Overview and Instructions

The WFM@HPE web site provides access to open positions for Hewlett Packard Enterprise employees who have been impacted by a workforce reduction or redeployment initiative. The site is accessible inside and outside HPE’s firewall.

This web site will facilitate your internal job search during your career transition period. By creating a profile, staffing professionals have a clear line of sight to your application and you can be considered for appropriate positions.

In order to make the most accurate job match based on your preferences, we ask that you fill out your candidate profile accurately.

Note: The HPE WFM Career site is dedicated for those who have been impacted by workforce reduction. Please do not submit your resume through other job website such as Jobs@HPE.

To access the WFM@HPE web site go to:

https://content.ext.hpe.com/sites/WFMatHPE/WFMatHPE.page
Create account and Sign in

Click on **Sign In**.

If this is your first visit, select **Create Account**

Otherwise log in with the credentials of your existing Candidate Account.
Enter your email address and specify a password. **Click on Create Account.**

A confirmation is sent to your email account. Verify your account with the link provided in the email.

**Sign In using your credentials.**
Locate the **My Account** button on top right to manage your profile or navigate through the page.

From here you can also **Sign Out** from the application.

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**Searching for Jobs**

On the landing page you'll find your existing applications (if applicable) or can start your job search by clicking on **Search for Jobs**.

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Welcome,

Welcome to Careers at Hewlett Packard Enterprise!

You want to invent. Create. Lead. Strategize. All of the above. Good—you’re in the right place. Where do you want to begin?

We encourage you to browse through our open positions to find your next opportunity. If you already have an application in progress, you can view the status below. Also, please make sure to check your inbox (top right) for any important notifications related to your job application.

We wish you success in your career search.

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[Image of job search interface]
Use the filters e.g. Job Category to narrow your search. Results are displayed on the right.

Click on a displayed job to open for details.

Available filters are:

**Job Category**

**Locations**

**Job Type**

Full/Part-time
Applying for Jobs

Click on **Apply** or **Apply with LinkedIn** to apply to this job.

**Apply with LinkedIn** will retrieve profile details from your LinkedIn account and embed prepopulate in the application.

Choose **Use my last application** to leverage your data from a previous application or **Upload a new Resume or CV** to apply uploading a new Resume.
Fill in **My Information** and select **Next**.

Make sure to select **Workforce Reduction** in the field **How Did You Hear About Us**!

Add all required details to **My Experience**. Here is also the space to upload your Resume or CV in case you haven’t uploaded already.

List **Hewlett Packard Enterprise** as your most recent employer. It is extremely important to fill out this **Work Experience** section as mentioned above. If you have previous work experience already listed in this box (possibly prepopulated by the Resume upload), delete and replace it.
Answer all Application Questions.

The rules on post-government employment are set out in various regulation. The rules apply to many categories of personnel. You may find yourself in one or more of these categories as a direct government employee or as a contingent worker (contractor/consultant). *NOTE: Please review the job categories before you select Yes/ No from the drop down below. Have you been employed or engaged within the past five years by any federal, state or local government in one of the following roles / capacities listed below either as an employee, civil servant, or contingent worker (contractor/consultant)? 1. Government employee of the executive branch of the United States (including an independent agency): - Career Officer, - Cabinet-level officer, - Military officer, - Senior Executive Service (SES)-level officer, 2. Senate/House member or staff 3. Contracting/Procurement official (includes any role involving contracts, procurements, exposure to source sensitive information, or procurement decision making), 4. State/local government elected/appointed official or career administrative Official 5. Public Institution

Providing inputs to the Voluntary Disclosures is not mandatory. However, the last question on the page is mandatory and needs to be confirmed prior to moving on.

Yes, I have read and consent to the terms and conditions. ✗
Complete the section **Self Identify**.

The **Review** section is a summary of your inputs provided. Review carefully and click on **Submit** to apply for this role.

A confirmation statement appears on the screen upon successful submission.

**Congratulations!**
Your application has successfully been submitted.
Locate your application(s) under My Applications at My Account.

You’ll find all your application(s) listed. The exclamation mark next to your recent application indicates, that a task is pending to be completed. This is an important step and must be completed to finalize the application!

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We wish you success in your career search.

My Applications

Applied Less Than One Day Ago
**Complete Questionnaire task**

An email notification has been sent to you including the link to the task.

The link guides you to Workday Your Tasks.

Enter your 8-digit HPE Employee Number and the Workforce Reduction Program End Date mentioned in the Workforce Reduction Notification Letter you received.

Click on OK to close. The Workforce Reduction Program End Date field increases your visibility in the candidates list.

Be sure to check the WFM Career Site regularly, job postings are updated daily.

A notification confirms the successful completion.
The Complete Questionnaire task is highlighted green now.

If you locate the job under My Applications, you'll see that the yellow exclamation mark is not displayed anymore.

Finance Analyst

View Application

Your Tasks

✅ Complete Questionnaire

Status: Step Completed

My Applications

Applied Less Than One Day Ago

General information

Applying for Jobs

Each position has pre-screen skills and questions that are customized to the opening. It is extremely important to answer all pre-screen skills and questions. Immediately after submitting your application for a position, all information provided (e.g. Resume) is available immediately for the hiring manager and the staffing professional to review on-line.

Hiring Process

Consistent with internal application processes, do not contact the hiring manager nor send him/her your resume directly. This is unnecessary because when you submit your application, it is immediately available on-line to the hiring manager and staffing professional.

In addition to specific openings you choose to apply for, staffing professionals will be sourcing profiles available in the general candidate pool against posted requisitions. This will increase the chances of qualified candidates finding a new position within the specified timeframe. Should you meet the minimum qualifications and if you are one of the most qualified candidates for a position, a staffing professional and/or hiring manager will contact you as soon as possible to better determine your fit for the position(s). If you have questions about the application process, please refer to the “Frequently Asked Questions” (FAQs) on the WFM@HPE web site.

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