

Guidance – Work Trials/Trial Shifts for an Apprenticeship

As part of the recruitment process you may be asked to do a work trial. A trial is an opportunity for both you and the employer to gauge your suitability to the role and the working environment. It is important to make a positive impression and the trial will contribute towards the employers' final decision on who is invited to an interview and/or is the successful candidate. A trial is an opportunity to practically demonstrate your unique selling points, skills and strengths. The key in any trial is presentation and personality.

Consider this: "What do you want the employer to think of you after your trial?"

Here are 10 Top Tips to a successful trial to get you started...

1. **Prepare the night before**
Know what you're going to wear and where you are going.
2. **Believe in yourself**
Trust in your ability to demonstrate your skills and attributes. You are not expected to know everything or be 'perfect'. Complete tasks and activities to the best of your ability.
3. **Avoid being overconfident**
Employers will expect you to be nervous, but too much confidence and appearing to 'know it all' can be off-putting to a potential employer.
4. **Willingness**
It's important to show an employer that you willing to get stuck in! Employers look for hard workers who have the ability to work in a team. Get involved and ask a member of staff if they need help with anything.
5. **Respond positively**
Avoid clock-watching when asked to complete a task or activity maintain a positive attitude and work as efficiently as you can.
6. **Speak to members of staff**
What do they enjoy most about their work? This will also help you determine whether you are suited to the role. Engaging with staff shows an employer how you are able to build a positive rapport with people.
7. **Ask questions**
If you're unsure and need to clarify what you should be doing don't be afraid to ask questions.
8. **Enjoy the experience**
Be yourself. A trial offers you the opportunity to show more of your personality and strengths.
9. **Take time to reflect**
What did you think of the employer? How was the experience for you? Could you see yourself working there every day?
10. **Ask for feedback!**
How did I do? What could I do better next time?

Bonus Tips! Research the employer before your trial, re-read the job description and remember to only use your mobile phone in designated breaks!