

Sodexo Government & Energy

Facilities Management
Graduate Placements 2026-2028
Application Pack



The image shows a person's legs in dark trousers standing in a vast green field. The Sodexo logo is overlaid on the lower part of the image. The logo consists of the word "sodexo" in a white, lowercase, sans-serif font. A red swoosh underline is positioned under the "x", and a white eight-pointed star is placed above the "o".

sodexo

Graduate FM Programme

Start Your Career Where It Matters

We're seeking ambitious graduates to support our major sites in Manchester, Belfast, and Glasgow.

Working across multiple buildings and teams, you'll help create safe, efficient, and engaging workplaces - making a real difference as we build a better life for all.



Responsibilities

What You'll Be Doing

- **Running real operations from day one**

Support the day-to-day management of busy workplaces, helping ensure everything runs safely, smoothly, and efficiently.

- **Getting hands-on across services**

Work across cleaning, catering, reception, mailroom, and building services - no two days are the same.

- **Being out on site**

Carry out site walks, spot issues early, and make real-time decisions that improve the workplace experience.

- **Working with people at all levels**

Build relationships with clients, colleagues, and contractors - learning how to influence and manage stakeholders.

- **Managing suppliers and contractors**

Coordinate external partners, ensuring services are delivered to the highest standards.

- **Driving safety and compliance**

Play a key role in maintaining safe, compliant environments for everyone on site.

- **Improving how things work**

Get involved in projects and initiatives - whether it's sustainability, efficiency, or service improvements.

- **Learning while you work**

Complete your Level 4 Facilities Manager apprenticeship and apply your learning in real time.

Requirements

What We're Looking For

- A minimum 2:2 Bachelor's degree (any discipline)
- 18+ years old
- Right to work in the UK
- Based in Manchester, Glasgow, or Belfast (or willing to relocate)
- Able to work on-site regularly (this is a hands-on, site-based role)
- Able to obtain SC clearance (sponsored by Sodexo) – this requires a minimum of 5 years' UK residency and a DBS check
- A genuine interest in Facilities Management and how workplaces operate
- Motivated to learn, develop, and build a long-term career in FM
- Strong communication and organisational skills



**Security
Clearance
Guidance**

A Day in the Life of a Graduate Facilities Manager

No two days are the same - but here's what a typical day might look like:

08:30 – Start the Day

Review emails, check site updates, and prioritise key tasks. Quick check of any overnight issues or reactive maintenance.

09:00 – Site Walk & Safety Checks

Walk the building to ensure everything is safe, compliant, and running smoothly. Spot issues early and engage with on-site teams.

10:00 – Contractor & Team Coordination

Meet with contractors and service partners to review ongoing works, performance, and any planned maintenance.

11:30 – Admin & Compliance

Update systems, review KPIs/SLAs, log actions from audits, and ensure compliance documentation is up to date.

13:00 – Project or Improvement Work

Work on a live project - this could be space planning, sustainability initiatives, or improving service delivery.

14:30 – Stakeholder Engagement

Meet with clients or internal teams to understand needs, resolve issues, and improve workplace experience.

16:00 – Learning & Development

Dedicate time to apprenticeship learning - modules, assignments, or applying new knowledge in real scenarios.

17:00 – Wrap Up

Review the day, plan tomorrow, and ensure any urgent issues are handed over or resolved.

Graduate FM Programme Timeline

What to expect



Your Journey to Facilities Manager

A 24-month pathway from onboarding to fully qualified Facilities Manager

1

Induction to Sodexo, site operations, and key stakeholders

Introduction to Facilities Management principles and safety culture

Begin apprenticeship enrolment and initial assessments

Shadow experienced FM professionals across core functions

3

Take ownership of day-to-day FM tasks with supervision

Start managing small activities (e.g. audits, inspections, contractor coordination)

Develop understanding of compliance, SOPs, and site operations

Begin applying learning from modules into the workplace

6

Manage defined areas of the building or specific services

Lead on routine maintenance planning and reporting

Build confidence in stakeholder and contractor management

Demonstrate understanding of KPIs, SLAs, and service delivery

Your Journey to Facilities Manager

A 24-month pathway from onboarding to fully qualified Facilities Manager

12

Take on broader operational responsibility across the sites

Lead small projects (e.g. improvements, sustainability initiatives)

Contribute to budgeting, planning, and performance reviews

Act as a key point of contact for FM-related queries

18

Operate with increased autonomy in managing facilities

Drive continuous improvement and efficiency initiatives

Support strategic planning (e.g. asset management, business continuity)

Prepare for End Point Assessment (EPA)

24

Complete apprenticeship and achieve Level 4 qualification

Demonstrate full competence across FM responsibilities

Ready to step into a standalone Facilities Manager role

Progress toward professional recognition (e.g. IWFM membership)

Your Path to Joining Us

A simple three-stage process to start your career in Facilities Management

1

Apply directly through

<https://www.sodexojobs.co.uk/>

Submit your application online with your CV and details.

What to focus on: Show your motivation to build a career in Facilities Management, your strengths, and why you're interested in this programme.

2

Assessment Centre & Interview

If shortlisted, you'll be invited to an assessment centre and interview.

What to expect: A mix of activities such as scenario tasks, group exercises, and a formal interview - designed to understand how you think, work with others, and approach real-world situations.

3

Offer

Successful candidates will receive an offer to join the programme.

Next steps: You'll begin onboarding, meet your team, and get ready to start your journey as a Graduate Facilities Manager.

