

Location and Hours

The Career Services Center is located in Lubar Hall, Room N203 at 3202 N. Maryland Avenue, Milwaukee, Wisconsin. We are open two days per week until 6 p.m. for the convenience of evening students.

Office Hours:

Monday & Tuesday: 9:00 a.m. – 6:00 p.m.
Wednesday – Friday: 9:00 a.m. – 4:30 p.m.

Mailing Address:

Sheldon B. Lubar School of Business
University of Wisconsin–Milwaukee
P.O. Box 742
Milwaukee, WI 53201-0742

Telephone: 414-229-5445

Fax: 414-229-5132

Email: careerserv@uwm.edu



Degree Programs

The Sheldon B. Lubar School of Business offers six undergraduate majors and a variety of masters and doctoral degree programs.

BBA

Accounting
Finance
Human Resources Management
Management Information Systems
Marketing
Supply Chain and Operations Management

MBA

MS in Management with concentrations in:
Accounting
Professional Accounting
Finance Analysis
Management Information Systems
Marketing
Taxation

MS.MBA

Executive MBA

PhD with specializations in:
Finance
Management Information Systems
Marketing
Organizations and Strategic Management
Production and Operations Management

PLUS:

Undergraduate:

Entrepreneurship Certificate
Certificate in International Business
Certificate in Real Estate
General Business Minor

Graduate:

Certificate in Nonprofit Management
Certificate in State and Local Taxation

Joint Degree Programs:

Bachelor of Arts degree in Global Studies/Global Management
Masters of Science Nursing/MBA
Masters in Human Resources and Labor Relations
Master of Science in Nonprofit Management and Leadership
Master of Public Administration



CAREER SERVICES CENTER

“As a student, I found the Career Services Center a tremendous resource as I explored opportunities. Now, as an employer, the Career Services Center is an exceptional resource to our organization — making it easy to match qualified students to career opportunities at Baird. I have a special appreciation for the Career Service team’s high quality, accommodating approach.”

Kimberly P. Thekan

Vice President

Human Resources Business Partner

Robert W. Baird & Co.



Sheldon B. Lubar
School of Business



Sheldon B. Lubar
School of Business

The Career Services Center at the Sheldon B. Lubar School of Business provides a variety of services to help employers meet their recruitment needs – from placement of entry-level interns to experienced professionals.



Job Postings

Postings may be used for internships, full-time positions, and alumni opportunities. Companies can use PantherJOBS, a web-based system, to recruit off campus by posting employment opportunities and receiving resumes from interested candidates. Employers are then able to select individuals to interview at their corporate offices.

Details regarding positions may be sent via email or fax to the Career Services Center throughout the year for posting on our Jobs Board. It is recommended to include the following with each posting: position title, job description, qualifications, location, hours, salary (especially for internship positions), application procedures, and deadlines.

Resume Referrals

The Career Services Center maintains an active file of resumes from business students and alumni who are interested in internships or full-time positions. Resumes are forwarded to employers by matching the qualifications and interests of the students with the position requirements of the employer. To request resumes, contact the Career Services Center with a job description that includes qualifications for the position.

Interviewing On Campus

Employers can schedule on-campus interviews with students seeking internships and those preparing for job placement upon graduation. Campus interviews are administered using PantherJOBS, which allows for pre-screening of candidates prior to scheduling interviews. This system also gives employers the option to establish an open sign up procedure for their campus interviews.

The major time periods for on-campus interviewing are October – November and February – April but other times can be arranged for your convenience. To schedule an interview date, call or email the Career Services Center.

Career Fairs/Recruiting Events

The Lubar School of Business hosts an annual Business Career Fair in February which offers employers the opportunity to meet with students and identify individuals for possible future employment. University-wide Career Fairs are also held each fall and spring semester.

In addition to the Career Fair, the Career Services Center holds an Accounting Career Forum each semester for students in Intermediate Accounting as well as the annual Accounting Night in September, giving accounting students the opportunity to meet with prospective employers prior to campus interviews.

Alumni Placement Service

Employers seeking experienced professionals can post positions through our Alumni Placement Service at no charge. This service alerts graduates from the Lubar School of Business to new employment opportunities through a bi-weekly newsletter and access to electronic job postings. Openings for experienced professionals can be sent via email or fax to the Career Services Center.

Increasing Visibility on Campus

- Student organizations welcome guest speakers and are interested in organizing tours to area companies. A list of business student organizations with contact information is posted on the Lubar School of Business website at www.uwm.edu/business.
- On an annual basis the Career Services Center co-sponsors an Etiquette Dinner that enables students to develop interpersonal skills while dining with area employers.
- Each semester, mock interviews are available to assist students in the preparation for campus interviews. Employers are invited to conduct the interviews and provide feedback to the students.
- An Employer Panel is assembled each semester for students to ask questions on how to succeed at a career fair.

If you are interested in participating in these events, please call or email our office.



The annual Career Fair connects employers with qualified, eager students ready to enter the work force.