

FREQUENTLY ASKED QUESTIONS

Life at Envision

Who are Envision Pharma Group?

Founded in 2001, Envision Pharma Group is a leading global technology-enabled strategic solutions partner for the life sciences industry, working with over 200 pharma and biotech companies, including 19 of the top 20 pharmaceutical companies.

Envision supports clients across the product life cycle through a comprehensive suite of services and industry-leading technology solutions that include artificial intelligence and natural language processing, commercialization and integrated strategic consulting, evidence-based scientific communications and engagement, HEOR/market access and data analytics, medical capabilities, and omnichannel solutions.

To find out more about us, please visit: www.envisionpharmagroup.com/about/our-story

What are your company values?

Trust & respect, People first, Accountability, Team spirit, Continuous innovation & improvement, Client centricity. Our values are the fundamental beliefs that are at the core of our culture. They guide our internal behaviors and approach, as well as our relationships with clients, suppliers, and other external stakeholders.

What benefits do you provide?

Envision is committed to delivering a comprehensive total rewards package that acknowledges our diverse workforce and supports employees' well-being. The programs and opportunities we provide are intended to deliver a compelling value proposition to enable us to attract, retain, and motivate talented individuals.

Our comprehensive package varies globally, consisting of pay, health benefits, development opportunities, well-being initiatives, and other perks. An insight into the benefits Envision provides is included on all open opportunities, tailored by location.

Application and interview process

I have submitted my application, what are the next steps?

After you have completed your application, you will receive an email acknowledgment from us. If you do not receive an email, please ensure you check your junk email folder.

Your application will then be reviewed by one of our Talent Acquisition team members who will be in touch regarding the next steps. We do our best to respond to all candidates promptly. However, sometimes due to high volumes of applications, this can sometimes take longer/several weeks.

Should you progress to the next stage, you will be contacted by a member of Talent Acquisition to arrange an introductory screening call, during which we will discuss the role in more detail, as well as talk through your experience and interest in Envision.

If you are not selected to move forward, you will be notified of this outcome via email or phone. If you have provided us with consent to be contacted about other relevant opportunities, we will retain your information in our talent community. You can amend your consent option at any time, by logging in to our portal and viewing your profile.

Application and interview process

I require extra time or reasonable adjustments for assessments, what should I do?

When you complete your application, you will be asked to provide full details of any reasonable adjustments that you require so that we can offer support during the recruitment process. The information you provide is kept confidential and is only visible to the Talent Acquisition team that will work with you to provide the support you need. If you have any questions, please contact: talentacquisition@envisionpharma.com

I could not find a specific job to apply for, how can I register my details?

You can join our talent community and register for job alerts here: <https://careers.envisionpharmagroup.com/jobs/alertregister/>

Based on the preferences you submit, we will send you email notifications as soon as new vacancies are advertised on our website.

I saw a job that would be good for a friend and/or family member. Can I send information to them?

Yes, of course! Please feel free to simply share the page URL with your referral, so they can apply directly via our website. Thank you for sharing!

I have been referred by an Envision employee, what happens next?

Please ensure that you have completed an application for the relevant role you are being referred to. When you apply, you will be asked how you heard about the vacancy and given the option to add the name of the Envision employee who referred you. Once you have applied, your application will be reviewed by the Talent Acquisition team who will be in touch.

If you cannot see the specific role you are being referred to on our website, please contact us directly: talentacquisition@envisionpharma.com

Can I request feedback on my application?

If your application was unsuccessful in the first stage of shortlisting, we are unfortunately unable to provide feedback due to high volumes of applications. If you have been interviewed, you should be provided with feedback by your Talent Acquisition contact. Please reach out directly to your Talent Acquisition contact if you have any questions.

What should I expect during the interview process and how can I best prepare?

The interview process specific to the role you have applied for will be outlined to you by your Talent Acquisition contact. Our process aims to assess your suitability for the role, and also helps you to learn more about our people and our business.

If you are invited to an interview with the hiring manager and key members of the team, you should expect to be asked questions about your academic and work experiences relevant to the role, as well as behavioral and competency-based questions. When asked to relate an experience from your past to demonstrate competence, the situation, task, action, and result (STAR) technique can be useful for both task and behavioral examples. You can find many articles online with further guidance on how to use the STAR technique effectively.

To prepare, we would recommend familiarizing yourself with the role responsibilities and key requirements that are defined in the job advertisement, so that you can demonstrate how your experience relates to the role and why you would be a good fit. Have a look at our website to ensure you understand a bit about what we do and our values – you can use these to highlight your interest in the role and motivation to apply.

Make sure you use the interview time to ask questions of your own, perhaps write a list beforehand so you have any ready to go. Lastly, if you are interviewing virtually, please treat this in the same way you would a face-to-face interview.

Technical

Where can I log in to see my profile and existing applications?

You can log in to your profile here: <https://careers.envisionpharmagroup.com/jobs/login>

I have lost my username and/or password, how do I find these?

Your username will be the email address you used to create your profile. If you have lost your password, please use the log in page and reset it by clicking "Forgotten your password?"

How can I identify fake job advertisements?

We have been made aware of some instances of fraudulent job postings and/or offers of employment claiming to be from Envision Pharma Group and members of its HR team. These communications are not from us and are not authorized by Envision or any of its subsidiary companies. We would never ask candidates for personal information outside of our applicant tracking system (and never by email). Neither would we ask candidates for financial information or payment as part of a recruitment or employment process. If you are unsure if a communication you receive is legitimate, please contact us directly to verify: talentacquisition@envisionpharma.com

How can I withdraw an application I have submitted?

If you no longer wish to complete or continue an application, you can withdraw by logging in to your profile and clicking "My Applications." From here, select the relevant application and click "Withdraw Application" on the bottom right of the screen.

How do I subscribe/unsubscribe from job alerts?

You can join our talent community here: <https://careers.envisionpharmagroup.com/jobs/alertregister/>

To enable a subscription, select the relevant criteria, and save. You will need to confirm your subscription by following the instructions in the email generated by our recruitment system.

To deactivate job alerts, log in to your profile, navigate to "My Alerts" and click "Unsubscribe."

How can I deactivate my account?

Once logged in, navigate to "My Profile" and select "Delete Profile." You will need to confirm your selection. This will withdraw you from any existing applications you have in progress, and you will no longer receive email alerts.

Not able to find an answer to your question?

If you have questions about a specific role, please ensure you have first applied via our website. Role-specific questions will be answered as part of the recruitment process by our Talent Acquisition team. For any other recruitment-related questions, please contact: talentacquisition@envisionpharma.com