



SAVILLS REAL ESTATE CAREERS



ABOUT SAVILLS

Savills is a leading global real estate service provider listed on the London Stock Exchange. We have over 39,000 employees in over 600 offices throughout the Americas, Europe, Asia Pacific, Africa and the Middle East.

Savills UK operates across 135 offices nationally and services the full spectrum of the real estate sector through our 300 different service lines.

“The fact that Savills has been voted the ‘Times Graduate Employer of Choice’ for property for 16 consecutive years is a testament to the investment we make and the importance we attach to the graduate programme. Through strong markets and weak markets, Savills has always invested in the programme because graduates are the life blood of our business”.



James Sparrow
CEO of Savills UK and
EMEA
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STAGE NOW	NEXT STEP	ROUTE INTO BUSINESS	TIME TO QUALIFY	AFTER QUALIFYING
GCSE	Apply to our Junior Estate Agent Apprenticeship Programme	Study part time whilst working	12-15 Months	Proceed to Sales Executive Level 4 Apprenticeship
A Levels	Apply to University or our Savills Apprenticeship (Turn to page 8)	Study part time whilst working	12 months - 5 years	Apprenticeship Specific
First Year Undergraduate	Next Step Apply to our Insight Programme (Turn to page 12)	Graduate Scheme on completion of studies	2 years to pass your APC	Professional Qualification Achieved i.e. Chartered Surveyor
Second Year Undergraduate	Apply to our Summer Scheme or Sandwich Placement (Turn to page 14 / 15)	Graduate Scheme on completion of studies	2 years to pass your APC	Chartered Surveyor / Planner
Final Year (Real Estate Undergraduate)	Next Step Apply to our Graduate Scheme (Turn to page 20)	Graduate Scheme on completion of studies	2 years to pass your APC	Chartered Surveyor / Planner
Final Year (Non Real Estate Undergraduate)	Apply to our Graduate Scheme OR Obtain a Property Masters	Apply to our Graduate Scheme (Turn to page 20)	Up to 2.5 years to pass your APC	Chartered Surveyor / Planner
Undertaking Real Estate Masters	Apply to our Graduate Scheme (Turn to page 24)	Graduate Scheme	2 years to pass your APC	Chartered Surveyor / Planner

PATHWAYS

WHY REAL ESTATE?

Real Estate offers an exciting, dynamic and sociable career path with the opportunity to specialise in several different areas of the profession. It is a people-facing industry where you can build contacts and relationships both within the Real Estate profession as well as many other business lines. A career in Real Estate will allow you to work and be a key part of the physical buildings and infrastructure that make up our cities, providing a real sense of satisfaction and pride to be involved in a dynamic and global industry.

Building Surveying:

Building Surveying is one of the widest areas of the surveying practice, involving all aspects of property and construction from supervising large mixed-use developments to planning domestic extensions.

Rural:

Rural Surveyors provide management, professional and agency advice for all classes of property in the Rural Environment and Urban Fringe.

Planning:

Planning is about determining where land use activities and buildings should be located to achieve the most sustainable outcomes. We advise clients on how to achieve best value for their property assets advising on all land use sectors and operating across all regions of the UK.

Food & Farming:

Food and Farming Consultancy seeks to inspire and guide professional and commercial land managers to be efficient in production and successful in business.

Residential:

Advise on all aspects of residential property. This covers all areas from investment, valuation, development, affordable housing, student housing and management.

PATHWAYS

WHY REAL ESTATE?

Commercial:

Commercial teams include Development, Investment, Agency, Property Management, Retail, Valuation, Hotels and Lease Consultancy. Commercial graduates are given the opportunity to gain experience in a range of specialisms allowing them to develop a thorough understanding of the industry and market.

Development:

Development surveyors advise throughout the entire development process for residential and commercial to public and private sector clients. This includes land acquisition, planning, valuation, consultancy and sales to UK and International markets.

Capital Allowances:

Capital Allowances work with a wide range of organisations and individuals, helping them to save tax, reduce risk and improve efficiency in relation to the tax analysis of their capital expenditure.

Urban Design:

Urban design is about successful 'placemaking'. We advise clients and multidisciplinary project teams on development structure and design, including buildings, streets and the spaces between them. We create functional and elegant solutions, where people want to live and work.

Forestry:

Forestry Management seeks to combine market-leading forestry expertise with independent advice on how to increase timber quality and value, identify new opportunities and maximise returns for our clients.

Operational Capital Markets:

Savills OCM division is the largest and most proficient team in the market, advising clients in the PRS/ multifamily, student accommodation, senior living and healthcare sectors across the UK and Europe.

PATHWAYS

WHY REAL ESTATE?

Sustainability:

Our sustainability services include, but are not limited to; creating and implementing ESG and sustainability strategies at organisational and asset level, environmental management and compliance (ISO14001), building certifications (BREEAM, SKA), sustainability benchmarking and reporting (GRESB, CDP, SBTi), social value assessments, health and wellbeing and strategic waste and resource support.

Engineering:

Our Engineering and Design Consultancy team provides technical expert solutions throughout the various stages of an asset's acquisition, design, management and disposal.

Energy:

As an Energy Team within a real estate company our USP is understanding how land and property is used, the value that is attributed to real estate and how low carbon energy solutions can enhance property values to justify investment in net zero solutions.

Environment and Infrastructure:

Savills Environment and Infrastructure is a new department that is focused on environmental impact and sustainability. We work closely with Savills Earth which brings together 80 professionals from across our business.

Strategic Projects:

The Savills Project team is a unique team within Savills acting on behalf of utilities clients across the country.



SHAPE YOUR FUTURE

40% of our Executive Board joined
us as graduates

Do you have what it takes?
Become the future of Savills

APPRENTICESHIPS

Definition:

Savills apprenticeship programme allows you to gain the training, experience and support you need to build a fulfilling career in real estate. We offer 10 possible career paths in the UK across: Surveying, Town Planning, HR, Finance, IT, Business admin, Business Development, and Estate Agency. Our apprenticeship programme starts from level 2 and goes right up to level 7, with courses varying from 1 to 5 years in length, depending on the level of apprenticeship.

You will work four full days in the office with the fifth day spent dedicated to your studies, working towards gaining your qualification.

In 2021 Savills placed 8th in the Rate my apprenticeship awards.

Work you may do:

All of our apprenticeships vary and the work you will get involved in differs from team to team. However, to gain more of an insight into what it is like to be an apprentice at Savills, please read the following case studies.

If you have any further questions, or would like to talk to us about finding the best apprenticeship for you, please contact us on: apprenticeships@savills.com.

APPRENTICESHIP QUALIFICATIONS

LEVEL	ENTRY REQUIREMENT
2	GCSE Maths and English at grade C/4 or above
3	5 GCSEs at a grade C/4 or above including Maths and English
4	GCSE English and Maths at grade C/4 or above. A minimum of 2 A Levels or any other Level 3 qualification
5	GCSE English and Maths at grade C/4 or above. A minimum of 2 A Levels or any other Level 3 qualification
6	Chartered Surveyor: GCSE English and Maths at grade C/4 or above. 96 UCAS Point equates to 3 Cs at A Level or Btec equivalent. Chartered Town Planner: GCSE English and Maths at grade C/4 or above. 104 UCAS Point equates to BCC at A Level or Btec equivalent
7	5 GCSEs and Maths and English at grade C/4 or above. A bachelor's degree with honours at lower second standard (2:2), or equivalent

CASE STUDY



Jodie Keight

Birmingham
Apprentice Surveyor
Bsc Real Estate Management
at UCEM

“I really do learn something new every day! I have a very varied role, from engaging with clients on estate matters, to preparing reports. I have been able to develop many skills within my first year. Recently, I have been determining land ownership for a client by reviewing their lease and land registry, engaging in discussions with them to confirm the extent of their demise and offering advice on how to tackle any maintenance issues which may or may not be their responsibility.

Since joining Savills and starting my apprenticeship, I have learnt so much and my confidence has really grown. I started with an enthusiastic approach and have been able to meet with colleagues from other regional offices, attend face to face client meetings and joined the apprentice committee. I look forward to seeing where I am in the near future.



CASE STUDY



Muhammad Patel

London
Apprentice Economist
Professional Economist
(BSc Economics) at University
of Kent - 4 years

“My experience as a degree apprentice so far can be described as dynamic, insightful, intriguing, and definitely enjoyable. As the only Economics apprentice in a small Savills team, I work closely with my experienced colleagues who are keen to develop my knowledge and advance my skills. We work in the development services sector, providing economic insight based on public data records, property data, and general quantitative data, as well as qualitative information

that requires more research and investigation. Certain aspects of my work have tied in very well to some modules within the degree as well – these include Economic Policy Analysis and Macroeconomics, to note the main two. I am fortunate to carry out my apprenticeship coursework and assignments alongside industry experts, who I feel fully supported by, combined with the exposure of Savills.



INTERNSHIPS

INSIGHT PROGRAMME

Definition:

Insight Programme is a week long placement, where you will shadow a first year graduate from your chosen pathway.

Work you may do:

Conduct research, attend departmental talks, network with Directors and graduates in organised events.

CASE STUDY



Shilan Nathwani

BSc Real Estate
Current student at Oxford Brookes
University

“The Savills insight week provided me with an invaluable experience, and opportunity to discover the vast range of specialisms that exist within property.

I was placed in the Central London Retail team for the week; however, we were given the opportunity to attend presentations from different teams within the company, providing exposure to the various career pathways available to students embarking on their APC journey beyond University. Moreover, through shadowing a graduate, we were able to experience first-hand, what a graduate Surveyor’s role in the company entails on a day to day basis.

A strong emphasis was placed on the importance of building relationships with clients and colleagues alike. We had the opportunity to do this through

networking lunches and drinks. We had a networking lunch with the fee earners and drinks with the current graduates. The importance of networking and building relationships within the property world resonated throughout the week and in the Savills culture.

Overall, I would certainly recommend the Savills insight programme to any student wishing to gain first-hand experience of the professional property world beyond university. It was great to apply the theoretical knowledge gained through University, to real work and reports. The insight week has helped in cementing my future career plan, and the routes I can take to achieving it. It was a true privilege to spend a week within such a highly regarded company and meet so many great people along the way.



INTERNSHIPS

SUMMER SCHEME

Definition:

Summer Scheme is a four week paid internship. This allows you to get a feel for working at Savills as a graduate.

Work you may do:

Go on site visits, attend client meetings, write reports, conduct research, attend departmental talks, network with Directors and graduates in organised events.

CASE STUDY



Nuala Morris

London
Graduate Surveyor
Durham University - Ancient History
Reading University - Real Estate
MSc

“As a non-cognate student, I particularly enjoyed the Savills Summer Scheme as it was a structured programme which gave me a real overview of Savills, and of the wider industry as a whole. Through various departmental presentations and site visits, the team went out of their way to help me gain a better understanding of what the APC entails and what life as a graduate at Savills looks like. The best aspect of spending a

month within a team was that they give you responsibility - this showed a certain level of trust, making you feel valued within the team. Outside of work, Savills arranged various activities to ensure we settled in, giving us the opportunity to network with our peers, current graduates and directors.



EUROPEAN SUMMER SCHEME

Definition:

Summer Scheme is a four week paid internship. This allows you to get a feel for working at Savills as a graduate.

In addition to our UK Summer Scheme placements, we offer additional one month placements in Savills offices across Europe.

Work you may do:

Go on site visits, attend client meetings, write reports, conduct research, attend departmental talks, network with Directors and graduates in organised events.

CASE STUDY



Edmund Gay

Milan
Summer Scheme Student

“I was greeted warmly on arriving at the new Italian Savills headquarters in the heart of the global fashion district in Milan. I had a short meeting with my supervisor regarding which departmental rotations I would be doing each week and who my direct contacts were. I was pleased to hear that I was to be having lunch with the directors that afternoon.

Four departmental rotations had been planned, a different one each week. Starting with Research then moving on to Investment, then Project

Management and lastly Leasing. I was briefed on the usual H&S and introduced to the Research team.

Overall, the internship was extremely interesting and offered a good insight into the way that the Italian Savills Headquarters runs. It is important to mention the warm and welcoming culture that I experienced upon my arrival in Italy. The office culture was very inclusive and extremely sociable and I was invited to two Aperitivo occasions, a classical concert and to join a colleagues’ singing group.



SANDWICH PLACEMENT

Definition:

A Sandwich placement is a 12 month contract, taken during the 3rd year of university. This placement will count towards your APC experience add (if studying on a cognate degree).

You could be studying a Real Estate or non Real Estate undergraduate and undertake a sandwich year with us.

Work you may do:

Go on site visits, attend client meetings, write reports, conduct research, learn different IT systems, comparables and call agents/clients.

CASE STUDY



Artie Taylor

London
Graduate Surveyor
Real Estate
The University of West of England

“The Savills Sandwich Placement gave me the best insight into the property industry that I could have asked for as a Real Estate Student. The support and encouragement I received from directors, graduate HR and everybody else in the business made me feel extremely comfortable in the work place from the moment I started. The responsibility and trust I was given to communicate with clients so

soon was unexpected, and proved to me how invested the company was in helping young professionals.

Not only this, but the experience and work ethic I gained during my placement year helped with my final year of university in a whole range of different ways. I would urge anybody, who has the opportunity to do a placement year at Savills, to go for it.



GRADUATE PROGRAMME

Our award winning graduate training programme prepares you for your professional qualification, allowing you to become a Chartered Surveyor or Planner or a member of your chosen professional body.

Pass Rate:

On average our pass rate is 93%, which is over 20% higher than the national average.

Excellent Training:

The Savills graduate training programme offers a structured programme of events for all RTPI, RICS, ICF, IHBC, IEMA, AEE, CIBSE, UDG and BIAC candidates.

Throughout the 2-3 years, graduates will be invited to APC or qualification competency presentations, regional graduate events, webinars, divisional events and IT training.

Non-Cognate Graduates:

Graduates that have not studied an accredited degree/masters will be able to undertake an RICS or RTPI accredited masters course through a fully funded L7 apprenticeship. Graduates will study whilst on the graduate scheme through one of these distance learning or day release apprenticeship masters programmes. This will be fully funded and therefore the student will incur no cost. Enrolment for these programmes will occur after you have received an offer for a role on the graduate scheme. This will mean that your APC will be taken 6 months later than the usual 2 years, in order for you to complete both the Masters and APC.

Work you may do:

Work with fee earners from day one, go on site visits, collect comparables, attend client meetings and network with Graduates from other firms.

CASE STUDY



Alice Sykes Waller

London
Graduate Surveyor
Human Geography (BSc)
& Real Estate (MSc)
The University of Reading

“I am reaching the end of an enjoyable but somewhat unconventional first year on the Savills graduate scheme, having joined in September 2019. Despite the COVID-19 related turbulence, I have consistently benefitted from the training provided on the graduate scheme, being involved in a range of jobs and two different teams. The variety of seminars and webinars offered at Savills has also been really

helpful in gaining a better understanding of the industry, even from home. Frequent networking events, my involvement in the Savills Netball Team and the Charity Committee have enabled me to pursue my interests outside of the office and meet new people. I am looking forward to furthering my knowledge in my last three rotations before sitting my APC in Autumn 2021.



CASE STUDY



Victoria Phillips

London
Graduate Sustainability Consultant
Human Geography (BA) Durham
University
Environment and Development
(MSc) Kings College London

“Having completed two weeks work experience with Savills in 2019 I knew they would be a great organisation to join. After studying Geography I had a keen interest in Sustainability and wanted to integrate this into a career in Real Estate. Luckily, whilst completing my masters in sustainability, Savills created their new Sustainability Graduate Scheme which I was lucky enough to join in September 2021.

In my role I work within the Organisational Sustainability team, in which I rotate around the different service lines gaining a great breadth and depth of experiences, working directly with key clients on creating socially and environmentally beneficial solutions.

As part of the graduate scheme I am also part of the EMEA Occupier Services team, focusing on ESG solutions for tenants around the world. Both teams are incredibly friendly and welcoming, together helping me in my journey to becoming an IEMA (Institute for Environmental Management & Assessment) Practitioner member.

Being part of the Graduate Charity Committee and the Client Relationship Management board I have been able to grow my network both within Savills and beyond, whilst promoting the great work Savills does towards ESG. I would highly recommend anyone with a combined interest in real estate and sustainability to consider joining the Savills Sustainability team.



CASE STUDY



Michelle Mirandi

Graduate Surveyor
Integrated Masters in Planning
with Real Estate
University of Manchester

“In October 2017, as a fourth year student of an Integrated Masters in Planning with Real Estate at The University of Manchester, I was invited by Savills to attend a networking event aimed at those interested in applying to the Graduate Scheme at the Manchester Office. At this event, I met various members from different teams and gained a valuable insight into the business. I knew then that Savills was the company I wanted to work for.

After graduating, I joined Savills as a Rotating Graduate Surveyor. Being a Savills Graduate has given

me the breadth of experience and confidence to complete the RICS APC with the hope of becoming a Chartered Surveyor. In addition to learning on the job, I receive both internal and external training opportunities regularly to ensure that I am up to date on changes within property legislation, regulation and markets.

Outside of my role, I take part in the Savills Instagrad and Savills with Schools initiatives, both of which aim to raise awareness of the real estate sector to the younger generation and encourage them to consider it as a career.



GRADUATE & APPRENTICESHIP PROGRAMME APPLICATION

FIRST STAGE

Online Application

Submit your application, including CV and cover letter.

SECOND STAGE

Assessment Day

If your online application is successful you will be invited to attend an assessment day. This will involve industry related tasks.

THIRD STAGE

Interview

If you are successful at the assessment day you will be invited to attend an interview. Your interview will be with Savills fee earners.

FINAL STAGE

Job Offer

If you are successful at interview, we will make you an offer to join our business.

BENEFITS

- Permanent Contract – all graduates and apprentices are offered a permanent contract, as opposed to a training contract
- Season Ticket Loan - Interest free loan (once probationary period has been completed)
- Pension Scheme – Group Personal Pension Plan with Royal London
- Company Mobile Phone
- Private Medical Insurance - arranged through WPA (after 12 months service)
- Training and APC/Professional Qualification costs provided
- 25 days annual leave
- Purchase Annual Leave – up to 5 days (applicable after the graduate programme)
- Fundraising for our graduate charity – e.g. London Marathon, 3 Peaks Challenge, organising and hosting Young Surveyors Networking Events
- Employee Discounts - save money using MyRewards on thousands of discounts and offers
- Join a committee, including: charity, client development and instagram
- Pitch your idea to our Board via the Savills Dragons Den (Innovation and growth initiative)
- Sports activities (Hockey, Netball, Skiing, Rugby, Football, Cricket, Badminton & Squash)
- Employee Assistance Programme – A 24 hour confidential service available to all staff and immediate family members
- Discretionary Bonus Scheme
- Cycle to Work Scheme (once probationary period has been completed)
- Share Scheme - Share Incentive Plan (after 3 months service)
- Give as you Earn - make a donation to charity and receive tax relief at your marginal rate
- Critical Illness Insurance – self pay benefit offered annually
- Group Income Protection – after 5 years' service
- Life Assurance Scheme – death in service benefit
- Virtual GP service
- Discounted BUPA Health Assessments
- Help to Rent (once probationary period has been completed)
- MyCar – discounted car finance deals

QUALIFICATION

RICS

The Royal Institution of Chartered Surveyors (RICS) is a professional body that accredits professionals within the land, property and construction sectors worldwide.

RTPI

The Royal Town Planning Institute (RTPI) is the principal body representing planning professionals in the United Kingdom and Ireland. It promotes and develops policy affecting planning and the built environment.

ICF

The Institute of Chartered Foresters (ICF) is the UK's Royal Chartered professional body offering the Chartered Forester and Chartered Arboriculturalist titles.

BIAC

The British Institute of Agricultural Consultants (BIAC) is a professional organisation whose members provide advice to Farmers, Rural Businesses and those who care for our Environment and Countryside.

CAAV

The Central Association of Agricultural Valuers (CAAV) is a specialist professional body representing, qualifying and briefing members practising in a diverse range of agricultural and rural work.

IEMA

IEMA is the professional body for everyone working in environment and sustainability. They are responsible for ensuring that people working in these areas have the right knowledge, competencies and skills.

CIBSE

The Chartered Institution of Building Services Engineers members belong to a global network of professional support and expertise, working in partnership with other professional bodies, construction, and engineering firms worldwide.

AEE

The AEE is a professional society of over 18,000 members in more than 100 countries. The mission of AEE is to shape the future of the energy industry through networking, energy awareness, education, training and professional certification.

ONWARDS CAREER

Following graduation from a master's degree in real estate management, I joined the Savills graduate programme in London in September 2014. As a graduate, I rotated through a variety of teams meaning I was able to get a good understanding of the various different professional services offered by Savills. I rotated through, Prime Estates Management, Portfolio Valuation, West End Office Agency and then joined Savills Central London Investment team.

I qualified as a chartered surveyor in November 2016 and became a permanent member of the Central London Investment team, with a focus on the City office market. I have been an active member of the team for almost 4 years and was successfully promoted to Associate Director in March 2020.

I assist with Savills graduate programme and support our graduates as an APC supervisor.



Paul Bassi

London
Associate Director
City Investment and Agency

TOP TIPS

Below are guidelines on how to help you through the Savills recruitment process.

The Online Application

- Take note of deadlines
- Include all relevant achievements and work experience
- Read our programme descriptions carefully and explain how you would be a suitable candidate
- Make sure there are no spelling mistakes in your CV and cover letter

The Assessment Centre

- Show us a realistic representation of you and your skill set
- Contribute to the group discussions without being too dominant
- Prepare - understand the business and your areas of interest
- Try to relax and stay calm
- Punctuality - Please arrive 10 minutes early and not before

The Interview

- Prepare as much as you can by visiting our website and reading property publications
- Interviewers often ask for examples about yourself, so think of times when you have shown initiative, solved a problem or taken the lead
- Be yourself, the interviewer wants to get to know you
- Ask questions- it's a two - way conversation
- Know your CV inside out

SUPPORTING PEOPLE

At Savills, supporting our people to enable them to be the best version of themselves is at the heart of our business. We strive to create an inclusive environment, accepting of every individual's differences and enabling all employees to achieve their full potential.

Our Diversity & Inclusion Mission Statement

Savills embraces diversity and provides a platform and a supportive environment for everyone to be the best they can be.

We have six staff led D&I group, that meet on a regular basis to share views of their respective divisions and to form action plans with measurable outputs:



AGE



DISABILITY



ETHNICITY



GENDER



LGBTQ+



SOCIO-ECONOMIC

This ensures we continue to be a truly inclusive organisation which benefits all of our staff and our clients.

Individuals within each of our groups lead a range of activities covering many areas that promote D&I, such as: Mentoring, Reverse Mentoring, Recruitment, Company Policy, ESG, Raising Awareness, Training, Engaged Workforce, Community Engagement, HR Data and Senior Leadership.



Savills have a long-standing tradition of investing in our graduate talent programmes. We are immensely proud of the long and successful careers enjoyed by our graduates within Savills and of our award winning programmes. The business also remains dedicated to providing a best in class Apprenticeship programme that offers people an alternative route into the property sector. It underlines our ongoing commitment to diversity, which ensures we continue to attract the best people. Our graduates and apprentices are and always will be our future.”

Richard Rees

Managing Director of Savills UK
