



## General Recruiting FAQs

### Questions

How can I post a job at HGSE?

How do I set up an account on HGSE Hub?

How much does it cost to post a job?

Does your job database reach alumni too? Is it just for HGSE students/alumni?

How can I recruit MBAs, graduating Harvard seniors and other Harvard students?

How does CSO advertise events?

Can I connect with faculty?

Can I have access to student resumes?

Can I search for student resumes and profiles by functions or industry?

### Answers

**How can I post a job at HGSE?**

You can post your job in our job database which is called [HGSE Hub](#).

**How do I set up an account on HGSE Hub?**

You can request an account by completing the short form on the Hub log in page. Your request will be reviewed and approved within a couple of business days and you will receive an email from the system instructing you to log in.

**How much does it cost to post a job?**

There is no charge to post a job at HGSE.

**Does your job database reach alumni too? Is it just for HGSE students/alumni?**

Yes, sometimes our alumni look in Hub too, but most users are current students or recent graduates. Yes, Hub is just for HGSE students/alumni.

**How can I recruit MBAs, graduating Harvard seniors and other Harvard students?**

You need to contact the career center for each school at Harvard separately:

- [MBA students at Harvard Business School](#)
- [Harvard seniors at the Faculty of Arts & Sciences](#) (also graduate students in Arts & Sciences)
- [Harvard Kennedy School](#)
- [Harvard Graduate School of Design](#)
- [Harvard Divinity School](#)
- [School of Engineering & Applied Sciences](#)
- [Harvard Law School](#)
- [Harvard T.H. Chan School of Public Health](#)



**How does CSO advertise events?**

Through various means:

- Events listing on our Hub site
- CSO office website front page
- HGSE's school-wide online events calendar
- CSO's Student Advisory Board which sends events to individual program cohorts
- Posters in the library

For special events, we email students directly who indicated interest in functions/sectors related to the event. For major events, we also advertise to the other career centers at the various Harvard schools.

**Can I connect with faculty?**

Employers can try to reach out to faculty of interest to determine if there are opportunities to collaborate or talk to students. You can search for relevant faculty by area of expertise at HGSE's [faculty directory](#).

**Can I have access to student resumes?**

Yes, you can view resumes that students upload to their HGSE Hub profile. If you see a student of interest, you can email them from the address in their resume or direct message them through the Hub. Go into their profile and click the Message button. We strongly suggest that you proactively reach out to students to encourage them to apply to your positions, arrange conversations or invite them to your recruiting event.

**Can I search for student resumes and profiles by functions or industry?**

Yes, on Hub, we have search filters for members. Go to the Discover tab, select Members and search by geography, students' industry interest and students' role interest. You can also access industry/function sector groups on the Hub to communicate directly with interested candidates.