

A Candidate's Guide to an Onsite Visit

WELCOME!

Our recruiting team is pleased to provide you with the information below to help prepare you for your upcoming visit to our headquarters. We look forward to meeting you soon!

GETTING TO CZI

Our headquarters is located at [1180 Main Street](#) in Redwood City, California. **Please note that our building entrance is located on Maple Street.** Please be sure to enter the address as listed above, instead of searching Chan Zuckerberg Initiative if using a GPS, as we have multiple buildings in Redwood City, CA.

PARKING

<p>Jefferson Ave Garage 830 Jefferson Ave First 1.5 hours is free \$0.25 per hour after that until 6pm Get Directions ></p>	<p>Street Parking 1180 Main St Free before 10am PT \$1.00/hours after that Get Directions ></p>
<p>Library Parking 341 Pennsylvania Ave \$1 per hour (10:00am - 6:00pm) Get Directions ></p>	<p>Winslow St Open Parking Lot 1017 Middlefield Rd Free before 10am PT \$1 per hour Get Directions ></p>

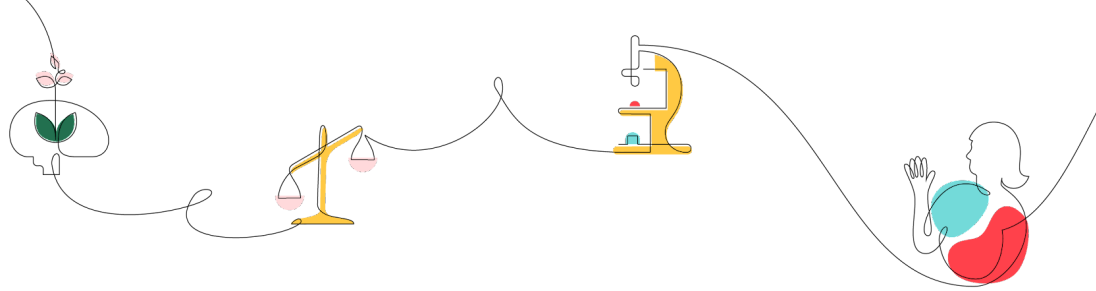
If you have questions about your parking options, please reach out to your Recruiting Operations & Experience Specialist.

PUBLIC TRANSPORTATION

Our CZI office is within walking distance from the [Redwood City CalTrain station](#).

BIKING

Visitors are welcome to park their bikes outdoors in public bike parking adjacent to the CZI office.



CHECK-IN

Prior to your visit onsite, your Recruiting Operations and Experience Specialist will enter you into Envoy as a visitor to our office on the day of your onsite interviews. You will receive a notification by email and be prompted to pre-register for your visit.

Upon arrival to our office, you will use the call button at the front door to request entry into the lobby. Reception will assist you with completing your check in, and you will be provided with a visitor badge. Your Recruiting Operations and Experience Specialist will meet you in the reception lobby to take you on a brief tour before your first interview.

COVID-19 VISITOR POLICY

The safety of our employees and visitors is the utmost priority. To ensure everyone's safety, we have implemented the following visitor policies:

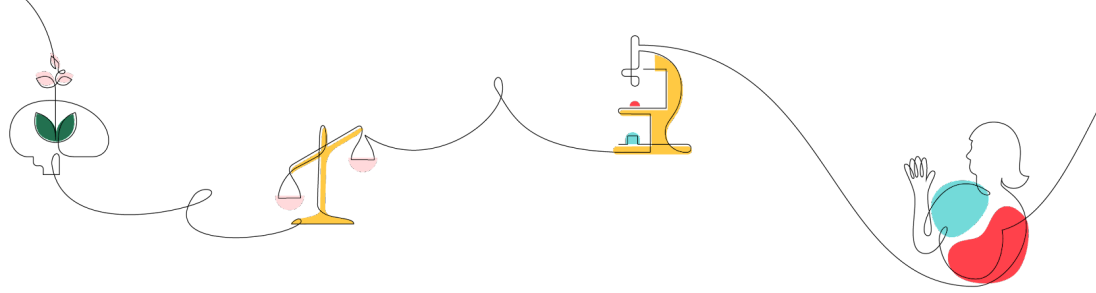
- All visitors are required to be in compliance with CZI policy on masking that is in effect while they are onsite. This may require wearing an N95 or KN95 mask when in a CZI facility with others and when in common areas, such as hallways, stairways, restrooms, and elevators. Any mask policy will be communicated upon check in at Reception, and masks provided if needed.
- If a visitor develops symptoms or tests positive for COVID-19 and has been in a CZI facility within the past 48 hours, the visitor should contact COVSafetyTeam@chanzuckerberg.com so that CZI can take appropriate steps to keep the facility safe, which may include, for example, cleaning, disinfecting, and contact tracing.
- If a visitor may have been exposed to COVID-19 while onsite, they will be notified of potential exposure.

TRAVEL

If you need travel accommodations to visit our office, please inform your Recruiter or Recruiting Operations & Experience Specialist. We work with Navan to manage all flight bookings, and travel can be booked through their online platform, from their mobile app or through an agent. If you've indicated that you'll be requiring airfare, you will be sent an email from Navan which will prompt you to fill out your profile and make your flight arrangements.

ACCOMMODATIONS

CZI provides reasonable accommodations for persons with disabilities. If you need any accommodations during the hiring process, please do let your Recruiter or Recruiting Operations & Experience Specialist know, so we can make arrangements in advance of your interview.



ATTIRE

We are a casual office so feel free to wear whatever you're most comfortable in!

We want to help each person bring the best version of themselves to the interview table, so let us know what we can do to help you shine!