2010 -11

MBA RECRUITER'S GUIDE

Suleman Dawood SCHOOL OF BUSINESS

LUMS

25 YEARS

LAHORE UNIVERSITY OF MANAGEMENT SCIENCES

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MBA Placement Office (MPO) – **An Introduction**

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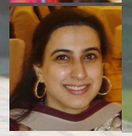

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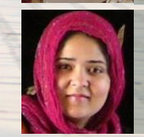

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Dear Recruiter,

Human Resource forms a company's competitive advantage and holds a key to its sustainability and scalability. This concentrates and magnifies the need to recruit the ideal resources with minimum time and maximum ease. At the MBA Placement Office (MPO) under the Suleman Dawood School of Business (SDSB) LUMS, we provide our recruiting partners an exclusive platform to target, identify and recruit quality MBA resources. To best facilitate its recruiting partners, the MPO has made its systems extremely interactive while incorporating both Recruiters and Students feedback.

At MPO we follow an industry wise approach with each officer dedicated for one or more industry(s) where they work very closely with pertinent recruiting partners and interested students to bridge the gap between the requirements and needs of both. Each officer is committed to facilitate his/her recruiting partners in meeting their recruiting objectives most efficiently and precisely.

I am pleased to introduce my MBA Placement Office team on the left.

With great pleasure I also announce the launch of the MBA Placement Office website (http://mpo.lums.edu.pk). I request you all to visit the new website and formally register with us. The website has various new features to make the recruitment process easy and exciting for you.

The MPO team looks forward to working closely with you.

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Our MBA Programme develops professionals with a 'Comprehensive Managerial Calibre' to serve across diverse industries and functions.

THE SDSB ADVANTAGE

The MBA Programme at the Suleman Dawood School of Business (SDSB), LUMS is the flagship programme of the University. Since its inception in 1986, it has produced more than three thousand graduates. It is ranked as the best in the country by the Higher Education Commission (HEC) of Pakistan for several consecutive years and also by EdUniversal in their Business School Ranking in Pakistan 2010.

Our MBA Programme develops professionals with a 'Comprehensive Managerial Calibre' to serve across diverse industries and functions. Our graduates are set apart by their exceptional academic background, capacity for sustained hard work under pressure and desire and motivation to lead. Our graduates have a definite competitive edge on their peers due to the business aptitude, leadership potential and strong ethics that LUMS inculcates in them. Some of the key points that distinguish our MBA graduates from other institutes include

→

Case Method of Teaching

At LUMS we believe in providing our students with the perfect blend of theoretical rigour and pragmatic application and there is no better way to do so than through the **Case Method of Teaching**. The Case Method of Teaching prepares students to make decisions in the face of real time issues that involve conflicting data, complex politics, intense financial pressure and various market scenarios, while following impossible deadlines. The students then defend their choices amongst a group of competitive peers across diverse academic backgrounds. This not only gives them a feel for the industry and decision making under various market scenarios but also prepares them to deliver under pressure.

The students solve over 500 cases during their two-year MBA programme at LUMS.

Competency and Professional Development (CPD) Modules

Competency and Professional Development Modules of the MBA curriculum enhance the soft skills of students through a variety of pedagogical techniques including field visits, role playing, group exercises, seminars, panel discussions, guest speaker sessions, simulations and business games.

MBA Final Year Project

The MBA Project is a mandatory requirement of our MBA curriculum. A real life client presents an actual managerial issue to a team of 4-5 MBA students. The students work on this issue over the course of a year and prepare and present a comprehensive solution to the client at the end. The faculty and clients grade the team on their methodology, analysis and suggestions.

LUMS MBA Project is an excellent opportunity for organisations to identify future permanent recruit in an accelerated, simplistic manner. It provides them an exclusive, in-depth platform to network with our graduates, assess their potential in detail and identify individuals that best match their human resource requirements.

Accreditations, International and Industrial Linkages

Our educational excellence is acknowledged globally. We are a full member of Association of Asia-Pacific Business Schools (AAPBS) and European Foundation for Management Development (EFMD).We have established international linkages in research, academia and various international competitions with many universities worldwide including MIT, Harvard, McGill University etc. Every year, our MBA students have the opportunity to go on a student exchange programme to 15 different universities all over the world including Bond University, Australia, Koc University, Turkey, Lancaster University, UK etc. These exchange programmes provide international exposure to our students and exposes them to the perspectives of a diverse faculty and a rich curriculum.

About 30% of our MBA students take a term in one of our partner universities every year.

MBA Students' Achievements and Events

Our MBA students have 11 special executive clubs and societies that play a key role in bridging gaps between students and corporate business executives. These student centric societies provide leadership roles to students and allow them to come up with innovative methods of learning. The MBA Executive Clubs are actively involved with top multinationals and other organisations. They hold many events such as seminars, guest lectures, counseling sessions etc. throughout the year. In 2009-10, the events organised by the MBA Executive Clubs included the LUMS Marketing Colloquium 2009, Synergies 2009, HR Confluence 2009 and Career Sessions with CIO Pakistan. The guest list at these events included the who's who of business fraternity.

Sponsoring some of these activities and participating in them provides our recruiting partners with a useful tool to identify and network with the MBA students early on.

Worldwide Alumni Placement

The world wide placement of our alumni body shows the organisational impact and long term leadership potential of our graduates. We have over 1400 alumni of the MBA Programme placed in some of the biggest organisations around the world. Some of our alumni have established their own businesses and achieved great success.

Our faculty includes exceptional individuals, all experts of their respective areas.

Faculty

Our faculty includes exceptional individuals, all experts of their respective areas. Holding degrees from the finest institutions around the world, they give SDSB the lead as the premier in Business Education across Pakistan. Besides their authoritative academic knowledge, they bring to our students extensive industry experience and information base. “Several faculty members have served and some continue to serve on executive committees and boards of private and public corporations, financial institutions and international agencies.”

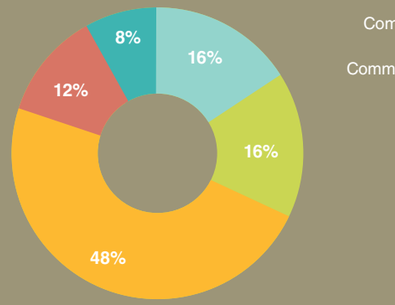
Student Diversity in LUMS MBA

The Suleman Dawood School of Business targets and admits students from all across Pakistan and beyond, including Azerbaijan, China, Nepal, Bangladesh, India and Uzbekistan. Such a medley of culture, perspectives and backgrounds adds to the diversity of our MBA Programme and enhances the richness of the Business School experience.

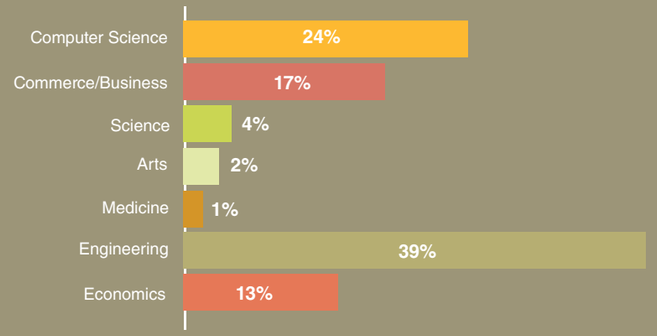
MBA 2011

Average Age - 26
Average Experience (in years) - 3
Average GMAT/LMAT Score - 625

Geographical Distribution



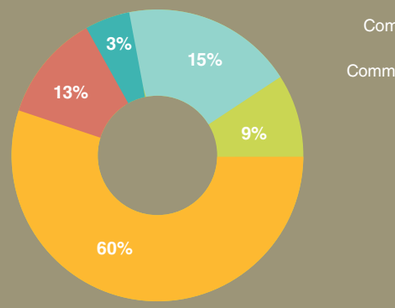
Academic Background



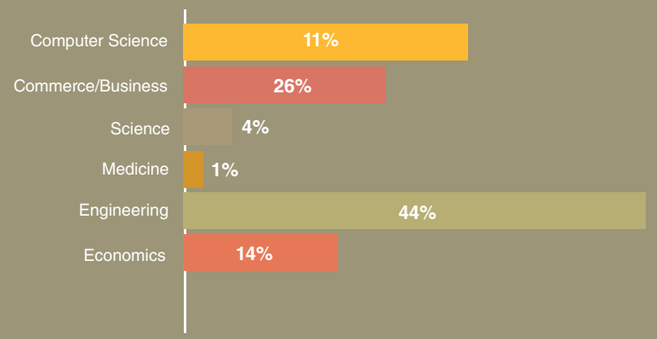
MBA 2012

Average Age - 25
Average Experience (in years) - 2.69
Average GMAT/LMAT Score - 620

Geographical Distribution



Academic Background



Alumni

The MBA Alumni of LUMS need no introduction. They continue to be our ambassadors in local and international organisations alike. They have been critical change agents wherever they have served, particularly in the local sector and new initiatives of MNCs, where they have been significant in adding systems and structures. On the global front, they have been equally competent in adding value to their employers and driving important company decisions.

Many of our MBA alumni mark important success stories in the professional world. We are pleased to share some of these success stories with you:

Mr. Jahanzeb Naseer

Head – Equity Research, Credit Suisse Bank, Hong Kong (MBA 1991)

Jahanzeb Naseer graduated from LUMS in 1991. He has worked in the financial sector since then, starting of at Jardine Fleming (now JP Morgan) where he was head of equity business in Pakistan. He moved to Hong Kong in 2000 and was Managing Director and global Head of quantitative research at HSBC Securities before he moved into fund management and managed Asian equity funds at a major global hedge fund. He now manages the Asian equity research product and quantitative research for Credit Suisse in Hong Kong.

Mr. Nofel Daud

CEO – Kansai Paints (MBA 2003)

Mr. Nofel Daud is a Civil Engineer by training. However, immediately after graduating from UET, Lahore in 1993, he joined the Civil Service of Pakistan, where he served in different capacities till 2001. Starting 2001, he took leave from the Service and started his MBA from LUMS, from where he graduated in 2003 at the top of his Class, winning the NMF Gold Medal. In 2003, he resigned his position in the Civil Service and joined the Corporate Sector.
Nofel started his corporate career with ICI Pakistan Paints Business in 2003, where he pioneered ICI's Iran Business Initiative. After three years in ICI, he moved to Karachi to join Standard Chartered Pakistan and worked his way up as the Head of the Wealth Management Business in Consumer Banking, later on becoming the General Manager Branch Banking for Centre and North Regions. In September 2009, he joined Kansai Paint Pakistan, the leading Japanese paints manufacturing company, as Chief Operating Officer, later becoming its Chief Executive in May 2010 and continues to serve in this capacity to date.

Ms. Faaria Rehman

Executive Vice President/ Regional Corporate Head - Lhr Region, Corporate Banking Group, UBL Pakistan (MBA-1996)

Faaria Rehman Salahuddin graduated with a LUMS MBA degree in 1996. She began her banking career as an Officer In-Charge with the Retail Bank of ANZ Grindlays Bank in July 1996 and continued to work with its Corporate Bank through the bank's Pakistan operations acquisition by Standard Chartered Bank. In 1999, Faaria was awarded the Rotary International Group Study Exchange 'Young Professionals' Scholarship to Bavaria, Germany with the Vocational areas of focus being German Banking and Financial Institutions. Upon her return, she pursued her banking career with specific focus on Corporate Banking and in December 2001, joined Habib Bank Ltd. as a Vice President/Unit Head.
In April 2005, Faaria made a lateral move to United Bank Ltd. where she works to date as an Executive Vice President and Regional Corporate Head – Lahore Region. Along with her career, she remains an equally passionate traveler and based on the destinations visited, she has recently initiated "Word of Mouth Travels" - a niche travel advisory service.

How to **Recruit** LUMS MBA?

The MBA Placement Office has a rigorous annual activity calendar to keep you posted on all recruitment happenings at LUMS.

The MBA Placement Office (MPO) provides you an exclusive platform to meet your human resource requirements that target our MBA students. It facilitates you in seeking the best talent for both internship and permanent placements. The segmented sector-wise approach permits a one-point contact to cater to all your needs and promotes a more dedicated, elaborate and consistent liaison between you and LUMS.

The MPO recruitment/internship cycle extends from November till June every year. During this duration, MPO renders extensive support to its recruiting partners throughout their recruitment period; be it on- or off-campus support. However, having said that, our dedicated team of officers is available round the year to assist you with all your hiring objectives.

The MBA Placement Office has a rigorous annual activity calendar to keep you posted on all recruitment happenings at LUMS. You will find further details on this calendar in the sections that follow.

HOW TO RECRUIT LUMS MBA?

MPO Recruitment Support

The MBA Placement Office provides consistent support to its recruiting partners in identifying ideal candidates for their organisation. It supplements their profile search and interaction with our students through the following channels:

MBA Placement Office Website

As part of the Best Business School across the country, MPO persistently works towards its goal of providing the best career services to its MBA community. One major leap taken in this direction is the recent launching of the MBA Placement Office website. This website dedicates all resources for the career aspirations of our MBA graduates and provides an exclusive platform for them to apply to recruiters of their choice and remain connected with them at all times.

However, it goes beyond being a mere job portal. It renders a comprehensive environment which will allow all stake holders to address their distinct recruitment needs, remain updated on key MPO, and more broadly, SDSB initiatives and events and share and enrich their knowledge base through interactive guest speaker sessions and panel discussions.

A separate Mentor Corner will further offer unique opportunities to our students to network with and benefit from our seasoned faculty, alumni and other interested professionals through persistent counseling, guidance and expert advice.

Other features include:

- Separate and specialised recruitment channels for MBA students
- Expedient and advanced Resume search
- Round the clock access to MBA Profiles
- An efficient online job advertisement and job search system
- Effective and automated job and profile match
- An interactive feedback process that is user centric and aims at consistent evolution of our systems and processes

Online Job Postings

In addition to the website, another option to circulate career/internship opportunities amongst our students is through the 'Vacancy Announcement Form'. You can fill this form with pertinent information and send it our way. MPO will then advertise the same to the MBA audience via mass email and forward you resumes of interested candidates. This is particularly a befitting channel when attracting profiles for fewer and specific vacancies against a massive recruitment drive.

MBA Profile CDs

The MBA Placement Office has replaced its MBA Profile Book with an 'MBA Profile CD' since 2010. The CD subsumes a comprehensive search engine to facilitate recuiters to search and access exactly the profiles that they seek at any point in time.

This search engine will enable recuiters to sift through the resumes based on students' future criteria of Industry, functional area, location etc. amongst other criteria of academic background, prior work experience and so on. Such a customised search will expedite, refine and curtail the recruitment process for Recruiters.

Recruiter Presentations

Recruiter Presentations are the most interactive and personalised platform to orient the students about your organisation. We invite you to visit our campus, network with our graduates, guide them about current and upcoming openings in your organisation and recruit the best talent available in the region.

All day Recruitment

MPO also administers all day recruitment events for our recruiting partners who wish to condense their recruitment process within a short time span. This may involve company presentation, test, interviews, group discussions etc. all on the same day. Such elaborate events are sanctioned mostly on weekends or special dates where the students are available for a greater part of the day. If you plan to target such an event this year, you are requested to intimate MPO at least 3 weeks in advance of your preferred date.

Interviews/Tests/Group Discussions

MPO also facilitates its recruiting partners through various stages of recruitment/internship process. This includes on-campus company specific recruitment tests, interviews, group discussions etc. We also support off-campus events through coordination between the students and our recruiting partners. For any off-campus activity that you may plan for recruiting our MBA graduates, we will assist you through the presence of one or more of our team members at your off-campus site.

MPO Guest Speaker Sessions

MPO conducts a series of guest speaker sessions as a part of the 'Competency and Professional Development' (CPD) module of the MBA curriculum. These sessions are classified into sector-wise HR sessions for the first year MBA students and sector-wise Alumni sessions for the final year MBAs. The interactive panel discussions during these sessions orient our MBA graduates with existing sector dynamics and the dos and donts within that sector. These sessions are scheduled every year from October till December. You are encouraged to participate in these sessions as it is an excellent selling platform for your organisation and arouses further interest amongst are graduates.

The exact sessions schedule will be posted on our website as part of our annual activity calendar and you are encouraged to register against one or more of these sessions, if interested.

On-Campus MBA Networking Nights

This venture was conceptualised and executed by MPO in 2010 with a highly successful outcome. Several Recruiters were able to tap and induct deft MBA resources through this initiative and look forward to being a part of this rewarding exercise again.

The MBA Networking Night is an ideal opportunity for you to tap your choice pool very early on and secure the best resources against your competitors.

MPO conducts 3 Networking Nights encompassing multiple sectors that provide you a focused platform to network and interact with our business graduates amidst a relaxed, semi-formal ambiance. This enables a close knit communication, more elaborate evaluation and a more reliable selection for each recruiting partner.

HOW TO RECRUIT LUMS MBA?

MPO Recruitment Calendar

The MBA Placement Office organises and directs its process and activities within its annual recruitment calendar.

Internships

Between the first and second year of the MBA Programme, our students are required to do a mandatory summer internship of at least six weeks. Such a project based internship gives you an added advantage to judge our students' potential as future permanent hires. Coordination of procurement of internships is aided by the MBA Placement Office.

Calendar 2010-11

Online Internship Announcements (website, email)	**November to April**
Presentations/Tests/Interviews etc.	**November to April**
Process concluded	**May 2011**
Actual Internship Period	**mid May to 3rd week of August**

Recruitment

Our MBA students graduate in May every year. Their hiring process extends from September to May every year and you are invited to coordinate and execute all your recruitment activities within this period. The MBA Placement Office schedules individual recruitment activities via date and time slots. These slots are decided on the basis of academic schedule, student preferences, quality of job offers, lasting relationships with Recruiters and so on.

Calendar 2009-10

Online Job Announcements (website, email)	**September to May**
Presentations/Tests/Interviews etc.	**November to May**
Networking Night 1 – FMCG, Groups/Conglomerates, Agriculture	**March 4, 2011**
Networking Night 2 – Energy,Technology, Pharmaceuticals, Retail, Government/Development	**March 18, 2011**
Networking Night 3 – Financial, Consultancies, Telecommunications, Textiles	**April 1, 2011**
Process Concludes	**July 2011**

Some of our Recruiting Partners

Following is a list of some of our top recruiting partners. It reflects our placement diversity and shows the wide range of companies and industries that recruit at SDSB-LUMS.

Local Recruiting Partners

- Acumen Fund, Pvt. Ltd.
- CISCO Systems International
- Citi Bank NA
- Coca Cola Export Corporation
- CMPak Limited
- Eli Lilly Pakistan
- Engro Corporation
- Fatima Group (Pak Arab Fertilizers)
- GlaxoSmithKline
- ICI Pakistan
- Interwood Mobel Pvt. Ltd.
- Kansai Paints
- KASHF Foundation
- Karachi Electric Supply Corporation (KESC)
- Lahore Transport Company (LTC)
- Lakson Tobacco Company-PMI
- Maxim International
- Mobilink GSM
- Nestle Pakistan Ltd.
- Netsol Technologies Pvt. Ltd.
- Packages Limited
- Pakistan Tobacco Company (PTC)
- Pepsi Cola International
- Procter and Gamble, Pakistan (P&G)
- Reckitt Benckiser Pvt. Ltd.
- Shaukat Khanum Memorial Hospital
- Shell Pakistan
- Samin Textiles
- Standard Chartered Bank
- Telenor Pakistan
- The Resource Group (TRG)
- Ufone GSM
- Unilever Pakistan
- US Denim Mills
- Warid Telecom Pvt.Ltd.

International Recruiting Partners

- Alghanim Industries, Kuwait
- Al-Faisal University, Saudi Arabia
- Barclays Bank Plc. Dubai
- Citibank N.A., Dubai
- Credit Suisse Bank, Hong Kong
- First Gulf Bank, Abu Dhabi
- Habib Bank, AG Zurich
- Mashreq Bank, Dubai
- McKinsey&Company, Dubai
- Microsoft, USA
- Petrofac, Sharjah
- Royal Bank of Scotland (RBS), Hong Kong
- Standard Chartered Bank, Dubai

MBA Recruitment Policies

The MBA Placement Office has a set of policies to which all our recruiting partners must agree. A commitment to these policies will lay the foundation for a fair, ethical and efficient recruiting process, best suited to all stake holders.

We encourage you to refer to our policies below and use them as a reference throughout the year. *These policies refer to 'recruitment' in general but equally apply to internships as well.*

Events

1. All your recruiting events, regardless of location, must be routed through the MBA Placement Office.
2. You are strongly urged to adhere to the following deadlines for confirming a recruitment event to MPO
   a. All day recruitment — 3 weeks
   b. Corporate Presentation — 1 week
   c. Recruitment/Internship test — 1 week
   d. Interviews
      i. On-campus — 3 days
      ii. Off-campus — 1week
   e. Group Discussions — 3 days
   f. Assessment Centre
      i. On-campus — 3 days
      ii. Off-campus — 1 week
3. Scheduling events and/or events related travel that clash with a student's class schedule is a violation of the Business School's attendance policy. Students are not allowed to miss classes for any non-academic activity and are marked negatively for each absence
4. All your recruiting events will be scheduled in evening hours after classes. Exceptions, with mutual agreement may occur, subject to the MBA academic schedule
5. No recruitment event, regardless of location, can be scheduled either during exams week or semester break of the students
6. On-campus Recruiter presentations cannot be scheduled following the end of an MBA academic year. Other events such as tests, interviews etc. may follow (on- and off-campus) but only through the MPO platform
7. For any and all *registered recruiting events* (presentation, test, all day interviews etc.) you are urged to share the list of all uninformed 'No-Shows' following that event. A last minute, uninformed No-Show is a violation of our recruiting policy and MPO will take appropriate steps for remedial action with the concerned individual(s)
8. You are highly encouraged to communicate the next step in the recruitment process to MPO at the end of each recruitment stage. In case of otherwise, MPO recommends that the next step be informed within a week of the event and no later as it often leads to communication gaps and misconceptions amongst students regarding final recruitment outcomes

Interviews

1. It is ustomary of our recruiting partners to reimburse students for travel expenses incurred to an interview. If applicable, please communicate your policy to MPO when inviting students to interview
2. You are requested to give at least one week's window to students before scheduling an interview that involves travel, so that possible clashes with their academic activities may be avoided
3. Please refer to policy 8 under 'Events' for communicating the next recruitment step following your interviews

Job Offers

- All offers to a student, placement or internship, must be made via the MBA Placement Office
- An offer when made should ideally incorporate, in writing, the major elements of the job offer, including the acceptance deadline, joining date and location. This will help MPO ensure that the offered student(s) notify the recruiting partners of their decision within the response deadline
- As per MPO's recruiting policy you may not pursue a student who has already accepted a job/internship offer with another organisation as this can jeopardize MPO-Recruiter relations, student-Recruiter relations and soil the School prestige
- Retracting a job/internship offer that has been formally accepted by a student violates professional standards and MPO recruiting policy. Furthermore, it creates serious concern for the current student population and subsequent on campus branding of your company. If you must retract an offer for any reason, please contact MPO immediately so that we can help to discuss the situation and potential solutions
- We strongly discourage our students from reneging after accepting an offer as this is a clear violation of MPO's recruiting policy. If such a situation arises, you are encouraged to contact MPO immediately so that possible situations and consequences may be discussed with the student

Student Ranking

The MBA Programme at LUMS has an extremely rigorous and demanding work schedule. The students are expected and required to maintain a certain level of grades throughout their course of study. If the students continue to fall in the lowest 10% of the class for a certain number of courses in a given academic year, they are separated from the Programme. Hence, the graduating batch stands at par with the academic requirements of any leading institute and each student qualifies as equally exceptional for surviving the Programme. ***Consequently, we do not provide the gradings for our students.***

However, these grades can be obtained directly from the students if and when needed since they possess the sole discretion to divulge this information beyond their University premises.
Alternatively, you are welcome to carry out your own screening tests if desired, for the purpose of short listing individuals.

Confidentiality

Throughout the recruiting process, the MPO regards students' personal information as private and confidential and expects recruiting partners to use the student information for the sole purpose of recruitment.

The MBA Placement Office is committed to making your recruitment experience with our students as productive and pleasant as possible. We believe that a strong combination of Recruiter and Student recruiting policies will engender a long lasting symbiosis between the School and all our recruiting partners while providing the best career opportunities for our business graduates.

Partner with SDSB – Contribute to THE SDSB PROMISE

The global business environment has never been so rigorous and challenging. The world is facing extraordinary difficulties. Poverty, disease, environmental deterioration, and declining resources are just to name a few. In this increasingly uncertain international business setting, the vital task of managing has become more complex and demanding. The key to future business success lies in the leaders of tomorrow who will be able to effectively respond to the rapidly changing world of today. Suleman Dawood School of Business (SDSB) at LUMS has distinguished itself by excelling in its aim to enhance and develop the future of management education in the country. The exceptional and thorough learning experience of SDSB manifests itself in the leadership roles our students take up after they graduate. All this is made possible by a world-class faculty, superior campus facilities and a stimulating and challenging curriculum. Rather than resting on our laurels, the challenge of moving ahead in the 21st century propels us to set new goals for the school and new standards for our graduates. To fulfill our mission of "Preparing Global Business Leaders" we have launched this campaign. We need our friends to support us in this endeavour.

WHY GIVE TO LUMS – SDSB?

Twenty-five years ago, we made a commitment to our students that no one admitted into the SDSB should be turned away because of their inability to bear the tuition cost. Today we continue to fulfill our promise. More than 50% of all students at LUMS receive financial aid. We offer aid in the form of scholarships, loans, tuition waivers and work compensation to deserving students. The financial aid programme is completely need based and considers many factors such as family size, utilities, sibling education expenses, and other non discretionary expenses that place a drain on family assessment of a students need for assistance.

The Challenge

There has been a marked increase in student enrollment in the last three years. In order to sustain our pledge to our students we need scholarship funds and endowments. These endowments are crucial for us to continue to provide the support needed to attract the most talented students. We want to stay committed to expanding financial aid, so that nothing stands in the way of providing educational opportunities for the most gifted young men and women. Scholarships transform the lives of students and invest in future policy-makers, business champions and world leaders who will continue the legacy of business excellence at SDSB.

MBA Outreach Programme – Widening the Participation

SDSB is committed to enabling good students to achieve excellence. The School's MBA Outreach Programme initiative aims to encourage students from under-represented backgrounds to discover new opportunities and fulfil their potential in higher education. The programme aims to encourage all young people to raise their aspirations and to enable the most talented students from Pakistan rural colleges to realise their potential at SDSB. Support from Foundations, Corporations and individuals through this Campaign is vital to the programme and will enable it to expand successfully.

The Essential Role of Corporate Support

As one of the region's leading producers of innovative ideas and knowledge for all areas of business, LUMS-SDSB has been a locus for business education, and a launching point for many new businesses. Now as we seek to redefine the business graduate, retain our top faculty, and strengthen our research centers, our partnerships with corporate leaders are more strategically crucial than ever. We value our ties to the business community and seek new ways to broaden these relationships through our Naming Rights Opportunities for the new SDSB building, research and curriculum development in key economic areas, strengthening of faculty through professorships and chairs, and offering scholarships to our students.

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