



MBA CAREER SERVICES
UNIVERSITY OF WASHINGTON BUSINESS SCHOOL

MBA EMPLOYER GUIDE

Why Recruit UW MBA Students?

University of Washington MBA students stand out from other MBA students and from each other. They have chosen a program that offers an integrated curriculum with many opportunities to customize their studies to their individual interests and backgrounds. They strive for personal excellence but are strongly committed to collaboration in the classroom and on the job. They are strategic thinkers and leaders—entrepreneurial, technologically savvy, results-driven and passionate about what they do.

In MBA Career Services, it's our job to help you connect with these exceptional students, and help them connect with you. Whether you are seeking to fill a full-time position, are searching for assistance on a project, or want to hire a summer intern, we can help. Contact us today to get started!

How to Reach UW MBA Students

MEET-THE-FIRM EVENTS

A campus presentation is a great opportunity for your company to showcase its objectives and career options to students. These sessions are generally held Monday through Friday from 12:30–1:20 p.m. (some evenings available), and usually set the stage for on-campus recruiting.

FIRESIDE CHATS

Fireside Chats are evening events held on Tuesday or Thursday evenings from 6:00–7:30 p.m. Typically five company representatives, who are often UW MBA alumni, come on campus and are interviewed as a panel covering topics such as company culture, job activities and industry trends. This event also allows for more informal networking before and after the panel discussion.

ROAD SHOWS

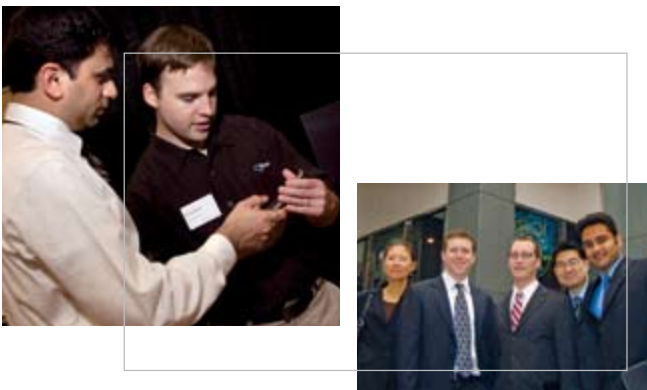
Road Shows are aimed at furthering UW MBA placement with top employers in major metropolitan areas outside Seattle. Through these visits, MBA students and UW staff seek to learn more about employers' recruiting plans and create a closer relationship with the UW Business School. Typically, a group of between five and 20 current MBA students visit two to four companies each day to explore the job opportunities for MBA graduates. The company visit agenda is usually comprised of a presentation given by company representatives (often including alumni) and an opportunity for extensive Q & A. Previous focus areas have included tech companies in Silicon Valley, investment banks in New York City, and retail headquarters in San Francisco. Road shows often culminate in a networking reception planned in conjunction with UW Alumni Relations or independently by MBA Career Services.

MBA FORUMS

We hold two annual career fairs — one in the fall and another in the spring. For more information, visit the MBA Career Services Web site at <http://bschool.washington.edu/career/recruiters.shtml>.

RESUMÉ BOOKS

Resumés for the MBA students are available online each year. The second-year full-time resumé book is available in October, and the first-year full-time book is available in January. Please contact MBA Career Services for more information. *Please note: resumé books are not available to third-party recruiters.*



Recruiting Steps

Recruiting UW MBA candidates is easy. We offer several ways to get you connected to the best candidates. If you have any questions on the following processes, please contact Career Services at 206.685.2410 and ask to speak with the Recruiting Manager.

① **POST YOUR JOB:** Send your posting to mbajobs@u.washington.edu

② **CHOOSE ONE OF THE FOLLOWING OPTIONS:**

Set Up a Resumé Collect

- Resumés are collected through our on-line platform and sent to you on the date selected by you and our Recruiting Manager.
- Your organization schedules the interviews.

OR

Recruit on Campus

- Resumés are collected through our online system and sent to you on the date selected by you and our Recruiting Manager.
- You generate an "Interview Invite List" and send to the Recruiting Manager.
- The Recruiting Manager schedules all on-campus interviews.
- On-campus interviews are held and any follow-up interviews are arranged by your organization.

OR

Receive Resumés

- All resumés are sent directly to your organization through an email or Web address provided in the job description.

Frequently Asked Questions

What is an MBA internship?

An MBA internship is typically a full-time, paid position lasting 10–12 weeks, beginning in mid-June or early July. Students look for an internship that will add depth to their resumés through hands-on experience and substantial contact with decision makers. Along with expanding their functional skills, many students are looking to use the internship as a way to build industry knowledge. Internships might involve preparing marketing plans, market valuation analysis, financial analysis/forecasting, process/systems improvement or projects co-created by you and the MBA intern. If you have questions about how to design your MBA internship, please contact our office at 206.685.2410. We would be happy to assist you.

Where can I find the current employment statistics for the UW MBA candidates?

The current year's graduating class employment statistics are reported each fall and posted on our Web site. You can see the report at http://bschool.washington.edu/career/emp_stats.shtml.

How do I post an internship or full-time job for UW MBA candidates?

E-mail the position description, experience requirements, application instructions and deadline to mbajobs@u.washington.edu.

Can I post a job for students in the Global MBA, Evening MBA, Executive MBA and Technology Management MBA programs?

Yes — the process is the same. Note that students in these programs are typically not available for internships.

How do I post a job for UW MBA alumni?

E-mail the position description, experience requirements, application instructions and deadline to mbajobs@u.washington.edu.

How do I post a job for UW Business School undergraduates?

E-mail your position description to huskyjob@u.washington.edu. This e-mail address is maintained by the Center for Career Services. The Center for Career Services can also be reached at 206.543.0535. (For undergraduate internships, contact the Undergraduate Programs Office at 206.685.3400.)

How do I post a job or internship for other UW students and alumni?

Contact the Center for Career Services at 206.543.0535 or huskyjob@u.washington.edu.

**MBA CAREER SERVICES
AT THE BUSINESS CONNECTIONS CENTER**

MBA Career Services' goal is to provide outstanding high-quality career services to students and employers.

We provide career services for students in the following graduate programs:

- Full time and Evening MBA
- Global MBA
- Executive MBA
- Technology Management MBA
- Master of Professional Accounting

CONTACT US TODAY

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