2017 GRADUATE AND UNDERGRADUATE PROGRAMS

mace

4 World Trade Center New York, NY

TIffany & Co.
Worldwide

The Shard
London, UK

Kingdom Tower
Jeddah, Saudi Arabia

Porsche HQ and Experience Center
Atlanta, USA

Silo District
Cape Town, South Africa

Venetian Cotai
Macau, China

OUR EXPERIENCE

Mace is an international consultancy and construction company, offering integrated services across the full property and infrastructure life cycle. Our mission is to shape cities and build sustainable communities for the future.

We work with clients around the world to deliver complex programs and projects in challenging environments. Our core services are program and project management, construction delivery, cost consultancy and facilities management.

Whatever career you choose at Mace, you will leave a lasting legacy helping to deliver challenging projects that will drive the sustainable growth of cities across the world.

Key Facts

- We operate in over 70 countries across five strategic hubs.
- Our turnover in 2015 was $2.7bn.
- We employ over 5,000 people and increased headcount on 2014 by +8.1%.
- Mace was named in The Top Companies for graduates to work for in 2015/2016 by The Job Crowd.

How We Deliver

Mace is committed to innovation and excellence. We are proud that our constant pursuit of a better way has resonated with our clients and is embraced by our people. Small or large, complex or simple, we constantly strive to find better solutions to infrastructure and property challenges.

Our clients are, and always will be, at the very heart of what we do. We pride ourselves on our agile, responsive way of doing business which focuses on our clients' needs. It is this customised service and deep understanding of our clients which adds greater value and builds lasting relationships.

GRADUATE DEVELOPMENT PROGRAM

Our two year award-winning Graduate Development Program will provide you with a strong foundation for a successful career at Mace. We invest heavily in graduates to develop the top talent we need to lead and deliver projects of the future. You will take on responsibility in live project environments and your learning will be supported by a comprehensive development program.

On the Job Training

The majority of your learning will come from experience working on live projects with experienced professionals.

Structured training

- Technical & soft skills training
- Group projects

Professional Qualifications

- OSHA 10
- LEED

Support and mentoring

One-to-one support from line managers, graduate managers and mentors

Networking opportunities

Organized events with peers and Senior Directors

Salaries

Competitive

Overseas Support

Financial support during your placement in London

Minimum Entry Criteria

- A minimum undergraduate degree (expected or obtained) with a GPA of 3.2 or above in a related subject
- Evidence of significant extracurricular activities that demonstrate drive and excellent interpersonal skills
- A passion for a career in the construction industry
- Authorization to work in the US

Graduates that join our program spend their first year in London where they gain exposure to the variety of services offered to our clients and take on responsiblity in real, live project environments. They work alongside industry leading professional at Mace and many prestigious and high-profile clients.

Graduates return to the US in their second year where they continue their technical training with experts from both the UK and US while taking on increasing responsibility on their projects. They will also work towards a professional qualification (e.g. PMI or RICS).

What's next after the program?

On completion of the program, Graduates continue to work in the position in which they were recruited in their home country. By this point, they will have gained solid knowledge of Mace, expanded their international experience and built a direct network of friends and colleagues from across the globe who operate within their industry-all the ingredients necessary to build a successful Mace career in North America.

Application Process

- Visit the Routes into Mace section on our website at **macegroup.com/careers** to find information about our graduate program and the link to our application form.
- Select the Graduate Development Program 2017 (North America) and then North America Consultancy as the discipline.
- Follow each step of the application and complete each section in full. The application deadline for all programs is Friday, 2 December 2016.
- Candidates who have submitted a successful application will be invited to a first round phone interview. These interviews will take place from November 2016 onwards.
- Candidates who perform well will be invited to a final stage face-to-face interview with a manager at Mace.
- Decisions will then be made as to who will be offered a place on the 2017 program.

Name	Chris Sovchen
University	Georgia Institute of Technology
Subject	Building Construction
Role	Project Management – Graduate Development Program
Location	Chicago, IL *(recruited Atlanta, GA)*

When did your career start at Mace?

I started my Mace career in May following graduation. I spent four months working in Atlanta before moving to London for the first year of the graduate program.

What do you enjoy most about working for Mace?

The freedom and responsibility I have to run projects. For example, during my first year in London, I was assigned as the lead project manager for a high profile financial client and allowed to run the account with complete control over the projects and the consultant teams throughout the project duration.

What were your main responsibilities as a graduate during your first year in London?

As part of my time in London, I was responsible for running a number of different projects on a financial client account (up to 7 at a time). I managed the project teams as well as the client expectations. My daily activities included meetings with other consultants and stakeholders, writing reports, liaising with the client, and visiting various sites across the city.

The graduate program also included a group project where the program attendees were divided into teams and made responsible for taking a project from inception to completion. The project incorporated training sessions and interactions with Mace staff to guide us to successful project completion.

Additionally, I was responsible for attending various trainings with Mace and other industry leaders.

What excites you about your role?

I go to work knowing no day is the same. Every day holds a new challenge or test of my skills. I never know when a new project will be assigned to me or when I will have the opportunity to work with new clients.

How would you describe the support you get towards achieving professional qualifications?

My project team always supports me, and I can ask for help when I need it. This is one reason I have been so successful at Mace.

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INTERNSHIP PROGRAM

Internships are available for university students during any year of their studies. Interns will work on challenging projects throughout their placement, and the line manager will give clear responsibilities to develop skills and experience. Strong performance on the internship program can lead to further employment and opportunities.

Name	Jake Palmer
University	Steven's Institute of Technology
Subject	Mechanical Engineering
Role	Cost Management - Internship Program
Location	New York, NY

What are your responsibilities as part of the internship program?

Most of my time is comprised of assisting my line manager through multiple phases of cost consultancy work from the initial bid to completion and sign off. I am treated like a regular employee and given a variety of essential tasks and responsibilities. I have worked on documents that are sent to clients such as cost reports, estimates, and levelling documents, and I have also performed value engineering exercises, blueprint take-offs, change order reviews and product research. I also help out with some project management work when I have time, which has given me a greater understanding of the construction process as a whole.

Why did you choose Mace, and what have you enjoyed about your time here?

I initially wanted to work for Mace after hearing good reviews from a past intern and also a current employee. Once on board, I found it very easy to settle into the role and quickly learned the reviews I previously heard held true. I could see the entire Mace team actually enjoy what they do every day, and they all seek to give me the best experience possible from my internship. They take the time to explain any questions I have when working on a project, and I really feel they go the extra mile to ensure I have a firm grasp on the reasons behind each task. As a result, I never feel like I am doing work that doesn't matter. It is truly a great thing to feel like your work is important to your teammates and company.

Soon after leaving New York and arriving in London, I quickly realized that there were so many new concepts and procedures to learn at head office, but not only was my learning project management related, but culturally related as well. While in London, I met many new people. Mace facilitated networking events, where I met professionals in many different sectors and disciplines within the industry. Not only were these people Mace graduates, but professionals working at all different levels within the company.

Farah Douyon
Project Management Trainee
Graduate Development Program
Miami, Florida

Minimum Entry Criteria

- A minimum 3.2 undergraduate degree (expected or obtained)
- Grades B or higher in Math and English
- Authorization to work in the US
- A passion for a career in the construction industry
- Evidence of key skills developed from work experience or extracurricular activity

Application Process

1. Complete the online application form on our website
2. Telephone interviews for successful candidates
3. Candidates who are successful will be invited to attend a final stage face-to-face interview with a manager at Mace

How to apply

Visit **macegroup.com/careers** and complete the online application form. We recommend you submit your application as early as possible.

The application deadline for all programs is **Friday, 2 December 2016.**

DELL

GENERAL RECRUITMENT

Mace is changing the way our industry operates and looking for people with an entrepreneurial spirit to join and help us find a better way to turn our clients' ambitions into reality. If you have proven experience and are looking for a job that stretches and inspires you, Mace could be your next great career move.

We are an agile, thinking company focused on delivering service excellence for our clients and creating stimulating work environments for our people. Working as a team is central to the Mace culture, and we understand you want to set and reach the highest possible goals. We foster an environment where you can do so in collaboration with some of the most talented people in your field.

By joining Mace, you will be joining a dynamic team renowned throughout the industry for always going that bit further. Our strong values and dynamic culture are supported by excellent training and development opportunities providing you with a platform to grow your career with us. We pride ourselves on having the best people who want to add the greatest value to our clients and ultimately build lasting relationships.

How to Apply

If you are interested in applying for a permanent role with Mace in North America, please visit the Current Vacancies section of our website at **macegroup.com/careers**.

Alternatively, feel free to send your resume via email to MaceNorthAmericaRecruitment@macegroup.com.

My favorite part of working for Mace in North America is that I'm consistently presented with the exciting challenges of a start-up company backed by the steady support of an international organization run by some of the most knowledgeable players in the industry.

Bridget Bush
Senior Project Manager
Chicago, Illinois

About Mace

Mace is an international consultancy and construction company working across the entire property and infrastructure life cycle. Our core services are program and project management, construction delivery, cost consultancy and facilities management.

Our mission is to work with our clients around the world to shape cities and build sustainable communities.

We currently operate across more than 70 countries located within the five strategic hubs of Europe, Middle East and North Africa, the Americas, Asia Pacific and Sub-Saharan Africa.

We employ over 5,000 people, and our current turnover is in excess of $2.7bn.

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