

2008 Diversity Edge's Best Companies for Graduates Survey



In 2008, Diversity Edge Magazine will feature its Best Companies for Graduates. This is a listing of the top companies that have shown leadership in recruiting, retaining, and advancing the careers of diverse professionals. In addition, these unique companies also provide a good entry level foundation for professionals who have recently graduated from college or graduate school. Please complete this information using 2006 or 2007 information. **Please fill out this application and return it by February 28, 2008.**

Along with this survey the career services departments of various HBCUs, Hispanic Serving Institutions and other Colleges and Universities will be surveyed to determine which companies have provided their graduating students with the best career experience. Results of the two surveys will be combined to complete the final list.

Please mail, email, or fax to:

Diversity Edge Magazine
Attn: Tyson Bellamy/DE Best
700 12th Street, Suite 700
Washington, DC 20005

EMAIL: tbellamy@thediversityedge.com
FAX: (202) 521-1808

If you have any questions, please call Tyson Bellamy at (301) 925-6211

2008 Diversity Edge's Best Companies for Graduates Survey

* GENERAL INFORMATION

Company Name (as you would like it to be listed in all press materials):		
Person Completing Survey/Primary Survey Contact:		
Title:	Department:	
Address:		
City:	St:	ZIP:
Phone:	Fax:	
Email:	Website:	
Company CEO/President:		
Company Headquarters Address:		
City:	St:	ZIP:
Phone:	Fax:	
Email:		

Key Contact Person for Public Relations/External Affairs:		
Title:	Department:	
Address:		
City:	St:	ZIP:
Phone:	Fax:	
Email:	Website:	

2008 Diversity Edge's Best Companies for Graduates Survey

CONFIDENTIALITY CLAUSE:

Diversity Edge Magazine follows a strict confidentiality policy regarding the provided information. The contact information obtained is used for research and analysis purposes only. Diversity Edge Magazine will not publish, share, sell or release company employee contact information provided to us, unless otherwise specified in the questionnaire.

PART I - RECRUITMENT POLICIES

1. Does your company have a dedicated program to conduct diversity recruiting? YES____ NO____

2. How and where does your company recruit Diverse Employees?

Please explain recruitment policies pertaining to Diverse Employees below.

--

Key Contact Person for Diversity Recruitment Opportunities:		
Title:	Department:	
Address:		
City:	St:	ZIP:
Phone:	Fax:	
Email:	Recruitment Website:	

2008 Diversity Edge's Best Companies for Graduates Survey

Key Contact Person for Diversity Recruitment Opportunities:		
Title:	Department:	
Address:		
City:	St:	ZIP:
Phone:	Fax:	
Email:	Recruitment Website:	

Key Contact Person for OVERALL Recruitment Opportunities:		
Title:	Department:	
Address:		
City:	St:	ZIP:
Phone:	Fax:	
Email:	Recruitment Website:	

**3. Does your company partner with any non profit organizations for the purpose of recruiting employees?
If so please list the organization your company has sponsored or partner with in the past.**

Organization	Event or Outlet in which your company partnered

2008 Diversity Edge's Best Companies for Graduates Survey

4. Does your company utilize recruitment advertising in any of the following Diversity focused media or recruitment outlets? Place an X where applicable and provide a name for each media if available.

Outlet	Place an X in appropriate box	Please list name of outlet
Website		
Magazines		
Television		
Radio Stations		
Newspaper		
Search Firms		

▶ Please include the appropriate documents pertaining to your company's Recruitment policies and processes with the additional materials requested.

5. DIVERSITY MARKETING/ADVERTISING

Key Contact Person for Diversity Marketing:		
Title:	Department:	
Address:		
City:	St:	ZIP:
Phone:	Fax:	
Email:	Website:	

2008 Diversity Edge's Best Companies for Graduates Survey

Key Contact Person for Diversity Advertising:		
Title:	Department:	
Address:		
City:	St:	ZIP:
Phone:	Fax:	
Email:	Website:	

PART II - SUPPORT FOR RECENT GRADUATES

* Please provide a brief description of the following:

6. Describe the company's training programs available for recent hires

--

7. Average Entry Level Pay (please provide a range of salaries for entry level employees from college and/or from graduates school. If salary range is too wide please leave blank)

--

2008 Diversity Edge's Best Companies for Graduates Survey

8. Please describe the top traits that you are looking for from new hires.

--

9. When is a new employee first eligible for a promotion?

___ less than one year ___ one-two years ___ two-three years ___ other

10.

Please rank the following criteria in order of importance for hiring consideration:	
Criteria	Rank from 1-6 (or 7) - with 1 being the most important
GPA	
Internship/Experience	
Technical Skills	
School Graduated From	
Major/Degree	
Interviewing/Communication Skills	
Other (please describe):	

2008 Diversity Edge's Best Companies for Graduates Survey

11. AFFINITY GROUPS

Does your company have diverse employee affinity groups?

YES ____ NO ____

Please list all Diverse Employee Associations within your company.

1.	4.
2.	5.
3.	6.

12. Please describe some of the employee affinity groups' major goals and activities:

13. Does your company provide continuous education reimbursements?

YES ____ NO ____

If Yes, how much per year is reimbursed?

\$ ____ OR ____%

14. Which employees are eligible to participate in continuous education programs? (please select all that apply)

Salaried Paid ____

Hourly Paid ____

Full Time ____

Part Time ____

PART III - LEADERSHIP DEVELOPMENT AND ADVANCEMENT

2008 Diversity Edge's Best Companies for Graduates Survey

*** MENTORING PROGRAMS**

15. Does your company have a Mentoring Program to encourage the advancement of employees?

YES ___ NO ___

16. Please name each Mentoring Program offered by your company:

Key Contact Person for the Mentoring Programs:		
Title:	Department:	
Address:		
City:	St:	ZIP:
Phone:	Fax:	
Email:	Website:	
Who oversees the Mentoring Program?		
Title:	Department	
Phone:	Email:	

*** LEADERSHIP/ MANAGEMENT TRAINING & CAREER COUNSELING**

17. Does your company provide ongoing leadership/management training programs or career counseling?

YES ___ NO ___

2008 Diversity Edge's Best Companies for Graduates Survey

18. Please name each Leadership/Management Training or Career Counseling Program offered by your company:

PART IV - EMPLOYEE BENEFITS

*** ALTERNATIVE WORK POLICIES**

19. Does your company have any of the following alternative work policies?

Place an X where applicable.

Traditional Flextime - the employee can change start and end times periodically	
Daily Flextime - the employee can change start and end times on daily basis	
Compressed Work Week - the employee can put in 40 hours in less than 5 days (i.e. four 10- hour days)	
Telecommuting/Work at Home- working from home with a computer hook-up	

*** WORK/LIFE BALANCE**

20. Please describe any other unique employee benefits which are offered through your company, such as job sharing

--

2008 Diversity Edge's Best Companies for Graduates Survey

PART V - OPTIONAL MATERIALS

***PLEASE NOTE THIS SECTION IS OPTIONAL**

21. Please provide your company's CEO/President's mission statement regarding diversity practices in the area below.

22. Please submit a brief description as to why your company should be selected as a Diversity Edge Top Company for Diverse Graduates. 100-125 words (please be as brief as possible)