



There's  
**more to life**  
at Nestlé

Management Trainee  
2014

## About the program

The first decision you need to make is where your passion lies. Every year at Nestlé Indonesia, we hire exceptional graduates onto Nestlé Management Trainee Program based in different areas of our business

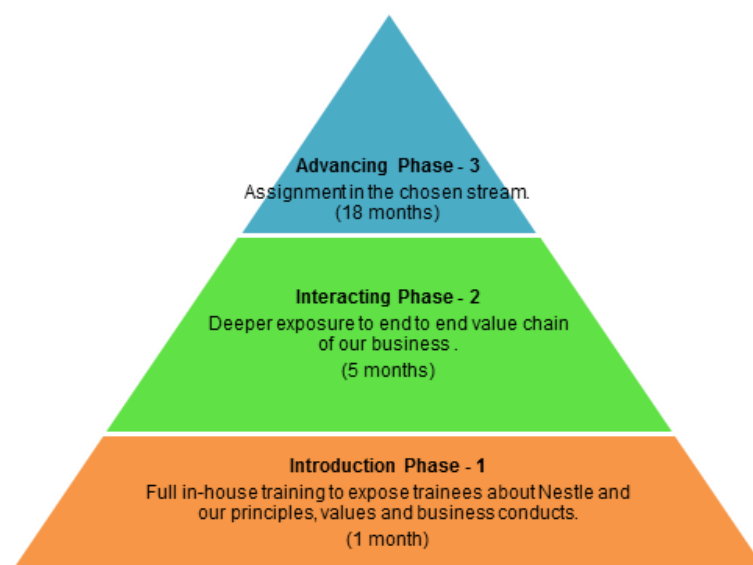
### The opportunity

You will follow a 2 years comprehensive program that prepares high-performing talent, for becoming the future leaders of our business



### The challenge

The program will consist of 3 (three) phases where you need to show us that you share our values and have your own distinctive strengths. Nestlé graduates stand out through their drive, passion and intelligence – and that's a standard you must meet



# Your passion

## 1. Sales

Experience the challenge of forging long-term partnerships with our customers. The satisfaction of tailoring our plans to meet the constantly evolving needs of our customer base across a vast array of commercial situations. In Sales we are focused on delighting our consumers and making sure our products are in pristine condition at the point of purchase.

## 2. Marketing

Be a part of the thrill in driving the leading food and beverage brands in the world. You will be challenged on how to bring our brands to life and delivering financial targets. With our best Marketing team, you will learn and experience the excitement of fast paced competitive nature of the industry.

## 3. Supply Chain

Our supply chain function is re-inventing itself. We're becoming a true growth partner, making sure that everyone with customer contact is on board with our changes, partnering with Sales and strengthening our commitment to excellence. All these changes mean we're looking for a new breed of supply chain professional. The key point is that you can bring us closer to our customers by making sure our products are there at the right time in the right condition.

## 4. Finance

Our Finance placements will give you the chance to develop your understanding of the role and improve your skills and expertise. You'll learn on how to support the business by accurate monitoring and reporting, and partnering business units and functions in strategic analysis.

## 5. Procurement

Work together with our team for hands-on experience in dealing with our suppliers. Procurement involves the process of obtaining goods and services from preparation and processing all the way through to the final stages of business and involves the receipt and approval of the invoice for payment.





You will be a part of expert team with their strategic steps on procurement and enrich your professional skills.

## **6. Technical**

You will be given amazing exposure to various technologies, processes and installations. Productive and focused teamwork will be fundamental for your progress. There will be plenty of opportunities to share knowledge and expertise. You will be involved in developing process engineering solutions from new product development to commissioning, developing innovative food processing methods, and providing support for investment projects and technical assistance to factories worldwide.

## **7. Human Resources**

This is your opportunity to be exposed on current HR issues and be challenged in how to add value toward the business through our people. There will be end to end talent management from man power planning, recruitment & selection, training & development, remuneration up to retirement will be one interesting area to have your career at. You will be involved in delivering projects and bringing new ideas to life. Start your career in HR today!



## Who are we looking for?

You'll need to combine academic success with strong leadership skills and robust experiences proven by the following attributes:

- Fresh graduates or graduate with 1-2 year of working experience
- Holds minimum CGPA of 3.00 for bachelor degree from
  - **MT Sales:** Any major, preferably from Economic, Business, Marketing Management, Communication
  - **MT Marketing:** Any major, preferably from Economic, Business, Marketing Management, Communication
  - **MT Supply Chain:** Mechanical Engineering, Electrical Engineering, Chemical Engineering, Industrial Engineering, Supply Chain Management
  - **MT Finance:** Accounting, Finance
  - **MT Procurement:** Industrial Engineering, Management, Finance
  - **MT Technical:** Mechanical Engineering, Chemical Engineering, Food Technology
  - **MT Human Resources :** Law, Management
- Excellent verbal and written communication skills in English
- Actively involved in extracurricular and or organizational activities
- Highly adaptable and willing to be placed where the company operates



# Selection process

## 1. **Application and Screening**

After we receive your application, we'll analyze your CV and background to measure your match against the role profile. Highlight your distinctive skills and capabilities that set you apart from the other candidates

## 2. **Campus Selection (2 days event): 3-minutes interview and aptitude test**

We will conduct a seminar on our Campus Roadshow to meet you and give you the opportunity to know Nestlé better. The seminar will be followed by a 3-minute interview in English by selected candidates and followed by aptitude on the next day.

## 3. **Personality profiling**

Selected candidates will be invited to follow the personality profiling. We use this to give us additional information on your suitability for the program.

## 4. **Focus Group Discussion and Case Study Presentation**

A business case is presented to you and you will have the opportunity to discuss within the team and come up with the best solutions. You will need to make a quality contribution and stand by your views if you think they are right as well as be cooperative with others.

## 5. **HR Interview**

Throughout the process, we'll use competency-based interviewing techniques that will draw on your experiences and real examples. Just be yourself and be confident!

## 6. **Line Manager Interview**

Candidates who passed HR interviewed will be invited for this step. You will be asked specific skills and knowledge relevant to applied function and assessed your suitability for the program



**7. Medical assessment**

You are required to follow our pre-employment medical check to see whether you are fit for the job

**8. Final Interview**

You will have the opportunity to meet and be interviewed by our Board of Directors and Senior leadership team responsible for the function you have applied to. This is the last part of your assessment process.

**9. Offering and Hiring**

The first thing we offer you is congratulations on reaching this stage. We'll welcome you on to the Nestlé team and give you more information about your induction. To reach this stage generally takes about five months.





# Frequently Asked Questions

## **Can I apply by post?**

We ask that all applications are submitted on-line.

## **Where can I download the application form?**

You can download the form from our recruitment site

## **How long will it take me to complete the application form?**

The process should take 60-120 minutes to complete. Please take the time to ensure it is as accurate and full as possible.

## **What is the allowed size for the email?**

500 KB is the maximum allowed email size.

## **How will you get in touch with me?**

Only selected candidates will be contacted by our recruiter either via email or phone. Make sure to use valid email address and phone, and to check your email regularly.

## **What will the Recruitment Process involve?**

Please refer to the selection process





# Interview Tips

## Five common interview questions and how to answer them

- 1. What do you know about our company?** - Here the interviewer wants reassurance you've done your homework and have chosen to apply to them for a good reason. Before you go to any interview you need to know the size of the organization, the scope of their range of products or services, the latest developments in the field, their history, goals, and public image – have they been in the news lately?
- 2. What motivates you?** - Here it's important to show you're self-motivating. Think about any challenges you decided to take on, and how rewarding it was to achieve them. It could be that you organized an event and it went well – in that case you were motivated by desire to bring happiness to others and see a job well done.
- 3. What are your weaknesses?** - This is definitely one that's best to prepare for. Our advice? Pick a past weakness and show how you've taken steps to improve on it. An example would be if you're not very strong at presenting. Admit to it, then say you practice at home in front of friends who video your efforts, and now you use the footage to improve.
- 4. Where do you see yourself in five years' time?** - As mentioned in Six things you should do before you start your job search it's best to have thought about both short-term and long-term goals. Talk about the kind of career you envision for yourself and the steps you will need to get there, relating this back to the position you're interviewing for.
- 5. Do you have any questions?** - This often catches people off guard, and can even be asked once you've left the interview room. Be ready with a question that shows your enthusiasm and is specific to the role and/or organization. A good question could be 'What projects are the department working on at the moment?'

Source: <http://www.nestle.com/jobs/tips>



## Seven body language tips that will help you get the job

1. **What are your hands saying?** - Playing with your hair or tie, or clutching a bag or glass for longer than needed will make you look tense and nervous. Keep your palms up and open to show honesty and receptiveness and remember a firm handshake is the quickest way to establish rapport.
2. **Look like you mean it** - Making direct eye contact can be intimidating but the trick is to try and relax and listen. By focusing 100% on what your interviewer is saying you will naturally focus your eyes on theirs while showing interest and alertness.
3. **Lean forward to listen** - Leaning ever-so slightly forwards signifies you're interested and focused.
4. **Go slow** - Think before replying to questions and try not to rush through your answers. If you need to take a moment, take it. Pause, think, reply – it's important to be in control rather than letting yourself ramble.
5. **Pick a positive role model** - What media personalities do you think have particularly good body language? Check out their interviews and see if there's anything you can learn. A winning smile is usually key!
6. **Dress for the job you want** - Before the interview find out the company's dress code and match it. While over-dressing won't harm your chances of getting the job, under-dressing almost certainly will.
7. **Practice** - Stand in front of a mirror and practice introducing yourself and answering a simple interview question such as 'How do you see yourself fitting in our company?' You'll instantly realize when you need to increase and decrease your positive body language signals.

And if this is too much for you to remember another handy tip is to subtly imitate any positive body language signals your interviewer is making. If they're smiling and relaxed, you should try to do the same. While good body language alone won't get you the job you always wanted, it will definitely help in projecting a confident and professional image of yourself.

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