Your Guide to Getting Started

To access SuccessFactors

- Complete your Single Sign-on Registration as outlined in the Welcome to Woolworths Apps email (you will receive this within 48 hours)
- Look for the SuccessFactors logo from the portal page after you log in or click here: https://performancemanager10.successfactors.com/login?company=Woolworths

What we need from you

- Tax File Number
- Bank account details
- Emergency contact information
- Superannuation details

Need help?

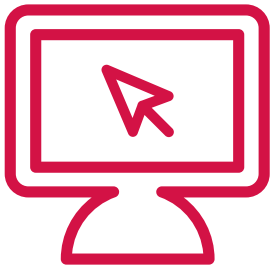
- We understand new jobs come with plenty of questions. That's why we have a dedicated People Advisory Team who can assist you on 1800 008 584 – Option 5

Tax File Number

- On the 'Home' page, navigate to the 'My Pay & Benefits' tile and click on 'MyTax Declaration'
- Complete the Tax File Number Declaration (TFN) and click Submit.

Bank account details

- On the 'Home' page, navigate to the 'My Details and Job' tile
- Within 'Personal Information' locate 'Payment Information'
- Pay Type: Select 'Main Payment Method'
- Payment Method: Select 'Bank Transfer (05)'



Completing your induction modules

- Your Online Induction modules will appear in your To-Do tile on the SuccessFactors home page. If you cannot see them don't panic – they won't appear until the day you commence, and you don't need to complete them prior to your first day at work.