

More than just a job

with Transport for NSW
Entry Level
Talent Programs



Grace,
Aboriginal HSC Scholar
Program participant



au.gradconnection.com/employers/transport-for-nsw

You probably already know a bit about Transport for NSW. We're a government organisation that leads the development of safe, integrated and efficient transport systems such as road, rail and maritime networks to keep New South Wales moving.

But there's much more to Transport than just transport.

Think of us as a hybrid car. On the outside we're a vehicle that helps you get from A to B. But pop the bonnet and you'll find what drives us – **reliability, community values and a commitment to innovation.** We generate a lot of cool stuff – complex, cutting-edge projects, technology and programs that are constantly pushing the boundaries.

Right now, we're delivering the largest transport infrastructure program in Australia's history. That means more job opportunities than ever before in metropolitan and regional areas right across the state – and your chance to **make a lasting impact that will benefit generations to come.**

May,
Humanitarian Cadet
Program participant



Why a job with Transport is more than just a job

Working with Transport for NSW could see you **upgrading our road network** on the Pacific Highway, from Woolgoolga to Ballina, **so commuters make it home safely** to their families and mates.



You could find yourself **consulting on environmental plans** for the new Western Sydney Aerotropolis **to design a sustainable future for our cities.**



You might be crunching big data to inform future network upgrades. Or **working on game-changing infrastructure** like the Parramatta Light Rail, Sydney Metro and Regional Rail projects **to connect our cities like never before.**



You could be **developing a communications campaign about road safety** to increase public awareness.



Or you might be **working with human resources** to bring together people of different backgrounds and skill sets, **to grow our vibrant and diverse workforce.**



Or **researching** and testing emerging technology **to bring driverless transport to more locations** in NSW.



Perhaps you'll be **creating development and learning programs** for our people and help shape their careers.



The opportunities are limitless.

Why Transport for NSW?



Meaningful work that makes a difference

Right now, maybe you just want a job. Sure. But with us, you'll get so much more. We offer our people interesting, challenging and rewarding work and opportunities to make a real difference to communities across the state.



Professional development opportunities and career support

We're passionate about supporting our people to pursue their career goals. You'll get to participate in our learning and development program where there's direct access to mentoring, networking events, and workshops. We'll help you to gain a deeper understanding of how the NSW public sector operates, develop the soft skills that will help you thrive at work, master new tools and technologies, and build lasting relationships across our program cohorts.



Flexible hours and leave*

We want our people to feel empowered to work in ways that work for them and their teams. We know work-life balance looks different to everyone so we've developed workplace flexibility policies that are, well...flexible. That might mean working remotely some days. Or having the option to start and finish a bit earlier or later, and allocating extra hours you've worked to a day off from time to time. Our programs offer paid annual leave, sick leave, family leave, and community service leave for things like volunteering.



Experience with a variety of teams and projects

Transport is a big organisation made up of all sorts of agencies and project teams. Our Entry Level Talent Programs provide a rare opportunity to get hands-on experience in multiple roles and areas of the organisation, including public transport operating agencies like Sydney Trains, NSW TrainLink, the State Transit Authority and Sydney Metro.

Mina,
Scholar Program
participant



Since Smart Seeds 2018 [an innovation program initiative where some Entry Level Talent Program participants collaborate with other organisations to solve challenges], **The Growth Project team and I have launched Newtown Garden, a pilot urban farming precinct at Newtown Station. We've partnered up with Sydney Trains and a local organisation called the Greek Welfare Centre to create a beautiful green space, where we plant seasonal produce to donate to the local community. This was our solution to repurposing old Transport assets such as trains and unused space near public transport.**



Bianca,
Graduate and Cadet
Program participant

We're diverse because you're diverse

Transport for NSW is deeply committed to creating an inclusive and diverse workplace where our people can be their whole selves at work. We champion people of all backgrounds, abilities, sexual orientations, gender identities, ages, family statuses and lived experiences. Here we celebrate what sets us apart because it brings us together and moves us forward.



We've developed a range of initiatives that support and develop great people from diverse backgrounds, and encourage a culture built on respect.

These include:

- Gender-balanced interview lists and panels in the recruitment process
- Measure the success of how we support the employment of Aboriginal and Torres Strait Islander people, people living with a disability, and women in underrepresented roles
- Accelerating progress for gender equality through the Male Champions of Change Program and our employee reference group, the WiSE Network (Women in STEM and Construction Network)
- Closely monitoring and reporting on gender pay equity
- Delivering our Reconciliation Action Plan to bring about better employment, economic and social outcomes for Aboriginal and Torres Strait Islander people
- Striving for 50:50 gender representation across our Entry Level Talent Programs
- Reducing barriers for employment through our Jobs for People with Disability Action Plan



Health and wellbeing

We are committed to providing a healthy workplace for our people, both mentally and physically. This includes a range of initiatives to promote wellness across our organisation as part of our Mental Health and Wellbeing Strategy.

- Fitness Passport provides discounted access to more than 400 gyms, pools and recreational centres across NSW for employees and their families.
- We host regular health and wellbeing workshops.
- The Employee Assistance Program provides free support and counselling for employees and their families.
- We offer free annual influenza vaccinations.



 **Timothy,**
Graduate Program
participant

“ Upon starting with Transport I moved from Newcastle to Sydney’s Inner West. Seeing friends and family in Newcastle, as well as getting a chance to surf, helps me maintain my work-life balance. **Transport’s flexible work arrangements have enabled me to work from home in Newcastle every second Thursday and Friday.** I also value being able to use flex days to sort out any life admin or enjoy a long weekend. The key to making such arrangements work is open communication with your manager and balancing regularity with flexibility around project demands. ”

Learn more about our Entry Level Talent Programs

Choosing which series to
stream tonight is hard.

Choosing your career
path can be even harder.

Maybe you
already
know exactly
what you
want to do.

Perhaps
you have no
idea yet

Or maybe
you sit
somewhere
in between

**Let us help you discover what it is that
you love to do, through our programs.**

Our Entry Level Talent Programs offer the opportunity to join an organisation of more than 27,000 people working in all kinds of roles in metropolitan and regional locations across New South Wales. This is your chance to discover what makes you tick and make a difference right across the state.

Our programs cater to whatever stage you're at. Some people join us as Scholars or Cadets and go on to our Graduate Program. Others join as VET and Humanitarian Cadets and move into ongoing employment. Take your career in the direction you want and start your journey with Transport for NSW.

- Graduate
- Cadet
- Scholar
- Aboriginal Vocational Education and Training (VET) Cadet
- Aboriginal HSC Scholar
- Humanitarian Cadet



Program support

We're building the future for the people of New South Wales, and we want to be there to support you as you build yours.


When you join our Entry Level Talent Programs you'll be introduced to your Placement Manager who'll work within your allocated team. They'll support you by assigning you suitable work, helping you build relationships across the business, providing technical experience and development and goal-making advice, signing timesheets, and answering any questions you have along the way.

You'll also be supported by a Program Manager. They'll help with allocating you

to suitable teams for your placements, setting up mock-interviews, and supporting you when you're applying for ongoing roles towards the end of your program. They'll also be there to answer any program related questions, offer coaching support and advice and check in regularly to see how you're going.

Both your Placement Manager and Program Manager work together to provide you with a positive program experience.



 **Aikjot,**
Graduate and Scholar
Program participant

“ I started at Transport as a Scholar in 2015. This was my first job ever! Since then I've completed the Scholar Program and streamed onto the Transport Graduate Program. I am currently in my third placement in the Excellence and Innovation team, Talent at Transport. **My journey at Transport has been a fruitful one. I've learnt many soft and transferable skills, an enormous amount about myself, gathered professional experience and created lifelong friendships along the way.** My Graduate placements previously have been in the Workforce and Competency, Network Maintenance for Sydney Trains, and Internal Communications for NSW TrainLink. ”

Location, location, location

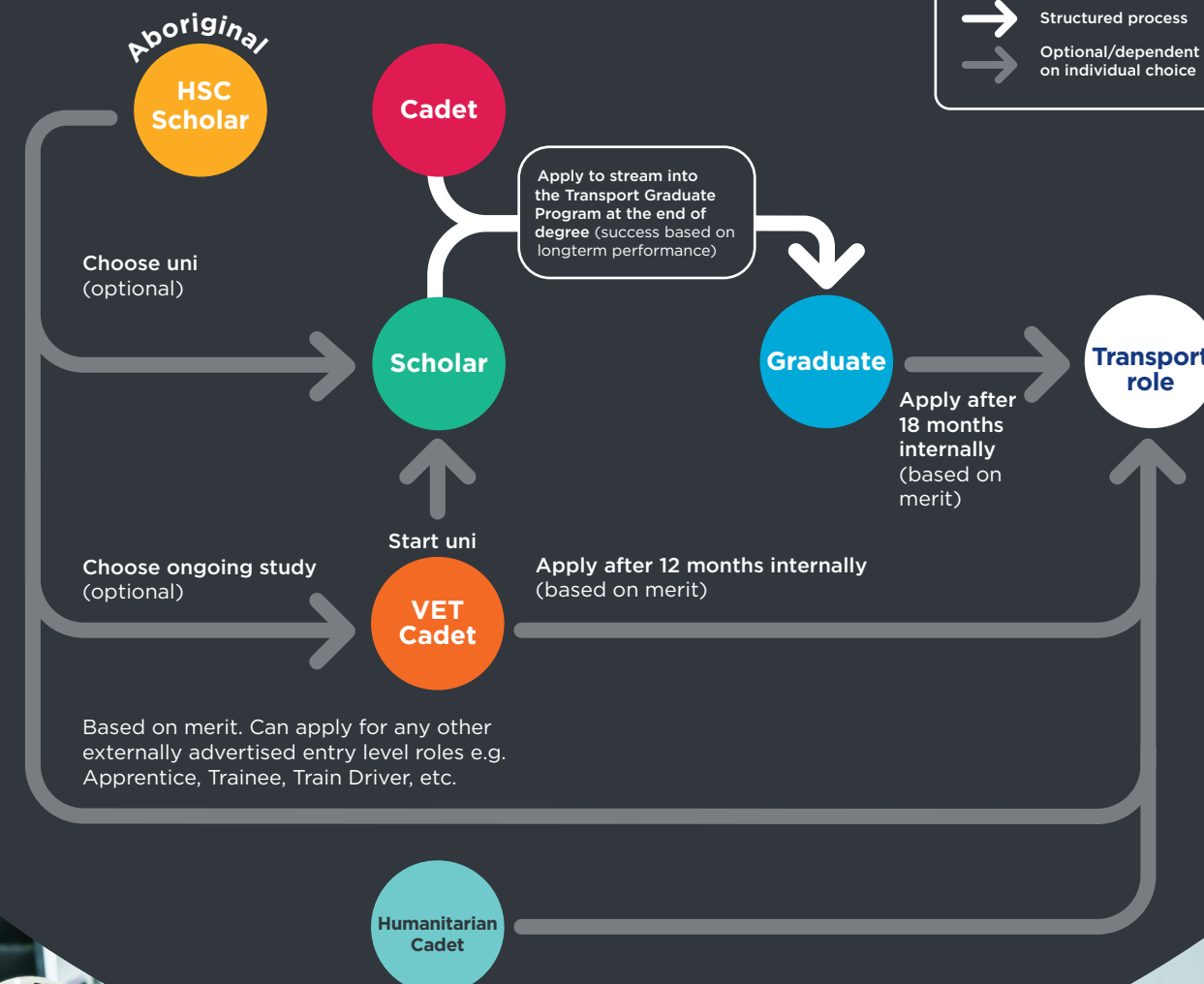
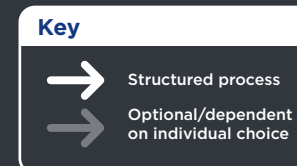
You'll find Transport offices and agencies throughout metropolitan Sydney as well as regional NSW. If you wish to undertake a placement in a regional location, we may be able to provide relocation and rental assistance.

Applicants have a choice of applying for either Sydney or Regional roles.



Program pathways

(open to both internal and external candidates)



Graduate Program

Are you a recent or soon-to-be university graduate?
Our Graduate Program could be for you.



Two years of learning and career development



Four placements within **different** Transport for NSW **teams**



Roles throughout metropolitan Sydney and regional New South Wales



Flexible working options



Competitive pay

“Previously I worked as a Graduate on the ‘More Trains More Services Stage 2 Program’. The purpose of this program is to enable more frequent, ‘turn up and go’ services on the T4 Illawarra Line and T8 Airport and South Line, as well as improved services on the South Coast Line. The project also includes upgrading Central Sydney to support the increased frequency of services. **This project will have a significant and noticeable impact on customer services, by offering them world class technology and more reliable services.**”



Aman,
Graduate and Cadet
Program participant

Details

This two-year program is made up of four rounds of six-month rotations which will see you working in different teams and projects across the organisation.

You might build your skills and experience in one particular area, or try something completely different with each rotation.

You'll also participate in our structured learning and development program where you'll have direct access to mentoring, networking events, and workshops. You'll gain a deeper understanding of how the NSW public sector operates, develop the soft skills that will help you thrive at work, and master new tools and technologies, while building lasting relationships within your large Graduate Program cohort.

By the end of the program you'll be able to add four professional placements to your resume and will have developed invaluable skills and experience to take your career to the next level.

Disciplines

We are looking for people from a range of disciplines including engineering, information technology, science and business.

Location

Roles are available in and around metropolitan Sydney and regional New South Wales, with regional headquarters in Grafton, Newcastle, Parkes, Nowra and Wagga Wagga.

Work conditions

You will be required to work Monday to Friday, for a minimum of 35 hours a week.

Depending on your placement you may have the opportunity to work flexibly. This could mean working staggered hours, using additional hours towards a day off, or working from home.

Graduates receive an annual salary at Transport Grade 4a. For up to date information about this salary grade, check the job ad when it goes live via jobs.transport.nsw.gov.au

Eligibility

To be eligible to apply, you must have completed your university undergraduate degree within the last two years or be in your final year of study. At the time of commencing the Graduate program, you must have completed all your course requirements. The program usually starts in January each year.

You must also have Australian or New Zealand citizenship, or Australian permanent residency.

Cadet Program

Are you currently studying an undergraduate degree at university and looking for flexible paid work? You might be a great candidate for our Cadet Program.



One to two years of learning and career development



Exposure to a range of projects across Transport for NSW



Roles throughout metropolitan Sydney and regional New South Wales



Flexible work arrangements that fit in with your studies



Competitive pay

Details

This is a one-year or two-year program, depending on whether you are in your second-last (penultimate) or final year of study when you join. Students in their penultimate year will join a two-year program, and students in their final year will join a one-year program.

You'll be placed in one team for the duration of the work program, where you'll get exposure to a range of different projects.

Disciplines

We are looking for people from a range of disciplines including engineering, information technology, science and business.

Location

Roles are available in and around metropolitan Sydney and regional New South Wales, with regional headquarters in Grafton, Newcastle, Parkes, Nowra and Wagga Wagga.

Work conditions

During university semesters/ trimesters, you'll be required to work Monday to Friday for a minimum of 14 hours a week. During university breaks you'll work a minimum of 35 hours a week.

Cadets receive an annual salary at Transport Grade 1a (pro rata). For up-to-date information about this salary grade, check the job ad when it goes live via jobs.transport.nsw.gov.au



Alana,
Cadet Program
participant



Eligibility

To be eligible to apply, you must be entering your penultimate or final year of a university undergraduate degree at the time of starting the Cadet Program. The program usually starts in January each year.

You must also be an Australian or New Zealand citizen, or have Australian permanent residency.

“ Having started my new role at Transport as a Cadet (Environment Officer) in February of this year, my biggest achievement to date would be successfully coordinating a contract between Transport and another vendor. **Working in a niche team within the organisation is new territory for me and I am learning so much each day.** ”

Scholar Program

Are you currently studying for your Higher School Certificate (HSC) or in the early stages of your undergraduate degree at university, and looking for flexible paid work that will propel your career forward? Our Scholar Program could be a great option for you.



Three to five years of learning and career development



Exposure to a range of projects across Transport for NSW



Course **fee reimbursement** for **credit average** or above



Roles throughout metropolitan Sydney and regional New South Wales



Competitive pay



Flexible work arrangements that fit in **with your studies**

Details

This is a three-year to five-year program, depending on the length of your undergraduate degree.

You'll be placed in one team for the duration of the program where you'll get exposure to a range of different projects.

The biggest perk of all? Earn a credit average in your university degree and we'll reimburse your course fees.

Disciplines

We are looking for people from a range of disciplines, including engineering, information technology and science.

Location

Roles are available in and around metropolitan Sydney and regional New South Wales, with regional headquarters in Grafton, Newcastle, Parkes, Nowra and Wagga Wagga.

Work conditions

You will be required to work Monday to Friday, for a minimum of 35 hours a week during university breaks. During university semesters/ trimesters you have the option to work a minimum of 14 hours a week.

Scholars receive an annual salary at Transport Grade 1a (pro rata). For up-to-date information about this salary grade, check the job ad when it goes live via jobs.transport.nsw.gov.au

Eligibility

To be eligible to apply, you must be entering the first or second year of your university undergraduate degree at the time of starting the Scholar Program. The program usually starts in January each year.

You must also be an Australian or New Zealand citizen, or have Australian permanent residency.



Grace,
Scholar Program
participant

“ As a Scholar, I work 2 days a week at Gosford and attend University 3 days a week. This flexibility has allowed me to excel in my studies and gain meaningful work experience along the way. ”

Aboriginal Vocational Education and Training (VET) Cadet Program

Want to get paid to make a difference in the community and kick-start your career? This opportunity is open to Aboriginal and/or Torres Strait Islander people.



Two years of paid work with the opportunity for ongoing employment



Certificate IV qualification and study time



Exposure to a range of projects across Transport for NSW



Flexible work arrangements



Competitive pay

Details

This two-year program is an opportunity to work and study at the same time.

Alongside your fellow VET Cadets, you'll study for a Certificate IV qualification in Business, Project Management or Information Technology with a nationally accredited training organisation. All course fees are covered by us. We've also built some time into the program to help you balance your classes and complete coursework during work hours.

You'll be placed in one team for the duration of the program, where you'll get exposure to a range of different tasks and projects.

About you

We're looking for people who want to make a difference and are interested in what we do at Transport for NSW. No previous work experience is necessary – we'll provide you with all the training and support you need.

Location

You can apply for roles in metropolitan Sydney. Possible office locations include Haymarket, North Sydney, Burwood, Macquarie Park, Clyde and Parramatta.

Work conditions

You will be required to work Monday to Friday, for a minimum of 35 hours a week.

Depending on your placement, you may have the opportunity to work flexibly. This could mean working staggered hours, allocating any additional hours you've worked towards a day off, or working from home.

VET Cadets receive an annual salary at Transport Grade 1a. For up-to-date information about this salary grade, check the job ad when it goes live via jobs.transport.nsw.gov.au



Tullarah,
Aboriginal VET Cadet
Program participant



Eligibility

To be eligible to apply, you must identify as and be accepted as an Aboriginal and/or Torres Strait Islander person. The program start date will be approximately three months from when you submit your application.

Want to know more?

For more information about applying, application opening and cut-off dates, and what support is available to you, email our team at talentprograms@transport.nsw.gov.au

Aboriginal HSC Scholarship Program

Are you an Aboriginal and/or Torres Strait Islander student entering Year 11 or 12 next year and thinking about your potential career options – perhaps with Transport for NSW?



Two weeks of structured **work experience** each year



\$2,500 (per annum) approved expenses **to support you in your studies** and achieve your goals



Opportunity to apply for **ongoing employment opportunities** and programs



Mentoring through our professional team **for the duration of the program**

Details

The program is up to two years depending on when you start. Reach out to our team if you would like more information.

Eligibility


To be eligible to apply, you must identify as Aboriginal and/or Torres Strait Islander, and be enrolled as a current HSC student.

You must demonstrate good school attendance and behaviours. You may be one of our future Transport leaders in the making.

We are also looking for students:


- interested in progressing their career with Transport for NSW
- studying a minimum of English Standard and General Mathematics
- enrolled in elective subjects relevant to Transport for NSW career opportunities



 **Freddie,**
Aboriginal HSC Scholar
Program participant



Dianne,
Humanitarian Cadet
Program participant



Firas,
Humanitarian Cadet
Program participant

Humanitarian Program

Details

Our Humanitarian Program is a 12-month program for newly-arrived refugees to obtain paid Australian work experience in areas relevant to their existing qualifications and skills.

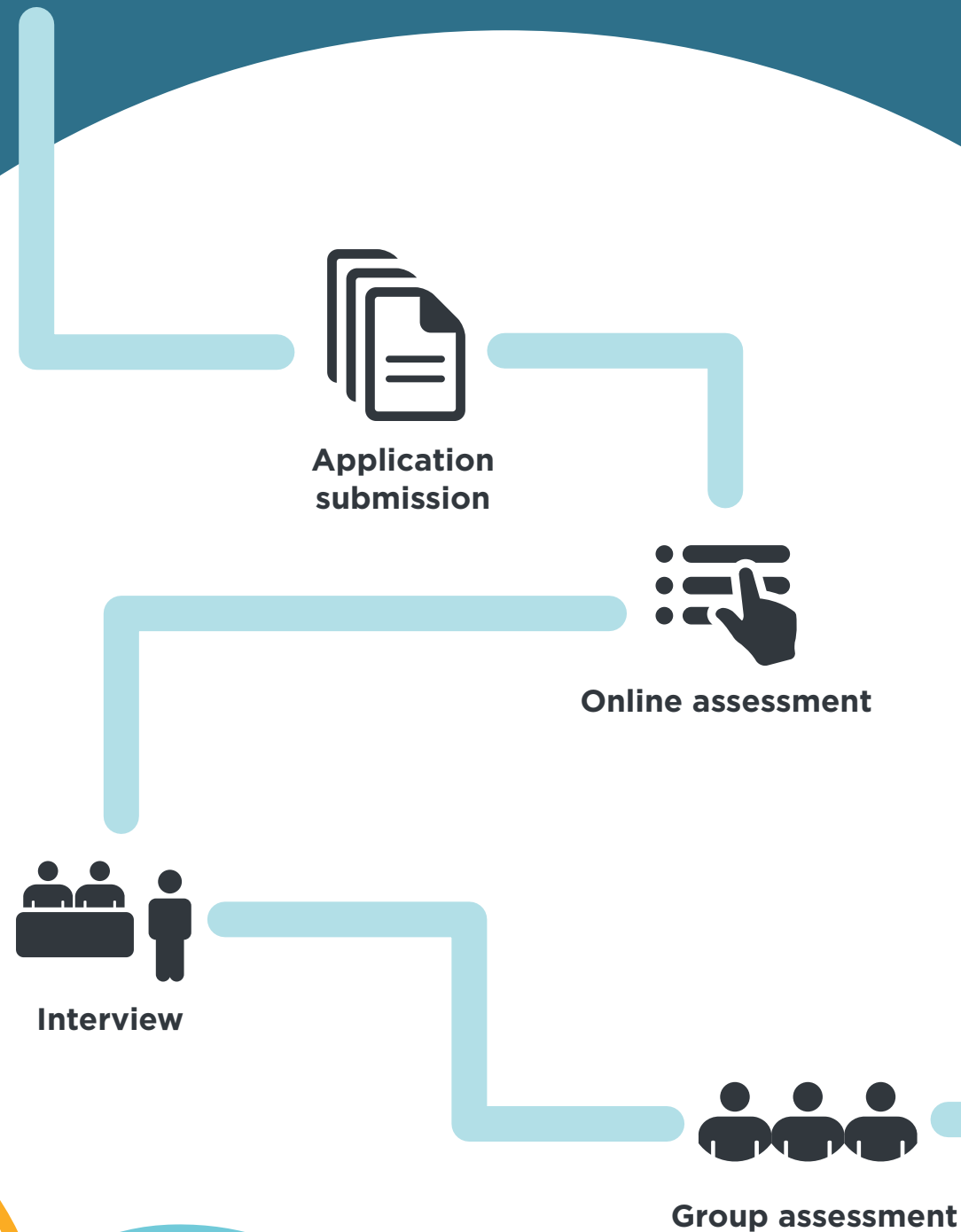
Interested and want to know more?

If this sounds like the program for you, email us at talentprograms@transport.nsw.gov.au and our friendly team will get in touch for a chat about program start dates, locations and more.

Ready to apply?

The application process

The application process varies from program to program. Yours may involve some or all of the below steps.



Put your best foot forward in your application and interview

Before submitting your application, make sure you:

Do your research

Jump online and read up on Transport for NSW. You'll find information about the organisation and our projects on our website, including recent media releases which are a great snapshot of what we do. This will also help you decide if we're the right fit for you.

Update your resume

Make sure it states your career objectives and the skills you are hoping to build, details your current and past studies, shows your employment history (if you have worked before), and includes your contact details.

Draft your responses offline

Compose your answers to the application questions in a separate document first, and check your spelling and grammar before you upload it to the online form in the application portal.

Should your application progress, spend time preparing and practicing for your interview:

- ✓ Read the NSW Public Sector Capability Framework
- ✓ Research the STAR interview method, where you describe the Situation, Task, Action and Result in each answer
- ✓ Practice answering interview questions
- ✓ And don't panic! We all get nervous. If you've got this far, you've already demonstrated your talent and drive. Now just make sure you're prepared and give it your best shot.

As we move towards remote working, we will be conducting some of these steps online instead of in person.



Graduate

Cadet

Scholar

**Aboriginal Vocational, Education
and Training (VET) Cadet**

Aboriginal HSC Scholarship

Humanitarian Cadet

Get in touch

If you have questions or would like
more information, email our Entry
Level Talent Programs team at
talentprograms@transport.nsw.gov.au

**Be part of
something
bigger**