

City of Adelaide Graduate Program 2026



CITY OF
ADELAIDE

Your Guide to a Stand-Out Application

We know applying for graduate programs can feel quite daunting, but it doesn't have to be! This guide is designed to help you set yourself up for success. We want to get to know the real you – your skills, experiences, and what drives you.

The Graduate Program at the City of Adelaide provides a unique opportunity to kickstart your career in one of Australia's most vibrant cities through real-world experience, professional development and a pathway into a rewarding career with us.

As part of our commitment to diversity, inclusion and long-term workforce planning, we are looking for graduates who want to make a lasting impact on our city's future.

Hear from our Hiring Managers

To help you gain a better understanding of what we're looking for, hear from our Hiring Managers as they share the qualities and skills they look for in candidates.

1. Be Authentic and Genuine

- Present your true self – avoid exaggerating or overstating your experience.
- Be upfront about what you know and where you are looking to develop.
- Honesty and integrity are valued as much as your skills and qualifications.

2. Demonstrate a Growth Mindset

- Show evidence of how you have proactively sought opportunities to learn and gain experience.
- Use your interview as a chance to ask thoughtful questions and learn more about the role.
- Remember: a willingness to grow is just as important as what you already know.

3. Communicate Clearly and Professionally

- Ensure your written application is clear, concise and demonstrates enthusiasm for the role.
- In interviews, listen carefully, respond confidently and ask for clarification if needed.

4. Show Alignment with the Role and the City of Adelaide

- Read the position description carefully and tailor your application to reflect the role's requirements.
- Research the City of Adelaide and understand our strategic goals and commitment to community.
- Demonstrate how your values, interests and career aspirations align with our vision.

5. Bring the Right Attitude





- A positive, approachable and professional attitude leaves a strong impression.
- While technical skills can be taught, a willingness to learn, collaborate and adapt can help you stand out.



Application Tips

What we noticed in strong applications:

- Researched the City of Adelaide and our projects
- Structured answers (STAR method works well!)
- Showed problem-solving, adaptability, and teamwork
- Genuine passion for community impact

| S | T | A | R |
|---|---|--|---|
| Situation | Task | Action | Results |
|  |  |  |  |
| Describe a time where you performed a task or faced a challenge | Explain what tasks you needed to do to overcome the challenge | Provide details on the steps taken to address the challenge | Share the outcome, it could be a problem-solved, a lesson learnt, or praise from others |

Understand the role & the City of Adelaide:

- Research our projects and priorities
- Connect your studies/experience to our work
- Follow our LinkedIn or socials to see what's happening

Pro tip: Mention a project that excites you and explain why.

Tell us your story! Not just your resume:

- Include casual work, volunteering, university clubs, side projects
- Highlight your impact with specifics

Pro tip: Share a real example showing problem-solving or teamwork.

Be clear, concise & genuine:

- Answer questions in your own words
- Keep resumes sharp and easy to read
- Avoid jargon or generic AI responses – yes, we can tell when AI is being used!

Pro tip: Write a cover letter that reflects your authentic voice.

