

Graduate Trainee Programme

If you have what it takes to inspire the next generation of leaders for the future economy, and are committed in supporting the development of talent in a reputable, well-established institution, join us for the Graduate Trainee Programme in PSB Academy.

What is Graduate Trainee Programme about?

The Graduate Trainee (GT) Programme is a special management development programme for PSB Academy fresh graduates. Designed to give trainee hands-on experience, trainees are assigned duties and tasks that enable them to learn the different aspects of the business and interact with managers and mentors.

The programme entails a 1-year contract, with each department rotation, at duration of 3 to 6 months.

What it takes to be a Graduate Trainee?

You must have:

- Master or Bachelor degree in any discipline from the Universities Programme offered by PSB Academy
- Strong written, verbal, analytical and presentation skills
- Positive attitude, confident and resourceful
- Willingness to learn and ability to work independently with minimal supervision
- Ability to work in a fast-paced environment
- Good knowledge of education market conditions
- Proficiency in Word, Excel and Powerpoint

How our Graduates Trainees benefitted from the programme?

“The Graduate Trainee Programme has been a valuable experience as I had ample opportunities to expose myself to the nuts and bolts of the businesses of two different departments. In the 2 rotations that I spent with Marketing & Corporate Communications and International Student Recruitment, I picked up many technical skills which are very useful, e.g. Adobe Suite. I was given the opportunity to travel abroad to work on different projects. My reporting officers constantly spurred me to take on greater leadership roles by entrusting projects for me to manage, through which I could apply what I learnt in university. As a Graduate Trainee, apart from possessing a spirit of enthusiasm, I was able to approach challenges with an open mind and resilience. I learnt to do more than what was given to me and always deliver quality work in a timely manner.”

Alan Pang, Graduate
Trainee, 2016

"I thoroughly enjoyed my experience as a Graduate Trainee at PSB Academy. The GT programme has given me a significant head start in my career with constant exposure to different levels of management and exciting projects from various countries. Friendly and supportive colleagues, motivating work environment and challenging yet interesting projects - all made the GT programme a worthwhile experience. Anyone exploring an opportunity to be a successful GT at PSB Academy should have a growth mindset, constant drive for learning and greater adaptability."

Vaishnavi Nagapandian,
Executive, International
Student Recruitment
(Graduate Trainee, 2015)

How to apply?

Wait no longer, please submit your resume to humanresource@psb-academy.edu.sg.

Closing date: **29 September 2017**