

## **Graduate FAQ's 2022**

On this page you can read answers to the most frequently asked questions about our Graduate Programme.

### **What happens after the programme finishes? Will I still have a job?**

As a graduate within Scottish Water, you are on a permanent contract. Towards the end of your programme we will identify opportunities within the business and discuss these in line with your career preferences to ensure we get a fit that's best for the business and you.

After the end of your graduate programme, it is expected that you are actively ambitious and looking to move within the company. We'll continue to support you with this wherever possible and rest assured the development doesn't end when the graduate programme does!

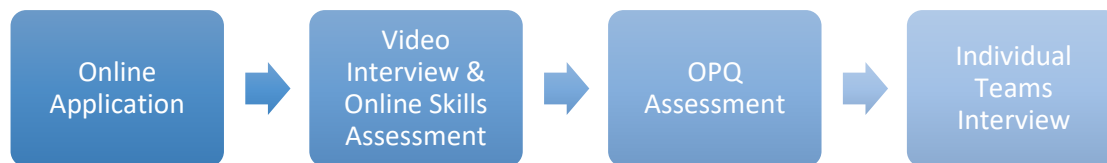
### **How do I apply?**

You can complete an application form via our external careers website by clicking [HERE](#).

### **Is there an application deadline?**

The closing date for applications is 16<sup>th</sup> January 2022.

### **What is the application process?**



#### **Stage 1: Online Application**

At Scottish Water we like to keep things simple. The first stage in the process will ask you to attach a copy of your CV and tell us a little about yourself, for example, your personal details, education and career history.

Please submit your online application in advance of the vacancy closing date.

#### **Stage 2: Video Interview & Online Skills Assessment**

If you are successful in our first screening process, you will be asked to complete an online video interview and online skills assessment.

The video interview will consist of several questions which you will be expected to answer within a set period of time. To ensure you feel comfortable and perform to the best of your ability, we recommend:

- Sit somewhere quiet where you won't be distracted and turn off any devices which could go off, e.g. mobile phones, tablets, smartwatches.
- Test your webcam and microphone before you start the interview and ensure you have good broadband connection.
- Practice, practice, practice! Video interviews can be an uncomfortable process, especially if it is your first time. Make the most of being able to practice beforehand.
- Remember to be yourself. You might feel a little silly sitting in front of a camera but remember to smile, keep focussed and show you are engaged. Allow your personality to shine through.

The online assessment will consist of an Aptitude Test. You will be asked a series of questions, problems or scenarios and a list of options from which you must choose the best answer.

### **Stage 3: OPQ Assessment**

Partnered with SHL, stage 3 of the process requires candidates to complete an Occupational Personality Questionnaire. The OPQ is a trait-based personality questionnaire which assesses an individual's personality preferences in the workplace against the key behaviours of the role to determine how well someone is potentially suited to a job and work environment.

### **Stage 4: Individual Teams Interview**

Congratulations! You've made it to the fourth and final stage of our Graduate application process. The individual Microsoft team's interview will last approximately 1 hour and will involve the recruiting manager asking some competency-based questions as well as provide you the opportunity to ask questions about Scottish Water, the role and/or our graduate programme.

Due to the Covid-19 pandemic, we have currently changed stage 4 of the process from an assessment centre to an individual interview with the recruiting manager over Microsoft Teams.

### **Do you require a certain degree classification?**

For our graduate programme the minimum criteria is a 2:2 degree classification. For some of our roles we would especially encourage those graduating with a Master's level qualification to apply.

**Is it a general scheme or do you recruit for specific disciplines?**

At Scottish Water, we have two graduate programmes:

- Specialist Graduate Programme
- Management Graduate Programme

For our Specialist Graduate Programme, specific disciplines are required, these will be detailed in the advertisement information for the role and will be specific to the area of the business the role will be based. In recent years we have recruited specialists in the following areas: Engineering/Science, Construction Management, Procurement, Quantity Surveying, Technology & Innovation, Risk Management, HR and Finance.

Similarly, our Management Graduate Programme may require a specific discipline which will also be detailed in the job advertisement. Typically, we look for someone with a STEM related background as it is suited to the area of the business that your placement will take place.

**Are there any age restrictions?**

No, our Graduate programme is designed to be open for all who meet the minimum criteria to apply.

**Can I apply if I've completed my degree and started work already?**

Yes, we welcome applications from anyone who has graduated in recent years.

**I have a disability; can I still apply?**

Of course, Scottish Water supports all disabilities; just let us know if you require anything specific to help you from the very start of the process.

**What is the salary package?**

The starting salary for our graduate programmes is £26,500 per annum. A full list of our benefits can be found [HERE](#).

**When do graduate recruits start?**

The recruitment for 2022 will see graduates start with Scottish Water at the beginning of September 2022.

### **Can I defer my start date?**

Unfortunately, we cannot accept deferred applications. If you're taking a gap year to broaden your horizons through travel, voluntary work or work experience, we would love to hear from you once you're back and ready to go.

### **Where could I be based?**

Graduate placements are predominantly based in the central belt of Scotland with our main office locations being Dunfermline, Edinburgh and Glasgow. However, we also have large office sites in Dundee, Aberdeen and Inverness, so you could be placed there. Management Graduates will have the requirement to travel between different offices and therefore a driving license is desirable.

### **Will working from home be an option?**

We have been operating in an Agile working environment since 2013 so in many ways, we are used to our teams being in separate places during the working day. At Scottish Water we are now implementing 'Hybrid working', an evolution of Agile working which seeks to capitalise on the positives that we have learned through the Covid-19 pandemic. An individual's work location on a particular day is based on the "work to be done, the needs of the team and the needs of the individual".

### **Will there be other graduates starting at the same time?**

Yes, you will be joining Scottish Water as part of a Graduate Cohort. While we cannot guarantee any will be working in the same area as you, there will definitely be others working across the business.

### **How is the graduate programme structured?**

Depending on your role, the programme will be either 2 or 3 years long and will include a series of 6-month rotational placements. This could mean you participate in a variety of projects or move into different areas of the department.

Placements are intended to provide opportunities to:

- Build and enhance business knowledge by gaining exposure to a variety of business environments, processes and systems
- Gain exposure to a variety of tasks
- Demonstrate your capability and performance
- Enable you to build internal networks
- Enable you to build confidence and credibility

**What training is provided?**

All graduates receive a comprehensive training plan throughout their 2 or 3 year graduate programme. This will involve a series of 6-month rotational placements, participating in a variety of different projects or moving around different areas of a department.

Technical Skills, People Skills and Professional Skills will also be developed as part of the programme.

**I have applied to Scottish Water before, can I re-apply?**

Yes, you are welcome to re-apply although we cannot guarantee you'll make it to the same stage as before as this will depend on the quality and quantity of other candidates applying. You are also welcome to apply to other job adverts on our careers website.

**Do you have to do shift work?**

Not normally, although each part of the business will have its own working patterns which aren't always the traditional 9am to 5pm, Monday to Friday.

**Do you support Work Permits?**

We support valid work permits but do not sponsor them. You need to have a current right to work in the UK for the full duration of our Graduate Programme.

**I have a question that is not covered above, who do I contact?**

Please contact the Recruitment Team at the following e-mail address:

[SWRecruitment@scottishwater.co.uk](mailto:SWRecruitment@scottishwater.co.uk)