SIM Global Education

Learn for Life
Thrive for Life

SIM Traineeship Programme – FAQ

1. **What is the SIM Traineeship Programme?**
   The SIM Traineeship Programme is a structured training initiative designed to support fresh graduates by offering hands-on work experience across various industries. It helps graduates build practical skills and prepare for full-time employment.

2. **Who is this programme for?**
   This programme is designed for Singaporean/PR SIM fresh graduates (within the last 12 months) as well as final-year students (graduating in the current year) who are preparing to transit into the workforce. It is ideal for those looking to gain practical industry experience and strengthen their employability before securing their full-time role.

3. **How long does the traineeship last?**
   The traineeship typically lasts between **3 to 6 months**, depending on the role and organisation.

4. **What is the main goal of the programme?**
   The programme aims to:

- Help graduates navigate economic uncertainties
- Provide real-world, industry-relevant experience
- Support a smoother transition into full-time employment

5. **What kind of experience will I gain?**
   Participants will receive:
   - **Structured, on-the-job training**
   - Exposure to real workplace environments
   - Opportunities to work on practical tasks and projects

6. **How will this programme benefit me?**
   By joining the programme, you can:
   - Gain valuable **industry exposure**
   - Develop **in-demand workplace skills**
   - Strengthen your **resume and employability**
   - Build confidence in a professional setting

7. **Will this programme help me get a full-time job?**
   While full-time employment is not guaranteed, the programme is designed to significantly **enhance your job readiness** and improve your chances of securing a permanent role or conversion.

8. **What industries are available?**
   Traineeships are offered across **various sectors**, allowing graduates from different disciplines to find relevant opportunities.

9. **Is the traineeship structured or flexible?**
   Yes, the programme follows a structured training plan designed to build key workplace competencies. Participants will undergo a combination of 3–4 days of in-person training, alongside curated online modules to reinforce learning and ensure practical application.

10. **Where can I find the GTP vacancies?**
    Download the CareerSense app. Click on Find Jobs and search 'GTP'.

11. **Will I be paid during the traineeship?**
    Yes. You will receive a **monthly traineeship allowance**, which will be paid directly to you by the organisation you are attached to.

12. **Will CPF contributions be included?**
    Yes. Your employer will make the required **CPF contributions** in accordance with Singapore regulations.

13. **Will I have a mentor or supervisor?**
    Yes. You will be assigned a **supervisor or mentor** within the organisation who will guide you, support your learning, and provide feedback throughout the traineeship.

14. **Is there a probation period?**
    Yes. The first **one (1) month** of the traineeship is a probationary period. This allows both you and the organisation to assess suitability before continuing the programme.

15. **Can I leave the traineeship early?**
    Yes. During the probation period, you may choose to leave the traineeship by providing notice.
    If you leave after the probation period, you should follow the organisation's standard employment contract terms and inform both the employer and SIM.

16. **Will I definitely get a full-time job after the traineeship?**
    Full-time employment is **not guaranteed**. However, you may be considered for conversion based on your performance and the organisation's hiring needs.

17. **What kind of work environment can I expect?**
    You can expect to work in a **professional environment** that complies with Singapore employment standards, including fair workplace practices and safety requirements.

18. **Who can I approach if I need support during the traineeship?**
    You can reach out to:
    - Your assigned supervisor within the organisation for day-to-day guidance
    - SIM for **programme-related support or concerns**

19. **What happens if my traineeship ends early?**
    If your traineeship ends before the intended duration (e.g. resignation or early termination), it will conclude based on the **actual period you have worked**.

20. **Will I need to attend training during working hours?**
    Yes. You may be required to attend scheduled training sessions during the traineeship period, and time will be set aside for you to do so.

21. **Will my personal information be protected?**
    Yes. Your personal data will be handled in accordance with **data protection regulations and** only used for purposes related to the traineeship programme.

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