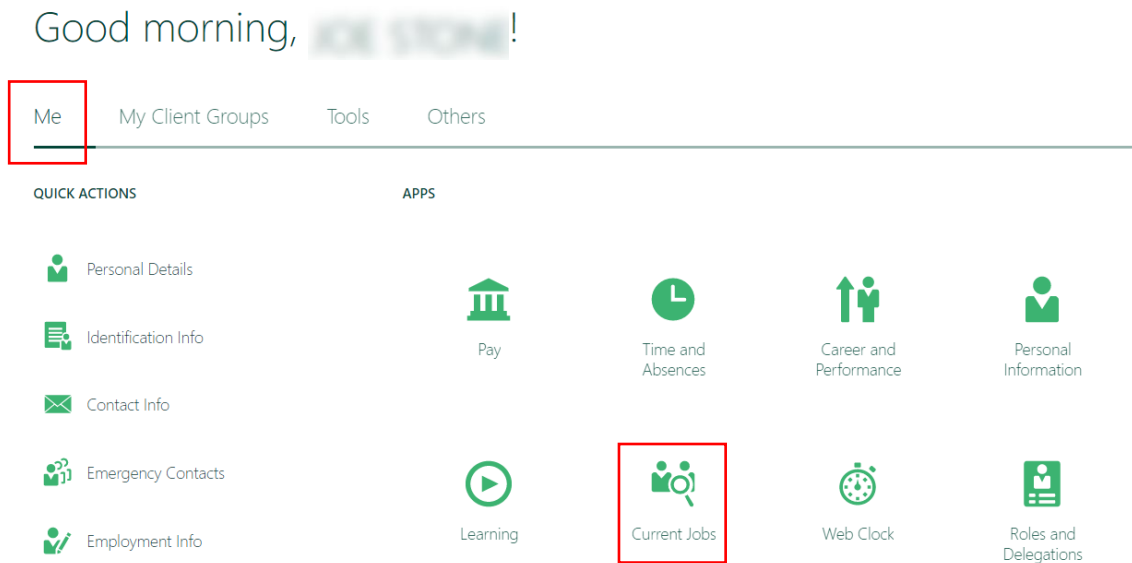


Step-by-Step Instructions

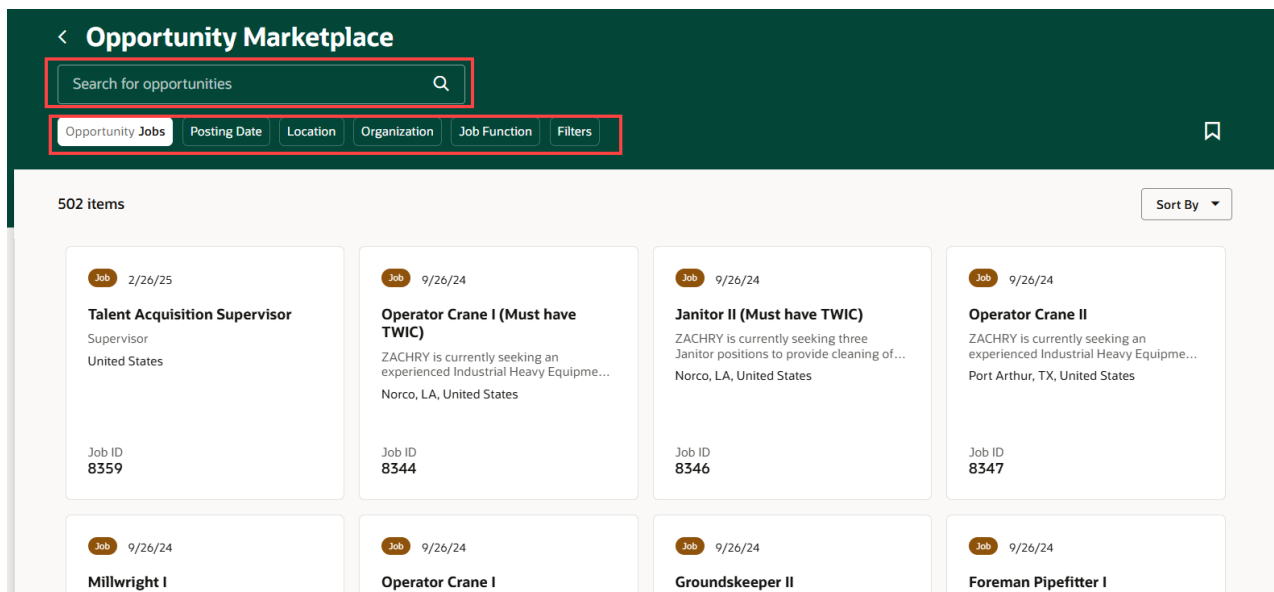
Internal Candidate Application

Performed by: Employee

1. From **Me** dashboard, navigate to the app section and select **Current Jobs**.



2. Search for opportunities by using the search bar or using the filter options to narrow down the search.



- Review the *Requisitions* that are posted *internally*. Select the **Requisition Title** to review the details. If necessary, use the filters on the left to narrow down the search. If qualified and interested, select the **Apply** button in the top right corner.

Note: If the apply button is missing notify Workforce Planning and Staffing. There is likely an error in the posting process.

< Proposal Coordinator II
8313

Actions **Apply**

Job info

Organization Name 99108 Market Intelligence	Job Family Marketing/Branding	Job Grade 11
Locations San Antonio, TX, United States	Work Locations San Antonio TX Home Office (Logwood)	Posting Visibility Internal and External
Full Time or Part Time Full time	Travel Required No	Posting Date 9/23/24
FLSA Status Exempt	Employee Group Rate Code 3	Work Area on Site San Antonio Home Office
Project Type Corporate	Context Segment Background and Drug Screen	ASAP Required? No
Choice Screening Required? No	SuperVision Required? Yes	SuperVision Report Type RM
DISA Required? Yes	DISA Bundle ID 6352	DISA Self-Collection Site? No

Job Description
Zachry Group is currently seeking a Proposal Coordinator II for its Home Office in San Antonio, TX. The successful candidate will be responsible for coordinating and leading proposal activities and be the main point of contact for all proposal documents.

Responsibilities
RESPONSIBILITIES

- Facilitate Proposal Team and proposal development to present Zachry's value proposition that meets

Contacts

Recruiter

@zachrygroup.com

Hiring Manager

@zachrygroup.com

- Add a *resume or other documents* to the **Supporting Documents** section, as necessary. Click **Continue**.

Job Application
Proposal Coordinator II - 8313

Cancel Save Submit

Are you willing to relocate?

Required

Attachments
You need to attach a resume. You can also attach other documents you consider important.

Drag and Drop
Select or drop files here.

URL Add URL

- In the **Electronic Signature** section, type your name. Click **Submit** or **Save**. You will be redirected to the **Submitted Applications** page confirming the application has been submitted.

ESS: Internal Candidate Application

Oracle Cloud HCM – Oracle Recruiting Cloud Quick Reference Guide



To advise Zachry of updated information to contact you electronically

You must update Zachry regarding the information necessary to contact you electronically (including your personal email address) by contacting Zachry's Career Line at 1-800-562-7872 or mailing Zachry Group, Attn: Workforce Planning and Staffing, P.O. Box 240130, San Antonio, TX 78224-0130.



By checking the "Agree" box below and/ or typing your full name in the space provided/requested, I understand that I am:

1. Confirming that I can access this ERSDC.
2. Confirming that I have an email address and that the computer I intend to use to access documents electronically has the hardware and software requirements described in the ERSDC, to access and to retain these electronic Materials.
3. Agreeing to electronically access, receive, review, sign, and authenticate Materials related in any way to my employment with Zachry, in place of hard copy/paper documents and handwritten signatures.
4. Confirming that I understand how to cancel this ERSDC should I ever want to do so.
5. Consenting to update Zachry regarding the information necessary to contact me electronically.
6. Agreeing that I have read, understand, and agree to all statements, agreements, and acknowledgements in this ERSDC.

Full Name

Required

< Submitted Applications

Jobs

Active

Under Consideration

Proposal Coordinator II

RB

Hiring Manager

Application Date
3/11/25

... v

History

No data to display.