



## Graduate FAQs

### **I am interested in applying to an Arup Graduate position. When do applications open?**

Our graduate roles open for new applications each September. If there isn't an appropriate role we recommend signing up to our [job alerts](#) to be notified as soon as a position becomes available.

### **What does the application process involve?**

Our application process consists of the following stages:

- Online application form – basic details and application questions
- Application review by a recruiter
- Psychometric & ability assessments
- Shortlisting
- A competency-based online Assessment Centre.

These may vary depending on the role, but you'll be given more information when you're invited to attend.

### **When is your deadline for applications?**

We process applications as soon as we receive them and so we strongly advise candidates submit their applications as soon as possible to avoid being disappointed.

### **How many application forms can I submit?**

You can only complete one application during each recruitment period, so please only apply for the position that suits you best. Additional applications will be regretted. Please check that you meet the minimum entry requirements and the eligibility criteria as stated on the job advert.

### **What is the structure of the Graduate Assessment Session?**

You'll virtually meet the hiring team and recent graduates on our virtual assessment platform, take part in an individual written/technical exercise, case study presentation and a competency-based interview. You will also meet with a member of the Early Careers Team to discuss the assessment in more detail and have the opportunity to ask any questions before starting. Assessment centres may

vary depending on the role, but you'll be given more information in your invite. We aim to let you know the outcome of the assessment centre within 2 weeks.

## **When will I be expected to start work?**

Most of our graduates start work in September.

In some cases another start date through the year is possible, but we will consider this on a case-by-case basis, depending on current projects and management requirements.

## **What do I do if I have a disability or learning difference which may affect my performance during the selection process?**

Arup is committed to making all stages of our recruitment process accessible to candidates with disabilities. We strongly encourage you to share any adjustments that will support your participation in our recruitment process.

You'll get the chance to tell us about any disability or learning difference on your application form and before coming to the assessment. We'll then make the appropriate arrangements for you. The information gathered during this process is only used to make reasonable adjustments and is not considered in any other context of your application.

## **Do you employ international Graduates requiring a Right to Work in the UK?**

Arup keeps our approach under ongoing review in line with government immigration advice. UK Immigration Rules are subject to change with very short notice.

Please also be aware if there are changes in UK immigration rules that impact the viability of your application before your start date, Arup reserves the right to change how we can and may manage applications, in line with any new or revised regulations.

Arup reserves the right to withdraw a candidate offer if incorrect Right to Work information has been provided.

## **What can I expect to do in my first few years?**

Every graduate's experience at Arup is different, but you can expect plenty of challenges, lots of responsibility, exposure to clients, access to learning and development opportunities such as secondments, site-visits and expert-led courses.

## **What support do you give towards chartership or accreditation?**

We work closely with several professional bodies. We have had accredited training schemes in place with them for a while now and continue to invest in the schemes. Everyone interested in getting chartered will have a dedicated mentor to guide them through their journey and overall support to ensure they achieve their potential.

## **What vacancies are available at which locations?**

As we work in multidisciplinary offices, there are various roles available in each of our 16 UK locations. These locations are; Belfast, Bristol, Cardiff, Edinburgh, Glasgow, Leeds, Liverpool, London, Manchester, Newcastle, Nottingham, Sheffield, Birmingham, Southampton, Winchester and York.

## **Can I use AI powered writing assistants during the application process?**

We know that AI powered writing assistants can help you improve content and save time, however during our application process we would kindly ask you to refrain from using these tools. Our application process is designed so we can learn about your interests, background and aspirations – and to do this, we want to hear from you directly in your responses.

## **What should I do if I experience technical issues with application process/ Assessment Centre?**

If you experience any technical difficulties either when submitting your application or during the virtual Assessment Centre you can reach out directly to [UKEarlyCareersRecruitment@arup.com](mailto:UKEarlyCareersRecruitment@arup.com).

## **Do ARUP accept short term work experience?**

The Early Careers team only support recruitment activity for Arup's formalised Early Careers programmes i.e. Graduates, Apprentices, Industrial Placements, and Interns. All these programmes are subject to a fair and transparent application process, which starts with an open role on our website which candidates can submit an application for.

## **Where can I find more information about the programs?**

Please follow the link below to our website to learn more about our Graduate roles.

<https://www.arup.com/careers/early-careers/graduates/uk-india-middle-east-and-africa/>

## **Can I upload my cv as part of my application?**

Due to GDPR reasons, we do not accept CVs through this mailbox and this email will be deleted.

Please follow the link below to our website where you can apply directly to one of our open vacancies.

<https://careers.arup.com/earlycareers/home/>

## **I have submitted my application but have not heard anything yet?**

Due to the high volumes of applications, the screening process may take longer than usual. We are continuing to review applications according to agreed programme criteria. When your application status changes, you will hear back from us. If you have any concerns you can reach out to the early careers team.

## **Are all Assessment Centres virtual?**

Our assessment centres are delivered virtually via our Digital Assessment Centre platform. We have had extremely positive feedback from candidates around the experience and from a sustainability perspective, the virtual setting provides huge benefit and aligns with Arup's values.

You will also be given the opportunity to see any Arup office virtually before and during an assessment centre where you will be given the chance to meet local teams.