

Position: Graduate programs, internships. EMEA region mostly for IE students.

Main roles: Tech, Operations, Sales, Marketing, Project Management.

How to apply:

- You can apply through the **Amazon website** at https://www.amazon.jobs/en/business_categories/student-programs
- Amazon has the **referral program**, is a deliberate recruitment strategy rewarding staff for referring suitable and qualified candidates from their pool of contacts. Talent & Careers can help you to find the right career referral, only when you haven't applied yet through the webpage. You should customize your CV to the specific internship/job position you found on their webpage (at least 80% fit to the requirements), write a short motivational paragraph and send it to us before applying online.
- You can apply through the **IE Career Portal**.

What do you need:

- **CV:** IEU CV template + Vmock platform. Prepare your CV on this template and sign-up on Vmock (www.vmock.com) using your IE student e-mail address. Work on the automatic feedback provided by the platform until you reach a 75% score approx. **Maximum one-page long!** Once ready, **contact your Career Advisor** for preparing the final version.

Relevant skills

- **English fluency + local language**
- **Mindset, passion for technology**
- **Strong commercial skills / Leadership & Teamwork**
- **Results-oriented / Business driven**

Application Deadline may differ based on the program/internship. Usually, you should start exploring the internships/job offers 12 months ahead, going through the assessment, interview process and offer 5-8 months ahead, and the onboarding begins 1-2 months ahead.

Recruitment process

- **Main resource:** https://www.amazon.jobs/en/landing_pages/interviewing-at-amazon
- **Online Aptitude Test (numerical, logical, verbal).** You can practice using **JobTestPrep** (Psychometric Tests Preparation for IE students). This test provides tailored preparation when applying to companies that use psychometric selection tests. To find the right test you can search by Company, Test Provider, or Type of Test. Top employers use online aptitude tests to eliminate 80% of applicants. **You can find it on the Career portal – Document Library or ask your Career Advisor.**
- **Pre-screen interview:** Video interviews are becoming a common part of the recruitment process. Some companies choose to analyze the videos using Artificial Intelligence (AI). AI analyzes and scores verbal and non-verbal content – i.e. what you say and how you say it. It uses speech and facial

recognition technology to track and assess your choice of words- i.e. use of powerful and desirable key words along with your eye and facial movements, your body language, your tone and your intonation. It is checking for inconsistencies. You can find more tips in [Video Interview AI algorithms: how to get a YES from the robot \(Hilt\)](#).

Ask your Career Advisor for a mock video interview with HILT.

- **First interview** is usually with the Hiring Manager or someone from the hiring team (Business Manager or future peer). The first interview will assess you for the internship you have applied with some more specific questions about your professional experience and your skills. Afterwards, you will be interrogating through the 14 Leadership Principles (LP), so it is important that at this stage you have at least 6 LP prepared.

Preparation materials: Interview Preparation Guide (Leadership Principles) ([link here](#))

- **4-5 one-to-one Behavioural & Culture Fit interviews.** If you will be successful in the interview with the Hiring Manager / Business Manager, you will be invited to the last round of interviews (also known as “the Loop”). Candidates that reach “The Loop” have 25% of receiving a job offer.

How can we improve it? **By preparing more and better!** In this phase, you will not be assessed on your skills to do the job as such assessment has already being done by the Hiring Manager / Business Manager in the previous interview, you will be assessed on your cultural fit with Amazon (expressed by the Leadership Principles). During the loop you will be interviewing with 4-5 people which are usually the Hiring Manager (your future Manager), the Bar Raiser, and 2 or 3 peers. The Bar Raiser is an Amazonian with hundreds of job interviews and whose role is to be sure that Amazon is hiring talent that fit perfectly with the leadership principles. The panel will meet in the morning and they recruitment leader (usually the Hiring Manager) will assign 2 or 3 distinct Leadership Principles to each Interviewer so you will NOT be asked some questions twice.

Our recommendation for “the Loop” is to prepare 2 stories for each of the 14 Leadership Principles. You may use the same story and you can highlight some elements of it if you are answering “Deliver Results” and some other elements if you are answering “Bias for Action”. Please remember that the Hiring Manager and the Bar Raiser are the 2 positive feedback you will need to receive an offer.

To be prepared for this stage, use the Interview Preparation Guide ([link here](#)) and ask your Career Advisor for a mock interview.

- **Extra tests:** possibly Excel test (times, pivot tables, sum if & logic formulas, index match, vlookup, hlookup, conditional formatting, etc.)