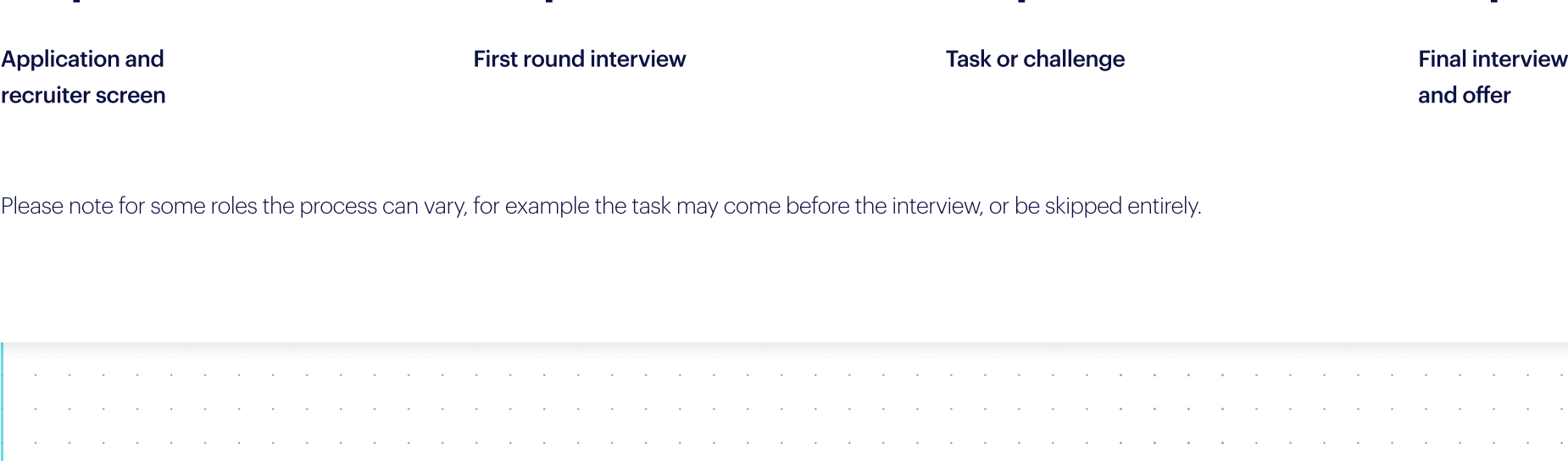



Our hiring process

We keep things as simple as possible to get to what’s important
– finding out more about you.



Please note for some roles the process can vary, for example the task may come before the interview, or be skipped entirely.



Step 1

Ready for an introduction
(application and recruiter screen)

What to expect: The start of our application process is the same for all of our roles. We want to learn a bit about you through a casual conversation.

Our commitment


We don't want to waste your time with overly complicated questions. Our aim is that everything we ask is essential.

All information you share with us is reviewed securely and treated as confidential.

How to excel

Carefully read the requirements for the role you're applying for and keep that in mind during our conversations. In what you write and what you say, get straight to the point. Lead with the most important thing and only include relevant details.

We want to see your passion in action. Share content pieces that inspire you and if you're part of any communities, tell us about them. Anything that shows us more about why you love what you do, we want to see it.



Step 2

Getting to know each other
(first round interview)

What to expect: We love connecting with people who believe they'll make a difference at Checkout.com. At this stage, an interview will help us both decide whether the interest is mutual.

Our commitment

We'll introduce you to members of your team during the process so you can get a feel for who you'd be working with.

Everyone who enters the interview process will be notified of a decision regarding the next steps.


To help eliminate bias, we use the same, consistent criteria to measure the success of all the candidates we interview.

How to excel

When it comes to detailing your achievements, be as specific as possible and include success metrics so that we can see the scale of your influence.

We love new ideas, so don't be afraid to push the boundaries and think big when sharing your thoughts with us. Don't be afraid to reference what you've achieved as part of a team – teamwork and collaboration are essential skills here.

To help you get ready for the next stage, use any information, tips and feedback the People Acquisition team provide throughout the process.



Step 3

Putting your skills into practice
(task or challenge)

What to expect: Now it's time to apply your thinking to some real life situations. Whether it's completing a technical test, engaging in a role play or preparing a presentation to tackle a challenge - we want to see you in action.

Our commitment

Our challenges are designed to help you show off your expertise. They aren't there to trip you up and they'll always be relevant to the role you're applying for.

If there's an element of your task that requires preparation, we'll always give you enough notice to get ready.

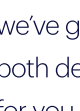
The time you have to complete your challenge has been given for a reason, and we won't expect anything that's unachievable in that time frame.

How to excel

Make sure you fully understand what's being asked of you, and if you don't - ask. You'll never be penalised for doing so.

Pay attention to how you're showing your thoughts and present your work in a way that's easy for us to understand and engage with.

Often there isn't one singular solution to solve these challenges, so don't get fixated on finding the correct answer.



Step 4

Decision time
(final interview and offer)

What to expect: Once you've met the team and we've gotten to know each other, it's time for us to both decide whether Checkout.com is the right place for you.

Our commitment

For candidates that make it to the final interview stage, our People Acquisition team will share any useful feedback and tips ahead of time to help you best prepare.

We'll be transparent with our feedback, both the highlights and areas for improvement.

We'll never push you for a decision on the spot; you'll always have the option to go away and consider it in your own time.

How to excel

Please ask us any questions at any stage of the process, including the final one. We think curiosity is crucial and welcome all questions.

Keep an eye on your phone and your email to keep the communication running smoothly during this crucial stage.

If we proceed with an offer, get ready to meet our onboarding team as we transfer communications over to them to get you prepared for the best start possible at Checkout.com.

FAQs

- Will you let me know when a role has been filled?**

If you're in the interview process and the role you're applying for gets filled, we'll always let you know. Jobs are immediately taken down from all platforms when they're filled or when we are no longer accepting new applicants.
- Can I apply for multiple jobs?**

Yes, you can apply for multiple roles. It's also worth noting that if we see your application come through for one role and think you'd be better suited for another, we'll tell you.
- How many jobs can I apply for at once?**

We suggest applying for no more than two to three jobs at a time.
- I interviewed/applied last year and wasn't selected. Can I reapply?**

Yes, absolutely. We'd love to reconnect, especially if you received positive feedback.
- I've applied for a tech role, what does the technical interview involve?**

All technical interviews involve a take-home task that will test your capabilities with any technologies you will be working with in the role.
- Do you consider past candidates' applications for future openings?**

If we think a candidate has potential for future positions, we'll keep them in mind for future roles and be in touch.
- How long does the process take?**

From submitting your application to accepting an offer, the process usually takes four to six weeks. It's sometimes less depending on the role.
- Will I receive feedback on my application?**

You will receive written feedback on all stages following the recruiter screen.
- Do you take feedback on the application process?**

Absolutely. Our candidate experience surveys help us continue improving.
- When will the office be open and will I have to go in?**

Local guidelines permitting, our offices are currently open on a voluntary basis and there is no requirement to go in until Spring 2022 at the earliest. From there, we'll take a hybrid approach, where team members can split their time between office and home working.
- Any other questions or concerns?**

Don't hesitate to reach out to our People Acquisition team, at

people.acquisition@checkout.com

You can also head to our [careers page](#) to find out more and access a full list of our open roles.