

CAREER GUIDE COMPANY RESEARCH WORKSHEET

Name of Company: _____

1 . Company web address _____

2 . Company annual sales = \$ _____

3 . Number of employees = _____

4 . Chief Executive Officer (CEO) name? _____

5 . Location of headquarters (city, state, country)? _____

6 . Give the name and contact information of the person to whom you would send your cover letter and resume if you were applying for an employment opportunity?

7 . Is the contact person a business school alum? Yes No

8 . Is this company publicly traded and if so which exchange and how listed?

i . Most recent Stock price closing = \$ _____/share (Date: _____)

ii . 52-Week High = \$ _____/share; Low = \$ _____/share

iii . P/E Ratio = _____

9 . Recent headlines about this company and your source?

10 . List two questions you would ask this company based on what you saw in the news?

11 . List two products and/or services this company provides?

12 . List three top competitors of this company?

13 . Make a list of a few potential questions you would ask at these companies .

14 . What is the company's ranking in the industry? _____