

THE SYDNEY CLERKSHIP RECRUITMENT PROCESS

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APPLICATIONS

- + Complete the online application form. Attach your cover letter, resume and academic transcripts. If doing law as a postgrad and/or double degree, please include transcripts for your other degree(s). If your semester results aren't due for release until after the application closing date, be sure to include a note in your application then email your updated transcript as soon as received, to gtcareers@gtlaw.com.au.
- + All candidates will be notified of the outcome of their application via email by 15 July.

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ONLINE TESTING + VIDEO INTERVIEWING

- + If your application progresses to the next stage, you'll receive an email link to complete an online ability test. Testing will take place between 15-19 July.
- + Following testing, successful applicants will be invited via email to participate in a video interview, which you can complete via your PC or any mobile device, anywhere you feel comfortable. There's no preparation required for these and no right or wrong answers! Video recordings will take place between 22-25 July.

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SUPER SATURDAY

- + Upon successful completion of the video interview stage, candidates will be invited to participate in an assessment centre on Saturday, 13 August 2022.
- + The assessment centre will comprise of an interview with a partner and a lawyer, an individual exercise and a group activity. You will also have an opportunity to network with a selection of lawyers, graduates and former summer clerks.
- + We know this part of any recruitment process can be daunting. To help you prepare, we'll give you plenty of information, so you'll know exactly what to expect.

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SECOND ROUND INTERVIEWS + ONLINE TESTING

- + Prior to your second interview we'll ask you to complete the online Occupational Profile Questionnaire, a quick test which identifies your preferred working style and behaviours within a workplace context. You can obtain a copy of your results at the end of the clerkship recruitment process.
- + Second interviews will take place between 1 – 7 September. At your second interview, you'll meet a representative from the HR team and another partner in one of your practice areas of interest.
- + Following your second interview, you'll be able to speak with a graduate or junior lawyer. Our HR team will provide you with contact details at the time of your second-round interview.

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PRE-OFFER PARTY

- + All candidates who reach the final stage of the selection process are invited to attend our pre-offer cocktail party on Monday, 12 September 2022, 6.00pm-8.00pm.

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OFFERS MADE

- + All offers are made in accordance with the NSW Summer Clerkship Scheme Guidelines, on 14 September 2022. Offers must be accepted or declined by 15 September 2022, 5.00pm. Please visit the [Legal Vitae website](#) for more details.