



Top Companies List

This list will be an essential part of your relationship management and career search plan. As your business education and experience evolve, your understanding of what you want to do will get clearer. Revisit this list once a quarter to keep your internship/job search on target.

Make your List:

Step 1: Create a list in Excel (or other spreadsheet or table) of at least 20-30 companies of interest to you.

Where can you find company names?

- Employer Directory in Handshake - uoregon.joinhandshake.com
- Chambers of Commerce and Economic Development Corporations in targeted locations
- Professional Associations / Professional Publications / Referrals from Faculty & Staff / Friends & Family
- Databases: LinkedIn (“People also viewed”), Mergent Online, PitchBook (through UO Library)
- Job Postings: Handshake, Indeed Jobs, LinkedIn, Glassdoor, Career Builder

Step 2: Select 10 for which you will create a more complete profile:

1. Name of company/organization
2. The focus of the company/organization (mission, vision, values, and initiatives, etc.)
3. The reason(s) you select this particular company/organization
4. List your skills, experience, knowledge, etc. that you can offer at this company
5. Develop 3 curiosity questions from your research. Curiosity questions focus on things you are excited about that are also relevant to the company. Curiosity questions help support communication activities you will have with these companies, such as informational interviews, job or internship interviews, etc.

Prioritize your List:

Try using the LAMP method as outlined in [The 2-Hour Job Search](#), or any other method that works for you, to create and sort your list. Companies you’re connected to, are motivated to work for, and are hiring should be at the top of your list!

- L—**List** out the company names.
- A—Are there **alumni** that work there? Mark Yes or No using a quick LinkedIn search.
- M—Rate your **motivation** to work there on a scale of 1-5.
- P—Do they have job **postings**? Mark Yes or No using an Indeed.com search. This is a quick indicator if they are hiring or not.

Activate your List:

- Follow your top companies on Handshake and LinkedIn and sign up for industry newsletters.
- Ask for informational interviews from people who work at these companies. See our [informational interview](#) page for how to conduct informational interviews.
- Reflect on what you’ve learned from the informational interviews:
 - How does this change or reinforce your career aspirations?
 - What courses can you take to further explore and/or make you a stronger candidate?
 - What activities can you get involved in that will allow you to build your experience?
 - How can you adjust your personal branding materials to better align with your target companies?
- Revise your Top Company List as you learn more about yourself and companies of interest.