

Find what's possible

Aon UK Apprenticeship opportunities

Aon
Empower Results®

aonearlycareers.co.uk

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Introduction

You may know Aon through our association with Manchester United. You may have seen us in the news. You may not know that we’re one of the world’s most successful professional services companies, helping the biggest names in business plan for every eventuality. From economic upheaval to political crises to natural disasters and plenty more besides, the world is full of surprises.

Our job is to help our clients prepare for and manage those risks, through pensions; general insurance; insurance; reinsurance and risk management; investment consulting; employee benefits broking and consulting; captive solutions or human capital consulting.

Our size, global network and emphasis on innovation mean where we lead, the industry follows. In the UK we rely on over 6,000 employees across 23 offices to uphold our hard-won reputation for excellence, insight and outstanding service delivery.

We're one of the world's most successful professional services companies, helping the biggest names in business plan for every eventuality.



Diversity and Inclusion

Whoever you are and whatever your background, we welcome you.

You will be valued as an individual and recognised for your skills and the contribution you can make to our organisation. Valuing diversity is not about special treatment; it's about fair treatment for all. We challenge discrimination based on age, disability, gender identity, marriage and civil partnership, pregnancy and maternity, race, religion or belief and sexual orientation.

Inclusive culture:

We believe diversity is about creating a positive attitude towards difference as we encourage a culture where talented people are free to be themselves. Our culture is one of respect and open mindedness and this in turn makes Aon a rich and diverse place to work. Aon believes that this culture drives diversity of thought, where an environment of innovation and creativity can thrive.

Global:

We are a global business with clients all over the world. We believe that by valuing and supporting each individual within our organisation, this gives us a competitive edge, enabling us to seize opportunities and succeed.

"Aon prides itself on fostering a work environment where opportunity and success is defined by one's character and ambition not race, religion, gender identity, sexual orientation, disability, age, or citizenship."

Greg Case,
Aon's President and
Chief Executive Officer

Approach:

Our approach goes far beyond equal opportunities legislation. We actively encourage and embrace inclusion supported by our Diversity Council and seven Business Resource Groups (BRGs), including:

- Aon Pride Alliance (LGBT)
- Workability – the disability network
- Mental Health Group
- Multicultural Network
- WIN (Women's International Network)
- Parents and Carers
- Linking Generations

Our BRGs are a great way of networking and meeting new people at Aon. They help foster an atmosphere of inclusiveness and mutual respect by raising awareness and understanding of different issues. The Groups also advise on policy development and work with clients and other external networks. Our BRGs welcome allies, so you don't have to identify with a specific group to join in, and they organise fantastic events to encourage education and networking opportunities.

"As sponsor of Aon's Pride Alliance network I have been fortunate to learn more about gender identity and the challenges it creates in our society. I'm underlining our commitment to inclusion and maintaining our overt internal and external pledge to all colleagues that they will have an equal opportunity to be their true selves at Aon."

Jim Herbert, Global Enterprise Client Group Leader

Our Values

One of the key differentiators between Aon and our competitors is our people, and how they behave with our clients and each other. How we do things is just as important as what we do.

In our application and selection process, we look for candidates who share our values and have the potential to integrate our five principles into their roles, and thrive.

Our principles are:

1. Delivering distinctive client value

Our people are empowered to make an impact, building relationships and using their knowledge and the best available resources at Aon to provide clients with distinctive solutions to their challenges.

2. Developing unmatched teams

We identify and develop talented individuals. We create high-performing teams by encouraging continuous learning and development, giving honest feedback and providing positive management.

3. Building differentiated capability

We innovate to solve our clients' problems. Innovation is focused and comes from a deep understanding of our own and our customers' businesses.

4. Delivering business results

We go the extra mile and use everything at our disposal to deliver with excellence.

5. Living the values of Aon

We act with integrity at all times, making a positive impact on colleagues, clients and communities alike. We want our people to be proud of Aon and the values we stand for.

Community Involvement

Aon people come from all backgrounds and communities. We capture that essence and put that message across as a way of life rather than a policy. Our respect for individuals inspires loyalty in both our colleagues and our clients, which in turn helps us to achieve our goals.

Aon empowers results for colleagues, clients and communities. We are a global firm, serving clients in 120 countries and part of our role as a corporate citizen is to give back to the communities in which we live and work.

In the UK, with around 6,000 colleagues across 22 locations and global headquarters based in London, Aon has an important role to play in managing its impact on the environment, the communities in which we operate, and the wellbeing of our colleagues.

The Aon Community Affairs Committee is responsible for determining the structure and objectives of the community programme and all colleagues are encouraged to get involved to ensure Aon makes a positive social, economic and environmental contribution. Our annual Empower Results Day for Communities, mentoring and volunteering programmes and ongoing partnerships with our Aon UK Charitable Foundation Charity Partners enable us to work together and demonstrate this support.





Why become an Aon Apprentice?

Start work or carry on studying? An Aon Apprenticeship lets you enjoy the best of both worlds; the opportunity to develop vital skills in the workplace and earn a competitive salary while you learn. It's the ideal headstart in your career.

As an apprentice, you'll be a permanent Aon employee, doing a real job from day one. Enthusiastic apprentices who have potential and a hunger to learn are the future of our business. So we'll prepare you fully for success with early responsibility and ongoing development. By learning on the job, you'll quickly become a technical specialist with the business knowledge to help our account managers, consultants and clients.

Opportunities available within:

- Actuarial Consulting
- Investment Consulting
- Client Management
- Insurance and Reinsurance Broking

Responsibilities

Your role will be varied so a flexible approach will be required. Responsibilities could include:

- Supporting the delivery of client-facing activities
- Assisting in day-to-day technical back-up to support colleagues
- in solving problems for our clients
- Balancing the ability to learn quickly whilst on the job and studying at the same time
- Working with a team to deliver a smooth, high quality service to our clients

Aon Apprenticeship Programme

An Aon Apprenticeship will fuel your passion for knowledge and improvement. We offer technical and on-the-job training, plus networking opportunities, that will help you develop your understanding of what we do, improve your business acumen and equip you with the professional skills to be successful. We fully support professional study and qualifications, with generous study leave and financial bonuses for passing exams.

Our business leaders will commit their time to helping you develop. The relationships you build give you an incredible opportunity to soak up valuable experiences and knowledge first hand.

Here are some of the most important ones at the start of your Aon career:

- **Your Apprentice Network**
You'll meet Apprentices from all areas of Aon in the UK, helping you navigate our business and grow a support network from day one
- **Your Mentor**
An experienced colleague who can help you out with career guidance, specific issues or any general thoughts or queries you have
- **Business Seniors**
Many experienced colleagues will be actively interested and involved in your development
- **The Leadership Development Team**
Here to help smooth the way, open doors and advise you on developing your knowledge, skills and prospects

Business knowledge

Clients rely on our expertise. So Aon colleagues need to be more knowledgeable than those of our competitors.

Our Apprenticeship Programme will give you broad-based business acumen, as well as a comprehensive grounding in all our business solutions through:

- » Hands-on learning will give you the compliance and regulatory knowledge to help clients receive exemplary advice and service
- » Industry recognised professional qualifications will help you to develop technical expertise and add real value to our clients
- » Knowledge sessions offer access to a wealth of experienced individuals who will spend time with you to explain the make-up and technical capabilities of our business

Professional skills

Putting the knowledge you gain into practice will require skill. The professional skills development we provide is focused, commercial and experiential.

It will include:

- » Personal Impact skills to engage effectively and professionally with your audience
- » Business communication skills which lie at the heart of everything we do
- » Project management skills to exceed our clients' expectations
- » Team-working skills through practical development and real-life experiences
- » Client management development that will bring together many of the above

Professional qualifications

Aon's Apprentice Programme provide the opportunity to study for professional qualifications.

- » **Insurance Apprenticeship**
The Chartered Insurance Institute exams
- » **Client Management Apprenticeship**
The Pensions Management Institute exams
- » **Actuarial Apprenticeship**
The Institute and Faculty of Actuaries exams
- » **Investment Consulting Apprenticeship**
The Investment Management Certificate

Actuarial Consulting

Did you know that UK companies have over £2.5 trillion invested in pension schemes? It's a huge sum but is it enough for them to meet their pension obligations in the future? Having provided expert pensions advice for over 60 years, our Actuarial Teams know exactly how to help companies and trustees answer that question.

Due to the complex nature of our work, our clients rely heavily upon our expert advice and you can expect to gain exposure to many diverse projects. Your role will range from doing the essential actuarial calculations, through to assisting with corporate transactions and, ultimately, helping clients with the final securing and close-down of their pension schemes. Explaining complex concepts in a simple way is crucial when interacting with clients and stakeholders.

Our two year Level 4 Actuarial Technician Apprenticeship Programme will provide you with the analytical and client facing skills to start your career as an Actuarial Analyst, as well as supporting you through the first stages of the CAA (Certified Actuarial Analyst) qualification. There will be plenty of on-the-job, business skills, and technical training to help you develop the skills needed to provide innovative solutions that meet our clients' needs.

What comes next?

All of our Apprenticeship roles are permanent positions with Aon, which means we invest in your long term future from day one. Once you have completed your Apprenticeship, your training and development does not stop there. You will continue to grow your career as an Actuarial Analyst and beyond, and be fully supported in continuing your studies towards the CAA qualification or moving onto the FIA (Fellowship and Institute of Actuaries) qualification, dependant on your preference, your strengths and career aspirations.

Meet Kayleigh

What attracted you to the Aon Apprenticeship Programme?

I was accepted to study at Queens University Belfast to study Actuarial Mathematics however wanted to investigate other options for continuing my studies. The actuarial apprenticeship offered by Aon appealed to me as I believed that I would learn far better through on the job training rather than sitting in a lecture hall. I also knew how difficult it would be to find a job after university so having a head start and gaining experience whilst I was learning made the decision very easy for me. The fact I was earning a reasonable salary at the same time was just a bonus!

What have you learnt in your time at Aon?

The first few months of the apprenticeship, I learnt so much every single day. The first big thing to learn was how to work in an office environment, general information about pensions and the options people have at retirement; not the sort of thing an 18-year-old normally knows! After hard work however, I am now able to manage my work effectively and understand the importance of meeting client deadlines. I have also passed my first two CAA exams whilst being at Aon, so I have been able to learn the more book-based skills of self-study as well.

To read more about Kayleigh's experiences as an Aon Apprentice, please visit aonearlycareers.co.uk



Office location:
Farnborough

Joined Aon:
September 2016

**Kayleigh,
Actuarial
Apprentice**

Investment Consulting

As a world leader in Investment Consulting, Aon has been advising employers and governments on their pension schemes and other assets for over 60 years. Today, we provide a wide range of clients with expertise that extends from setting their investment strategies and the day-to-day management of their investment portfolios, through to corporate transactions and transfers of assets from one Investment Manager to another.

Our Investment Consultant Apprentices play a vital role in meeting the expectations of our global clients through the delivery of high-quality servicing and advice. This will entail providing investment advice covering markets and strategic considerations, such as the management of assets and liabilities. Join us as an Investment Consultant Apprentice to play an increasingly influential role.

Our 18 month Level 4 Investment Consulting Apprentice Programme will provide you with the technical, communication, and client facing skills for a long running career in Investment Consulting, as well supporting you through the IMC qualification (Investment Management Certificate).

By learning on the job, you'll quickly become a technical specialist with sound business knowledge, able to support account managers and consultants and help clients far sooner than you would in other organisations. There will be plenty of business skills and technical training to help you develop the skills needed to provide innovative solutions that meet our clients' needs.

What comes next?

All of our Apprenticeship roles are permanent positions with Aon, which means we invest in your long term future from day one. Once you have completed your 18 month Apprenticeship, your training and development doesn't stop there. You will continue to grow your career as an Investment Consultant, as well as continuing your studies for the CFA qualifications.

Meet Joshua

What attracted you to the Aon Apprenticeship Programme?

The Aon Apprenticeship Programme appeared to be a compelling alternative route to University, a view which I have proven to myself since I started working here. The idea of earning whilst learning and being placed at the start of a structured development programme was probably my biggest motivation for applying. Apprenticeships are on the rise in the UK as many people don't see University as the automatic progression for them after their A-Levels, and I was that person last year.

Aon also attracted me because of its unimaginable size, expertise and values; I have no doubt that I will continue to learn vast amounts of knowledge. Apprentices are seen as the same as any other member of the team and given real work to do on clients from day one in the office.

What advice would you give to someone considering applying for the Aon Apprenticeship Programme?

Apply now! Work carefully on your application and make it stand out because Aon are looking for personality in their Apprentices, not technical knowledge. Whatever examples you have to show that you go above and beyond, be it work experience, extra-curricular responsibilities and personal hobbies, include them because they will definitely put you in a good position. Show that you are keen and willing to learn, and most importantly just be yourself!

To read more about Joshua's experiences as an Aon Apprentice, please visit aonearlycareers.co.uk



Office location:
Leeds

Joined Aon:
September 2017

**Joshua,
Investment
Consulting
Apprentice**

Client Management

Hundreds of UK employers from FTSE 100 companies to smaller firms turn to our Retirement and Investment Business for advice in many areas of running a pension scheme – this can include making the pension scheme more effective, reviewing fund managers, communicating benefit changes and much more.

As a Client Management Apprentice, your role will vary daily as you get involved in a full range of client issues and learn the skills needed to become a valued advisor to Aon's clients.

Our 18-month Level 3 Client Management Apprentice Programme will provide you with the communication and client facing skills for a long running career as a pensions consultant, as well as supporting you through the first stages of the Advanced Diploma in Retirement Provision, an industry-recognised qualification from the PMI (The Pensions Management Institute). There will be plenty of on-the-job, business skills, and technical training to help you develop the skills needed to provide innovative solutions that meet our clients' needs.

What comes next?

All of our Apprenticeship roles are permanent positions with Aon, which means we invest in your long term career from day one.

Once you have completed your 18 month Apprenticeship, your training and development doesn't stop there. You will continue to grow your future as a pensions consultant and beyond, as well as continuing your studies for the PMI qualifications, fully supported by Aon.



Meet James

What attracted you to the Aon Apprenticeship Programme?

During my final year of A levels, I realised that I was ready to begin my career, I knew I wanted to work in finance but I wasn't sure in which field. I did some work experience for a local pensions advisory firm which gave me some insight into what retirement planning actually is! Professionals in this industry have a lot of responsibility to help people across the UK get the most out of their life-long savings to enjoy retirement, I applied to Aon because it would put me in the best position to work with Trustees and Companies to help their members achieve their retirement goals.

What have you enjoyed most about your Apprenticeship Programme?

Since joining the programme I have learnt a lot, it makes such a huge difference working in a firm that employs some of the best and brightest people in the industry, and knowing that over time I can provide similar value to our clients.

What advice would you give to someone considering applying for the Aon apprenticeship programme?

I would suggest that if you are in a similar position to me, then there is no downside to applying. Even if you end up going to university, the interview experience and connections you will build up will certainly help you later in life. There are few opportunities that give you so many professional skills that also give you incredible future career prospects.

To read more about James's experiences as an Aon Apprentice, please visit aonearlycareers.co.uk



Office location:
Birmingham

Joined Aon:
September 2017

James,
Client Management
Apprentice

Insurance and Reinsurance

From hurricanes and earthquakes to terrorism and piracy, life is full of risk. It can't be controlled, but it can be managed. Aon's Insurance, Reinsurance and Risk Management divisions predict and spread risk to minimise the impact of major catastrophes.

Aon applies a client-focused approach that leverages our global network of resources, industry-leading data and analytics and specialised expertise. We work with clients to identify business needs and understand the complexity of organisations in order to design creative, personalised solutions delivered seamlessly, anywhere in the world. We empower our clients to better understand, manage and transfer risk and as a trusted advocate, we deliver local reach to the world's markets, and an unparalleled investment in innovative analytics.

Our 18 month Level 3 Insurance Apprentice Programme will provide you with the communication and client facing skills for a long running

career in client management, as well supporting you through the Cert CII qualification (Chartered Institute of Insurers Certificate in Insurance). There will be plenty of on-the-job, business skills, and technical training to help you develop the skills needed to meet our clients' needs.

What comes next?

All of our Apprenticeship roles are permanent positions with Aon, which means we invest in your long term future from day one. Once you have completed your 18 month Apprenticeship, your training and development doesn't stop there. You will continue to grow your career in the Insurance industry, as well as continuing your studies for the CII qualifications by moving onto our Level 4 Apprenticeship.

Meet Stephanie

What does a typical day look like for you?

Each day in the office is completely different and totally enjoyable, with a constant flow of new experiences and opportunities. A typical day can consist of client calls, independent work, internal meetings or training sessions. Catching up with managers and other colleagues is also something that I do daily, this is when I can ask for help or raise anything I may be unsure of. Although I have only been working for Aon for a year, I have already attended and been invited to a variety of different events and had the chance to meet some of the most influential people within the insurance market.

What's next for you at Aon?

After my apprenticeship I would like to continue studying towards my ACII. Alongside studying I would like to gain more industry knowledge and have more exposure to the market. I'm also interested in investigating the opportunity to do a secondment within Aon. This would mean moving to a different office and work there for a couple of months. I think this would be a good experience for me as it would mean stepping out of my comfort zone and meeting new people, whilst working in a different environment.

To read more about Stephanie's experiences as an Aon Apprentice, please visit aonearlycareers.co.uk



Office location:
Birmingham

Joined Aon:
September 2015

**Stephanie,
Insurance
Apprentice**



Professional Studies

We're committed to your ongoing development, not only whilst you're and Apprentice but beyond. That's why we fully support professional study and qualifications.

As part of your Apprenticeship Programme you will study toward relevant professional qualifications. Our market-leading study packages include fully funded professional qualifications, tutorial support, study materials and study leave, as well as ongoing support and guidance from management, colleagues, tutors and the Leadership Development team.

Your studying and commitment will also be rewarded with bonuses or salary rises for passing exams, and career progression.

Professional qualifications commonly studied by our colleagues include, but are not exclusive to:

- Institute and Faculty of Actuaries
- Investment Management Certificate (IMC)
- Chartered Financial Analyst (CFA)
- Pensions Management Institute (PMI)
- Chartered Insurance Institute (CII)



"Aon and its training provider were extremely helpful and understanding when I was studying towards the first two of the Certified Actuarial Analyst (CAA) exams. They were very supportive in allowing me plenty of study days to cover content material, providing training resources including online tests, videos and tutorial days."
Mohammed, Actuarial Apprentice, Joined Aon in 2017.



We recognise studying while you're learning a new role can be difficult – and we expect you to progress quickly. So our study packages are generous both in terms of study leave and exam bonuses to ensure your success

Benefits

As a market leader, we are able to offer our graduates a highly attractive rewards package. In addition to a competitive salary and outstanding development prospects you will benefit from:

- ▶ Aon's agile working policy which provides all new joiners with a company laptop
 - ▶ Membership of our pension and life assurance schemes
 - ▶ Access to private healthcare
 - ▶ Group Income Protection
 - ▶ Discounted gym membership
 - ▶ Aon extras: a discount and lifestyle management service
 - ▶ Employee assistance programme in the form of confidential, impartial advice to help you deal with everyday issues including legal and consumer advice
 - ▶ 25 days paid annual leave plus public holidays
 - ▶ Virtual GP
 - ▶ Will Writing
 - ▶ Medical Cash Plan
- ▶ Access to flexible benefits which allows you to choose the benefits that are important to you, including:
 - Travel and dental insurance
 - Cycle to work scheme
 - The opportunity to buy/sell holiday days
 - Health Assessments
 - Give as you earn scheme
 - Season ticket loans
 - Critical Illness Cover
 - Personal Accident Cover
 - Retail Card
 - Dining Card
 - Travel Insurance



Aon have a flexible benefits programme that allows you to chose benefits that are important to you, and update each year to match your lifestyle

Application, selection and onboarding process

Here are the stages of our application and selection process and what to expect:

1. Complete an online application

We will be looking for evidence that you are a well-rounded individual with bags of potential. Follow the instructions carefully and answer all of the questions.

2. Video Interview

Once you've passed our online applications stage you'll be invited to record answers to a number of short interview questions. These will explore your knowledge of Aon and the industry we operate in, your motivation for the role and to tell us a little more about yourself.

3. Assessment Centre

An assessment centre entails a group activity, a written exercise and an interview; you will also meet some current Aon Apprentices.

4. Interview

In some instances, you may be invited to a final formal interview which will focus on your knowledge about our business and the industry, as well as your motivation and attitude.

5. Offer

We will make a decision quickly, taking into consideration your performance throughout the process. You will receive a phone call with the details of the offer and a contract will follow by email.

6. Welcome day

Once you have completed your paperwork, you will be invited to a Welcome Day to meet other Apprentices and members of your team.

Please visit
aonearlycareers.co.uk
for specific stream
location options and
entry requirements.

We pride ourselves on having an inclusive recruitment process, if you require any adjustments to the recruitment process, please email apprentices@aon.co.uk

We wish you the best of luck with your application!

About Aon

Aon plc (NYSE:AON) is a leading global professional services firm providing a broad range of risk, retirement and health solutions. Our 50,000 colleagues in 120 countries empower results for clients by using proprietary data and analytics to deliver insights that reduce volatility and improve performance.

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