

poly↔interview

Individual Recruiting at ETH Zurich



Registration Dossier 2010

# Polyinterview 2010

### General Information

ETH juniors  
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in collaboration with

**Forum&Contact**



<b>What</b>	The Polyinterview offers you a unique chance to conduct job interviews with students, graduates or Ph.D. students of ETH Zurich, University of Zurich and University of St. Gallen in a single day.
<b>When</b>	Saturday, October 30th 2010, 8.00 am to 6.00 pm (registration deadline is October 8th 2010).
<b>Where</b>	Hotel Mövenpick Zürich-Airport Walter Mittelholzstrasse 8 CH-8152, Glattbrugg
<b>How</b>	Online registration on <a href="http://www.policareer.ch">www.policareer.ch</a>

[www.policareer.ch](http://www.policareer.ch) is the recruiting platform of ETH Zürich, which is operated by ETH juniors and Forum&Contact.

### Polyinterview

The Polyinterview offers your company the opportunity to efficiently conduct numerous job interviews with students during one single day.

On the Polycareer platform you will have more than 500 CVs at your disposal, of students in higher semesters, graduates and Ph.D. students of ETH Zurich, the University of Zurich and the University of St. Gallen.

You have the opportunity to offer job interviews to students whose profiles correspond to your requirements.

The students have access to the companies' online profiles and can apply for an interview with your company. Also, you have the possibility to approach candidates for an interview yourself. As soon as both parties have agreed, the interview is arranged.

The Polyinterview stands for recruiting with minimal organisational effort, since the platform and the infrastructure is fully provided by ETH juniors. It gives you the opportunity to conduct interesting job interviews and also raises your company's profile among students.

This year, the Polyinterview will be held in the inimitable ambience of the Hotel Mövenpick, near Zurich Airport.

On page 5, you will find a brief review and some feedback from the Polyinterview 2009.

### Interview-room

The interviews take place in rooms that are specially furnished to be conducive to winbringing conversations.

The congenial atmosphere provides an ideal interview environment.

Feel free to bring your own material, such as posters, to individually design the interior of the rooms. Please only use adhesives provided by ETH juniors.

Eight 45-minute interviews can be conducted per room. If you wish to conduct more than eight interviews, you may reserve additional rooms.

We provide three categories of Interview rooms, as further described:

### Configuration (all categories)

Internet access is available in all interview rooms through the internal W-LAN of the hotel (free of charge). Each room is equipped with a toilet.

### Category I

Bright meeting room, professionally equipped for an optimal interview atmosphere. All rooms of this category are situated on the floors 1-4.



### Category II

Exclusively furnished room with comfortable chairs and a cocktail table. They are all located on the 10th floor.

If you book a room of this category until August 14th 2010, your corporate symbol will be placed on our eventflyers.



### Category III

High quality conference room, equipped with TV, flipchart and coffee machine. Only limited rooms are available of this category, they are all situated on the ground floor.

If you book a room of this category until August 14th 2010, your corporate symbol will be placed on our eventflyers.



### Mini-stands

We offer the opportunity to set up a limited number of „mini-stands“ again. These allow you to converse with all of the students and may be used to display advertising material. Mini-stands can only be obtained in combination with an interview Room. Dimension: approx. 2.5 m x 2.0 m



**Catering** The following catering service is included in the price:

Refreshments and snacks are available for free at the hotel bar throughout the day. Additionally, every interview room is provided with sparkling water and orange juice. Coffee & fruit will be served separately on each floor.

For lunch we serve a broad variety of culinary highlights prepared by the hotel cooks and served as a buffet in the dining room.

Individual requests beyond the above listed services will be charged separately after the event. The room service will be happy to fulfill any additional needs.

**Evening aperitif** To conclude the Polyinterview 2010 you are cordially invited to join a wonderful evening aperitif at the hotel bar from 5:00 p.m. to 6:00 p.m.

**Supporting-program** Prior to the Polyinterview, we offer you several opportunities to grow the students' interest in your company by organising diverse events at ETH Zurich.

### Workshop

Conduct a workshop with ETH juniors to give students an insight into your professional reality, as you work through practical issues from your industry.

Whether you wish to target students from specific fields of study or are generally looking to raise attention for your company - a workshop is a perfect way of achieving both.

### Presentation

During a company presentation you can reach a larger number of students from a diverse range of studies.

Inform students about your industry sector, your activities and about job and career opportunities with your company.

Registration deadline for Workshops and Presentations is on August 14th.

<b>Participation-fee</b>	Registration fee	CHF 750.-
	Interview room cat. I	CHF 950.-
	Interview room cat. II	CHF 2200.-
	Interview room cat. III	CHF 3000.-
	Price per interview	CHF 200.-
	Mini-Stand (not sold separately)	CHF 1000.-

### Supporting

<b>Program fees</b>	Presentation at ETHZ	CHF 1500.-
	Workshop at ETHZ	CHF 2000.-
	Aperitif for up to 30 people following workshop or presentation	included
	Aperitif from 30 people	at cost
	Individual Recruiting Events	on request

### Timeline

Registration deadline companies	08.10.10
Registration deadline students	11.10.10
Selection start companies	15.02.10
Selection start students	01.09.10
Selection end companies	15.10.10
Selection end students	13.10.10
Dispatch of interview agenda	25.10.10
Polyinterview	30.10.10

## Review

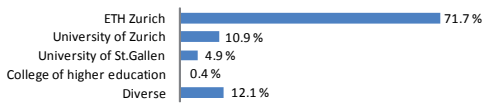
### Briefly

Despite the economic recession, Polyinterview 2009 was a success.

The number of participating companies decreased to 50, but the quality steadily improved.

With the experience gained from almost 480 interviews with 700 students and 50 companies, ETH juniors is on the best way to organising a even more successful Polyinterview 2010 for you.

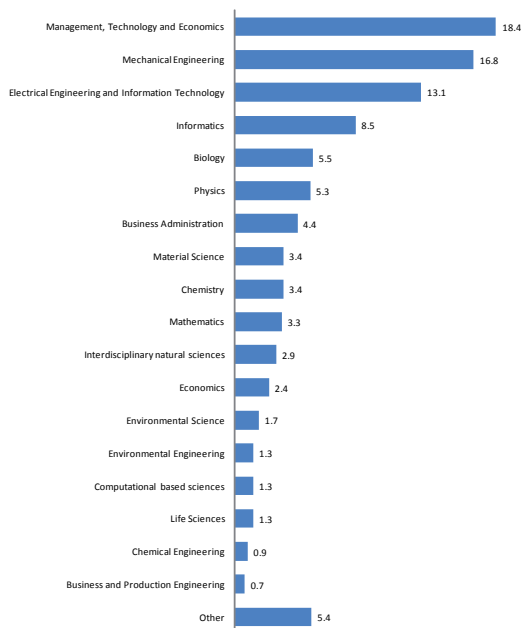
### Participating students' universities



### ETH Zürich

ETH Zurich is one of the leading international universities for technology and natural sciences. It regularly appears at the top of international rankings and counts to the best universities in the world.

The graph below illustrates the origin of the participating students of Polyinterview 2009.



## Feedback

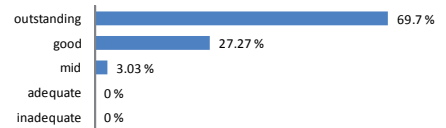
### Company feedback

„Was absolutely great once more!! :-)“

„We booked a larger room than last year. It was perfect!“

„This was my third time at Polyinterview and those were the BEST candidates I found by far..I am completely satisfied!“

### Company satisfaction



### Student feedback

„...was good to get the opportunity to speak to companies specifically.“

„Great - Thanks to the Polyinterview I found a job that suits me perfectly. Couldn't have gone better!“

„My compliment, really well done.“

### Student satisfaction



### Impressions Polyinterview 2009



## 1. Location, duration and opening hours

<b>Location</b>	Hotel Mövenpick, Zürich Airport Walter Mittelholzstrasse 8 CH-8152 Glattbrugg
<b>Date/Duration</b>	30.10.2010, 08.00am - 06.00pm

## 2. Organiser

ETH juniors, Rämistrasse 101, ETH-Zentrum, CH-8092 Zurich  
polyinterview@juniors.ethz.ch, www.juniors.ethz.ch

## 3. Contractual basis

Contractual basis for the participation at this recruiting event Polyinterview 2010 are the conditions of participation to Polyinterview 2010 and the organisational, technical and other stipulations that the participating company (below named participant) will receive with the confirmation of its registration before the beginning of the event.

## 4. Registration, conclusion of the contract

Registration occurs exclusively online on the platform [www.recruiting.ch](http://www.recruiting.ch). After the application for a login and the activation of the participation at Polyinterview, the conditions of participation are considered as engagingly accepted by the participant. The lease contract between the participant and the organiser is concluded with the confirmation of registration in written form from the organiser. If the content of the registration confirmation is different of the content of the registration, the contract is concluded according to the registration confirmation, unless the participant contradicts in written form before two weeks.

## 5. Admission

Admitted to participate are companies that would like to meet students, graduates and Ph.D. students from the ETH Zurich for the purpose of a possible employment in the own company, in the context of interviews planned before the event. The organiser decides about the admission of a participant.

## 6. Space allocation/Time-tables

The space allocation and the preparation of time-tables are effected by the organiser.

## 7. Additional participants

The admission of one or many additional participants is only authorized with the approval of the organiser in written form.

## 8. Prices

The available prices (in CHF) are listed in the inscription dossier and are binding. There is no pretension to a determined location or to determined interview hours. The price of participation includes the right of conducting interviews on the appropriate room and the catering of company's representatives. Damages occurred during the time of participation are at the expense of the participant and will be count in the invoice. All prices are excl. legal VAT.

## 9. Conditions of payment

Invoices made out by the organiser have to be paid without deductions at the appointed time. All payments have to contain the invoice number, to be exempted from charges and in CHF. The invoice for the Registration fee will be sent with the confirmation of participation. Remaining costs will be invoiced after the closing date of Polyinterview, depending on the number of conducted interviews.

## 10. Rescission of registration

A rescission until 7 days before the end of registration deadline is charged with a processing fee of CHF 500.-. For a rescission less than 7 days before the end of registration deadline the participation fee of CHF 750.- as well as the the costs of the booked interview rooms are charged. For a rescission after the specified registration date the whole participation fee is charged.

By rescission after the end of registration, the participant forbears from preventing the publication of his information or from stopping works that are already in production at the time of rescission, like printed papers that contains information about the participant or that make mention of him, whatever the form is.

## 11. Revocation of the admission

The organiser is authorized to revoke the admission in the following cases:

- The participant hasn't paid the participation fee at the appointed day and he lets elapse in vain an additional respite from the organiser.
- The conditions for the admission of the registered participant are not fulfilled anymore or the organiser knows retrospectively reasons, that would legitimate a non-admission, if they would have been known early enough.
- The participant stops payment, reorganisation/ bankruptcy proceedings are filed on its assets or the company is in liquidation.

## 12. Responsibility, insurance, safety

The organiser is liable for demonstrable damages happening during the event at the event's place to the participant or its commissaries till an amount of maximal CHF 5.000, when he or one of his assistants is guilty. The definition afore mentioned is not available in cases of a deliberate act or a culpable negligence. For damages due to failures of facilities, breakdowns or others perturbing incidences, the organiser is only liable in cases of a deliberate act or a culpable negligence. The organiser is not liable for damages, thievery or other loss of companies' material or effects and their consequential damages. The participant is liable to the organiser according to the law. In principle the participant has to make sure on his own he has a sufficient insurance coverage.

## 13. Changes, force majeure

The organiser reserves the right to cancel the event, to postpone or to displace it, to change its duration or – if the space organisation, the official directives or other compellable circumstances necessitate it in the organiser's view- to reallocate the space placed at disposal of the participant, to change or to reduce it. It doesn't give to the participant the right to withdraw from the contract. If the organiser cannot carry into execution the event because of force majeure or political events, he has to inform immediately the participants. In principle the pretension on the participation fee is inapplicable, however the organiser can count in the invoice the works commissioned by the participant at the amount of the present expenditures, as far as the result of works still represent an interest for the participant. If the participant is in the situation to carry the event into execution at a later date, he has to inform immediately the participants. The participants are authorized to cancel their participation to the postponed event inside of one week after the communication. In this case they have pretension to the payback respectively to the cancellation of the participation fee. If the organiser has to shorten or to cancel an event already started because of force majeure or political events, the participant has no pretension to the payback respectively to the cancellation of the participation fee.

## 14. Advertisement, taking pictures, surveys

All kinds of advertisement is authorized only inside the space at the participant's disposal for the own company. Use of appliances and facilities that increase optically or acoustically the effect of advertisement require the organiser's approval in written form. Advertisement of political nature is not allowed. The organiser is authorized to make pictures, drawings or film recordings and to use them for advertisement or for the press without any arguments from the participant against it for any reason. It is also available for recordings that press or television could directly make with the organiser's approval. Further the organiser is free to use the participant's company name and logo for reference purposes. Surveys by the participant are only allowed on his own stand.

## 15. Exhibitor's claims, written form, place of fulfilment, place of jurisdiction

Every claim from the participant against the organiser has to be asserted in written form. The statutory period of limitation starts the day of the event. Agreements that deviate from those conditions or from the completing provisions requires to be written. Swiss law is exclusive authoritative. Place of fulfilment and place of jurisdiction are Zurich. However the organiser reserves the right to assert his claims by the court of the place where the participant has his domicile.

## 16. Language of this document

The conditions for the participation at the Polyinterview are fixed in German. In case of conflict with a translation, the German version prevails.