THE FUTURE. YOURS TO MAKE.
We are not just a company, we are a company that wants to help answer some of the biggest questions facing the world today. If you are thinking about scale and impact, where else is there in the energy industry other than Shell?

Toib
Human Resources
UK
Our purpose: to power progress together by providing more and cleaner energy solutions.

Today’s changing world presents both opportunities and challenges and we need the brightest minds to help us solve them. More than a billion people have no access to energy today. Add to this a rising global population, and demand for energy could almost double by 2070. We need passionate people to achieve a more sustainable way of addressing the world’s energy demands.

As a purpose-led organisation, we challenge everyone who works here to think about the difference they could personally make.

Throughout these pages you’ll see some quotes from our graduate hires. They each wrote inspiring letters outlining their personal hopes and ideas for contributing to the future of energy, for people and for our planet.
WHAT WILL I GET FROM THE SHELL GRADUATE PROGRAMME?

Right from the start, you’ll be given a challenging hands-on role, working in a diverse, global environment.

You’ll be welcomed into Shell and encouraged to make your contribution to an organisation built around teamwork.

You’ll be supervised and mentored with frequent reviews as part of a structured development programme, agreed with you in advance.

You’ll receive world-class training in our business and your role, tailored to your skills and career ambitions. There will be opportunities to develop your expertise and secure valuable professional qualifications.

At the end of your time in the programme, a concise assessment of your performance and competence will confirm if you’re ready the next step in your career with us.

Find out more about structured development in the Shell Graduate Programme here.

Sharief
Engineer
USA

Read my letter to the future at shell.com/letters
Our Global Businesses

Shell works in more than 70 countries and territories, and employs around 94,000 people.

Those people work across a diversity of Shell companies, grouped, broadly, as Upstream, Downstream and Projects and Technology.

Our Upstream businesses comprise Upstream Americas (USA, Canada and Brazil) and Upstream International, which has major interests in Europe, Asia, the Middle East, Russia, Australia, Oceania and Africa.

Upstream refers to the ways we find and extract crude oil, natural gas and bitumen, while Downstream refers to the ways we transform them into products for sale to retail and commercial customers.

We provide gas for cooking, heating and electrical power; fuels and lubricants for transport; and chemical products for plastics, coatings, detergents and many other appliances.

Businesses within our Downstream organisation turn crude oil into refined petrochemical products which are traded, marketed and distributed globally. These include conventional fuels, lubricants, bitumen and biofuels.

Our Projects and Technology business provides technical services and technology capabilities in Upstream and Downstream activities. It manages the delivery of projects and helps to improve performance across the company.

We also recruit graduates to work across Shell corporate functions, such as Finance, Human Resources, Contracting and Procurement and Information Technology.

There is a place for anyone who likes technology within Shell. We have sizeable technology centres with lots of innovation projects, many of which are focused on the energy transition.

Thomas
Energy Transition Advisor
Netherlands
I could see myself working at Shell for the rest of my career. The technology is very interesting. Flying offshore to work on a platform isn’t something I think I could do at most companies. But what really keeps me here are the people.

Ryan
Engineer
USA
OUR GRADUATE PROGRAMME IS A FRAMEWORK THAT WILL HELP YOU MAKE THE MOST OF YOUR POTENTIAL, PERSONALLY AND PROFESSIONALLY.

As soon as you start, we’ll assign you a supervisor. They will help you decide what you want from your career and the best way to achieve it within Shell.

The outcome of this discussion is captured in your development plan. This sets the course for the time you spend on the Programme, which can be anywhere from 3 to 5 years depending on your role.

We believe you learn more, faster, when you’re challenged. In other words, we inspire you to progress in your career.
HANDS-ON PLACEMENTS TO HELP YOU DISCOVER YOUR STRENGTHS AND DEVELOP YOUR SKILLS.

Our Graduate Programme is designed to widen in scope, enabling you to prove yourself in different situations, over time.

As you move through different experiences on live projects, we’ll provide you with continuous learning in the form of training courses, e-learning modules and workshops.

An important aspect of the programme is monitoring and tracking your performance through regular appraisals with your supervisor and mentor, concluding with a final review.

The sequence and nature of your placements depends on your plan and whether you will be working in a Technical, Commercial or Corporate role, as these examples show.

A Technical role

In a technical discipline, you spend 2 to 3 years on competence-based tasks and a course of formal learning with the support of technical coaches. A progress check every 6 months ensures you’re on track.

Relevant roles:

Formal training examples:
Geology Subsurface Integration, Petrophysics Foundation, Pipeline Engineering & Operations, Reservoir Engineering, Leadership

Learning Journey

Coaching
Formal Training
Progress Check
Final Year Assessment
Mentoring
Progress Check
Formal Training
A role in Trading

On-the-job experience in this area entails 3 different role rotations over 2.5 years. The objective is to give you competencies and insights into the value chain and trading operations, supported by formal training and progress checks, towards becoming a top industry trader.

Relevant roles in the area of:
Crude Oil, Oil Products Energy Trading – Trade Gas, Analysis

Formal training examples:
Operations, Accelerated Development, Commodity Specific Curriculum, Shell Open University. Assignments include Value Chain Assignments to understand value chain and structures influencing Trading, Leadership

Learning Journey

Coaching 1st Role Rotation Formal Training Progress Check 2nd Role Rotation

Final Year Assessment 3rd Role Rotation Progress Check Formal Training

YOUR LEARNING JOURNEY
One of the things that struck me is how people-focused Shell is, and how people truly do care about operating responsibly – and most importantly, personal and environmental safety.

Sharief
Engineer
USA

A Commercial role – Upstream

These are commercial roles within the businesses which source and extract crude oil and natural gas. Here, you could complete up to 3 role rotations over 3 to 5 years, immersing yourself in deal delivery, commercial management, economics, contracts and agreements with a view to working on some of the world’s largest and most complex energy projects.

Relevant roles in the area of:

Formal training examples:
Operations, Accelerated Development, Commodity Specific Curriculum, Shell Open University. Assignments include Value Chain Assignments to understand value chain and structures influencing Trading, Leadership

Learning Journey

Coaching  Formal Training  Progress Check  Formal Training  Final Year Assessment  Mentoring  Progress Check
The Shell Graduate Programme is how I started in the commercial side of the business. It’s a pretty awesome experience, with lots of support and special opportunities as a new employee. It was a good way to kickstart my career.

Laura
Market Account Manager
USA

A Commercial role – Downstream

This puts you at the heart of one of our numerous businesses producing a range of refined petrochemical products. Here, over 3 years, you will complete 2 role rotations to give you broad commercial experience, including customer engagement. Formal learning and progress checks are involved.

Relevant roles:
Sales Account Manager, Business Commercial Analyst, Retail Support Analyst, Marketing Advisor/Implementer, Marketing Project Manager, Pricing Manager within Retail, Lubricants, Chemicals, Global Commercial/Business to Business (Bitumen, Aviation, Marine, Bulk Fuels), Trading, Supply and Distribution, Biofuels and CO2

Formal training examples:
Overview of Downstream Business, Shell General Business Principles, Marketing, Pricing, Business to Business, Retail, Supply, Leadership

Learning Journey

Coaching 1st Role Rotation Formal Training Progress Check

Final Year Assessment Progress Check Formal Training 2nd Role Rotation

The Shell Graduate Programme is how I started in the commercial side of the business. It’s a pretty awesome experience, with lots of support and special opportunities as a new employee. It was a good way to kickstart my career.

Laura
Market Account Manager
USA
A role in Corporate Functions

If you’re working in Information Technology, Human Resources, Finance or Contract & Procurement, for example, you spend 3 years in the Graduate Programme and undertake 2 different role rotations with a mix of on-the-job training and formal learning.

HR relevant roles:
Advisor/Analyst, Recruitment Specialist, Policy Advisor, Talent Advisor, Remuneration and Benefits Specialist.
Formal Training Examples: Organisational Effectiveness, Business Partnering

Finance relevant roles:
Finance Controller, Internal Auditor, Finance Manager.
Formal Training Examples: Formal Accreditation, Finance Support, Financial Controlling & Accounting, Finance Management

IT relevant roles:
Business IT Manager, Business Analyst, Consultant, IT Service Delivery Manager Data & Administration Manager.
Formal Training Examples: Business Analysis, Business Process, Improvement, Risk Management

Contracting & procurement relevant roles:
Contracting & Procurement Manager.
Formal Training Examples: Professional Accreditation (Chartered Institute for Purchasing and Supply)

Learning Journey

Coaching 1st Role Rotation Formal Training Progress Check
Final Year Assessment Progress Check Formal Training 2nd Role Rotation

YOUR LEARNING JOURNEY
THERE’S FAR MORE TO DECIDING ON A POTENTIAL EMPLOYER THAN YOUR FUTURE ROLE AND ITS RESPONSIBILITIES.

Consider the details that are part of joining the workforce and becoming an employee.
THESE ARE JUST A FEW HIGHLIGHTS OF WHAT WE OFFER, ALL OF WHICH GO TOWARDS MAKING SHELL A REWARDING PLACE TO WORK, IN EVERY SENSE OF THE WORD.

Comprehensive financial rewards and benefits

On top of a competitive starter salary, you’ll be recognised and rewarded through performance-related pay, the extent of which will depend on your role and location.

Our benefits are aligned to local market practice. Some locations offer subsidised services such as sports facilities, medical/dental care and car parking. In some countries, you’ll have the chance to participate in a Shell Share programme.

Diversity and inclusion

We strive to maintain a work environment where everyone can apply and develop skills and talents consistent with our values and business objectives. This applies to every employee, regardless of location, gender, ethnicity and physical ability.

It’s important to live by our values and play an active role in communities by attracting all talents and offering opportunities to a diverse range of people.

The varied skills and experience of people from different cultures, gender and ages benefits our business, helping us to better understand our customers across the world and to build stronger relationships at a local level.
The passion that people have to provide the world with more and cleaner energy is my main drive to come to work every day. Without such passionate people, Shell would not be as great a company.

Quirijn
IT Advisor
Netherlands

Supporting everyone

Teamwork is vital to our projects. So it’s in our nature to work together towards common goals.

Colleagues will always be able to help you solve day-to-day challenges. You will also be part of a connected global network.

Someone, somewhere in the world of Shell will have tackled a similar situation, problem or issue — more than that, they will be happy to share their experience.

Listening to what you have to say

We check with our employees to ensure that Shell is doing everything it can to be a great place to work. Senior leaders hold frequent webcasts and discussion forums to obtain feedback and ideas, reflecting the fact Shell is genuinely interested in hearing what its employees have to say.

Life outside work

Whatever your interests, in many locations there’s likely to be a Shell sports and social group that would welcome your involvement.
As you would expect, there are specific skill requirements for each role in Shell.

But, no matter what your particular role is, there are certain qualities you’ll need if you’re going to succeed with us.
WHAT WE LOOK FOR

Capacity
We’re looking for people with the intellectual, analytical and creative ability to learn quickly, identify issues and propose solutions. Can you reach informed conclusions through broad thinking? Work with incomplete or conflicting data and take well-calculated risks? Have you ever identified new ways of doing things based on an analysis of current conditions, data and feedback?

Achievement
We hope that the graduates we recruit will be future Shell leaders, so we’ll ask you about achievements in any areas of your life as well as your academic qualifications. Have you ever had to overcome obstacles in order to achieve? Are you good at working by yourself or within a team? Do you enjoy taking on new and unfamiliar tasks?

Relationships
Being able to work effectively as part of a diverse team and form mutually beneficial, long-term working relationships will be essential. Can you recall situations where you’ve had to influence people by adapting your communication style? What positions of responsibility have you held over the last four years? What exposure have you had to different environments and cultures?
Real projects to work on
- Working on projects with a real business impact
- Meeting new people and learning new skills

Support along the way
- Assigned supervisor and mentor providing support and guidance
- Getting to know the business through our on-boarding process

Why we call it an Assessed Internship
- Formal mid-term and end of internship review and feedback
- You could be offered an opportunity on the Graduate Programme following the successful completion of the assessments

Financial rewards and benefits
- Your internship will include financial rewards customised for you
- Make the most of onsite facilities exclusively available to Shell employees
THERE ARE TWO ROUTES INTO SHELL:

- An Assessed Internship
- The Graduate Programme

SHARIEF
Engineer
USA
We celebrate and value diversity at Shell, so we encourage you to be yourself, when responding. This will not be a timed assessment, and generally only takes 10-12 minutes to complete.

Want to see how the test goes? Check out Cubiks Working-Styles Assessment Practice test.

On-Demand Video Interview

If you successfully pass the Stage 1 Online assessments, you will receive an invite for an On-Demand Video Interview (ODVI). The interview will take about 20 minutes, and will need to be completed within 10 days from receiving the ODVI invite.

This short, self-recorded video interview is an opportunity for you to tell us about yourself. You’ll also see some of our current graduates who will ask you a series of pre-recorded competency-based questions. For each question, you’ll have 30 seconds to prepare and 3 minutes to record your answer. We recommend that you reflect on why you’re applying and what your stand-out experiences are. Be ready to talk about these in an engaging way. You may record the interview at any internet-enabled location at a time most convenient to you. For technical requirements to complete this assessment, you can refer to the Hirevue Technical Specifications page.

ONLINE APPLICATION

Visit the careers section of the Shell website (www.shell.com/careers) to find out about our graduate and intern opportunities and about life at Shell. Complete your application online – you can save time by connecting your LinkedIn profile. Before applying, make sure you are eligible to work in the country where the opportunity is based. The application should take between 5-10 minutes.

Online Assessments & On-Demand Video Interview

After you’ve submitted your application, you’ll be asked to complete two online assessments. Altogether this will take about 25 minutes and will need to be completed within 5 days of receiving the assessment invite.

Online Assessment 1: Timed Cognitive Test

This will be a timed test that is divided into three sections, covering verbal skills (24 questions), numerical skills (16 questions), and abstract reasoning (10 questions), respectively. You have 4 minutes to complete each section. Want to prepare for the test? Take the Cubiks Cognitive Assessment Practice test.

Online Assessment 2: Working Style Assessment

This segment will assess your approach to working and your preferred behaviour across the ‘big five’ personality factors: drive, adaptability, supportiveness, assertiveness and creativity. There are no right or wrong answers, so simply pick the option that feels most natural to you.

ONLINE APPLICATION

Visit the careers section of the Shell website (www.shell.com/careers) to find out about our graduate and intern opportunities and about life at Shell. Complete your application online – you can save time by connecting your LinkedIn profile. Before applying, make sure you are eligible to work in the country where the opportunity is based. The application should take between 5-10 minutes.
Final Assessment

For Interns
This stage includes a live virtual case study session with two Shell employees who will host the discussion. A case study related to one of the business and skills areas that you rated in your application form will be sent to you two days prior to the session. You will be assigned a topic relating to an aspect of your case and then asked to prepare a presentation.

For Graduates
This virtual assessment consists of two parts: a case study for which you will be asked to prepare a presentation (the case study will be shared with you in advance) and an interview, where you will have the chance to get to know us and we can get to know you. To make the interview process more convenient and comfortable, we are leveraging the latest digital technology to bring the experience to you — wherever you may be.

Shell Connect

For Interns
Following the successful completion of Stages 1 and 2, you will be offered a place on the Internship program. Here, you’ll receive hands-on training and have the chance to be selected for a job at Shell.

For Graduates
Following the successful completion of Stages 1 & 2, you may be invited to our offices to meet your future manager and other Shell graduates. During your Shell Connect visit, you will have an opportunity to see Shell from the inside and meet the people who could become your new colleagues.
Shell makes the effort to really push and keep innovating. We are not just waiting for something to change — we are the changemakers. That is why I wanted to join Shell in the first place.

Melinda
Technologist
Singapore
MAKING THAT FIRST STEP IN YOUR CAREER IS A CHALLENGE FOR MANY DIFFERENT REASONS.

If there’s strong competition for places, how you present yourself and your particular strengths is vital. Ensuring you have a great CV/resume and that you’re fully prepared when invited for an interview is important.
Here are a few handy tips to help you present yourself in the best possible way:

- Make sure your CV/resume is up to date.
- Try to restrict it to two pages and keep the layout simple.
- Use headings like “Education” and “Career History” to highlight different sections.
- Don’t just make general statements about your qualities – support them with evidence. For example, explain what you may have done to date that illustrates the qualities you have.
- Try to link your skills and experience to the requirements of the role you’re applying for.

TIPS FOR SUCCESS

WRITING A GREAT CV

When you complete your application form, you’ll need to upload a record of your personal, education and work history – your CV/resume. It is a platform to demonstrate your achievements and a key step in any application process.

Personal details
Your full name, address, email address and phone number are most important.

Education details
List these in reverse chronological order, with your most recent education first. Include the name of the institutions, the dates you were enrolled and the qualifications you obtained or will obtain when you graduate. You may want to list the relevant modules, the projects and dissertations you have delivered, the grades you have achieved and professional skills you have developed.

Career history and professional experience
Whether they’re paid, voluntary or shadowing, all experiences count. Present these in reverse chronological order with dates to show how long you remained in a particular role. Mention what you achieved and the skills you developed.

Achievements and outside interests
Focus on recent examples, describing what you contributed and learned in various ways.

Remember
Your CV/resume is a platform to demonstrate your key strengths and achievements and is an important step in any application process.
PERFORMING WELL AT AN INTERVIEW

■ Do your homework by researching Shell and gaining familiarity with Shell operations, projects, sites and values.

■ Learn about the capacity, achievement and relationships criteria we use to assess candidates — you can find further details here.

■ When you’re being interviewed, think carefully about the question.

■ Gather your thoughts before you answer, don’t just dive in.

■ Frame your answer to provide evidence of what the interviewer is looking for.

■ Always focus on what you, not other people, have done.

■ Always be enthusiastic about your achievements.

■ Keep your answers relevant to the question and come to the point.

■ Provide sufficient background information to set the scene, but be careful not to wander away from the question.

■ Think of some questions in advance to ask at the end of the interview.

I work offshore on a rig and I meet all sorts of people from different backgrounds. It is inspiring to see people across the company working in other areas, but we all have the same passion to transition to lower-carbon energy. It’s great that I am part of a team and I don’t have to make this journey on my own.

Hayley
Engineer
UK