

Check your work

It's very important to sense check, spell check and grammar check your work.

Why not ask a family member or friend to have a look, too? It'll help to make sure you're making the best first impression!



Demonstrate your initiative and team-working skills

During your application, and throughout the recruitment process, you'll need to show how you've used your initiative and team-working skills prior to and during university.

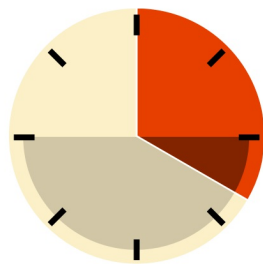
This is your one chance to show us that you have the skills to be successful in ABF, so use this opportunity to tell us about you, your skills and how they will benefit us.

Answer competency-based questions fully

Remember to answer all questions as fully as possible, and use different examples for each question.

In order for you to give us a full answer - we recommend using the STAR approach.

Situation - describe the situation
Task - what did you do?
Action - what action did you take?
Results - what results were achieved?



Take time with your application

You can only make one application each year - don't rush it!

If you take the time to write it, we promise to take the time to read through it properly. All applications to our Graduate scheme are read by experienced members of our recruitment team.

Don't be afraid to let your personality shine

If you're passionate - we want to see it!

I wouldn't start 'hashtagging' through your application, but there is no problem with being personable but professional. You should express what really excites you about the industry, programme or organisation.



Avoid using copy and paste

Please make sure you refer directly to ABF in all of your answers where possible.

It's often very obvious when candidates copy and paste generic answers across applications (particularly if another organisation is mentioned...)