

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

Share

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.

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

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 ...

Share

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.

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

Where
city, state, country

What
job title, keywords, requisition number

Jobs

Design & Permitting Manager Sandton South Africa

Assistant Architectural Superintendent - Tishman Construction New York, NY

Share

Career Site

Social Media Jobs Panels

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

Where
city, state, country

What
job title, keywords, requisition number

Share

CAREERS

Experienced Professionals Students and Interns Recent Graduates Our People and Culture Search Jobs

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

About What We Do Where We Are News + Media Investors **Careers**

Experienced Professionals Students and Interns Recent Graduates Our People and Culture Search Jobs

Search AECOM Career Opportunities

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

About What We Do Where We Are News + Media Investors **Careers**

Experienced Professionals Students and Interns Recent Graduates Our People and Culture Search Jobs

Search Jobs

AECOM offers a wide range of career opportunities across the breadth of the company. Please note that, as a result of our joint venture, AECOM currently uses several different trading names. In addition, URS is now a part of the AECOM group of companies, however, in Australia, URS continues to operate under the URS brand name - separate and apart from AECOM.

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
city, state, country [\(P\)](#)

[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.

[View More Details](#)

[Apply Now](#)

Share [f](#) [t](#) [in](#) [G+](#) [e](#) [+](#)

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.

Home > Search openings > Search results > Job details > Gateway Questionnairelog in/create login [? Help](#)

Gateway Questionnaire log in/create login

Enter your username and password to log in
 Create a login **E-mail address**
Password
Re-enter password [Password security tips](#)

Select a security question [What is the name of your first school?](#)

Answer to your security question

Select a security question [What is the name of your first school?](#)

Answer to your security question

Select a security question [What is the name of your first school?](#)

Answer to your security question

Create **Cancel**

Password guidelines

- Your password must be a minimum of 6 and a maximum of 25 characters.
- Your password may not be the same as your login e-mail address.
- Your password will be case-sensitive.

If you do not have an e-mail address, you can choose one from [Yahoo Mail](#) or [Hotmail](#) to sign up for a free account.

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

Home > Job details > Gateway Questionnairelog in/create login [? Help](#)

Profile Source [Social networking information](#)

The following options allow you to create or import a profile from various sources. The system will guide you through the application process. Please review your results before the final submission.

Select a method to add your profile

Build or select profile using this site

 LinkedIn

 Facebook

Continue **Back**

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.”

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

Resume/CV

Choose one of the methods below to submit your resume/CV.

Upload my resume/CV from my computer No file chosen
 Enter my resume/CV by typing or copying it in

Cover letter

Choose one of the methods below to submit your cover letter.

Enter the text of your cover letter in the text box below.

Name this cover letter:

Previous **Clear** **Close** **Save as draft** **Next**

11. Complete the fields to verify your personal information.

AECOM®

Please verify extracted information

*First name	Middle name	*Last name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Address Information

*Address line 1	Address line 2	*City
<input type="text"/>	<input type="text"/>	<input type="text"/>

*State/Region/Province	*Country	*Zip/Postal code
Select one	Select one	<input type="text"/>

Contact Details

*Home phone	Other phone (i.e. mobile)	Work phone
<input type="text"/>	<input type="text"/>	<input type="text"/>

*Contact e-mail address	Web address	Fax
<input type="text"/>	<input type="text"/>	<input type="text"/>

12. Complete the additional work history and education information.

AECOM®

Please confirm the work experience which extracted from the resume you uploaded, edit 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="checkbox"/>	Next

Previous **Clear** **Close** **Save as draft** **Next**

AECOM®

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

School or Educational Institution	Major or Area of study	Degree	GPA	Grad year	Most recent	Actions
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	Next

Previous **Clear** **Close** **Save as draft** **Next**

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

AECOM®

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.

Select one

*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.).

Previous **Clear** **Close** **Save as draft** **Next**

AECOM®

Confidential EEO Self-Identification Form

You are invited 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 would greatly appreciate your cooperation, your refusal to answer 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

<input type="radio"/> Female
<input type="radio"/> Male
<input type="radio"/> I do not wish to self-identify

*Ethnicity / Race

Select one

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, race, sex, or any other protected class as defined by law. AECOM is an equal opportunity employer. This policy applies to all terms, conditions, and privileges of employment, including recruiting, testing, training, placement, promotion, transfer, compensation, benefits, employee facilities, furloughs, terminations and retirement.

Previous **Clear** **Close** **Save as draft** **Next**

AECOM®

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

This employee is a Government contractor subject to the Vietnam Era Veterans Readjustment Assistance Act of 1974, as amended by the Jobs for Veterans Act of 2002, 36 U.S.C. 4212 (VETRAVA), which requires Government contractors to take affirmative action to employ and advance in employment: (1) disabled veterans; (2) recently separated veterans; (3) active duty service in 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 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 service in campaign badge 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 12898.

Protected veterans may have additional rights under USERRA—the Uniform 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 obtained with reasonable certainty, if not for the absence due to service. For more information, call the U.S. Department of Labor's Veterans Employment and Training Service (VETS) toll-free at 1-866-4USA-DOL.

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 VETRAVA, we request this information in order to measure the effectiveness of the outreach and positive recruitment efforts we undertake pursuant to VETRAVA.

I AM A PROTECTED VETERAN OR MEMBER OF THE CLASSIFICATIONS OF PROTECTED VETERAN LISTED ABOVE

I DO NOT WISH TO SELF-IDENTIFY

Previous **Clear** **Close** **Save as draft** **Next**

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.

AECOM®

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

***Can you show proof that you have the legal right to work in the country to which you are applying?**

Yes
 No

***County**

Preferred Name

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

AECOM

Thank you for applying!
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.
Kind regards,
AECOM Talent Acquisition