

The Company & Role Worksheet - Unlocked Work

Below is GWC Alum Robin Acosta's discoveries during her company and role search.

Instructions

- 1) Read through the Searching for Job & Company Information and the Preparing for Behavioral Interviews resources provided for this task.
- 2) Look on company career pages, [LinkedIn](#), [Glassdoor](#), or [Fishbowl](#) to find ONE role to focus on for your research.
- 3) Complete the initial information and following worksheet on the company and on the role by doing additional research.
- 4) Research individuals at that company or who hold similar roles and draft questions you could ask them in an informational interview. For example, if you are looking to apply to a software engineering position, research individuals holding those positions and draft questions to prepare for those conversations.

Step One - Identify the Company and the Role

Company Name: Boston Consulting Group

Company Website: <https://careers.bcg.com/>

Link to Job Posting: <https://careers.bcg.com/job/10020535/BCG-GAMMA-Consulting-Internship>

Step Two - Complete the Worksheet about the Company

Use the "Company Information to Find" column as your leading questions. Fill out the "Research You Found" column with your answers, notes, and findings. Then, in the "Personal Reaction" column, take a moment to ask yourself the questions listed and jot down your responses in the same box.

Company Information to Find	Research You Found <i>(Write a response to the question in "Company Information to Find")</i>	Personal Reaction <i>(Write response to the listed question)</i>
What is the company's product or service?	BCG is a business consulting firm. BCG works with a range of clients (private, public and non-profit) to find opportunities, work through challenges, and transform their enterprise. Bringing years of industry expertise, they strive to help clients achieve a sustainable advantage.	What do you find interesting or inspiring about this? I find the collaboration aspect inspiring. They say, "We are shaping the future. Together." I think that it is important to work together especially in this context. Instead of coming in to fix something and

		then leaving, they are actively working with the client to find the best solution.
How big is the company and how is the company structured?	<p>The company has 25,000 people in over 90 offices in over 50 countries/regions.</p> <p>The company has a functional structure, broken up into specializations such as business operations, consulting, and technology engineering, among others.</p>	<p>Describe your ideal company size and the structure of your ideal team and company?</p> <p>For me an ideal company is large, but feels small. It would have the resources that come with a larger company, but would be broken up into smaller groups to feel more personal.</p>
What are the mission and values of the company?	<p>Mission: "unlocking the potential of those who advance the world."</p> <p>BCG's values include: integrity, respect for the individual, diversity, clients come first, the strategic perspective, value delivered partnership, expanding the art of the possible, and social impact.</p>	<p>What excites you about the mission? Which company values feel most aligned with your own?</p> <p>I am excited by the mission because it is recognizing potential and focusing on the future.</p> <p>The values I feel are aligned most with my own are integrity, the strategic perspective, and social impact.</p>
Based on the company's website and social media, list your perception of the company's top three priorities.	<ol style="list-style-type: none"> 1. Protecting the planet 2. Driving social impact 3. Empowering our people 	<p>How do these priorities align with your own priorities?</p> <p>These priorities align very well with my own. I think it is important to take care of our planet, have social impact and empower those we work with.</p>

<p>Looking at company review sites (like Glassdoor), list three things that excite you and three possible causes for concern.</p>	<p>Excited about:</p> <ol style="list-style-type: none"> 1. Good company culture 2. Many learning opportunities 3. Great benefits <p>Causes for concern:</p> <ol style="list-style-type: none"> 1. Large quantity of work with long hours 2. Career growth can take some time 3. Possible travel requirements 	<p>From what you found, draft questions to address that you could ask in an interview about the causes for concern.</p> <ol style="list-style-type: none"> 1. What does work life balance look like in this role? 2. What opportunities are there for advancement? 3. What are the expectations for travel?
--	---	---

Step Three - Complete the Worksheet about the Role

Use the “Information about the Role” column as your leading questions. Fill out the “Research You Found” column with your answers, notes, and findings. Then, in the “Personal Reaction” column, take a moment to ask yourself the questions listed and jot down your responses in the same box.

Information about the Role	Research You Found (Write a response to the question in “Information about the Role”)	Personal Reaction (Write response to the listed question)
What are the preferred skills or experience for this role?	<ul style="list-style-type: none"> • Understanding of complex business problems • Applying data science and analytics 	<p>Which preferred skills or experience do you have? I have some experience with data science and analytics.</p>
What are the 3-5 key responsibilities for this role?	<ol style="list-style-type: none"> 1. Translating real-world business problems into an appropriate quantitative context. 2. Developing models that solve questions. 3. Implementing, calibrating and backtesting modeling concepts and aligning the results and findings with our clients 4. Combining innovative skills 5. Collaborating on challenging projects in inspiring team 	<p>How do the key responsibilities align with the work you want to be doing? I would like to collaborate on challenging projects and translate real world problems into a quantitative context.</p> <p>Where do they differ from what you would like to do? I would be interested in designing the models than testing.</p>

Based on your company and role research, what questions would you want to ask in an interview?	Questions about the Company: <ul style="list-style-type: none"> What is the best part of working for BCG? How has the company changed in the last few years? What might a new employee find surprising when they start? 	<i>Note: When developing questions, keep in mind phrasing of questions to keep things positive and solution oriented. Instead of asking are our employees happy, you could reframe to say, how does the company address employee engagement and career advancement?</i>
	Questions about the Role: <ul style="list-style-type: none"> What does a typical day look like for this role? What are some challenges someone in this role might face? What are the role expectations, and how are they evaluated? 	

Step Four - Informational Interview Prep

Informational interviews are conversations that allow two people to get to know each other on a professional level. When you are conducting informational interviews, you can ask questions you have about the person's company, their position, and how they think one can stand out as a candidate. Visit the Sample Messages resource for some example outreach emails. Use the table below to organize your research and prepare questions.

Individual Information	Contact Information (LinkedIn, email, other contact info)	Questions
Name: Emily Wu Company: Boston Consulting Group Title: BCG Consultant	https://www.linkedin.com/in/emily-wu-541ba792/	<ul style="list-style-type: none"> You have worked at BCG before. What made you want to come back? How can someone prepare for a role like yours? What kinds of decisions does one make in your role? What kinds of projects do you typically work on? What do you wish you had known before starting in this industry?
Name: Andrew Xue Company: Boston Consulting Group Title: BCG Consultant	https://www.linkedin.com/in/xuetri/	<ul style="list-style-type: none"> What skills have you developed in this role? What led up to you earning your current position? What is it like to work for BCG? Do you feel that your undergraduate major is relevant to your current role? Are there certifications that help to set you apart in this role?

Name: Jillian Gustein Company: Boston Consulting Group Title: BCG Consultant	https://www.linkedin.com/in/jillian-gutstein-98676483/	<ul style="list-style-type: none">• What made you want to work for BCG?• What experiences best prepared you for the role of consultant?• What is your favorite thing about your job?• What is your least favorite thing about your job?• What is the company culture like?
---	---	--

Note: You do not need to schedule or conduct any interviews to complete this task.