

HOW-TO GUIDE TO APPLYING ONLINE

1. Visit: www.aecom.jobs
2. The arrows on the example indicate where to enter the location of desired position or job title, keywords, or requisition number.

AECOM and URS have joined together as one company.

AECOM

Where: city, state, country

What: job title, keywords, requisition number

Home View All Jobs (3,020)

Jobs

Design & Permitting Manager
Sandton South Africa

Assistant Architectural Superintendent - Tishman Construction
New York, NY

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3. If you have the requisition number or job title of the position you are interested in applying to, enter that information into the "what" field and click search.
4. Next, click on the blue job title under the search results.

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Where: city, state, country

What: EC106278 job title, keywords, requisition number

Home View All Jobs (3,020)

1 Jobs

Site Manager
United States

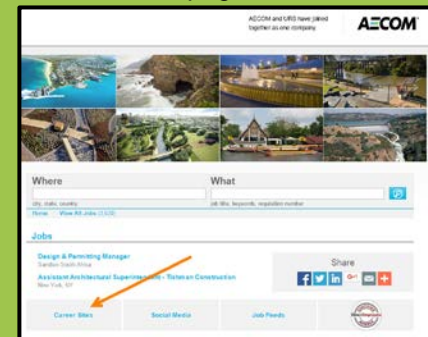
... Requisition Number: EC106278 Interest Category: Construction Interest Sub Category: Construction Services Job Title: Site Manager Employment Category/Status: full-time Type of Position: Regular Hire ...

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How to change the language displayed on www.AECOM.jobs:

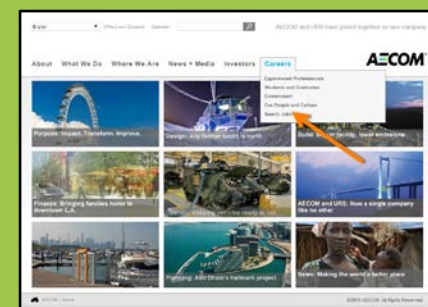
If you need to change the language of the web page, click the Career Site link at the bottom of the careers page.



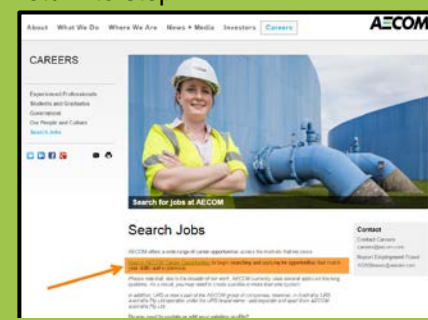
Then on the next screen, select the language from the drop down menu at the top left side of the home page.



To return to the Careers page, select the Careers tab and then Search Jobs.




Next, click on the Search AECOM Career Opportunities link and return to step 2.



5. Details of the job including: location, minimum requirements, preferred requirements, etc. will be displayed. If you meet the minimum requirements of the position, click the “Apply Now” button on the right.

AECOM and URS have joined together as one company. **AECOM**



Where Virtual, USA
city, state, country

What job title, keywords, requisition number

[Home](#) [View All Jobs \(3,020\)](#)

AECOM International/URS
Site Manager in United States

Requisition Number: EC106278 Interest Category: Construction
Interest Sub Category: Construction Services
Job Title : Site Manager Employment Category/Status: full-time
Type of Position: Regular Hire
Country: U.S.

[Apply Now](#)

Share

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6. Click on “Apply to Job(s)” in order to proceed with applying.

AECOM ABOUT MARKETS SOLUTIONS PROJECTS INSIGHTS INVESTORS

Careers

HOME > SEARCH OPENINGS > SEARCH RESULTS > JOB DETAILS

Job details

Job 1 of 1

[Apply to Job\(s\)](#) [Send to friend](#) [Save to cart](#)

Requisition/Vacancy No. 125274BR
Position Title Human Resources Manager
Job Category Human Resources
Business Line Government
Office Region Australia
Office Location AUG - Australia
Why Choose AECOM? AECOM is a premier, fully integrated professional and technical services firm positioned to design, build, finance and operate infrastructure assets around the world for public- and private-sector clients. With nearly 100,000 employees — including architects, engineers, designers, planners, scientists and management and construction services professionals — serving clients in over 150 countries around the world, AECOM is ranked as the #1 engineering design firm by revenue in *Engineering News-Record* magazine's annual industry rankings, and has been recognized by *Fortune* magazine as a World's Most Admired Company. The firm is a leader in all of the key markets that it serves, including transportation.

7. Create a login.

Home > Search openings > Search results > Job details > Gateway Questionnaire log in/create login

Gateway Questionnaire log in/create login

☒ Enter your e-mail address and password to log in
☐ Create a login

E-mail address
Password

[Continue](#) [Cancel](#)

[Forgot your password?](#)
[Forgot your username?](#)

8. Create a password and complete the security questions.

9. Select whether you will create or import your profile.

10. If you choose “Build or select profile using this site”, you will need to either upload your resume or type your past work history into the fields. Once complete, select “Next.”

11. Complete the fields to verify your personal information.

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Please verify extracted information

*First name Middle name *Last name

Address Information

*Address line 1 Address line 2 *City

*State/Region/Province *Country *Zip/Postal code

Contact Details

*Home phone Other phone (i.e. mobile) Work phone

*Contact e-mail address Web address Fax

12. Complete the additional work history and education information.

AECOM

Resume > Experience > Education > Attachments > Source Data > Demographic Data > Questions > Confirmation

Please confirm the work experience which extracted from the resume you uploaded, with this information if necessary, and note your most recent work experience.

| Position or job title | Organization name | Start year | End year | Most recent | Actions |
|-----------------------|----------------------|----------------------|----------------------|----------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="button" value="Add"/> <input type="button" value="Edit"/> |

AECOM

Resume > Experience > Education > Attachments > Source Data > Demographic Data > Questions > Confirmation

Please confirm the education information which extracted from the resume you uploaded, with this information if necessary, and note your most recent education level achieved.

| School or educational institution | Major or Area of study | Degree | Year | Start year | End year | Most recent | Actions |
|-----------------------------------|------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="button" value="Add"/> <input type="button" value="Edit"/> |

13. On the next few screens, select how you heard about AECOM, self-identification, veteran and disability status.

AECOM

Resume > Experience > Education > Attachments > Source Data > Demographic Data > Questions > Confirmation

AECOM is always looking to improve the effectiveness of its job advertising. As a result, we'd like to know how you heard about us.

*Please select the general way in which you heard about us.

*Please specify in detail how you heard about us (e.g., which newspaper, which internet site, the name of the employee that referred you, etc.).

AECOM

Resume > Experience > Education > Attachments > Source Data > Demographic Data > Questions > Confirmation

Confidential EEO Self-Identification Form

You are asked to provide the following information to assist AECOM in meeting its government reporting requirements, to provide information regarding the demographics of our applicants, and to further advance our opportunity in balancing the diversity of our workforce. Although AECOM most greatly appreciates your cooperation, you should be aware that these questions will not subject you to adverse treatment, or in any way, affect employment decisions made by AECOM.

Your responses are entirely voluntary. The information you provide shall be considered confidential and will not be used in the application process.

*Gender
☐ Male
☐ Female
☐ I do not wish to self-identify

*Ethnicity / Race

AECOM is committed to employ, without discrimination, the most qualified persons of the greatest ability. AECOM does not discriminate against any applicant or employee because of age, ancestry, color, creed or religion, genetic information, HIV status, marital status, medical condition, national origin, physical or mental disability, race, sex, sexual orientation, gender identity and expression, veteran status, family leave status, citizenship status, or any other protected group status as defined by applicable law ("protected employee status"). This policy applies to all terms, conditions, and privileges of employment, including recruiting, hiring, training, placement, development, promotion, transfer, compensation, benefits, employee facilities, holidays, leave, and termination.

AECOM

Resume > Experience > Education > Attachments > Source Data > Demographic Data > Questions > Confirmation

(VEVRAE) Veteran's Self-Identification Form (Pre-offer)

This employer is a Government contractor subject to the Veterans' EEO Self-Identification Form (VEVRAE) Act of 2002, 38 U.S.C. 4212 (VEVRAE), which requires Government contractors to take affirmative action to employ and advance in employment (1) disabled veterans, (2) recently separated veterans, (3) active-duty wartime or campaign badge veterans, and (4) Armed Forces service medal veterans. These classifications are defined as follows:

A "disabled veteran" is one of the following:

- veteran of the U.S. military, ground, naval or air service who is entitled to compensation (or who but for the receipt of military related pay would be entitled to compensation) under laws administered by the Secretary of Veterans Affairs; or
- a person who was discharged or released from active duty because of a service connected disability.

A "recently separated veteran" means any veteran during the three-year period beginning on the date of such veteran's discharge or release from active duty in the U.S. military, ground, naval, or air service.

An "active-duty wartime or campaign badge veteran" means a veteran who served on active duty in the U.S. military, ground, naval or air service during a war, or in a campaign or expedition for which a campaign badge has been authorized under the laws administered by the Department of Defense.

An "Armed Forces service medal veteran" means a veteran who, while serving on active duty in the U.S. military, ground, naval or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12958.

Protected veterans may have additional rights under VEVRAE-the Uniformed Services Employment and Reemployment Rights Act, in particular if you were absent from employment in order to perform service in the uniformed service, you may be entitled to be reemployed by your employer in the position you would have attained with reasonable certainty had you not been absent to serve. For more information, call the U.S. Department of Labor's Veterans Employment and Training Service (VETS) toll-free, at 1-800-828-6882.

If you believe you belong to any of the categories of protected veterans listed above, please indicate by checking the appropriate box below. As a Government contractor subject to VEVRAE, we request this information in order to measure the effectiveness of the outreach and positive recruitment efforts we undertake pursuant to VEVRAE.

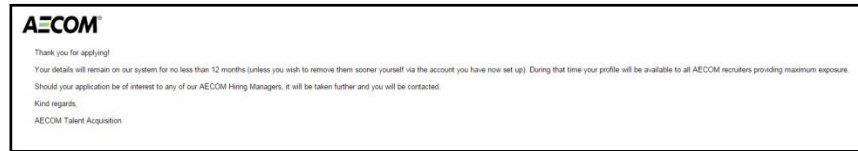
☐ I DENY AS ONE OR MORE OF THE CLASSIFICATIONS OF PROTECTED VETERAN LISTED ABOVE
☐ I AM NOT A PROTECTED VETERAN
☐ I DO NOT WISH TO SELF-IDENTIFY

14. Complete the last step asking about the ability to provide proof that you have the legal right to work in the country to which you are applying.



The screenshot shows the AECOM logo at the top left. Below it is a navigation bar with links: > Resume > Experience > Education > Attachments > Source Data > Demographic Data > Questions > Confirmation. The main content area contains a question: ***Can you show proof that you have the legal right to work in the country to which you are applying?** Below the question are two radio button options: ☐ Yes and ☐ No. Further down, there is a label ***Country** followed by a text input field. Below that is a label **Preferred Name** followed by another text input field.

15. Once you review all of your information, click submit and a confirmation message will be generated letting you know you have applied.



The screenshot shows the AECOM logo at the top left. Below it is a thank you message: **Thank you for applying!** followed by a paragraph: Your details will remain on our system for no less than 12 months (unless you wish to remove them sooner yourself via the account you have now set up). During that time your profile will be available to all AECOM recruiters providing maximum exposure. Should your application be of interest to any of our AECOM Hiring Managers, it will be taken further and you will be contacted. Below this is a closing: Kind regards, followed by AECOM Talent Acquisition.