

Privacy Agreement

CBRE CAREERS PRIVACY STATEMENT

This Website is dedicated to employment opportunities at CBRE and is operated by CBRE, Inc. on behalf of ourselves, our group companies, international partnerships and affiliated organizations ("CBRE", "we", "our" or "us").

Your privacy

This Careers Privacy Statement is supplemental to the Privacy Policy, found at <http://www.cbre.com> (the "Site") made available by CBRE, Inc., the terms of which apply to this part of the Website. This Privacy Policy is incorporated into, and part of, the Terms and Conditions located at <http://www.cbre.com/EN/Pages/Legal/Disclaimer.aspx>, which govern your use of the Site in general. By using the Website you agree to be bound by our Privacy Policy, including this Careers Privacy Statement, and Terms of Use.

Information that you provide

When you contact us through this Website in relation to employment opportunities at CBRE, you may provide us with certain personal data which we will collect as part of the recruitment process. This may include your name, postal address, email address and other information contained in your profile, résumé, cover letter or in another form provided by you.

How do we use your information?

This information (including personal data), whether provided now or as part of any future selection process, will be held and processed by us for the CBRE group located in different countries, including outside the European Economic Area. By submitting your information, you consent to such a transfer. We will ensure that your personal data is protected in accordance with applicable local law. We may hold personal data submitted by you to respond to your queries or requests, to contact you about opportunities in the future or to provide you with information about working at CBRE. If your application is successful, the information will be used to process your employment with CBRE. Due to the volume of applications received, we regret that we may not be able to notify you if your application is unsuccessful. CBRE is an equal opportunity employer. Information that you provide in the equal opportunity section, such as your gender and ethnic origin, will be used to monitor equal opportunities within CBRE.

Retention of personal data

For the purposes set out above, your personal data will be retained by CBRE for a reasonable period. More country specific Privacy information can be found at:

I Accept

I Decline

How did you hear about us?

Please indicate how you heard about this job.

Select One:

CBRE Intranet

Contacted by
CBRE Recruiter

Social Network
Service

Recruiting Event

Other

If Other, please specify: _____

Personal Information

Please enter all relevant personal information in the fields below.

Name and Address	
Name (Suffix, First, MI, Last)	Preferred First Name
Street Address	
City, State, and Zip Code	
Country	Primary Phone Number
Secondary Phone Number	Email Address

Education
Education Level
University/School
Program Or Major

General Questions

Please provide the Job Opening Requisition Number:

Questionnaire		
Are you currently meeting the job requirements and performance standards, and not part of a performance improvement plan? (i.e. Should have a minimum of "Achieved" for overall performance on the most recent performance evaluation and/or should not be currently on a performance improvement plan or under written performance counseling.)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Have you been in your current position for at least six months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
I understand that upon completion of my application, my current manager will receive an email notification of my application submission.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Will you now or in the future require sponsorship to work in the United States (e.g. H-1B Visa)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Work Experience

Please list the work experiences below, starting with the most relevant one.

Employer	Job Title
Start Date	End Date
Duties and Responsibilities	
Current Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Employer	Job Title
Start Date	End Date
Duties and Responsibilities	
Current Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Employer	Job Title
Start Date	End Date
Duties and Responsibilities	
Current Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Diversity Survey

Please provide the information requested in the fields below regarding diversity.

Federal law requires us to report the composition of the Company's workforce in a variety of categories, including race, ethnicity, gender, disability and veteran status. To assist us in this reporting process, we invite you to complete the below information.

CBRE makes all employment-related decisions based on an individual's job-related qualifications without regard to race, color, religion, national origin, citizenship, age, marital status, ancestry, physical or mental disability, medical condition, veteran status, sex, sexual orientation, gender identity. Your election to not provide this information will not subject you to any adverse treatment. In order to comply with 41 CFR § 60-1.12, CBRE may make a visual identification of employee ethnicity/race should you decide not to self-identify.

Please know that CBRE treats this information, a part of your electronic applicant or personnel records, as highly confidential. It's access is highly limited and is used for the sole purpose of complying with government reporting requirements.

1. Ethnicity

- Hispanic or Latino
 Not Hispanic or Latino I do not wish to provide this information

2. Race

- American Indian or Alaska Native Asian White
 Native Hawaiian or Other Pacific Islander Black or African American
 Two or More Races I do not wish to provide this information

3. Gender

- Male Female I do not wish to provide this information

4. If you believe you belong to any of the categories of protected veterans listed to the side, please indicate by selecting the appropriate option below.

- Protected Veteran Not a Protected Veteran I do not wish to provide this information

Veteran Status Definitions

This employer is a Government contractor subject to the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended by the Jobs for Veterans Act of 2002, 38 U.S.C. 4212 (VEVRAA), which requires Government contractors to take affirmative action to employ and advance in employment: (1) disabled veterans; (2) recently separated veterans; (3) active duty wartime or campaign badge veterans; and (4) Armed Forces service medal veterans. These classifications are defined as follows:

A "disabled veteran" is one of the following:

a veteran of the U.S. military, ground, naval or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veterans Affairs; or a person who was discharged or released from active duty because of a service-connected disability.

A "recently separated veteran" means any veteran during the three-year period beginning on the date of such veteran's discharge or release from active duty in the U.S. military, ground, naval, or air service.

An "active duty wartime or campaign badge veteran" means a veteran who served on active duty in the U.S. military, ground, naval or air service during a war, or in a campaign or expedition for which a campaign badge has been authorized under the laws administered by the Department of Defense.

An "Armed Forces service medal veteran" means a veteran who, while serving on active duty in the U.S. military, ground, naval or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985.

Protected veterans may have additional rights under USERRA - the Uniformed Services Employment and Reemployment Rights Act. In particular, if you were absent from employment in order to perform service in the uniformed service, you may be entitled to be reemployed by your employer in the position you would have obtained with reasonable certainty if not for the absence due to service. For more information, call the U.S. Department of Labor's Veterans Employment and Training Service (VETS), toll-free, at 1-866-4-USA-DOL.

If you believe you belong to any of the categories of protected veterans listed above, please indicate by checking the appropriate box below.

As a Government contractor subject to VEVRAA, we request this information in order to measure the effectiveness of the outreach and positive recruitment efforts we undertake pursuant to VEVRAA.

Voluntary Self-Identification of Disability

Form CC-305
OMB Control Number 1250-0005
Expires 1/31/2017
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Why are you being asked to complete this form?

Because we do business with the government, we must reach out to, hire, and provide equal opportunity to qualified people with disabilities.¹ To help us measure how well we are doing, we are asking you to tell us if you have a disability or if you ever had a disability. Completing this form is voluntary, but we hope that you will choose to fill it out. If you are applying for a job, any answer you give will be kept private and will not be used against you in any way.

If you already work for us, your answer will not be used against you in any way. Because a person may become disabled at any time, we are required to ask all of our employees to update their information every five years. You may voluntarily self-identify as having a disability on this form without fear of any punishment because you did not identify as having a disability earlier.

How do I know if I have a disability?

You are considered to have a disability if you have a physical or mental impairment or medical condition that substantially limits a major life activity, or if you have a history or record of such an impairment or medical condition.

Disabilities include, but are not limited to:

Blindness	Autism	Bipolar disorder	Post-traumatic stress disorder (PTSD)
Deafness	Cerebral palsy	Major Depression	Obsessive compulsive disorder
Cancer	HIV/AIDS	Multiple sclerosis (MS)	Impairments requiring the use of a wheelchair
Diabetes	Schizophrenia	Missing limbs or partially missing limbs	Intellectual disability (previously called mental retardation)
Epilepsy	Muscular dystrophy		

Please check one of the boxes below:

- YES, I HAVE A DISABILITY (or previously had a disability)
- NO, I DON'T HAVE A DISABILITY
- I DON'T WISH TO ANSWER

Your Name

Today's Date

Voluntary Self-Identification of Disability

Form CC-305
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Reasonable Accommodation Notice

Federal law requires employers to provide reasonable accommodation to qualified individuals with disabilities. Please tell us if you require a reasonable accommodation to apply for a job or to perform your job. Examples of reasonable accommodation include making a change to the application process or work procedures, providing documents in an alternate format, using a sign language interpreter, or using specialized equipment.

Section 503 of the Rehabilitation Act of 1973, as amended. For more information about this form or the equal employment obligations of Federal contractors, visit the U.S. Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) website at www.dol.gov/ofccp.

PUBLIC BURDEN STATEMENT: According to the Paperwork Reduction Act of 1995 no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. This survey should take about 5 minutes to complete.