

Recruiting at MIT Sloan 11|12

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Class of 2012 profiles

Whether it's in a classroom or a boardroom, MIT Sloan students come to the table with innovative ideas, coupled with a collaborative work style. Equipped with the latest management theories and superb analytical skills, they are ready to tackle any business challenge. And they do so in a down-to-earth manner. Carefully selected for their leadership potential, academic and professional accomplishments, and team spirit, MIT Sloan students are principled, personable, and professional.

Below are the profiles for the Class of 2012 MBA, Master of Finance, Master of Science in Management Studies, Sloan Fellows, and Executive MBA programs:

MBA

Total Class Size **398**
Women **34%**
Non-US **42%**
Leaders for Global Operations Program **48**
Kennedy School of Govt. Dual Degree **10**

Countries Represented **60**
Median GMAT **720**
Median GPA **3.60**
Average Years of Experience **5**
Average Age **27**

Previous Industry Experience
Consulting **18%**
Financial Services **17%**
High Tech: Software/Hardware **13%**
Government/Nonprofit **11%**
Pharmaceutical/Biotechnology **4%**
Energy **4%**

Previous Job Functions
Consulting **21%**
Finance **18%**
Engineering **15%**
Marketing **8%**
General Management **6%**

Master of Finance

Total Class Size **70**
Women **34%**
Non-US **70%**
Average Age **24**
Median GMAT **728**
Mean Years of Experience **1.3**

Previous Industry Experience
Investment Banking **25%**
Investment Management **18%**
Insurance **12%**
Financial Services **9%**

Master of Science in Management Studies

Total Class Size **25**
Women **20%**
Non-US **96%**
Countries Represented **16**
Median GMAT **714**
Average Years of Experience **5**
Average Age **29**

Previous Industry Experience
Technology **32%**
Financial Services **24%**
Consulting **20%**
Accounting **8%**
Non-profit **8%**
Engineering **4%**
Other **4%**

Sloan Fellows

Total Class Size **107**
Women **19%**
Non-US **69%**
Countries Represented **27**
Average Years of Experience **14**
Average Age **38**
Hold advanced degrees **58%**

Executive MBA

Total Class Size **62**
Women **24%**
Non-US origin **46%**
Countries Represented **27**
Average Years of Experience **17**
Average Age **40**
Hold advanced degrees **54%**
Director-level and above **74%**



Joint/Dual Degree Programs at MIT Sloan

Leaders for Global Operations Program culminates in dual MIT degrees: an MBA or SM from MIT Sloan and an SM in an engineering discipline (two-year program).

MIT Sloan and Harvard Kennedy School has a dual degree program that allows students to pursue an MBA and a Master of Public Policy or Master of Public Administration (three-year program).

RECRUITING AT MIT SLOAN begins with your relationship with the Career Development Office (CDO). We are committed to supporting your recruiting goals and are your gateway to recruiting the best candidates for your organization.

Building visibility on campus

Company presentations

Beginning in mid-September and continuing through early December, company presentations offer students an opportunity to get acquainted with your organization. Students sign up for presentations in advance, enabling you to anticipate the size of your audience. **Presentations for full-time hiring begin September 19, 2011 and end December 9, 2011; combined presentations for full-time and internship hiring begin October 3, 2011 and end December 9, 2011.**

Companies may choose from the following three options for their company presentation:

	Relationship to MIT Sloan	Presentation format	Venues for presentations*
Evening	Well-known and familiar firms (more formal event)	45–60 minute presentation 6 pm start time M, T, Th; 7 pm start time on W Reception to follow	MIT Faculty Club (on MIT Sloan campus) Cambridge Center Marriott (5-minute walk) The Liberty Hotel (10-minute subway ride or walk) Le Meridien , formerly Hotel@MIT (20-minute walk) The Charles Hotel (20-minute subway ride)
Brown-Bag Lunch	Familiar and new firms to MIT Sloan (informal event)	50-minute presentation 12:05 – 12:55 pm	MIT Sloan classrooms
Breakfast	Firms familiar to MIT Sloan (informal event)	50-minute presentation 7:35 – 8:25 am	MIT Faculty Club (on MIT Sloan campus) Cambridge Center Marriott (5-minute walk) The Liberty Hotel (10-minute subway ride or walk)

Contact the CDO recruiting team at 1-617-253-6149 to discuss the best presentation format for your organization and to schedule your presentation date.

*Presentation dates must first be requested and confirmed with the CDO recruiting team before booking a venue. The recruiting team will advertise your event through our weekly newsletter, centralized career management database, and the student clubs.

Other connections

The MIT Sloan environment offers a wide variety of other potential touch-points to help make your company known in a setting that best suits your goals.

Career development classes and seminars, developed and managed by the CDO, prepare students to be successful in their job search. We offer targeted, customized career programming that reflects current industry trends and incorporates industry experts with a strong focus on self-assessment and job search a/ communication skill development. Participation in industry panels, case preparation workshops, and career-related skill building is a valuable way to create a stronger company presence on campus. For more information on how to become involved in MBA programming, contact Sue Kline, 1-617-253-3946; contact Glenn Cunningham to be involved in MFin programming 1-617-715-5454; contact Janet Marks to be involved in Sloan Fellows or Executive MBA programming 1-617-715-5469.

Student clubs are an integral part of academic and student life at MIT Sloan. Involvement in club programs enables your company to meet students interested in specific industries and functions. *Clubs events must be educational in nature rather than recruiting focused.* We recommend your company speak on industry

trends, company projects, or share other intellectual capital. To identify the most appropriate clubs for your organization, contact Susan Kenney, 1-617-258-6493, or Kerri Tierney, 1-617-253-8944.

Treks and Trips: Acting as a host company offers valuable opportunities to interact with students. Treks and trips are organized and run by students in partnership with MIT Sloan faculty and staff. To become a host company, contact Tiffany Hogan, 1-617-253-0529.

Sponsorships, Student Conferences and Other Opportunities for Involvement: The MIT Sloan Corporate Relations team is available to facilitate interactions between companies and the School outside of recruiting, including involvement with faculty, student conferences, speaker series, case competitions and research projects. These venues allow companies to gain further visibility on campus and build stronger relationships with students. For more information, please contact JoAnna French, Associate Director of Corporate & International Relations. 1-617-253-8252.

Ways to recruit

The CDO offers a variety of methods to advertise your job opportunities, as well as interview and recruit MIT Sloan students:

On-campus interviews for MBA, Master of Finance, and MSMS candidates

Recruiting Dates for 2011–2012

Full-time Interviews: **October 3 – December 9, 2011 | February 8 – March 9, 2012**
will book dates as needed after March 9th

Internship Interviews: **January 9 – March 9, 2012**
will book dates as needed after March 9th

Invite-Only Schedules Students are chosen to interview from submitted cover letters and resumes and/or through the Resume Database. You provide the CDO with a list of students you want to interview. For full-time recruiting, the lists begin to be due on **September 19, 2011** and continue on a rolling basis. For MBA internship recruiting, lists begin to be due on **December 21, 2011** and continue on a rolling basis.

Open-For-Bid Schedules These schedules apply to internship recruiting schedules only. 1st-year MBA students are selected through a bidding system that gives priority to candidates most interested in your internship openings and who meet the mandatory requirements specified in your job description. If you have Open-for-Bid schedules, your invite lists will be due to the CDO Recruiting Team eleven business days before your scheduled interview date.(see invite only schedules, above).

Multiple schedules and Open-For-Bid Schedules For MBA internship recruiting only: if your company offers more than one schedule per job opportunity, we require 25% of one full schedule be an Open-for-Bid Schedule.

On-campus interview schedules*

Interview Length	Interviews per schedule	Start End time
30-minute	13	8:30 am 4:15 pm
45-minute	10	8:15 am 4:15 pm
60-minute	6	8:30 am 3:45 pm
30-minute (back-to-back)**	12 (minimum 2 interviewers)	8:30 am 4:15 pm
45-minute (back-to-back)**	10 (minimum 2 interviewers)	8:00 am 4:45 pm

*To view templates of each interview schedule, go to <http://mitsloan.mit.edu/cdo/interview-schedules.php>.

**Back-to-back schedules allow a student to have two consecutive interviews, one directly after another, with two different recruiters from your firm. Two rooms must be reserved for back-to-back interviews.

Additional approaches

Including recruiting Sloan Fellows and Executive MBAs

Although on-campus recruiting is the most visible approach, there are other successful ways to reach students. If on-campus recruiting does not fit your organization's needs, please consider these alternative, highly effective approaches:

Job Postings Each year over 1000 full-time, internship, and part-time jobs are posted on our online student job board, for MBA, MFin, and MSMS candidates. (If your job posting draws a significant number of qualified candidates, we would be happy to arrange interviews on-campus.) In addition, we maintain an Experienced Hire/Alumni online job board to help you recruit the Sloan Fellows, Executive MBAs and our alumni. For more information, and to post directly online, visit <http://mitsloan.mit.edu/cdo>. Please see "Recruiting Tips" for job description criteria.

Resume Database Online resume databases are the primary tools employers use to identify students with particular backgrounds and interests. The full-time resume database becomes viewable the week of September 19, 2011 and the summer internship resume database will be available the week of November 14, 2011. Experienced Hire / Alumni resume databases are available year-round. They are sold separately and as a set. You may order them directly from the website at: <https://www.mbaselect.com/MIT.aspx>

Participate in our annual Masters' Career Fair The annual CDO-sponsored Masters' Career Fair provides you with an opportunity to network informally and hold one-on-one interviews with MBAs, MFin, MSMS and Sloan Fellows. Past fairs featured companies from the technology, consulting, healthcare, consumer products and financial services industries. Typically these events draw 15–20 firms and more than 100 students. Our next Masters' Career Fair will be held in **April, 2012**.



Recruiting tips

Use the MIT Sloan Career Development Office for all stages of planning.

We recognize that every firm is different, and we want to help you develop a successful recruiting strategy that meets your needs. If you would like to learn more about best practices and recruiting strategies within your industry, please call our recruiting team.

Get involved in career education opportunities. MIT Sloan offers workshops and seminars on a variety of career-related topics including writing cover letters and resumes, case preparation, networking, and interviewing. Students value employers' expertise on these topics, and the CDO welcomes your participation in our programs. It is a great way for you to build visibility on campus and get to know our students.

Tailor your message to our students. Company presentations are most effective when they include information relevant to the positions for which you are hiring and involve representatives who know the School well.

Choose enthusiastic, personable presenters who are excited about recruiting for your organization.

Involve your employees and executives who are MIT Sloan alumni in the recruiting process in order to engage students and make your company stand out. Students are always interested to know about MIT Sloan alumni who work in your organization.

Take a personalized approach to your recruiting processes. Group e-mails tend to be less effective and are discouraged.

Include all of the following information when sending job descriptions in Microsoft Word format:

- General profile of your organization, including website address
- Job/internship title
- Specific description of job functions and responsibilities
- Candidate qualifications, including previous work experience, education, skills, and abilities
- Type of work authorization required to be employed by your company
- Hiring locations
- Complete contact information: name, title, address, phone, and e-mail
- Resume/application deadline

Hiring non-U.S. candidates for U.S.-based positions

MIT Sloan has a long and rich tradition as a global school of management, with more than one-third of our students coming from outside the United States. The skills and perspectives of these students make them particularly valuable in the global business environment.

Full-time employment An H-1B visa from the U.S. Customs & Immigration Service (USCIS) allows for three years of professional employment and may be extended for an additional three years. Employer and employee petition together for the visa, and the process is relatively inexpensive.

Summer internships Most non-U.S. MIT Sloan students with F-1 visas are eligible to participate in a Department of Homeland Security (DHS) approved educational program called Curricular Practical Training (CPT). CPT authorizes non-U.S. students to work legally in the U.S. during the summer between their two full years of study. The work authorization is provided by MIT and the DHS prior to the student starting work. On the first day of employment, the student will already have all the necessary documentation to legally complete the I-9 form and begin work for your company. This work authorization requires no pre- or post-work administration on the part of the employer: no paperwork, no pre-qualification, and no fees.

Hiring Policy It is important that all members of your recruiting team understand your hiring policy either for your organization or for a particular business unit, if they are different. Please let us know what your work authorization requirements are so we can help make certain that students have accurate information when they are applying for job opportunities.

Recruiting policies

Our recruiting policies are designed to ensure that our students are able to balance academics with recruiting. We also require that both our employers and students have enough time and information to make thoughtful and informed decisions.

Recruiting information regarding 1st-year MBA students (Class of 2013)

The policies below allow 1st-year MBA students time to adjust to the academic experience during their first semester at MIT Sloan. It also allows them to participate in our customized career programming aimed at self-assessment and career exploration.

- MIT Sloan welcomes firms to campus when company presentations for summer internship recruiting begin on **October 3, 2011**. **We will not endorse or advertise any recruiting events held before this date, including pre-matriculation events.**
- Company recruiting presentations, job opportunities and office hours must be arranged and promoted only through the MIT Sloan Career Development Office (CDO). All presentation and job opportunity advertisements, as well as requests for office hours should be sent to your industry's point person (please see breakdown of recruiting services team at the end of these policies).
- Resumes for 1st-year MBA students may not be requested before **October 31, 2011** for **any** purpose, including informational interviews, company visits or office hours.
- Employers may not request or solicit access to student mailing lists, list serve information, or the MIT Sloan student face book.
- Office hours/informational sessions must be held in a group format (two or more students) until summer internship recruiting begins on **January 9, 2012**.
- For summer internship recruiting only: We require at least 25% of one schedule be an Open for Bid Schedule if your company has more than one interview schedule per job opportunity.
- Conducting interviews or extending offers is not allowed before summer internship recruiting begins on **January 9, 2012**.

Club events

Club events must be educational in nature and may not be recruiting-focused. Suggested topics include speakers from your firm who can talk about industry trends, company projects or share other intellectual capital.

Club events must be arranged through the CDO. Events may not be scheduled directly with club leaders.

To schedule a club event:

- Send proposed event information (topic, speaker, potential dates) to your industry's point person (see below).
- The CDO will approve your topic and check your proposed dates to ensure it does not conflict with previously scheduled events.

- After CDO approval, your request will be forwarded to the club for final approval. Club officers will determine if the event fits into their fall schedule of educational activities.
- If the event is approved, your firm may work directly with club leaders to coordinate logistics and promote the event to their club members.

Scheduling and conducting interviews

- All interviews must be scheduled around student class commitments. Please do not request that students miss a class or an examination for interviews or company visits. **We request that firms give students at least 24-hours notice, and preferably 48-hours, when extending interview invitations.** We also ask that you give students several options for dates and times for 2nd-round interviews. These practices help students manage potential academic conflicts more effectively.

Timing of offers

- Students should be kept abreast of the status of their candidacy after each round of interviews. We require firms to directly communicate both affirmative and negative decisions within a reasonable timeframe.
- Please allow sufficient time for students to consider offers. We require firms to give full-time offerees until **January 13, 2012**, and summer intern offerees until **February 10, 2012**, to consider offers — or 15 business days from the date of the offer, whichever is later. Full-time offers to summer 2011 interns must be held open until **December 9, 2011** — or 15 business days from the date of the offer, whichever is later.

If your organization has difficulty negotiating terms or faces other challenges involving our policies or practices, please call Jackie Wilbur, Senior Director of the Career Development Office, at 617-258-6492 or Tiffany Hogan, Associate Director, at 617-253-0529.

Honoring offers and acceptances

We expect that all offers and acceptances be made in good faith. Students are obliged to honor accepted offers. Reneging on an acceptance is a breach of MIT Sloan's Student Recruiting Policies. If a student reneges on an offer, the recruiter should notify Jackie Wilbur at 617-258-6492, as soon as possible. We will review the situation and follow up on your behalf.

If an employer withdraws an offer that has been extended and accepted, the recruiting contact should notify Jackie Wilbur at 617-258-6492 or Tiffany Hogan at 617-253-0529, as soon as possible.

Nondiscrimination

We require recruiters to comply with MIT's policy of evaluating candidates without regard to race, color, sex, sexual orientation, religion, disability, age, veteran status, ancestry, or national or ethnic origin.

2011–2012 Recruiting calendar

2011

Week of June 6

CDO confirms company requests for recruiting dates

August 8

Job descriptions for full-time fall recruiting due to the CDO

September 6, 7

Registration, first day of classes

September 19

Applications begin to be due for full-time job opportunities

Week of September 19

Full-time resume database released

September 19 – 30

Full-time only company presentations

September 21

Student holiday, no classes or recruiting

September 28

Rosh Hashanna, no recruiting

October 3

Job descriptions and company information for internship recruiting due to the CDO

Invite lists begin to be due to the CDO for full-time recruiting

October 3 – December 9

Company presentations for combined full-time and summer internship recruiting

October 3 – December 9

Full-time fall recruiting (Leaders for Global Operations recruiting October 31 – November 4)

October 7

Yom Kippur, no recruiting

October 10, 11

Columbus Day and student holiday, no classes or recruiting

NY Finance Day October 11

October 17 – 21

2nd-year MBA, MFin and MSMS midterms

1st-year MBA midterms (week 1)

October 24 – 28

Sloan Innovation Period*

October 31 – November 4

1st-year MBA midterms (week 2)

November 11

Veteran's Day holiday, no classes or recruiting

Week of November 14

Summer internship resume database released

November 24 – 25

Thanksgiving holiday, no classes or recruiting

London Banking Days

December 1

Applications begin to be due for summer internship opportunities

December 14

Last day of classes

December 9

2nd MBA year summer employer offer acceptance deadline

December 16, 19 – 22

Final exams

December 21

Invite lists begin to be due to the CDO for internship recruiting

2012

January 9 – March 9

Summer internship recruiting

January 13

Full-time offer acceptance deadline (or three weeks from date of offer, if later)

January 16

Martin Luther King, Jr. holiday, no classes or recruiting

February 6, 7

Registration, first day of classes; no recruiting

February 8 – March 9

Full-time recruiting continues

February 10

Summer internship offer acceptance deadline (or three weeks from date of offer, if later)

February 20

President's Day holiday, no classes or recruiting

March 19 – 22

Sloan Innovation Period*

March 26-30

Spring Break

April TBD

Masters' Career Fair

April 16, 17

Patriot's Day holiday, student holiday, no classes or recruiting

Early May

Companies request recruiting dates for '12–13 academic year

May 17

Last day of classes

May 21-25

Final exams (classes resume September 7, 2012)

June 8

Commencement

Week of June 4

CDO confirms company requests for recruiting dates for '12–13 academic year

*Sloan Innovation Period (SIP) is a week of experiential leadership learning and exposure to groundbreaking faculty research in the form of seminars, workshops, and activities. **Full-time interviews may be held during October SIP. Company presentations may be held in the evenings after 6pm during October SIP.**

Career Development Office contacts

Administration

Jackie Wilbur
Senior Director
jjwilbur@mit.edu
1-617-258-6492

Gwen Churchill
Office Manager
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1-617-253-6149

Employer Relations

Tiffany Hogan
Associate Director
thogan@mit.edu
1-617-253-0529
Oversees Recruiting Services;
manages Recruiting Policies;
corporate relations; employment
statistics

Susan Kenney
Assistant Director
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Recruiting Scheduling and
Logistics for the following
firms: consulting, consumer
products, non-profit, retail,
real estate, transportation/
defense, automotive/aerospace,
entertainment/media

Kerri Tierney
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1-617-253-8944
Recruiting Scheduling and Logistics
for the following firms: banks/
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technology and biotechnology,
pharma/healthcare, oil/energy,
telecommunications

Danielle Grassia
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1-617-324-1017
Support for Recruiting Operations;
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Career Education Workshops

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MIT Global Education and Career Development

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The Vice President for Human Resources is designated as the Institute's Equal Opportunity Officer and Title IX Coordinator. Inquiries concerning the Institute's policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to Alison Alden, Vice President for Human Resources, Room E19-215, 617-253-6512, or to the Coordinator of Staff Diversity Initiatives/Affirmative Action, Room E19-215, 617-253-1594. In the absence of the Coordinator of Staff Diversity Initiatives/Affirmative Action, inquiries or complaints may be directed to the Director of Labor and Employee Relations, Room E19-235N, 617-253-4264. Inquiries about the laws and about compliance may also be directed to the Assistant Secretary for Civil Rights, US Department of Education.

*The ROTC programs at MIT are operated under Department of Defense (DOD) policies and regulations, and do not comply fully with MIT's policy of nondiscrimination with regard to sexual orientation. MIT continues to advocate for a change in DOD policies and regulations concerning sexual orientation, and will replace scholarships of students who lose ROTC financial aid because of these DOD policies and regulations.

Visiting MIT Sloan

MIT Sloan is located at the eastern end of the MIT campus, approximately 15–20 minutes by taxi or 30 minutes by subway (Kendall/MIT stop on the MBTA Red Line) from Logan Airport. Returning to the airport by car or taxi during rush hour or bad weather may require up to 30 minutes or more.

Directions from Logan Airport

- When driving from Logan Airport, follow signs for Boston and Route 93 North.
- Take the exit marked Storrow Drive/Cambridge and follow the Cambridge/Somerville signs.
- After you pass the Museum of Science, turn left at the intersection for Cambridge/Memorial Drive.
- Continue on Memorial Drive for approximately one mile. Take a right on Wadsworth Street, and the entrance to Building E51 is on the left, at the corner of Wadsworth and Amherst Streets.

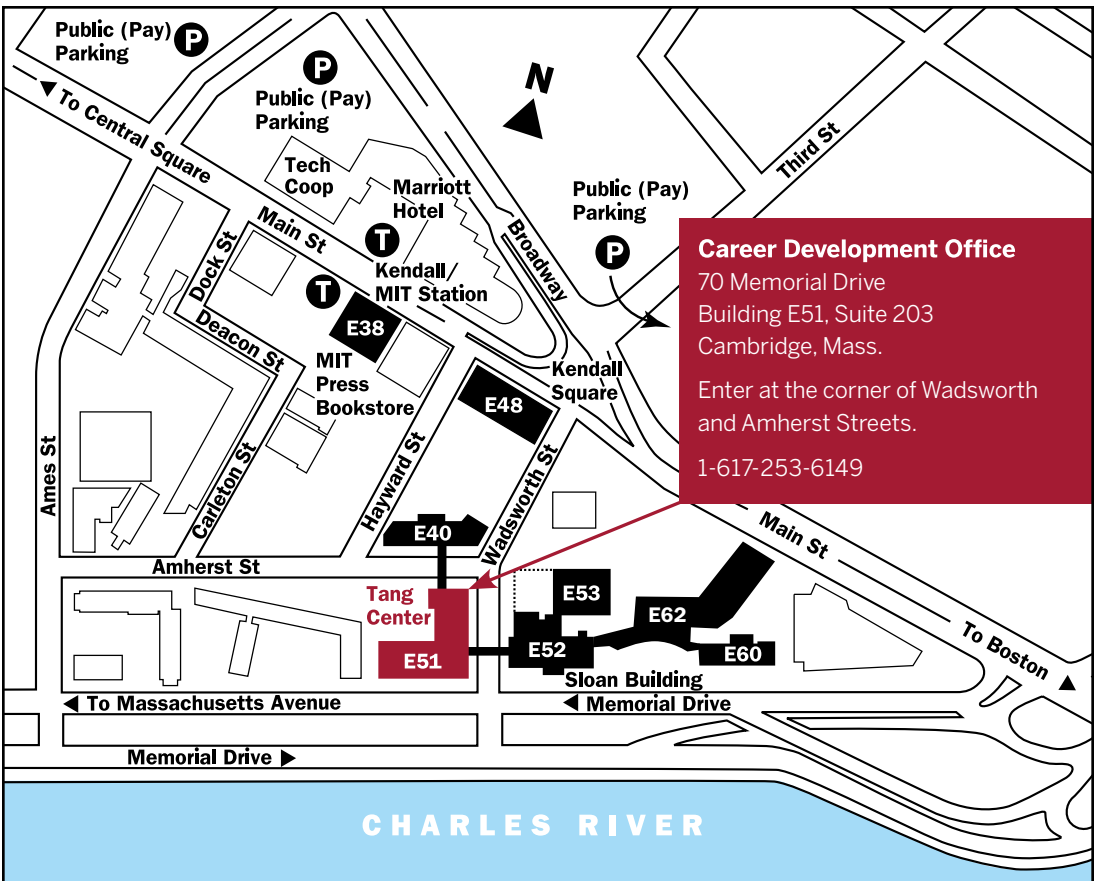
Arriving by taxi

The building address is 70 Memorial Drive, but please have the taxi drop you off in the rear of our building, on the corner of Wadsworth and Amherst Streets.



Parking

Public parking lots are marked on the map below. The Cambridge Marriott and the parking lot on Third Street are the closest available public lots. These are both about a 5- to 7-minute walk to our office.



MIT Sloan School of Management

Career Development Office

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Phone: 1-617-253-6149

Fax: 1-617-253-0226

mitsloan.mit.edu/cdo



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