

# Be The Change

## What does the recruitment process for the Global Graduate Programme look like?

1. Find a GGP offer that interests you and send your application. After completing the application form, you will receive an automatically generated e-mail confirming the start of the recruitment process and informing you about the next steps of the recruitment process.

If your CV meets our requirements, our recruiter will contact you by phone to conduct a short

2. 20-minute introductory interview, during which we will ask you about your professional experience, financial requirements, availability, etc. At this stage of recruitment, we will want you to get to know you better.

At this stage, selected candidates will receive an e-mail from SHL Talent Central with

3. an invitation to complete a competency test, which checks your ability to think logically, analyze numerical data and draw conclusions. You will have a certain amount of time to take the test - so carefully read the instructions in the e-mail received. The test will take approximately 20 minutes to complete.

Selected candidates will receive an e-mail invitation to an on-line interview with the recruiter.

4. During the interview, the recruiter will want to appraise your skills and experience, and find out what drives you in your professional life. We will also tell you about BAT, the programme and answer all your questions - this is also the moment for us to get to know your expectations. Further, at this point, we will check the knowledge of the English / Polish language. Set aside about 40-60 minutes for the interview.

The final stage of the recruitment process will be a virtual Assessment Center, i.e. a case study

5. exercise that includes individual tasks and group exercises. Assessment Center is conducted in English. During this stage, candidates will be assessed by senior managers from BAT. It is also a great opportunity to ask them detailed questions about the team, the specifics of rotations or organizational culture.

We will provide you with feedback, regardless of the stage at which you end your participation in the recruitment process. If it is positive, we will gladly invite you to join us in building a "Better Tomorrow" for our consumers!

## **Below you will find some practical tips for attending an online interview with a recruiter.**

### **1. Check your internet connection and equipment**

Before the meeting, verify the quality of the internet connection and the necessary settings of your webcam, headphones and microphone so that you can be clearly seen and heard. A laptop is best for a comfortable conversation. However, do not stress when you lose your connection or something crashes - in the current reality we are used to such situations.

### **2. Choose the right place**

Make sure you have a comfortable place for the interview. Choose a quiet and calm location. Close the window and turn off the phone, so that no one will disturb you during the meeting.

### **3. Be prepared and be specific**

We will appraise your motivation and competences. Try to speak at a natural pace and provide specific examples from your own experience. Think about what you would like to say and what to ask the recruiter.

### **4. Prepare something to drink**

Naturally, having a dry mouth during a conversation is not unusual – prepare something to drink beforehand.

### **5. Let us get to know you 😊**

We strive for the meeting to be a dialogue. Try to speak confidently and specifically so that we have the best chance of getting to know you.

Good luck!