

Next steps

Your personalised career plan should give you a better understanding of:

- your current skills and capabilities
- areas for development
- resources available to take your career to the next level.

Whether you're already working for government or looking to move into NSW public sector procurement, there are many tools to help you.

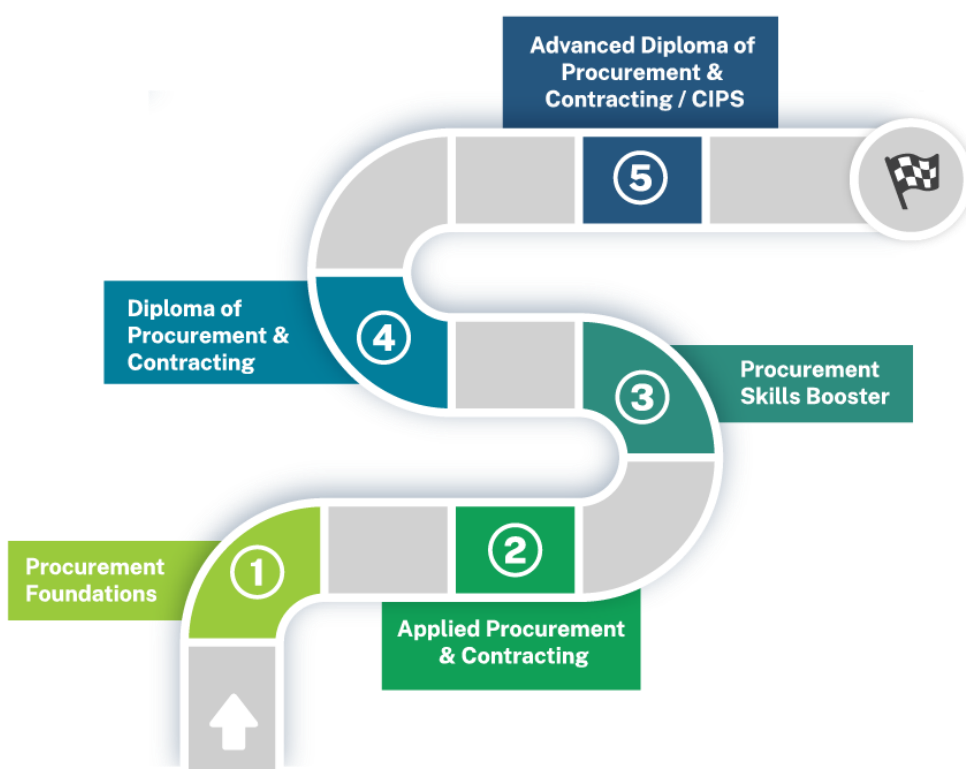


Things to think about



Develop your capability

The **recommended learning pathway** covers capabilities, procurement rules and best practice specific to NSW public sector procurement. It includes free online training, instructor-led training and formal qualifications.



Tips

Own your career development - What are you doing in your current role that you could do better, or more of?

Seek advice – Managers, mentors and colleagues can provide you with advice and support on your professional development. Be open to constructive feedback.

Stretch yourself to build on existing knowledge and skills.

Plan a career path – Think about where your development could take you and different roles that might help you towards your career goals. Lateral moves are a great way to broaden your areas of expertise and experience.



Learn using Comperio

Access the recommended learning pathway, plus many other procurement upskilling resources in Comperio – NSW Government's procurement training platform.

[Sign up](#) using the code '**COMPERIO**'.



Access guided buying

buy.nsw [buyer guidance](#) leads you, step-by-step, through the best practice approach to buying goods and services on behalf of NSW Government.

Apply for roles

Find job opportunities

[I work for NSW](#) lists current job opportunities. Search for relevant opportunities using filters or key words. If you're already working in the NSW public sector, you can also check your agency's intranet job boards for Expression-of-Interest and secondment opportunities.

Check the focus capabilities of roles that interest you. If your skills and capabilities are not quite a match, refer to the [All Resources](#) page in the Procurement Career Pathway tool to see how you can upskill.

Apply for job opportunities

During the recruitment process, you will need to address the focus capabilities of the role, and any selection criteria listed in the job ad. Try to demonstrate in your cover letter how your skills and experience meet the focus capabilities.

Prepare for interviews

Preparation is key! Understanding the required capabilities and the types of questions you might be asked in relation to them goes a long way to being successful.

The [Capability Application Tool](#) can help you to prepare for questions you may be asked in an interview, by providing practice questions based on the focus capabilities of the role.

Using the **STAR** (Situation, Task, Action, Result) model can help you to prepare full, yet succinct responses to different types of questions you may be asked in an interview.

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Stay abreast of industry news, insights and trends by subscribing to information services such as:

- [ArcBlu Advisor](#)
- [Australasian Procurement and Construction Council](#)
- [CASME](#)
- [CIPS Supply Management](#)
- [Procurious](#)
- [World Commerce and Contracting](#)

Useful links

- [NSW Community of Procurement Professionals](#) – Join to access ComPrac events, newsletters and resource hub (NSW Government employees only)
- [Comperio](#) – NSW Government's procurement learning system
- [Capability Application Tool](#) – Prepare for job applications and interviews
- [Capability Discovery Tool](#) – Reflect on your core capability development needs
- [Procurement Career Pathways Tool](#)