How to complete a successful NWE application

Newcastle Work Experience is extremely competitive, with over 800 applications received each year. Each application is assessed against the person requirements, and those scoring highest will be shortlisted and considered for interview.

The application form contains two compulsory questions. Your CV must also be uploaded.

**Question 1**

**Why do you feel you are a suitable candidate for this placement?**

Your answer should highlight your relevant skills, knowledge and/or previous experience, and should include specific examples to support them.

We're looking for evidence that:

- you can do the job
- you want the job

Read the person requirements carefully and make sure you demonstrate these skills in your answer, giving examples from your studies, work experience, interests and/or extra-curricular activities.

**Question 2**

**What attracted you to apply for this work experience placement in particular?**

Your answer needs to link you and your background to the role. A good answer will convey a strong interest in the organisation through research and show enthusiasm, drive and commitment.

Using the **STAR technique** is an effective way of answering application questions.

**Key points to consider**

- Stick to the word count;
- Always write in the positive and don't make excuses for not having skills or experience;
- Have a practice copy so you can make notes or changes;
- Check your spelling and grammar carefully;
- Keep a copy of your form for future reference.

For help with your application form and CV, please visit the [Careers Service](#).