



University of
Pittsburgh

Professional Development Office
School of Law

2022-2023

GUIDE FOR EMPLOYERS

PROFESSIONAL DEVELOPMENT OFFICE

Barco Law Building | Second Floor
3900 Forbes Avenue | Pittsburgh, PA 15260
412-648-1411 | pdo@pitt.edu



**Registration is open for
Fall 2022 Recruitment.**

Interviews begin August 1, 2022.



FALL 2022

Week 1

August 1-5

Week 2

August 8-12

Week 3

August 15-19

Week 4

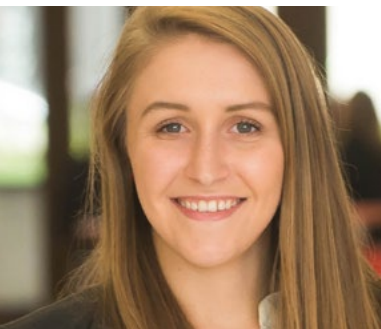
August 22-26

Week 5

August 29-September 2

The following dates are NOT available: Sept. 5, 26, and Oct. 5.

Employers with offices in downtown Pittsburgh may conduct first round interviews at their local offices during Weeks 1-4, a member of the PDO can be onsite to help facilitate the process; remote/virtual interviews or on-campus interviews are always available.



During Weeks 1-4, Employers with offices in downtown Pittsburgh may elect to conduct screening interviews at their offices. A member of the Professional Development Office will be on-site to help facilitate the process. For employers outside of the Pittsburgh area or who prefer to conduct interviews virtually, we can facilitate virtual interviews. We can accommodate multiple simultaneous interview schedules, if requested. If your organization would prefer to use its own platform for virtual OCI, please let us know when you register and we can coordinate that with you as well. Our office will use the FloRecruit platform to facilitate virtual interviews. No additional software will be needed when utilizing the FloRecruit platform.



A man in a dark suit, white shirt, and red striped tie stands in a lecture hall, gesturing with his right hand. He is addressing a group of students seated at desks in the background. The room has wood-paneled walls and modern lighting.

IMPORTANT INFO

- There is no cost to conduct OCI at Pitt Law (or to do a Resume Collect, post a job, or conduct an event).

- Employers select the candidates they wish to interview.

- Employers determine their preferred schedule format (start time, interview length, number of rooms and number of candidates).

To sign up for, or to sign into your account, please click [here](#).

For questions, please contact the Professional Development Office at pdo@pitt.edu or **(412) 641-1411**.

OCI will be managed through Pitt Law's online portal: [PittLawWorks](#). Find your intern, summer clerk, or experienced practitioner by advertising at Pitt Law. You may register on [PittLawWorks](#) for OCI.

Alternatively, you may register by completing this brief survey:

[COMPLETE SURVEY](#) <<



Employer Programming and Engagement

The PDO welcomes you and/or your organization to engage with our students. We are available to collaborate and facilitate virtual or in-person engagement opportunities with our students and alumni. In doing so, you can build relationships with students and educate them about your organization, practices, and innovation. Events include information sessions, employer led presentations/workshops, small group chats, panel presentations and more.





CONTACT US

If you or your organization are interested in partnering with Pitt Law to meet your recruitment and engagement needs, please do not hesitate to reach out to our office at pdo@pitt.edu or any of the members of our team listed below.

Jamey Mentzer

*Director, JD Advantage,
Corporate, and Emerging Careers*

Sarah Weissman

*Director, Employer Recruitment
& Private Sector Careers*

Megan Lovett

*Assistant Director, Public Interest
& Pro Bono Initiatives*

For broader institutional collaborations and partnerships from Continuing Legal Education (CLE), symposia, conferences, to financial gifts, please connect with **Lori McMaster**, Executive Director, External Relations and **Ben Ginsberg**, Director of Development.



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