

First Nations candidate recruitment guide

Sydney
WATER

Sydney Water respectfully acknowledges the Traditional Custodians of the land and waters on which we work, live and learn. We pay respect to Elders past and present.



Our Why

We are pleased that you are interested in joining Sydney Water and we want to prepare you for a positive recruitment journey with us. We want to give you the best preparation for your upcoming interview and build a meaningful connection with you on your candidate journey.

Sydney Water strives to be an employer of choice for First Nations People. We remain committed to creating a Culturally safe space beginning at the application stage and continuing throughout a meaningful and sustainable career with us.

We are proud to acknowledge and celebrate the 60,000+ years of rich First Nations history and their role as the traditional custodians of the lands and waters on which we work, live, and learn.

Our vision for reconciliation is to embrace deep listening and learn from First Nations peoples, who have been the first engineers of water and natural resources in this country for millennia.

We respect the ongoing 'Caring for Country' restorative approaches practiced over tens of thousands of years by First Nations peoples and play our part to improve the health of the landscape by recognising and nurturing the value of water in our environment and communities.

We aim to blend First Nations knowledge with modern science to manage our waterways and protect the environment in a sustainable way. Sydney Water is committed to advancing equitable outcomes for First Nations communities.



Smoking Ceremony to mark the launch of the First Nations Employee Network

Reconciliation

Our journey towards reconciliation started in 2018 when a group of dedicated employees came together to discuss how Sydney Water could show our commitment to reconciliation. With the support of our Managing Director in 2019, things quickly progressed, leading to the creation of our first **Reconciliation Action Plan**.

Since then, we've launched several initiatives, including:-

First Nations Employee-led Network: This network helps build a sense of community and provides a safe space for discussing workplace challenges and opportunities.

Respect, Recognise and Acknowledge Key Events such as National Sorry Day, National Reconciliation Week, and NAIDOC Week. During these times, we reflect on our progress and discuss how we can continue our journey towards reconciliation as a business.

Acknowledgement of Country: We include a meaningful Acknowledgement of Country in all our meetings to reflect on the history of the lands and waters we meet on and to pay our respects.

Our **Aboriginal Procurement Participation Plan (APPP)** outlines how we can create opportunities to boost skills and economic participation for Aboriginal and Torres Strait Islander communities. This in turn helps Aboriginal businesses grow by purchasing their goods, services, and construction work.

First Nations Cultural Awareness Training: Over 40% of our 3500 employees have voluntarily completed this training. The program helps our employees to understand the history and respect First Nation cultures, fostering a more inclusive and culturally aware workplace.

We developed **First Nations designed personal protective equipment (PPE)** for our people to demonstrate our commitment to reconciliation. This initiative reflects our dedication to embedding cultural recognition into everyday practices, ensuring that reconciliation is not just a value we speak about but one we live and wear. The story of the art is

“Here, there, everywhere – belonging” which represents our holistic approach to reconciliation, our desire to bring everyone on the journey and connect our people to Country.



Sydney Water First Nations designed PPE wear



Sydney Water First Nations Employee Network proudly wearing Sydney Waters First Nation designed shirts

Recruitment Journey

1

Online Application

Explore our Careers page to keep up-to-date with our available opportunities. Once you have applied you become a part of our Talent Community, we will always keep you informed in other roles, should one not work out.

We also post valuable insights about life at Sydney Water and try and keep you updated with current employee testimonials.

2

Telephone Screen

Our recruitment team have participated in voluntary Cultural Awareness Training to ensure you are culturally safe and respected from the beginning.

They will call you to know a little about your experience and what you can contribute in the role you applied for. We will also ask general get to know you questions like where you live, salary expectations, notice periods and a bit about your education.

3

First Interview

This may be in person or via Microsoft Teams, this will usually be with your future manager and another team member.

This is an opportunity for us to get to know you, as well as for you to see what it is like to work at Sydney Water. The hiring manager will ask you scenarios and skill based questions based on the job criteria.

We also encourage you to advise us if you would like a First Nations person to be part of the panel. You can ask us at anytime.

Recruitment Journey

4

Second Interview

You will have a second interview with another manager, the style will be very similar to your first interview.

We also encourage you to advise us if you would like a First Nations person to be part of the panel. We want to make you feel comfortable so please don't be shy in asking.

5

Pre-Employment Checks

Your safety is our priority. To ensure this, we conduct pre-employment checks that are completed before we can extend an offer of employment. These checks may include Reference Checks, Police Checks, or Medical Assessments.

We recognise that some people may have concerns about this stage. If that's you, please don't hesitate to reach out. We are committed to being flexible and understanding wherever we can.

6

Decision Time

We appreciate your patience and hope your journey with us has been a positive one. If you're successful, congratulations! You'll receive an offer letter to review and sign. Once accepted, our team will begin the onboarding process to ensure you feel supported, informed, and well-equipped to thrive in your new role

If you're not successful this time, please know we value the time and effort you've invested. We're committed to providing constructive feedback and, with your permission, we'll keep your details on file and consider you for future opportunities that align with your skills and aspirations.

What to expect

Interviews provide a valuable opportunity for mutual understanding. They also offer a chance for you to meet our current employees and leaders, some of whom you may collaborate with in the future.

You can expect the following:

- We love a Yarn and want you to feel comfortable. This is your chance to learn more about Sydney Water, explore the roles available, and ask any questions you may have – we want you to feel as excited about joining us as we are about meeting you!
- You'll have the opportunity to meet with various Sydney Water team members and other First Nation employees who are eager to get to know you and support your journey.

We understand that adjustments may be needed to accommodate your individual situation. If you require any adjustments, please contact us at anytime so we can work together to meet your needs.



First Nations Employee Network Inaugural Event

Interview Preparation

PLAN

Note the date and time of your interview in your diary/calendar.

- **Face-to-Face:**
Plan your route, allowing for delays.
- **Online:**
Find a quiet spot, charge your technology, and log in early
- **Contact Details:**
Save the email invite with contact details and communicate with us as soon as possible if you need to reschedule.

PREPARATION

- Review your resume and the job advert. Prepare answers about why
- you applied, your interest, and your experience.
- Prepare a couple of questions about the role or working at Sydney Water.
- Dress Code: Wear something comfortable and presentable. Smart/formal wear is encouraged.

CULTURAL SAFETY

- Ask your Sydney Water Talent Partner to have a First Nations employee present in your interview. This will allow you to connect with our First Nations Employee Network during your interview process.

Interview Preparation

When answering the questions it's good to use the **STAR Method** which will help you answer the questions in a structured format by describing a specific **Situation**, the **Task**, the **Actions** you took and the **Result** of the situation. We want you to showcase your skills and experience across various: Teamwork, Problem Solving, Career Goals, Achievements and Decision making.

Example questions we might ask :

Teamwork

Describe a time when you had to work closely with a team to achieve a goal. What was your role, and how did you contribute to the team's success?

Problem Solving

Can you describe a challenging problem you faced at work and how you approached solving it?

Career Goals

Where do you see yourself in five years, and how does this position align with your career goals?

Achievements

What is your greatest professional achievement, and what steps did you take to accomplish it?

Decision Making

Describe a time when you had to make a difficult decision at work. What process did you follow to arrive at your decision?



Reconciliation Week 2025 was marked with a smoking ceremony and the First Nations Employee Yarnup



Thank you and best of luck!

Please feel free to contact us at anytime by emailing
Recruitment@sydneywater.com.au if you have any further questions
or need anything from us to help you throughout this process!

