## **Frequently Asked Questions**

**Question #1:** I have Indigenous ancestry, but I am not from BC. Can I still access the Indigenous Applicant Advisory Service?

Answer #1: Yes, the Indigenous Applicant Advisory Service is available to Canadian Indigenous applicants (First Nations status or non-status, Métis or Inuit) interested in seeking employment in the BC Public Service (BCPS).

**Question #2:** I have questions on how to apply using the BCPS recruitment system. Can I request guidance from the Indigenous Applicant Advisor?

Answer #2: The Indigenous Applicant Advisor can provide advice and guidance on navigating the hiring system including creating resume profiles and best practices/tips. However, specific technical problems the may arise in applying to a BCPS position should be addressed to: BCPSA.Hiring.Centre@gov.bc.ca.

**Question #3:** Can the Indigenous Applicant Advisor help me write my cover letter and/or resumé for a BCPS job competition?

Answer #3: The Indigenous Applicant Advisory Service can ask applicants questions about how they have highlighted their relevant work experience in existing resumes and cover letters; however, the service does not include cover letter or resumé writing services.

**Question #4:** I was working on my job application and I am not sure how much information or what to include in the text boxes. Can the Indigenous Applicant Advisor give me some direction?

Answer #4: The Indigenous Applicant Advisor can provide general advice and guidance around best practices (e.g. use specific examples and provide dates) in answering this form of questionnaire.

**Question #5**: Can the Indigenous Applicant Advisor help me find a job with the BC Public Service?

Answer #5: The Indigenous Applicant Advisor can provide an overview of the different types of positions available in the BC Public Service including advice around job search tips and job search agents to help narrow down and highlight BCPS job opportunities however does not provide or forward job opportunities to applicants.

**Question #6:** I keep applying for jobs in the BC Public Service and have not been successful. Can the Indigenous Applicant Advisor help me understand why?

Answer #6: It is best to reach out to the hiring manager who is identified on the job posting to receive feedback on applications, tests or written assignments, and interviews. The Indigenous Applicant Advisor can provide an overview of each stage of the hiring process and how it works. The Advisor does not have information about specific competitions and is not involved in decisions related to hiring.

**Question #7:** I have an upcoming test or written assignment for a BCPS job competition. Can the Indigenous Applicant Advisor help me to complete my test/assessment?

Answer #7: The Indigenous Applicant Advisory Service is primarily in place to help candidates navigate the hiring system, and the Advisor is unable to assist candidates in completing tests or written assignments (e.g. online tests using MS Office, written tests, written assignments).

**Question #8:** I have an upcoming interview with the BC Public Service. Can the Indigenous Applicant Advisor help me prepare?

Answer #8: Yes, the Indigenous Applicant Advisor can do practice interviews and can provide coaching.