



At the **interview stage** of the BHP recruitment process, you will meet hiring leaders and employees. This conversation is an opportunity for you to ask questions about the role and find out more about BHP, the benefits to working with us and what may be expected of you if you were to be successful.

Your interview may be in-person or virtual/online and usually consists of the person you will be reporting to, as well as someone else from their team or a key stakeholder you'll be dealing with.

The interview duration can vary, and unless told otherwise it's best to allocate at least 60 minutes. The length of your interview does not determine how successful you've been in our process, so please don't worry if your interview is less time than this.

CHECKLIST

- Note down the day and time of your session in your diary/calendar and ensure you have adequate time to get organised beforehand.
- Save the email invite, as this has important contact information for our team, should you need to reschedule due to an unforeseen event you will need these details.
- Look over your resume and the job advert and prepare some answers beforehand; it's always worthwhile having an answer about why you applied to the role and articulate your interest and experience.
- Ensure you have examples that highlight your commitment to safety, demonstrated problem solving, working with people and delivering exceptional results.
- Have a couple of questions you want to ask us about the role/working at BHP. A great one is asking our employees what they enjoy (and don't!) about their role.
- Look over BHP's website and recent news articles to give more background and insight into the company, [BHP.com](https://www.bhp.com) has a wealth of helpful information across all sections including careers.
- If **face-to-face**, plan your route making sure you allow for public transport delays, traffic and parking and make sure you allow time to sit and compose yourself prior.
- If **online**, make sure you find a quiet spot, charge all technology and allow yourself to get logged-in and settled. Make sure to test your computer/laptop/tablet, microphone, and headphones prior to your start time.
- With regards to your outfit, wear something that makes you feel comfortable - smart casual/PPE/Uniform are all fine for us.



Our **Interview and Engagement Centres** are where you get to meet our hiring leaders and BHP employees. This part of our process allows for a conversation where you can ask questions about the role and the working environment. It enables you to find out more about BHP, the benefits to working with us and what may be expected of you, if you were to be successful.

Engagement Centres are interviews and assessment/activity (in person only) done in larger groups, with the experience allowing you to meet multiple BHP employees and candidates. Engagement Centres can be done online or face-to-face and vary depending on your **allocated attendance type**:

For virtual/online engagement attendance:

Your time will consist of a session overview and interview –

An opportunity to hear more about BHP, the roles available and the process for the Engagement Centre. There will usually be an opportunity here to ask questions, however you can also ask any questions you might have in your interview session which will follow the overview.

For face-to-face/in-person engagement attendance:

Your time will consist of a session overview, interview and group activity –

An opportunity to hear more about BHP, the roles available and the process for the Engagement Centre. There will usually be an opportunity here to ask questions, however if you don't feel comfortable asking in a group format you can also ask any questions you might have in your interview session.

Group activity

The group activity is designed to be fun, please remember we don't expect everyone to be a leader here and it's not always the loudest voice that's the most successful. We ask that you try your best to be your authentic self and enjoy the process.

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- Note down the day and time of your session in your diary/calendar and ensure you have adequate time to get organised beforehand.
- Save the email invite, as this has important contact information for our team, should you need to reschedule due to an unforeseen event you will need these details.
- Look over your resume and job advert to prepare some answers beforehand; it's always worthwhile having an answer about why you applied and articulate your interest and experience.
- Ensure you have examples that highlight your commitment to safety, demonstrated problem solving, working with people and delivering exceptional results.
- Have a couple of questions you want to ask us about the role/working at BHP.
- Look over BHP's website and recent news articles to give more background and insight into the company, [BHP.com](https://www.bhp.com) has a wealth of helpful information across all sections including careers.
- If face-to-face, plan your route making sure you allow for public transport delays, traffic and parking. If online, make sure you find a quiet spot, charge all technology and allow yourself to get logged in and settled.
- Wear something that makes you feel comfortable and look presentable for the role you are applying for - smart casual/PPE/Uniform are all fine for us.

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BHP Candidate Checklist Interview

Candidate Notes:

Why not you?
Visit bhp.com/careers for opportunities.



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