

## **DETAILED APPLICATION PROCESS**

### **[English Version]**

Thank you for your interest in exploring career opportunities with MIND ID.  
Please read through the detailed application process of our XPLOERER Program.

There are 5 steps in the application process. Please note that all the application steps will be conducted in English only.

1. Online Application & Situational Judgment Questions (SJQs)
2. Online Cognitive and Behavioral Assessment
3. Case Study Presentation and Interview
4. Health Screening (Medical Check-Up)
5. The Final Interview with MIND ID Group BoDs

### **1.0 Round 1: Online Application and Situational Judgment Questions (SJQs)**

#### **1.1. Online Application: Pre-screening Form**

This is the first step in the application process where you have the opportunity to tell us all about yourself. On this step, you will have to enter your personal details, internships and work experiences, co-curricular activities, and academic achievements.

#### **How is it done?**

- Through our online platform, you will need to complete all the fields for us to know you better and what you are all about.
- We will not be accepting CV applications; everyone must go through the pre-screening form.
- You are allowed to choose up to 2 business streams based on your profile, major, preference or experience. However, you will be assessed and assigned for and join, depending on your profile, experiences, and business needs. MIND ID reserves the rights to make the final assignment.
- The 5 business streams are: Operations, Business, Finance, Supply Chain and Corporate Services.

**How can I go to the next step?**

Here we will look at the detailed requirements to move to the Situational Judgement Questions (SJQs) assessment stage:

- Indonesian Nationality
- Having the Culture Fit and alignment to MIND's Core Values and Behaviors
- Graduated with Bachelor or Master's degree from reputable university in all majors. For 2021 graduates, we accept Temporary Graduation Certificate maximum until September 2021
- Have minimum internship experience or maximum 3 years of working experience as of July 2021
- Maximum age of 27 years old by July 2021
- Fluent in Business English both Written and Verbal Communication
- Willingness to travel/relocate to MIND ID & its members sites all over Indonesia

**How long will this step take?**

- Filling out and completing the form should take approximately 10-15 minutes.
- The application starts on Wednesday, July 21, 2021 and closes on Friday, August 20, 2021.

**1.2 Situational Judgement Questions (SJQs) Assessment**

Situational Judgement Questions (SJQs) are designed based on real-life workplace situations that reflect MIND ID's Culture. You are required to respond to what would you do for each situation by selecting from proposed possible actions.

**How is it done?**

- Through our online platform if only you pass the minimum requirements for the pre-screening.
- 10 situations will be shared, and you must choose the most appropriate action among 3 given choices.

**How can I go to the next step?**

- The passing score to move on to the next stage, Online Assessments, is 80% and above.
- Only shortlisted applicants will be contacted for the next round via email in approximately 14 working days (During peak hiring periods).

**How long will this step take?**

- The SJQs assessment should take you approximately 10 - 15 minutes.

**2.0 Round 2: Online Cognitive and Behavioral Assessment**

Online cognitive and behavioral assessments consist of (2.1) Cognitive Game-based Assessments and (2.2) Behavioral Assessments.

## **2.1 Cognitive Game-based Assessments**

Our game-based, fun yet engaging assessments are unique to XPLOER and help us to determine if the program is a good fit for you. The objectives of these assessments are to test your cognitive ability, numerical ability, creative problem-solving skills and basic verbal language.

### **How is it done?**

- The applicants who pass the pre-screening and SJQs will be invited to take the Online Assessments.
- This activity will be through our online platform and there will be six small games that you have to complete.

### **How can I go to the next step?**

- To move to the next stage, Behavioral Assessments, you have to complete the Cognitive Assessments and are in the Top 20% of all exam finishers.
- Only shortlisted applicants will be contacted for the next round via email.

### **How long will this step take?**

- The Cognitive Assessments should take you around 30 – 45 minutes to complete.
- You should complete the six small games in one go and are not allowed to stop during the assessments.
- However, you will have 5 working days to finish the Cognitive Assessments once invited, so please be sure to devote time for this!

## **2.2 Behavioral Assessments**

The objective of the behavioral assessments is to assess your behavioral competencies and motivation. In this assessment, you will be given a series of Likert scale-based questions, you must distribute 6 points among the statements that embody personal traits that you relate the most.

### **How is it done?**

- Aforementioned in the previous stage, only the applicants who are in the Top 20% of Cognitive Game-based Assessments will be invited to take the Behavioral Assessments.
- This assessment will be through our online platform.
- You will be given a self-rated questionnaire to which you have to allocate points among the given statements, depending on how much it relates to you personally.

**How can I go to the next step?**

- The Behavioral Assessments will assess behavioral competencies and motivational fit.
- You must complete the Behavioral Assessments and are in the Top 15% of all exam finishers to move to the next round - Case Study Interviews.
- Only shortlisted applicants will be contacted for the next round via email in approximately 14 working days (During peak hiring periods).

**How long will this step take?**

- Completing the Behavioral Assessments should take you around 40 minutes.
- You should complete the assessments in one go and are not allowed to stop during the assessments.
- However, you will have 5 working days to finish the Behavioral Assessments once invited through email.

**3.0 Round 3: Case Study Presentation and Interview**

At this point, you will go through a case study challenge where your technical knowledge, competencies communications skills, analytical thinking skills and problem skills will be assessed. This process helps us to evaluate whether you are the talent we are looking for and fit into our XPLORE Profiles.

**How is it done?**

- There are two parts to the Case Study Interviews: Case Study Presentation and the Behavioral Interview
  - Case Study Presentation
    - You will be invited to the Case Study Presentation in 2 days prior to your schedule.
    - You will then be given a case study, and you must create a presentation and proposal to address the challenge in the case study.
    - During the presentation, you will be given 15 minutes for your presentation, followed by a 45-minute Q&A where our panel members will ask questions about your presentation.
  - The panel consists of representatives from the stream you are being assessed for and from our HR department.

**How can I go to the next step?**

- Aforementioned, the objective of this round is to assess your problem-solving skills, logical and creative thinking, oral communication, and business knowledge.
- Only shortlisted applicants will be contacted for the final interview via email in approximately 7 - 10 working days (During peak hiring periods).

**How long will this step take?**

- A total of 60 minutes for the interview
  - Case Study Presentation and Q&A: 60 minutes.

**4.0 Round 4: Health Screening (Medical Check-Up)**

Only shortlisted applicants for the final interview are invited for the medical check-up. This is a mandatory step in our application process to assess your physical and medical suitability for the XPLOER role and determine if a pre-existing condition might take the applicants vulnerable to health risks related to the job or if the health risks of the job would worsen an existing health condition. Medical check-up is at MIND ID's cost and discretion.

**5.0 Round 5: The Final Interview with MIND ID Group's BoDs**

This is the final stage of the process. Our leaders would like to get to know you better and give you a chance to ask them questions.

**How is it done?**

- A 45-minute in-depth conversation will be conducted together with a selected BOD member and a HR representative.
- A few interview questions regarding your background, experiences and leadership competencies will be asked.
- As one of the finalists, you will be given opportunity to ask our BOD member questions.

**How can I succeed this round and be offered the XPLOER role in MIND ID?**

- Aforementioned, the objective of this final interview is to understand you better as an individual, hence your characters, leadership competencies and behaviors will be assessed along with the output from the previous rounds (starting from pre-screening, SJQs, online assessments and case study interview).
- The decisions will be discussed and processed by our XPLOER program committee.

**How long will this round take?**

- The entire in-depth interview will take approximately 45 – 60 minutes (depending on the conversation)
- All finalists will be contacted and informed about the application result via a e-mail in approximately 7 – 10 working days (During peak hiring periods).

Thank you for reading detailed application process of MIND ID's XPLOER Management Acceleration Program.

Here is the end of the document.

Please do not hesitate to contact us if you have any further questions at [xplorer@mind.id](mailto:xplorer@mind.id) or +62 813-8888-9355 (Whatsapp Message Only).