



**EARLY CAREER  
OPPORTUNITIES  
WITHIN LEONARDO**

## LEONARDO IN THE UNITED KINGDOM

As one of the UK's leading engineering companies and a global player in Aerospace, Defence and Security, Leonardo offers a variety of exciting early career opportunities and the chance to work on some of the UK's most challenging engineering programmes.

We are constantly looking for talented and passionate individuals to join our team of industry-leading team experts whose innovation and creativity will ensure the UK remains one of the world's engineering powerhouses.

At any one time we have over 400 people on a range of training schemes at our sites across the UK and operate a worldwide education programme aimed at encouraging young people throughout their academic careers to take an interest in science and technology.

Leonardo is committed to maintaining its skilled workforce, and recognises the need to expand the UK's pool of engineering resources by supporting initiatives such as the '5% Club' which aims to increase the number of graduates and apprentices in the UK.

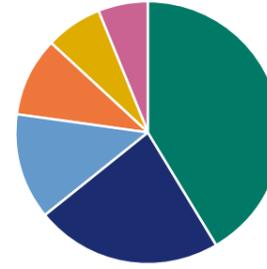
Our strategic partnerships with colleges and universities help identify and develop valuable engineering research capabilities and make the transfer from academia to the workplace as easy as possible.

By choosing to join Leonardo, you will work as a part of team dedicated to solving complex engineering challenges which make a real difference to the world around us and help to keep people safe.

For more information, visit the careers section of our website:  
<https://uk.leonardocompany.com/en/people-careers>



## SKILLS BREAKDOWN ACROSS 7 SITES

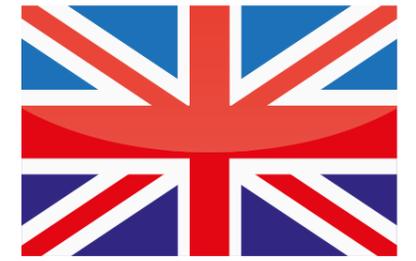


PROCUREMENT	450	6%
ENGINEERS	3,150	42%
PRODUCTION STAFF	1,725	22%
OTHER	525	7%
CUSTOMER SUPPORT	750	10%
MANAGEMENT / PROFESSIONAL / SALES	975	13%



**TRAINING**  
**300** APPRENTICES  
**170** GRADUATES

## 7 MAIN SITES



**7400** EMPLOYEES



### EDINBURGH

**>2000 employees**  
 Radar, Lasers, Infra-Red Counter Measures, Electro-Optic Targeting

### LINCOLN AND LUTON

**>1000 employees**  
 Defensive Aid Suites, Radar Warning Receivers, Jammers, EW Cyber, EW Training, Mission Systems Integration, Satellite services, Geo-information and ground systems

### BRISTOL

**>200 employees**  
 Cyber and Information Assurance, Critical Infrastructure, Training & Simulation

### YEOVIL

**>3000 employees** End-to-end helicopter capability

### SOUTHAMPTON

**>400 employees**  
 Infra-Red Detection, Defence Communications Systems, Traffic Control Systems

### BASILDON

**>600 employees**  
 Optronics, Defence Communications Systems, Critical National Infrastructure (CNI), Land Systems, Acoustics



## APPRENTICESHIPS

Each year, we welcome hundreds of enthusiastic people to one of our highly regarded apprenticeship programmes.

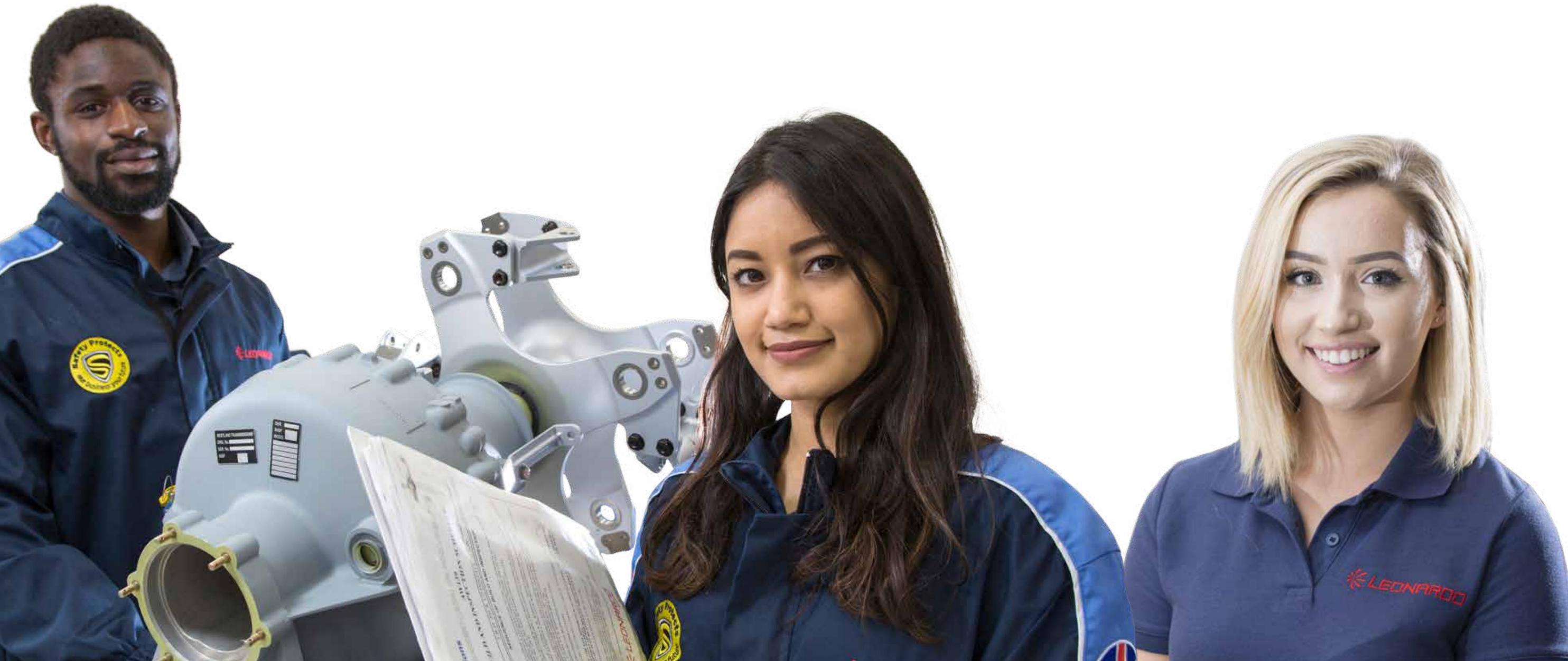
Although there is no age limit on those that can apply, entrants to the programme are typically school and college leavers looking for the next step on their career journey. You should be self-motivated, full of drive and enthusiasm and able to work under pressure to meet challenging deadlines.

Entrants undertake an intensive training programme lasting two, three or four years (depending upon the scheme) which results in graduation with a substantial depth of skills in the area of chosen specialism. Programmes consist of both academic 'off-the-job' learning at local colleges and structured 'on-the-job' learning, working alongside our industry leading experts.

Our programmes have consistently been inspected and assessed as offering the best training and support for those starting their career on an apprenticeship.

The success rates of the Leonardo apprentice training programme are very high, with over 90% of apprentices successfully completing the programme. Many of the company's senior leaders began their careers as apprentices, and in addition to those joining on a degree apprenticeship, a significant number of apprentices go on to undertake degrees or achieve industry recognised professional qualifications. Recently, Leonardo was recognised for its outstanding work with apprentices.

Leonardo operates a worldwide education programme aimed at encouraging young people throughout their academic careers to take an interest in science and technology. Strategic partnerships with colleges and universities exist throughout the UK to develop engineering research capabilities and improve students and teachers understanding of engineering careers.



## BUSINESS APPRENTICESHIPS

Through our business apprenticeship schemes, you will unlock a wealth of learning and development opportunities through a series of placements, and gain valuable experience working on real projects alongside field specialists in the world of business.

### WHAT WILL YOU DO?

- Explore all elements of the business
- Work on real projects
- Operate within world class facilities
- Work within an international environment
- Conduct placements including procurement, project management, commercial, finance and sales and marketing

### WHAT'S IN IT FOR YOU?

- Earn while you learn
- Competitive salary
- Yearly pay increments
- Flexible working
- Top class training and development
- Nationally recognised qualifications
- Involvement in a UK-wide apprentice community

### ENTRY REQUIREMENTS?

We currently recruit a range of business apprentices across our English and Scottish sites ranging from level 3 to level 6.

### CURRENT OPPORTUNITIES

We are now recruiting for business apprentices in the following areas:

- Business apprentice
- Logistics apprentice
- Business degree/graduate apprentice
- Project Management degree apprentice
- Procurement graduate apprentice

Our entry requirements differ dependant on the role, so please refer to the entry requirements on the job description. These can be found on the Careers Page on the Leonardo website.

## ENGINEERING APPRENTICESHIPS

Unlock a wealth of learning and development opportunities on our technical and craft apprenticeships. Complete a series of placements that will give you hands-on experience in real-life working scenarios, alongside industry leading engineers.

### WHAT WILL YOU DO?

- Develop a range of technical skills
- Work on cutting-edge technology
- Operate within world-class facilities
- Working on a international level
- Complete placements in hardware design/test, mechanical design, software development and many more

### WHAT'S IN IT FOR YOU?

- Earn a highly competitive salary while you learn
- Yearly pay increments
- Flexible working
- Top class training and development
- Nationally recognised qualifications
- Involvement in a UK-wide apprentice community

### ENTRY REQUIREMENTS?

We currently recruit a range of engineering apprentices across our English and Scottish sites ranging from level 3 to level 6.

## CURRENT OPPORTUNITIES

We are now recruiting for engineering apprentices in the following areas:

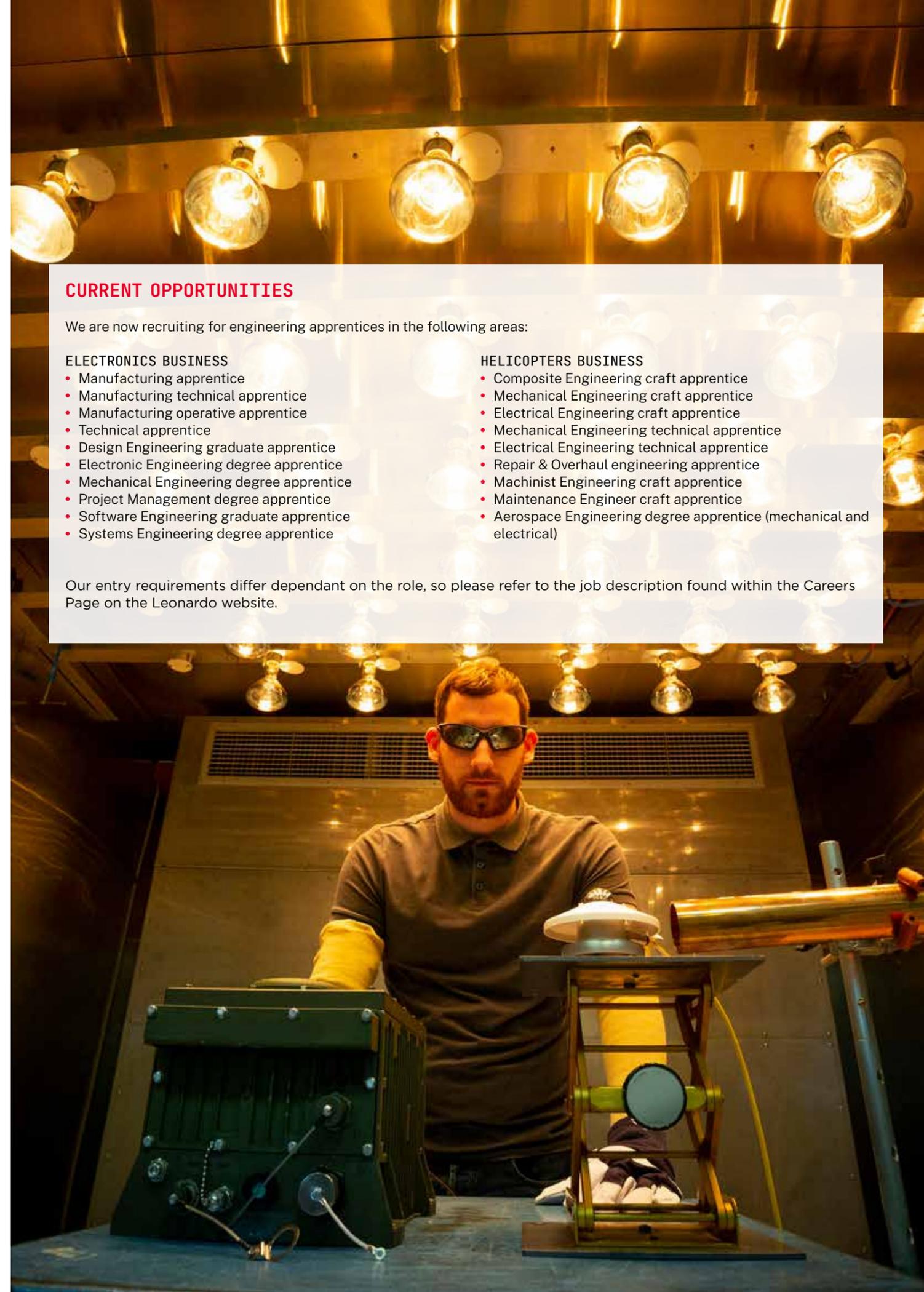
### ELECTRONICS BUSINESS

- Manufacturing apprentice
- Manufacturing technical apprentice
- Manufacturing operative apprentice
- Technical apprentice
- Design Engineering graduate apprentice
- Electronic Engineering degree apprentice
- Mechanical Engineering degree apprentice
- Project Management degree apprentice
- Software Engineering graduate apprentice
- Systems Engineering degree apprentice

### HELICOPTERS BUSINESS

- Composite Engineering craft apprentice
- Mechanical Engineering craft apprentice
- Electrical Engineering craft apprentice
- Mechanical Engineering technical apprentice
- Electrical Engineering technical apprentice
- Repair & Overhaul engineering apprentice
- Machinist Engineering craft apprentice
- Maintenance Engineer craft apprentice
- Aerospace Engineering degree apprentice (mechanical and electrical)

Our entry requirements differ dependant on the role, so please refer to the job description found within the Careers Page on the Leonardo website.





## GRADUATE OPPORTUNITIES

Leonardo's award-winning graduate programme develops promising young graduates into engineers and business professionals of the future.

Each year, Leonardo seeks to recruit enthusiastic people for its graduate programme who are willing to drive change and innovate. Your talent and energy are essential to the future of our high-tech business to continue evolving in the competitive market and to ensure we meet our customers' needs.

From our focus on radar technology at our Edinburgh site, to our helicopters centre of excellence in Yeovil, we offer exciting opportunities to talented graduates who want to work at the forefront of our technology, gaining practical experience and developing in a supportive environment.

With the majority of our engineers having gained chartered status, and with our graduate scheme particularly designed for professional recognition, you can look forward to working with highly skilled professionals that are passionate about their work and mentoring those joining our team.

Within our Helicopters business, graduates will look at the mechanical, structural and electrical aspects of products such as transmissions, rotors, aerodynamics etc.

Our graduate training programmes have been designed to support your first steps after leaving university and to help you develop your career. Through a comprehensive induction programme, you will have the chance to gain a complete picture of the organisation and be involved in real challenges from day one. You will have the opportunity to learn from colleagues who are experts in their field, while always being encouraged to use your initiative.

Leonardo is offering graduate scheme positions in many disciplines. If you are looking for a role that works at the cutting edge of technology, enhances your skills, business acumen and future prospects, all while earning a competitive salary, then a Leonardo graduate position may be for you!

We have graduate vacancies within the following engineering and non-engineering functions:

- Systems Engineering
- Hardware Engineering (electronics)
- Business Development
- Test Equipment Engineering
- Supportability Engineering
- Project Management
- Software Engineering
- Quality assurance
- Commercial
- Electrical/Avionic Engineering
- Mechanical Engineering
- Business -Procurement and Supply Chain
- Business -Customer Support
- Business -Transmissions
- Business -Products
- Business -UK and Export Sales
- Business -Operations
- Industrial Engineering
- Product Support Engineering
- Core Engineering

## ENTRY REQUIREMENTS

For our engineering roles, we are looking for enthusiastic applicants from Engineering, Physics, Mathematics and Computer Science backgrounds, with a 2:1 or higher (actual or predicted as appropriate) degree.

## WORK PLACEMENTS

It can be difficult when it comes to choosing the right work placement for you; finding work experience that complements your studies or allows you to explore the wider or practical elements of STEM to complement the theory you are studying.

At Leonardo, we have long believed that offering industrial internships, summer placements and work experience is invaluable to employers and students, enabling them to understand the full diversity of a career in STEM.

Undertaking a UK internship or placement with Leonardo can open up your horizons to the diverse and dynamic ways in which your studies can be used within the global high-tech company.

Leonardo offers the following placement opportunities:

### 1. INDUSTRIAL PLACEMENTS\*

We offer industrial placements which can provide support to your current studies, whilst providing insight into the ways in which your degree can be used within a global high-tech company.

### 2. SUMMER PLACEMENTS\*

A summer placement can provide invaluable support to your current studies, whilst opening up your horizons to the diverse and dynamic ways.

### 3. WORK EXPERIENCE

Our various work experience programmes provide an invaluable insight into the varied career options that can be explored from studying STEM-related subjects.

From a day's overview of the company, to a week exploring the diversity of engineering, we want to challenge your perceptions about the working environment, show you how working as a team to meet a challenge can be fun, and help you discover your potential.

## 1. INDUSTRIAL PLACEMENTS

We offer industrial placement positions in many disciplines.

If you are looking for a role that works at the cutting-edge of technology, enhances your skills, business acumen and future prospects, all while earning a competitive salary, then a Leonardo placement may be for you!

Our world-class centres of excellence across the UK produce complex systems to detect, analyse and protect against a wide range of threats. We provide radio frequency and electro-optic sensing, communications, platform protection and mission management systems and solutions to fast jet aircraft, helicopters and unmanned aircraft systems (UAS).

By becoming part of our business, you can work as a team to help us to solve problems, make a difference and keep people safe.

We have industrial placement vacancies within the following functions\*:

- Core Engineering
- Hardware Engineering (Electronics)
- Supportability Engineering
- Human Resources
- Software Engineering
- Microwave Engineering
- Procurement
- Industrial Engineering

### ENTRY REQUIREMENTS

For our engineering roles, we are looking for applicants from Engineering, Physics, Mathematics and Computer Science backgrounds.



\* Not applicable to Helicopters Business

\* Helicopters Business currently only offering industrial placements within engineering functions

## 2. SUMMER PLACEMENTS

We offer a range of exciting summer placement opportunities across various technical functions. Leonardo relies on having the very best employees to maintain its competitive edge and has some of the industry's most sophisticated technology at its fingertips. Undertaking a summer placement with Leonardo can provide invaluable support to your current studies: you will not only be working for a company at the cutting-edge of technology, you will also be enhancing your skills and business acumen, and opening up your horizons to the diverse and dynamic ways in which your degree could be used in the future.

As well as the opportunity to gain hands on experience we offer our placements a competitive salary and relevant training and development opportunities.

### JOB DESCRIPTION

Summer placement students will be involved in a variety of tasks in one of the following engineering disciplines – Software, Systems, Hardware, Firmware, Microwave, Antenna or Mechanical Engineering.

Providing support to real projects, placement students will be required to apply knowledge gained while studying in a practical way. Placement students will undertake activities including designing, testing, qualifying and supporting technology across our range of products. The challenging tasks will involve communicating with other team members to gain information before completing objectives and examining outcomes.

The placements will be based at Capability Green, Luton -home to the Electronic Warfare (EW) line of business within Leonardo.

### KEY RESPONSIBILITIES

- Delivering small packages of work to time, cost and quality
- Working within a team to achieve project targets
- Communicating with team members to share knowledge
- Using the opportunity to develop engineering skills. A supervisor will be available to provide mentoring whilst working as a fully integrated member of the team.

### SKILLS, QUALIFICATIONS AND KNOWLEDGE

- Good communication skills are essential, both written and verbal
- Ability to solve technical problems
- Be studying for a degree in Engineering, Physics, Maths or Computer Science

### COMPETENCIES WE LOOK FOR

- Achieving high performance
- Continuously improving
- Customer focus
- Working together
- Personal -self awareness and confidence
- Technical -analysis, judgement and problem solving

### PERSONAL ATTRIBUTES

- Self-motivated with lots of drive and enthusiasm
- Able to use own initiative to achieve overall objectives
- Able to work under pressure and achieve challenging deadlines within an environment of changing priorities
- Highly responsive with strong customer focus
- Thorough, seeing job through to completion while maintaining high standards
- Able to work flexibly and be readily adaptable to situational and environmental changes, in keeping with our new custom working policies

### INTRINSIC JOB FACTORS

- Leonardo adopt a flexible approach to working and it is envisioned that the summer placement programme will encompass a blend of both site and home based working, the balance of which will be dependent on individual project requirements  
Note: some placements may also involve working within a laboratory environment
- All Leonardo offices have introduced robust social distancing guidelines and continue to monitor the COVID-19 pandemic closely, to ensure adherence to UK Government guidelines. To ensure the safety and wellbeing of our employees and visitors, this may result in some aspects of the summer placement programme being subject to change. Successful applicants will be required to be readily adaptable to these changes, which Leonardo will communicate regularly as and when required.
- Use of display screen equipment
- Possible local travel (UK)
- Full-time hours

Placements may need security clearance. Applicants need to have been resident in the UK for minimum of 5 years. Clearances are arranged by the company.

## 3. WORK EXPERIENCE

Our Work Experience programme enhances your knowledge and understanding and better prepares you for the world of work and the challenges of tomorrow.

Work experience provides an important link between Leonardo, schools and colleges.

### ENTRY REQUIREMENTS

We run work experience programmes for various age groups undertaking GCSEs and 16+ courses at our sites in England. Please refer to the Work Experience section of our company website for more information.

In Edinburgh, our work experience programme is linked to the school curriculum. We therefore require applicants to have National 5 level Maths and English at A or B grade, or for expected grades for those about to sit exams, ideally with similar grades in relevant subjects such as physics, chemistry, engineering or design and manufacturing.

## OUR CULTURE

At Leonardo, we are committed to creating an inclusive working environment in which people feel safe to be themselves and where everyone has the opportunity to develop their skills and interests through specific training programmes.

### INCLUSION & DIVERSITY

We know that having a variety of people from different backgrounds, cultures and approaches can, and does, enhance our working environment.

Such a workplace fosters mutual respect amongst colleagues and allows each individual to bring their whole self to work and perform at their best. A culture of inclusion goes on to create an environment for greater collaboration, innovation and opportunities to develop as an organisation.

We create this culture by letting our employees know that they have a voice that is valued in their role and through one of our many employee engagement forums. From the start you can expect a carefully designed Induction to welcome you into our business and share the opportunities in front of you. Our employee-led Network Groups raise awareness and provide a voice for a number of diverse communities within our business and welcome new members and allies to their UK-wide groups. Our Apprentice & Graduate Forums help us to stay close to those who are new to our business to make sure that everyone settles in.

There are lots of ways to get involved when you join Leonardo and we look forward to welcoming you into our business.

### DEVELOPING OUR PEOPLE

Leonardo's growth in the UK has resulted from the skills, energy and dedication of our people. We are committed to equal opportunity and offering personal fulfilment through the highest quality education and development.

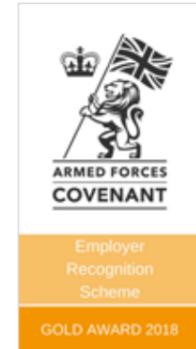
By instilling the importance of engineering in younger generations, we nurture the talent of tomorrow and help guarantee our future business prosperity. With over 7,000 employees in the UK and 45,600 worldwide, we have the global resources to offer a real variety of career opportunities.

Looking to the future, we want to reinforce our competitive position in the UK and its other markets. To meet this challenge, we offer an environment for qualified people - with the will to succeed and a passion for engineering excellence - to fulfil their potential and enable our company to stay at the forefront of innovation and technology.

### SUPPORTING THE UK'S ARMED FORCES

Leonardo recognises the contribution that the members of the Armed Forces make to the nation through their service and sacrifices.

We are therefore proud to have received the UK MoD's Employer Recognition Scheme Gold Award for our commitment to accommodating those who have served in the past - whether Regular or Reserve - those who are now serving as a reserve while working for Leonardo, as well as the families who play a significant role in supporting the Armed Forces members.



### INVESTORS IN PEOPLE

Leonardo has achieved silver level accreditation for Investors in People (IiP), gold level accreditation for Investors in Young People (IiYP) and gold level accreditation for the award We Invest in Wellbeing. These reflect the company's commitment to supporting the recruitment, development and retention of all its employees in a diverse and inclusive environment. IiP as a group recognises employers that are committed to looking after their people, engaging them and building trust; and it is the only international standard that aligns ambition and people.

Leonardo became the first defence business to receive IiYP accreditation in 2015 and the first to be recognised for Wellbeing in 2020.

**INVESTORS IN PEOPLE™**  
We invest in wellbeing Gold



**INVESTORS IN PEOPLE®**  
We invest in people Silver

### SUPPORTING OUR COMMUNITIES

Across Leonardo's UK sites, employees are engaged in a range of charitable initiatives that support local and national charities, raising tens of thousands of pounds that benefit people in the UK and overseas.

Charities include Sport Relief, Help for Heroes, Macmillan Cancer Support, Children in Need, Muscular Dystrophy UK, Combat Stress and Women's Aid.

Leonardo is also a long-time supporter of the UK's Armed Forces Para-Snowsport Team (AFPST), which plays a powerful role in the recovery, transformation and personal freedom of wounded, injured and sick serving personnel and veterans.

# SOUTHAMPTON

# YEOVIL

# EDINBURGH

## WHY LEONARDO?

We believe that our employees work best when they are able to achieve balance between work and other aspects of life. That's why we are committed to designing policies and developing a working environment that promote the benefits and well-being of all our employees.

### ANNUAL LEAVE

We offer 25 days holiday plus bank holidays.

### EMPLOYEE DISCOUNT SCHEMES

In addition to the above flexible benefits, our employees benefit from access to everyday discounts with many high street and online retailers, restaurants and days out, to help make the most of time spent with family and friends.

### FLEXIBLE BENEFITS

Our company-funded approach to flexible benefits allows employees to make choices appropriate for them. Each employee has access to a wide choice of lifestyle, health and wellbeing options best suited to their individual lifestyle goals.

Options include:

- Discounted private medical and dental care
- Offers on the latest technology
- Gym memberships
- Health screening
- Preferred rates on loans and investments
- The Bike-to-Work scheme
- The ability to buy and sell annual leave

### FREE PARKING

This is available on or near all our sites.

### AWARD-WINNING PENSION SCHEME

Our multi-award-winning pension scheme includes generous employer contribution.

### FLEXIBLE WORKING AND ADDITIONAL FLEX-LEAVE SCHEMES

We offer our employees the time and flexibility they need to enjoy a balanced life.

### GENEROUS RELOCATION PACKAGE

We offer an excellent package to ease the move for people relocating for work.

### ONSITE OCCUPATIONAL HEALTH SERVICE

Our specialist teams help keep our staff physically and mentally healthy and safe whilst at work.

### ONSITE SHOPS AND RESTAURANT FACILITIES

Our sites include coffee shops and restaurants for you to enjoy throughout the day.

### MATERNITY LEAVE

We have very flexible working arrangements and advantageous Maternity Policy.

### PATERNITY, PARENTAL, ADOPTION AND DEPENDENT LEAVE

We care to ensure that we consider every aspect of your needs. All these policies are covered as part of our Work-Life Balance Policy.

### LEARNING & DEVELOPMENT

We help assess your development needs in line with the role you wish to perform, and allow you to further develop your knowledge.

### CAREER BREAK

Where appropriate, we support our employees in pursuing other interests outside the workplace.

### RESERVE FORCES

We provide positive support to the Reserve Forces and allow employees who are Reservists to take additional time off.

# BRISTOL LUTON

# LINCOLN



# BASILDON

## HOW TO APPLY



### APPLICATION FORM AND CV

The first stage of the application process is to complete the application form and upload your CV for the desired role you want to apply for.

### ELIGIBILITY QUESTIONNAIRE

You will be sent an email with a link to complete the Eligibility Questionnaire where you will be asked about the right to work in the UK and the relevant qualifications for the role, please see the job description for details.

The last question refers to the type of role you have applied for and you can find this information at the bottom of the job description where it notes what to select when applying on HireVue.



### ON-DEMAND VIDEO AND GAME-BASED ASSESSMENTS

If you pass the Eligibility Questionnaire you will automatically be sent an invitation to complete the on-demand video interview and game-based assessments.



### ON-DEMAND VIDEO INTERVIEW

You will be asked several competency-based questions, providing you with the opportunity to record a video of yourself answering each one. Some practice questions will get you comfortable with the process and the HireVue platform. Once you have completed the practice questions, you will begin the interview.

### GAME-BASED ASSESSMENTS

Once you have completed the Video interview, you will complete the game-based assessments, featuring three timed games that you will be scored on. After completing both sections, you will receive an email thanking you and noting that you will hear from Leonardo soon.



### LIVE INTERVIEWS

If you are successful after the On-demand and Game-based Assessments you will be contacted to arrange a live interview. During the live interview, you will also be asked to complete a presentation which is relevant to the role.

You will be presented with 3 options for sharing your screen:

- Your entire screen
- Application Window
- NW.js Tab

Please click the Application window option and select the correct window to display your presentation.

### OFFER

After the interview and presentation, we will provide all candidates with feedback. If you are successful in your application, the Leonardo recruitment team will subsequently contact you to formally offer you the role.

Our early careers roles attract a high volume of applicants that are screened on a first come first serve basis, and will be closed when the role is filled.

For more information, visit the careers section of our website:  
<https://uk.leonardocompany.com/en/people-careers>

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