

How to Request Access to UCLA Anderson MBA Students' Resume Database

Employers can request access to search for and view current MBA students' resumes through our myCareer Recruiting System through the Candidate Search feature.

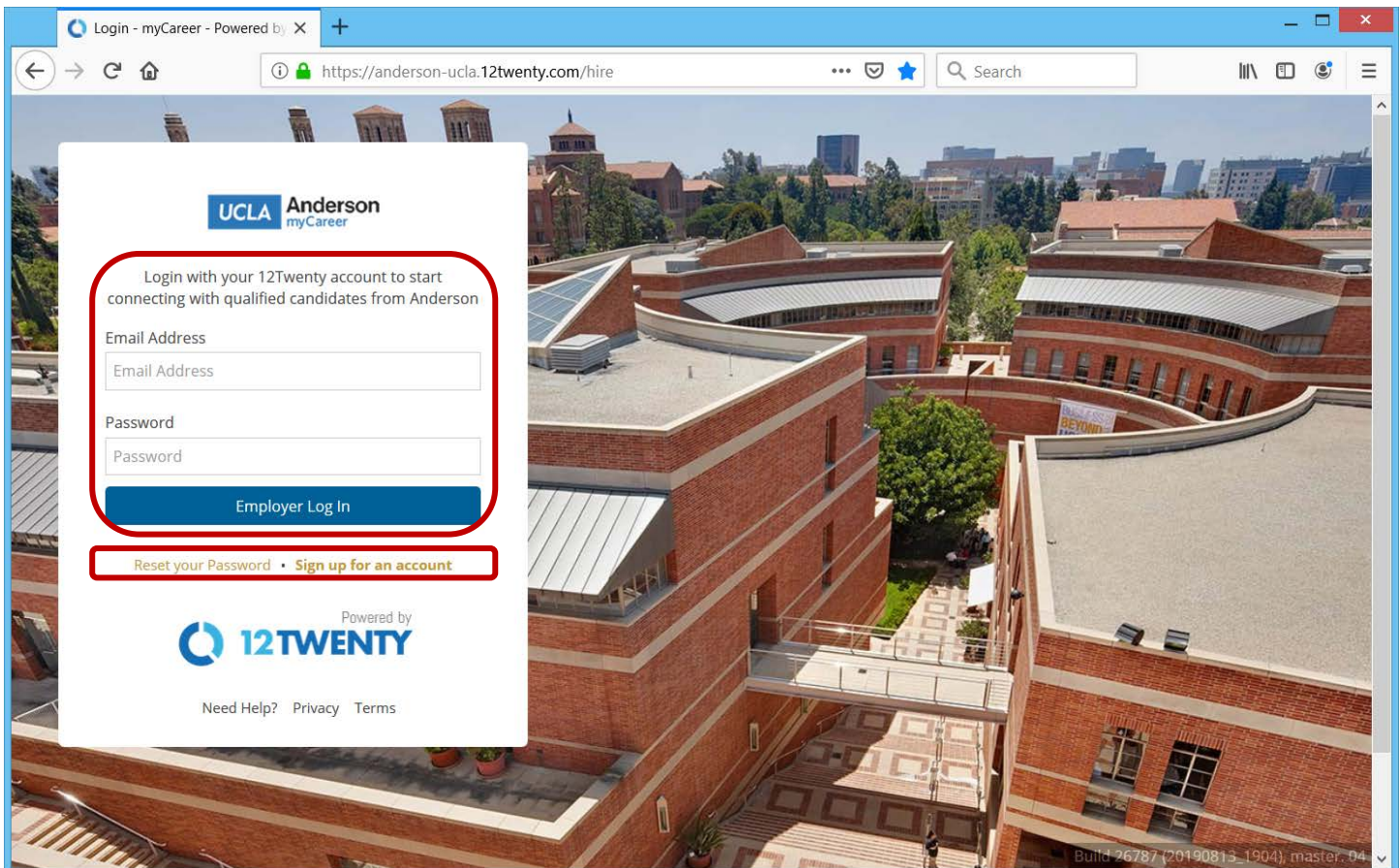
- Resumes of the current graduating class, who are completing their MBAs next June and seeking full-time employment are available starting in summer (late-August) prior to the start of their final year.
- Resumes of the current 1st year MBAs seeking a summer internship between first and second years of their program are available starting fall (late-October) of their 1st year.

In order to gain access to the resume database, you must represent an employer recruiting MBA students for MBA-level job or internship opportunities. The resume database is not available to executive search firms, job search vendors, or individuals.

1. Log in to UCLA Anderson's myCareer Recruiting System:

<https://anderson-ucla.12twenty.com/hire>

- If you already have an account with us or 12Twenty's recruiting platform, log-in using your 12Twenty username and password.
- If you do not have an account, please click on Employer Sign Up button to create your account with us.



2. Once logged in, click on **Candidate Search** on the left hand menu bar or the **Search Candidates** button at the bottom.
 - If this is the first time using this feature, you will be taken to a page to request access from Parker CMC to search for candidates to view and download their resumes.
 - When you click the **Request Access** button, Parker CMC will be notified and our team member will review your request and *approve/deny access within the next business day*.
 - If your request is approved, you will receive an email indicating that you can begin searching for candidates.

Welcome!
Our recruitment tools make it easy to connect with Anderson candidates.
Select an option below to get started.

Welcome to UCLA Anderson's myCareer Recruiting System.

In this system, you will be able to manage your recruiting process/activities for MBA, MFE, MSBA, and Alumni candidates from UCLA Anderson, including the following:

- Post **Job Listings** for your immediate hire (non-OCR) opportunities for full-time or part-time positions and internships (MBA/MBSA/MFE/ALUMNI CANDIDATES)
- Request & manage your **On-Campus Recruiting** activities including On-Campus Interviews, Resume Collections, and Company Events (CURRENT MBA CANDIDATES ONLY).
 - Link to [UCLA Anderson 2019-2020 Recruiters Guide](#) (coming soon)
 - Link to [UCLA Anderson 2019-2020 Academic and Recruiting Calendar](#)
 - Link to [UCLA Anderson FT MBA Class of 2018 Employment Report](#)
- Request access to **Candidate Search Databases**, which allows you to filter and search for current MBA classes of 2019 and 2020 students and review their resumes. Click on the **Search Candidates** button below to request access for this feature (reviewed and approved within 24 hours).
- Parker CMC will review and confirm your interview dates as they are received. If you have any questions about the above recruiting activities, please contact the Parker CMC at (310) 825-3325 or parker.cmc@anderson.ucla.edu.

If you are having any technical issues with the system, please email myCareer.support@anderson.ucla.edu.

Register for OCI
Register for On-Campus Interviews
[+ Register](#)

Post a Job
Create a Non-OCI job posting to find the ideal candidate for your position
[+ Post](#)

Search Candidates
Download resumes of qualified candidates
[Q Search](#)

Host an Event
Connect with qualified candidates, on and off campus
[+ Host](#)

Browse Candidate Collections
Access resumes and profile information of students and alumni from the 12TwentyGPS network of schools
[Q Start](#)

Request for Candidate Search Access

To access Candidate Search, you must receive approval from the myCareer (Parker CMC/ ProMBA / Alumni Career Services) at the UCLA Anderson School of Management. Would you like to submit a request for access?

For questions, please contact the UCLA Anderson School of Management myCareer (Parker CMC/ ProMBA / Alumni Career Services) at 310-825-3325 or mycareer.support@anderson.ucla.edu.

[Request Access](#)

3. You can use the various filters to narrow down the list of MBA candidates.
 - We recommend using the “Keyword Search” filter along with at least the “Program” and “MBA Graduation Year” filters
 - Resumes of the current graduating class, who are completing their MBAs next June and seeking full-time employment are available starting in summer (late-August) prior to the start of their final year.
 - Resumes of the current 1st year MBAs seeking a summer internship between first and second years of their program are available starting fall (late-October) of their 1st year.
 - You can view and/or download (PDF) individual student’s resumes by clicking on the three dots on the far right of the row.
 - You can use the check box next to the names of students along with the “Action” button on the right to download (PDF) and view multiple students’ resumes.

UCLAAnderson myCareer
SCHOOL of MANAGEMENT Recruiting & Career Management System (CMS)

Candidate Search Search by name, email or student ID

Keyword Search: Search Keywords in Resume

Job Phase: Post MBA

Program: All

MBA Graduation Year: All

Graduation Term: All

Desired Industry: All

Desired Function: All

Desired City: Enter a city name here

Work Experience: All

Industry (Pre MBA): All

Function (Pre MBA): All

Language Spoken: All

Language Written: All

Please specify your search criteria above

Displaying 81 resume(s) for 112 of 112 student(s)

| Student | Email | Resume Name | |
|---|---------------------------------------|------------------------------------|--|
| <input checked="" type="checkbox"/> Melody Akbari <small>FTMBA - Spring 2018, FTMBA - Class of 2018 - FT Employment Candidates</small> | melody.akbari.2018@anderson.ucla.edu | Akbari, Melody - Fall Resume Book | <input type="button" value="View Resume"/> <input type="button" value="Download Resume"/> |
| <input type="checkbox"/> Elad Azoulay <small>FTMBA - Spring 2018, FTMBA - Class of 2018 - FT Employment Candidates</small> | elad.azoulay.2018@anderson.ucla.edu | Resume - Elad Aug1 | |
| <input checked="" type="checkbox"/> Tanuja Ballapuram Muni <small>FTMBA - Spring 2018, FTMBA - Class of 2018 - FT Employment Candidates</small> | tanuja.muni.2018@anderson.ucla.edu | Tanuja BM - Post Internship Resume | |
| <input type="checkbox"/> Marcus Barton <small>FTMBA - Spring 2018, FTMBA - Class of 2018 - FT Employment Candidates</small> | marcus.barton.2018@anderson.ucla.edu | Marcus Barton Resume August 2017 | |
| <input type="checkbox"/> William Berman <small>FTMBA - Spring 2018, FTMBA - Class of 2018 - FT Employment Candidates</small> | william.berman.2018@anderson.ucla.edu | Will Berman - 2nd Year Resume | |

Displaying 81 resume(s) for 112 of 112 student(s)

| Student | Email | Resume Name | |
|---|--------------------------------------|------------------------------------|--|
| <input checked="" type="checkbox"/> Melody Akbari <small>FTMBA - Spring 2018, FTMBA - Class of 2018 - FT Employment Candidates</small> | melody.akbari.2018@anderson.ucla.edu | Akbari, Melody - Fall Resume Book | <input type="button" value="Download Selected Resume(s) to PDF (4)"/> <input type="button" value="Download All Resume(s) to PDF"/> <input type="button" value="Export Selected Students to Excel (4)"/> <input type="button" value="Export All Students to Excel (112)"/> |
| <input type="checkbox"/> Elad Azoulay <small>FTMBA - Spring 2018, FTMBA - Class of 2018 - FT Employment Candidates</small> | elad.azoulay.2018@anderson.ucla.edu | Resume - Elad Aug1 | |
| <input checked="" type="checkbox"/> Tanuja Ballapuram Muni <small>FTMBA - Spring 2018, FTMBA - Class of 2018 - FT Employment Candidates</small> | tanuja.muni.2018@anderson.ucla.edu | Tanuja BM - Post Internship Resume | |
| <input type="checkbox"/> Marcus Barton <small>FTMBA - Spring 2018, FTMBA - Class of 2018 - FT Employment Candidates</small> | marcus.barton.2018@anderson.ucla.edu | Marcus Barton Resume August 2017 | |