



# **WSP Graduate Development Programme**

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***FAQs***

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# Applying to the WSP Graduate Development Programme

## How do I apply for the WSP Graduate Development Programme?

Visit [www.wsp.com/gofar](http://www.wsp.com/gofar) to find out more about the Graduate Development Programme and the links to apply. We will ask you to complete a short questionnaire about your interests and your reasons for applying to WSP as part of the application process.

## What is the closing date for applications?

Applications open in the Autumn. You'll find closing dates for specific roles included in the job description and within the advertisement on our website. We process applications as soon as we receive them and we therefore encourage candidates to submit early applications.

## How many applications can I submit?

You can only complete one application during each recruitment cycle (Autumn to Autumn), therefore you should ensure you take your time to provide as much information as possible when completing your online application. You will have the option to select multiple business areas and locations during the online application and the details you submit will be considered against all available roles. Additional applications will not be reviewed or responded to.

## What degree disciplines do you recruit?

As a constantly growing organisation we consider graduates from varied academic backgrounds. You can find out more about how your degree background may fit into our different business areas in our [Graduate Development Programme Brochure](#)

## I have a disability and need reasonable adjustments, what should I do?

As a Disability confident employer (accredited at Leader level) we are committed to ensuring our recruitment process is inclusive and accessible for all applicants. You will have the opportunity to tell us about any reasonable adjustments required ahead of completing the behavioural assessment (details are included in your invitation) and again ahead of the next stages, should you progress. If you have any concerns related to disability or reasonable adjustments you can contact our team at [ECPTeam@wsp.com](mailto:ECPTeam@wsp.com). Any information used to make reasonable adjustments will not be shared with our hiring teams without your consent or used in relation to any other element of your application.

## **Do you accept applications from international students?**

Yes, international students are welcome to apply for our opportunities. Further advice and guidance around obtaining the right to work in the UK can be obtained from the [UK Visas and Immigration website](#)

## **How do I get an update on my application?**

Graduate recruitment season is an incredibly busy period for the Early Career Professionals team. On average we work our way through around 7,000 graduate applications during this time and unfortunately, we are unable to respond to requests for individual updates on applications.

## **When will I hear back about my application?**

You'll receive an email acknowledging receipt of your application within 48 hours of submission. We work hard to match you to the most suitable roles in our business and the recruitment process can vary depending on the role and team you are matched to. Most applications complete initial assessments and are progressed to

the next stage within 2-3 months but it's good to know that the whole process can last up to 6 months in total if you're an early applicant. We will aim to keep you informed throughout the time that your application is being considered however, due to the volume of applications received, we are not able to respond to individual requests for status updates.

## **My application was rejected at the first stage, can I get feedback?**

Unfortunately, due to the volume of applications received we are unable to provide individual feedback during the early stages of our recruitment process. The most common reasons for applicants not to be progressed beyond the initial application review is that their qualification does not match what we are currently looking for, or we are unable to match the application responses provided to specific team requirements. As a large and complex business our team requirements do vary each year and we receive many more high calibre applications than we have opportunities for.

## **What if I don't meet your entry requirements?**

Our entry requirements vary by role so please make sure you check the job description before applying. If you feel you don't meet any of these minimum requirements then you may find alternative suitable opportunities at [WSP Careers](#)

## **I have a degree that is similar to those listed, can I still apply?**

In some cases, we will advise that we are able to accept degree subjects related to those in the advertised requirements, however for some roles we are only able to accept applications from candidates with the specified degrees. Please check the requirements carefully before making an application.

## **I did not pass the online assessment – can I reapply?**

Your behavioural assessment results are valid for a period of 12 months, you are welcome to apply again once this time period has passed. We will not be able to consider any additional applications made within 12 months of an unsuccessful assessment.

## **I have some industry experience; can I still apply for your Graduate Development Programme?**

Our Graduate Development Programme is aimed at candidates with less than two years' relevant industry experience, if you have more than two years' relevant experience this opportunity is unlikely to offer you progression. If you have two or more years' relevant experience, opportunities at Assistant Engineer or Assistant Consultant level may be more appropriate for you, these can be found through searching at [WSP Careers](#). We welcome applications from those changing career who may have more than two years' experience in other industries or sectors.

## **Can I make any changes once I have submitted my application?**

No, unfortunately, you will not be able to make any changes to your application once this has been submitted. Remember to check your application carefully as you can only apply once, any subsequent applications will not be reviewed or responded to.

## **What do you look for in an application?**

Applications that demonstrate a clear interest in WSP and the work we do really stand out. If you've done your research it will show. We're also looking for candidates who have the ability to learn, adapt and innovate. It would be helpful when you are preparing to apply to think of examples of times that you have been able to demonstrate these skills.



# About the recruitment process

## What stages does the recruitment process involve?

### 1. Online application form and CV

You will be asked in your application to tell us more about your qualifications, your areas of interest in terms of the type of work you do and the locations you would prefer to work in. As you can only submit one application to our Graduate Development Programme it is important that you provide as much information as possible about the roles that would suit you best.

You will be asked to submit a CV during the online application process however, this will only be used to check for information that may not be clear in your application answers. Your CV will not be shared with the hiring teams during the recruitment process. Therefore, it is important that you take time to complete the online application process carefully.

### 2. Behavioural assessment

Our behavioural assessment is delivered in a game-based format. You will be presented with a series of tasks across various levels in an interactive interface. Each level has been specifically designed to capture how you respond to challenges, allowing us to objectively measure how you approach problems and react to changes in requirements, risk and uncertainty. Other employers use similar assessments, however measures within the behavioural assessment are bespoke to WSP and the assessment directly corresponds to behaviours required for success in our workplace. This assessment will determine whether you progress to the next stage of the process and you'll only have one opportunity to complete it therefore it is important you read the instructions carefully.

### 3. Assessment centre

You'll be invited to take part in an assessment centre event, this could be in person at one of our office locations or delivered online. When you're invited to the event, we will send more detailed information about what to expect, along with a short interactive module that will help you to prepare. On the day you can expect to meet our hiring teams and existing graduates to find out more about the roles on offer and life at WSP. We usually make hiring decisions on the day, although in some circumstances we may invite you to a follow up interview afterwards.

### 4. Interview

In some circumstances you may be asked to attend an interview following assessment centre e.g. if you attended an assessment centre for one of our teams but the assessors felt you were better suited to a different team, we may arrange a follow up interview with the other team.

You may also be asked to attend an interview for roles in teams where assessment centres are not being held. Your interview is your opportunity to meet the team who you could be working with and to find out more about the work they do. It is also your opportunity to showcase your relevant skills and suitability for the role. When your interview is booked our recruitment team will send more information about what to expect at your interview.

## **What is involved in the interview and how do I prepare?**

Ahead of your interview you should ensure you've done your research on WSP and have a good understanding of the types of projects we work on and why these are of interest to you. Your interview will be a blend of competency, strength and technical based questions. Some teams may also ask you to complete an additional activity stage such as a written exercise. The recruitment team will discuss any additional activities with you when confirming your interview.

## **When do assessment centres take place?**

Timescales for our recruitment process can vary depending on the teams we are recruiting for. For most roles assessment centres typically take place between November and May.

## **What shall I do if I am running late or I can no longer attend an assessment centre or interview?**

Please contact the Early Career Professionals Team as soon as possible via email at [ECPTeam@WSP.com](mailto:ECPTeam@WSP.com) if you are unable to attend a scheduled interview or assessment centre. Where possible we ask that you give at least 24 hours' notice, we do however understand sometimes unexpected events may mean this isn't possible.

# About the WSP Behavioural Assessment

## What is the Behavioural Assessment?

Our Behavioural Assessment combines neuroscience, psychometrics and game-based technology to measure attributes relevant for success at WSP. Further details are included in the previous section of this document, About the Recruitment Process.

## Do I need gaming experience to complete the assessment?

No, previous game-based experience is not necessary to complete the assessment. Our provider has carefully designed each task for it to be intuitive and easy to pick up. They have also conducted extensive testing over the past few years which has shown that there is no difference in assessment performance in those highly experienced in gaming, compared to those who have never played a mobile game before. The assessment also offers you the opportunity to get a real feel of the assessment through a practise option, before completing the live assessment.

## I have not completed the assessment within the five-day deadline, can I request an extension?

No, we will be unable to extend the deadline that we have provided. The only time we will allow an extension will be for exceptional circumstances, should you need to request an extension due to exceptional circumstances please contact us at [ECPTeam@wsp.com](mailto:ECPTeam@wsp.com) as soon as possible, ensuring you do so before the deadline of your original invite expires.

## What happens once I have accepted an offer of employment?

You will receive your offer documentation electronically. Once you have formally accepted our offer, we will invite you to join our closed Facebook group for graduates joining in the same year as you. You will be able to meet other incoming graduates and ask questions in this group.

We will also be in touch regularly between your offer acceptance and your start date with company information, updates etc. You can also contact the team at [ECPTeam@WSP.com](mailto:ECPTeam@WSP.com) should you have any questions.

## I have completed a similar behavioural assessment for another employer, do I need to complete this again?

Depending on when the assessment was completed, if you have previously completed a Behavioural Assessment using the Arctic Shores platform and it was the same assessment, we may be able to ask Arctic Shores to analyse your results for WSP. If we are able to do so you will not need to re-complete the assessment stages, however this is not always possible. If you believe you have previously completed the same assessment please get in touch with the team at [ECPTeam@wsp.com](mailto:ECPTeam@wsp.com) to discuss before completing the assessment again.



**I have a specific learning difference and am concerned about the behavioural assessment, what should I do?**

We work very closely with our behavioural assessment provider and they frequently provide updates on their ongoing research into candidate results and performance on their assessments. They are at the forefront of research into behavioural assessment and are committed to ensuring that their assessments do not have any adverse impact for our candidates. As a disability confident employer, this is one of the reasons they are our chosen provider and we are confident that the assessment is accessible and inclusive for all applicants.

Further information about this can be found on the provider's website using the links below:

[I have a learning disability - will this affect my results?](#)

[How does the reasonable adjustment work?](#)

[How do you make sure your assessment is fair?](#)

If, having reviewed this information, you still have any concerns please do get in touch with the team at [ECPTeam@WSP.com](mailto:ECPTeam@WSP.com) to discuss your concerns further.

# About the roles

## Where will I be based?

With around 40 offices in the UK, we try to accommodate the preferences of individual applicants. However, because of the volume of graduate applications it is not always possible to offer you your first choice. The more flexible you can be regarding the location, the more opportunities will be open to you.

## When will I start working?

Our graduate start date is usually the second Monday in September. There is some flexibility on start date, if you are not able to join on this date and we can sometimes offer earlier start dates. If Early September isn't suitable for you, this should be discussed at assessment centre or interview. We recommend all graduates join us before our welcome event in October.

## What salary and benefits do WSP offer?

We offer a competitive salary which ranges from £26,500 to £29,500 depending on working location, academic qualifications and experience. In addition to the basic salary we offer a comprehensive benefits package and development programme.

## Could there be opportunities to work overseas?

Yes, depending on project demands there could be opportunities to work overseas as part of your Graduate Development Programme. We also deliver a significant amount of international work from within the UK; therefore, you may find you are able to work on exciting international projects without the need to relocate.

Should you be interested in permanent overseas opportunities visit [www.wsp.com](http://www.wsp.com), select the country in which you would like to work and apply directly.

## Do you offer any part-time graduate positions?

We may be able to consider part-time working, if this is something that you would like to request please discuss with the Early Career Professionals team and the hiring manager for the role at assessment centre or interview stage.

## Will I have the opportunity to rotate around different teams?

Our Graduate Development Programme offers a permanent role in the team that you are matched to. We don't offer a formal rotation programme, however from time to time opportunities do arise in other parts of the business or externally with our clients and partners for secondments.

# About the Graduate Development Programme

## How long is the Graduate Development Programme and what is included?

WSP's Graduate Development Programme is a 2-year programme designed to provide you with both professional skills and specialist technical development opportunities, tailored to your individual needs. The programme supports graduates to develop the skills and knowledge needed to progress in their careers and work towards professional registration. The programme is a blended learning experience and includes large events where all members of the programme intake attend, core behavioural training modules, professional registration mentoring and on-the-job experience.

## Will I get to meet and work with other graduates whilst on the Graduate Development Programme?

Yes, we recruit around 250 graduates each year which means we have a large supportive network of Early Career Professionals. We encourage networking and relationship building through our Professional Growth Network (PGN) and we host a number of group events and graduate meetings as part of the Graduate Development Programme.

## What support do you give towards chartership or accreditation?

WSP supports colleagues to work towards professional registration with a professional institution relevant to their job role. We work closely with a number of professional institutions and it's important to us that you are committed to working towards professional accreditation. To recognise your hard work in gaining professional qualifications we also award a bonus for colleagues who achieve professional registration, as well as the mentors who support them.

## **Who will be supporting me on the Graduate Development Programme?**

Our Early Career Professionals team is here to support you from recruitment, through to your completion of your development programme. The ECP team is dedicated to providing support solely for Early Career Professionals across WSP in the UK. You will also have a network of ECPs throughout the business to connect and network with and in your first few weeks your buddy will help you to settle in. Your line manager will support you in your day to day work and your professional development mentor will offer continuous support and guidance related to your professional qualifications.

## **What can graduate programme members expect after the programme finishes?**

The programme is the first chapter in the career story of those who join us as graduates. Many graduates go on to achieve internal promotion and continue to work towards their professional registration goals with continued support from their Line Manager and Mentor. Individuals will drive their own careers and have access to a wide range of Learning & Development opportunities available to all colleagues at WSP.

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