



Department of Geological Sciences  
College of Liberal Arts and Sciences

## Internship Program

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**Company:** Shell

**Area of Study:** Energy/Petroleum

**Company Contact:** [www.shell.com/graduates](http://www.shell.com/graduates)

**Location:** Houston, TX

**Internship Duration:** 12 Weeks—16 Months

**Deadline:** Open

**Preferred Class Year:** Junior

**Alumni/Friend Contact:** Carolyn Luysterburg ('12)  
Carolyn.Lusterburg@shell.com.

# HOW TO APPLY

An Assessed Internship is one of the two routes into Shell. Our Assessed Internships are suitable for undergraduates in their penultimate year of study.

After successfully completing your Assessed Internship, you could join our Graduate Programme where there is a suitable place.



1

## APPLY

At [www.shell.com/graduates](http://www.shell.com/graduates), choose the Assessed Internship option. Complete an application form and upload your latest CV. Make sure you are eligible to work in the country you're applying to.

2

## ONLINE ASSESSMENT

Once you've successfully submitted your online application you'll be sent an email invitation to complete two components of our online assessment. We're looking to find out more about how your personal abilities complement your professional qualifications. There are two parts to this:



### PART 1

Is a series of competency-based questions. Once you pass this part of the assessment you'll proceed to the next stage. We'll then contact you to complete Part 2.

### PART 2

Is an assessment of your decision-making and problem-solving capabilities.

3



## INTERVIEW

We will review your online assessment and may invite you for either a face-to-face or telephone interview.

4

## OFFER FOR INTERNSHIP PLACEMENT

After successfully passing the interview, and if suitable opportunities are available, we'll invite you to join us for an Assessed Internship.



“The work you are doing in your team is valuable and has an impact on the business and future projects.”

Lucy, Heriot Watt University, UK



**SHELL IN NUMBERS**

**70+**

COUNTRIES AND TERRITORIES  
IN WHICH WE OPERATE

**94,000**

EMPLOYEES WORLDWIDE

**\$13.7**

BILLION SPENT IN  
LOWER-INCOME COUNTRIES

**\$1.2**

BILLION SPEND ON  
RESEARCH AND DEVELOPMENT

Source: Sustainability Report 2014

**\$342**

MILLION SPENT ON TRAINING AND  
DEVELOPMENT OF EMPLOYEES

**43,000**

SHELL BRANDED RETAIL STATIONS WORLDWIDE

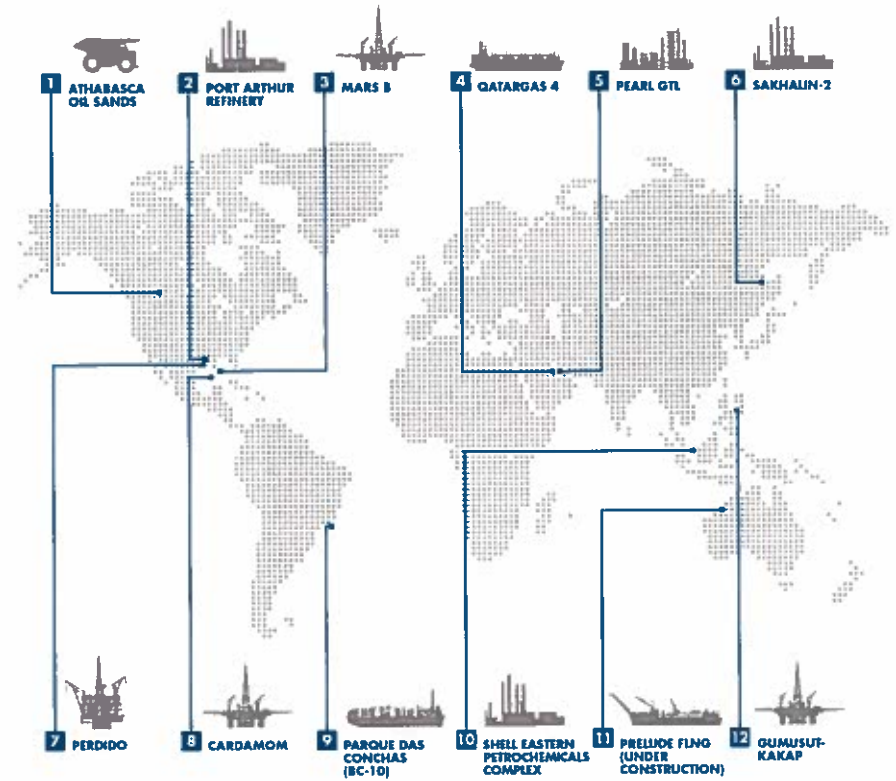
**24**

REFINERIES INTERESTS IN

“The friendly environment and the constant strive for excellence will make you want to settle for nothing less in your future career.”  
Florian, University of Leeds, UK



**MAJOR PROJECTS**



Prelude FLNG Facility

# TAKE A JOURNEY THROUGH OUR BUSINESS

From exploring the world's deepest oceans, to our highly advanced processing facilities, right through to the petrol station you pull up to in your car and the gas that heats your home; Shell's business is vast and diverse - just like the opportunities we can offer you.

## AREAS OF OUR BUSINESS

### Upstream International

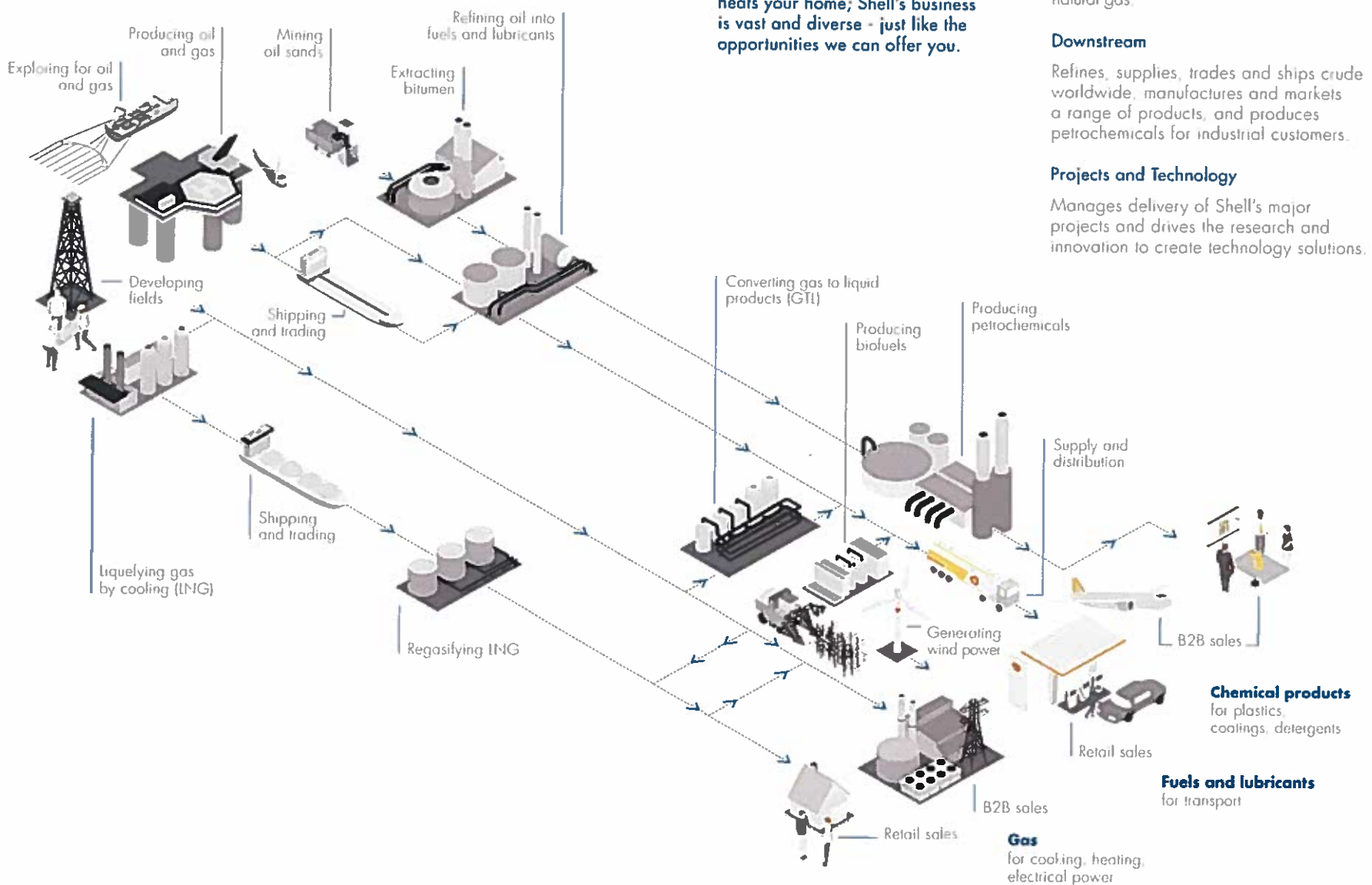
Explores and extracts crude oil and natural gas.

### Downstream

Refines, supplies, trades and ships crude worldwide, manufactures and markets a range of products, and produces petrochemicals for industrial customers.

### Projects and Technology

Manages delivery of Shell's major projects and drives the research and innovation to create technology solutions.



# SHELL ASSESSED INTERNSHIP PROGRAMME

Our Assessed Internships are suitable for undergraduates in their penultimate year of study.



## PROGRAMME OBJECTIVES

A Shell Assessed Internship could open the door to your future career and help you to realise your potential as you develop your skills and refine your working style.

Your internship journey with Shell will last between 12 weeks and 16 months. During this time you'll be involved in real projects designed to help you discover your strengths. You'll also have a mentor and a direct supervisor, who will give you regular, structured feedback.

By experiencing a Shell Assessed Internship, you'll explore what Shell has to offer as an employer and discover the exciting opportunities to develop and grow your skills, such as:

- Putting into practice theories and concepts
- Discovering which skills you need to develop through constructive feedback, evaluation and supervision

- Improving general business skills, including communication, team-building, organisational, problem-solving and analytical skills
- Gaining exposure to the energy industry
- Building valuable networks and contacts for future career opportunities

Added to this you'll also find out more about career options that you may not have considered before; fields you could specialise in or areas of future study.



## WHERE COULD AN INTERNSHIP WITH SHELL TAKE YOU?

Discover how an internship with Shell could challenge you to explore new possibilities.

Shell's pioneers have been at the forefront of innovation for over a century. And you too could be part of a team who will challenge preconceptions and explore alternative solutions. Collaborating on game-changing ideas that will aim to improve the lives of future generations.

As a student or graduate, an Assessed Internship is one of the two routes into Shell. Succeed in your Assessed Internship and you could be offered a place on our Graduate Programme.

Do you want to be part of an innovative team who are pushing the boundaries of the future?

**Read on to discover more.**



Register with the Shell Talent Community for updates, opportunities and information relevant to your field of interest  
[www.shell.com/stc](http://www.shell.com/stc)



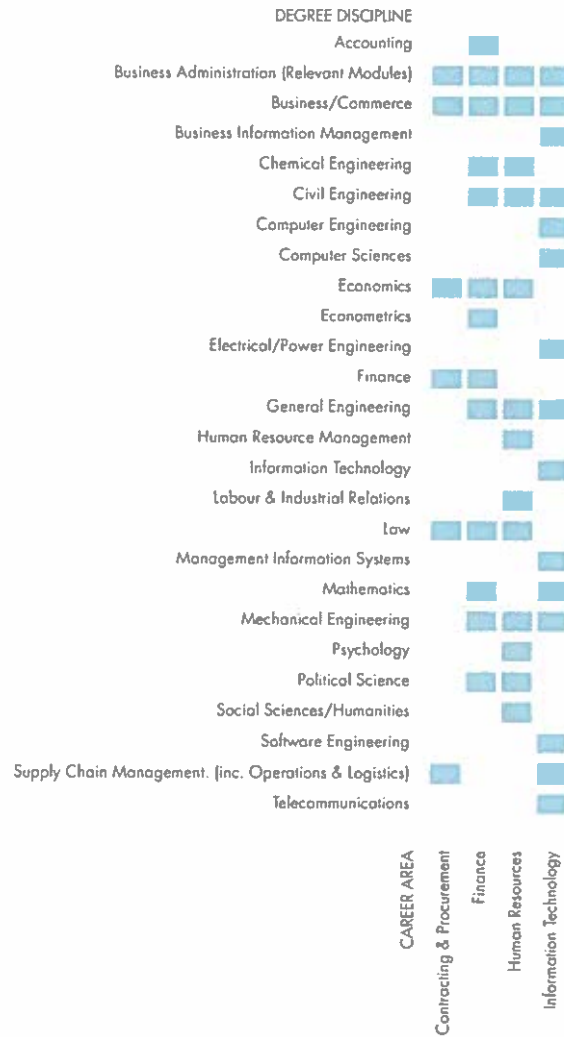


# **SHELL ASSESSED INTERNSHIPS EXPERIENCE SHELL**

**In Search of Curious Interns**



## CHECK YOUR DEGREE - CORPORATE CAREERS



Roles are subject to availability  
 Degrees shown are examples of some of the core qualifications we look for

## CHECK YOUR DEGREE - COMMERCIAL CAREERS





# CHECK YOUR DEGREE - TECHNICAL CAREERS

CAREER AREA	Aeronautical Engineering	Applied Mechanics	Applied Physics	Biain Modelling	Bioscience	Chemical Engineering	Chemistry	Chemometrics	Civil Engineering	Computer Science	Drilling Engineering	Earth Sciences	Electronics & Instrumentation Engineering	Electrical Engineering/Power Engineering	General Engineering	Geochemistry	Geographic Information Sciences	Geology	Geodesy and Surveying	Geophysics	Geomatics	Hydrography	Industrial Engineering	Integrated Supply Chain	Marine Engineering	Materials Sciences	Materials Engineering	Mathematics	Metalscan	Mechanical Engineering	Mining Engineering	Naval Architecture	Offshore Engineering	Petroleum Engineering	Petroleum Geology	Physical Geography	Physics	Process Engineering	Process Safety/Environmental Engineering	Remote Sensing	Statistics	Supply Chain Management (inc. Operations & Logistics)	Systems and Control	Transportation & Logistics	Well Engineering					
Asset Maintenance, Reliability and Turnaround Engineering	■	■				■			■				■	■									■			■	■	■																						
Civil, Structures and Offshore Engineering									■																																									
Electrical Engineering														■	■																																			
Flow Assurance Engineering						■	■																																											
Geomatics		■							■													■	■	■																										
Geoscience - Exploration, Geophysics, Production & Specialist		■	■																																															
HSSE						■	■		■																																									
Inspection Engineering		■																																																
Maritime																																																		
Materials & Corrosion Engineering	■					■	■																																											
Mechanical Static Engineering	■	■	■						■																																									
Petrophysics	■	■	■			■																																												
Pipeline Engineering	■								■																																									
Process Automation, Control and Optimisation (PACO) Engineering																																																		
Process Engineering	■	■	■			■	■																																											
Production Engineering	■	■	■			■	■																																											
Production Manufacturing	■	■	■			■	■																																											
Production Technology	■	■	■			■	■																																											
Research & Development	■	■	■	■		■	■	■																																										
Reservoir Engineering	■	■	■			■	■																																											
Rotating Equipment Engineering			■																																															
Subsea Engineering	■																																																	
Technical Data Management																																																		
Upstream Logistics																																																		
Utilities, Energy, Water & Heat Transfer Engineering			■			■	■																																											
Well Engineering	■	■	■			■	■																																											

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Degrees shown are examples of some of the core qualifications we look for.



## WHAT WE LOOK FOR

Whatever role you play within the business, there are certain qualities you will need in order to succeed.

Your individual talents enable you to bring unique ideas to our business; in addition to these skills, we're also looking for certain key attributes.

At Shell we use a method of assessing people's capabilities known as CAR. It stands 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?

### RELATIONSHIP SKILLS

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?

**“By doing an internship with us, graduates have a better idea of where they could work and where their career in Shell could take them.”**

*Arian, Senior Manager, the Netherlands*



# ■ INTERNSHIP ASSESSMENT & EVALUATION PROCESS

During your internship a supervisor and mentor will support you directly. You will be regularly assessed throughout your time with us to ensure you get the most from the experience and get feedback on your performance.

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## **STAGE 1 MID-INTERNSHIP ASSESSMENT**

A meeting will take place mid-way through your internship with your supervisor and mentor. The purpose of this meeting is to review whether you have met the milestones set at the start of the project, to provide you with feedback on your performance to date and to give you examples of where you are doing well and areas for improvement, using the CAR framework.

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## **STAGE 2 END OF INTERNSHIP ASSESSMENT**

A meeting at the end of your internship will take place with your supervisor and mentor. Its purpose is to formally review your performance throughout your internship, in relation to the milestones set at the start of your time with us. You will receive feedback on your performance.

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## **STAGE 3 PART A E-TRAY**

Before your internship presentation can take place, you must complete an online E-tray exercise. Think of it as the digital equivalent of dealing with a full in-tray: can you absorb information, think quickly and propose solutions? The objective of the E-tray is to get a good understanding of your capabilities in relation to the CAR criteria.

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## **STEP 4 PART B INTERNSHIP PRESENTATION**

You'll also be asked to prepare a final presentation about your project. This presentation is an opportunity for you to summarise your work during your time with us, share your learnings and highlight your work achievements throughout your project.

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## ■ INTERNSHIP OUTCOME

If the overall evaluation of your internship meets our minimum employment standards, you will progress to the next stage of our recruitment process.

At this point we will seek to identify a suitable employment position for you, before making you a formal graduate employment offer.

If the overall evaluation of your internship does not meet our minimum employment standards you will be able to re-apply to Shell after a period of three years.

“Doing an internship gave me a headstart because I knew the business, the values of the organisation and the people I would be working with before I joined.”

Suzanne, University of Leeds, UK

## MEET OUR FORMER INTERNS

**“Working for Shell, I contribute to some of the most exciting and innovative energy projects in Australia.”**

Finlay, University of Melbourne, Australia

**“I learned that a global player like Shell does not only provide very interesting work but also excellent career opportunities.”**

Philipp, TU Berlin, Germany

**“Two words I would use to summarise my experience on the graduate programme so far - quality and growth.”**

Victor, University of Lagos, Nigeria

**“It’s a great opportunity to understand a very complex and exciting business. I knew I would enjoy what I would be doing when starting as a graduate.”**

Farah, University of Calgary, Canada

**“The Shell Assessed Internship has given me a truly enjoyable firsthand look into life as a chemical engineer in an oil refinery. The challenging hands-on nature of the internship provided numerous avenues for learning, which put my engineering skills to practice and fuelled my determination to make a career in this industry.”**

Shiau Yinn, National University of Singapore

**“Shell’s Assessed Internship gave me the opportunity to experience cutting edge technology on mega projects that will help shape the future of energy. The structured coaching, mentoring and supervision throughout the programme was a wonderful experience and great learning opportunity.”**

Abhinandan, Indian School of Mines

# SHELL IDEAS360: WHAT IF THIS IS WHERE YOUR GREAT ADVENTURE BEGINS?

Shell Ideas360 is more than a global competition that connects students to develop ideas that tackle the pressures on the world's Food, Water and Energy resources. It's an exciting journey of learning and discovery.

Collaborate with like-minded innovators and connect with Shell experts and mentors to expand your horizons. You could win the exciting opportunity to explore the world on a *National Geographic Adventure*.

## LEARN AND DISCOVER AT EVERY STAGE

### 1 FORMULATE YOUR IDEA

- Register and access the online community
- Attend Hangouts from subject matter experts to help you formulate your idea
- Formulate and submit your idea

### 2 DEVELOP YOUR IDEA

- Each team progressing to this stage is assigned a Shell Mentor to support them in managing their project
- Attend Hangouts from subject matter experts to help you develop your idea
- Develop and submit your idea into a Project Proposal and Pitch Video

### 3 PITCH YOUR IDEA

- Finalist teams will be brought to one of the Shell Eco-marathons around the world
- Intensive presentation coaching
- Opportunity to pitch idea to senior Shell leaders, innovators and industry experts



## MEET THE WINNING TEAM

Team Renaissance, includes Alex Chen, May Lim, and Nitya Anthony from Nanyang Technological University. The trio came up with an idea for a mobile application named Food Basket which aims to reduce the 1.3 billion tonnes of food wasted globally each year. The Food Basket app allows consumers to track their groceries, including the expiry dates, and will suggest recipes for items before they expire. Users can also trade food items amongst themselves through an in-app market place. This reduces over-buying of groceries and in turn reduces food wastage.



“IT IS AMAZING THAT AN INTERNATIONAL PANEL OF EXPERTS AGREE WITH US AND HAVE CHOSEN OUR IDEA AS THE WINNER! IDEAS 360 HAS REALLY INSPIRED US TO DEVELOP CREATIVE IDEAS FOR A SUSTAINABLE FUTURE.”

What if your idea could change the world?  
Find out more at [www.shellideas360.com](http://www.shellideas360.com)

# ■ HINTS AND TIPS FOR A SUCCESSFUL APPLICATION

We want you to succeed in your application to Shell, so here are some hints and tips to support you.



## CV TIPS

- Make sure your CV 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



## ONLINE ASSESSMENT TIPS

The two part online assessment is a core element of the application process. To give yourself the best opportunity of success, you should:


- Make sure you're in the right frame of mind to take the assessments
- Find a quiet place to take them: somewhere you won't be interrupted
- Take your time and read the questions thoroughly – don't rush
- Only the numerical problem-solving test will be timed
- Keep an English dictionary and a calculator to hand



## INTERVIEW TIPS

- 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
- 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



 SHELL

 SHELL\_CAREERS

 SHELL/CAREERS

 WORKING\_AT\_SHELL

Discover more and apply at [www.shell.com.au/graduate](http://www.shell.com.au/graduate)

To register with the Shell Talent Community for updates, opportunities and information relevant to your field of interest, visit [www.shell.com/stc](http://www.shell.com/stc)

Shell is an equal opportunity employer

