Assessment Centre**

Shortlisted candidates will be invited to attend an assessment centre. This event is an opportunity for us to get to know you even better through a series of group activities.

Due to a strict recruitment timeline, there are set dates for the assessment centres.

Our assessment centres sessions will be held 11 September 2024.

### **Final screening**

All shortlisted candidates will be required to:

- Provide two professional referees who have worked with you in a supervisory role
- Complete a pre-employment medical
- Provide a national police clearance at their own expens

Candidates for Electrical Instrumentation apprenticeships will be required to provide Programmed with a colour vision assessment at their own expense.

Aboriginal and Torres Strait Islander candidates will be required to provide confirmation and verification of their Aboriginal Identity.



