



FROM

INSPIRATION

TO

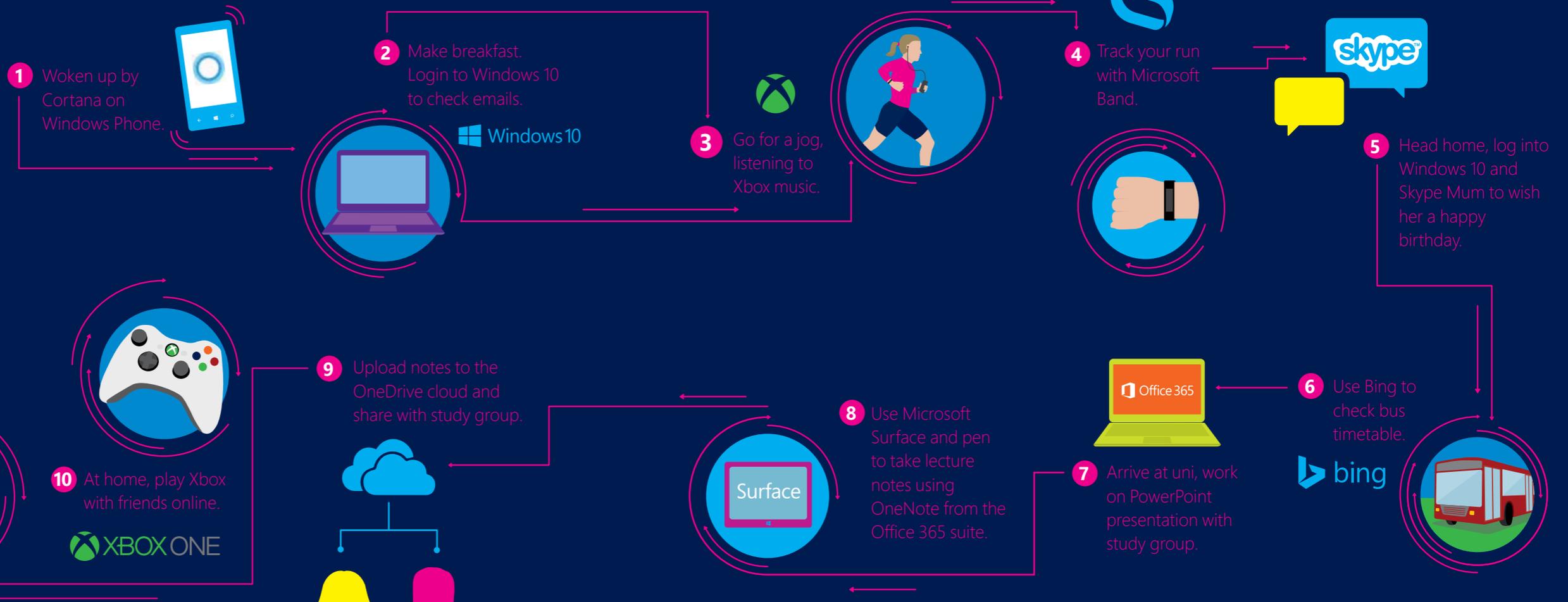
REALITY

BUILD ON

OUR PRODUCTS: HELPING PEOPLE GET STUFF DONE

"We help people get stuff done. Stuff like term papers, recipes and budgets. Stuff like chatting with friends and family across the world. Stuff like painting, writing poetry and expressing ideas. Stuff like running a Formula 1 racing team or keeping an entire city running."

**Satya Nadella,
Microsoft CEO**



FROM STUDENT LIFE TO MICROSOFT

At Microsoft we hire all sorts of people. Of course we want those who can create ideas and build technology, but equally as important we also embrace those who can sell and market the finished products to individuals and organisations across the world. We look for people who can listen, understand the needs of others and ensure that they get the very best out of all that we are offering. We hire across all areas of our business, so whatever you've studied it doesn't matter, there's a role for everyone. Put simply, you don't just have to be a computer scientist to work at Microsoft!

We have a fantastic culture and work ethos, where you can achieve real meaning from your work that suits your personal philosophy. We enable you to develop and, if you join us, you'll become exposed to our fantastic, inclusive, global culture and way of working. On top of this, you'll also gain insight into our new launches and initiatives while quickly becoming a dedicated fan of our exciting products and services.

We offer two types of career opportunities across Central and Eastern Europe – graduates and interns.

These pathways are for students and recent graduates who have studied any subject and include a range of different job roles in areas such as marketing, sales, services and IT. In addition to the CEE opportunities there are also opportunities to apply for similar pathways in other countries across the world. We operate in over 190 countries so what we do in the CEE is also replicated across the globe. And for those who are pure computer scientists and developers there is a separate route offering specialist software engineering opportunities for both interns and graduates on a global level.



INTERNS

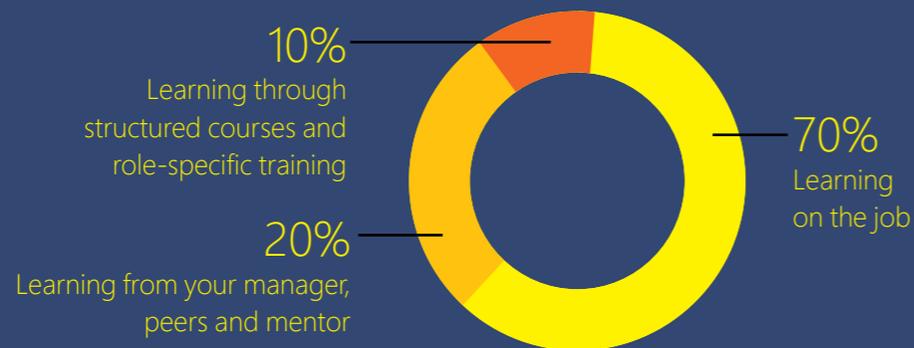
We have a number of internship opportunities across most of the countries in Central and Eastern Europe ranging from three or six months up to one year, which could be both part-time or full-time and are paid. Our intern program covers a range of job roles, and is designed for final year students and in selected countries also for recent graduates.

This isn't your average tea-making, hand-holding internship. You will come into a real job role and belong to an established team, receive an induction as well as on the job coaching. We'll put you on real projects from the start, developing your natural talents and providing

you with insights that will change the way you look at everything from smartphones to search engines and beyond.

Our intern program provides you with an opportunity to experience the technological industry first-hand. By applying your education to a real-life working environment, you will receive a solid foundation of experience as a Microsoft intern. Through project-based work across key business initiatives, as well as hands-on experience you will be exposed to many aspects of the business and draw upon your varied skill set and build a professional network.

Whichever stream you're in, we'll help you make the most of your talents with training broken down like this:



"Working at Microsoft has been one of the greatest experiences of my life. Being part of the Czech Finance Team not only helped me to develop a variety of skills and meet a lot of interesting people, but the atmosphere at the workplace has kept me motivated both at work and in my studies."

Michal
Finance intern

INTERN STREAMS

Discover the many different ways you could fit in to our team, whatever your degree or career plans. Our internship falls into two distinct buckets of talent: Business and Technical.

BUSINESS

Marketing

Our world-class products require world-class marketing strategies. With over 30 marketing intern opportunities each year across our Eastern European business, you've got every chance to help us capture the imagination of our customers.

Business Operations

Want to put your business degree to the test? Join us in a business operations role and develop an extensive range of skills including process improvement, business change management and customer and sales excellence.

Data Analyst

If you've got a head for numbers and enjoy making sense of seemingly complicated data, this is the role for you. As a data analyst, you'll help us understand and develop strategy from data across every area of our business.

"Before I started, I hadn't expected Microsoft's Internship to be one of the greatest experiences in my life so far. During my three month program with three different projects, I found everything that reflects not only my personal interests but also values which I appreciate in the work environment – flexibility and real responsibility alongside highly ambitious, inspiring and creative people. #WeAreMakers"

Weronika

Sales and Marketing intern



Public Relations and Internal Communications

If you're a wordsmith and a stickler for good grammar, we could use you in our PR and internal communications teams. You could work on anything from copy for a new product launch to a newsletter for Microsoft staff.

Sales

Our sales teams are the lifeblood of Microsoft. They know how our products help our customers and ensure we keep our competitive advantage. Join them and learn the ins and outs of selling products to the world's biggest companies.

Finance

Want to gain insight into how the world's largest technology company runs its hugely complex finance organisation? Join us as a finance analyst and we'll give you everything you need.

TECHNICAL

Technical Support and Field Engineering

By focusing on the technical side of things, you'll get a first-hand look at our revolutionary business solutions, see new products come to market and introduce cutting-edge technology solutions to our customers. We have some of the world's biggest companies as clients. If you like the idea of developing technical solutions to help them overcome their business problems, this is the role for you.

Technical Programme Management

You will play a key role on the programme management team and collaborate closely with the developer and test leads in Eastern Europe to design, develop and test features for Bing.

Technical Evangelist

As developer technical evangelist intern you'll help us earn the hearts and minds of developers and technical students. You will use your technical skills, passion for technology and excellent communication skills to reach and excite developers (professional and students) at scale helping them to be successful on the Microsoft platform.

"I enjoy helping colleagues and am as invested in their success as my own. The days fly by because I am engaged with my work and enjoy what I am doing."

Margaryta

Technical intern



GRADUATES

Life for a graduate at Microsoft is about understanding where you fit in and making the most of the opportunity, helping yourself and others to succeed and build on that success at an exciting time for both Microsoft and the digital world at large. **We hire graduates studying any degree discipline**, enabling anyone to build on their curiosity and inspiration.

"I love that I work with very smart, energetic and interesting people. I learn how to complete a lot of tasks in a very short time and have the opportunity to help customers by telling them about new solutions, new technologies, licensing and ways to increase their effectiveness."

Ksenia
Inside Sales Team

Graduates learn how Microsoft works and build skills to help them deliver results and work effectively with others. We want personable, responsible individuals who embrace connecting with people, respect listening to others and enjoy sharing new ideas.

Our graduates are placed into real job roles from day one. Alongside this, they are enrolled into the Microsoft Academy, which provides three international training weeks during their first 18 to 24 months. These bring together a community of thousands of graduates from over 60 countries, enabling them to build a global network of contacts and to gain exposure to real Microsoft business activities. Internally, our graduates are fondly referred to as MACHs, which stands for Microsoft Academy of College Hires, a term you're likely to hear a lot on our campus.

"Our people work alongside one another, for one another to achieve the best possible outcomes."

Every graduate is part of the same community and receives similar training. The only thing you need to decide is which one of the three streams you wish to apply to.

Sales

It's no use having world-class products and services if no one knows about them. That's why we need world-class sales teams to make sure our customers understand what our technology is and how it can help them. As a graduate in our sales stream, you'll be part of a division that puts the customer at the centre, always listening to them. Our sales division comes up with customer-focused sales strategies, builds solid client relationships and ensures people realise the many ways in which our products and services can make their lives better. Selling anything is a challenge. But when you're selling technology that people can believe in – that you can believe in – it changes everything.

Marketing

Continuing integration of technology and marketing has created a huge opportunity for marketers to connect with our customers in new ways. We are looking for agile and innovative thinkers to keep us at the forefront of technology. If you are an avid marketer and passionate about telling the Microsoft story, and the way our products enable people and businesses realize their full potential then we will enable you become a world class expert.

Technical

Your expertise and advice can help our customers. By focusing on the technical side of things, you'll get a first-hand look at our revolutionary business solutions and a say in how we make good products and services even better. Taking on a technical consulting role, you'll get to grips with the world's most advanced technologies, see new products come to market and introduce cutting-edge technology solutions to our customers. We have some of the world's biggest companies as clients. If you like the idea of developing technical solutions to help them overcome their business problems, this is the place for you.

Key Criteria:

- Fluent in English and local language
- Recently completed Bachelor or Master degree
- Passionate about technology



TRAINING & BENEFITS

Microsoft provides a great opportunity for those who love exploring and discovering what is available to them.

We encourage you to make things happen for yourself and to seek out the right people to help you on your journey. Embrace a mindset that enables you to enjoy navigating your way in a large organisation, learning, growing, enhancing your skills and widening your interests. Microsoft is full of positive and energetic people who collaborate with one another to build on their successes and achieve a common goal. By learning from and working with these individuals, you can make an impact in no time.

We look for motivated, enthusiastic people who will embrace their job role and learn while they work. Our people love to actively seek feedback on their performance and appreciate being measured by how much they learn as well as growing as a result of that guidance.

All of our people work hard to achieve their goals and we want them to enjoy themselves while they do it, which is why we will invest in your health and financial future, and encourage you to pursue your interests and passions away from the office. Our products and technologies help you balance life away from the office and enable you to manage your schedule efficiently.

"As a Support Engineer within the MACH Program I have developed in multiple ways. I gained technical knowledge, thanks to access to cutting edge technology for testing and debugging purposes, and developed customer management knowledge through providing solutions to complex scenarios. I developed myself mostly "on the job", therefore I feel rewarded because I've built my confidence and I have had the opportunity to work with talented and devoted people."

Georgiana
Technical Support Engineer

DIVERSITY

Diversity and inclusion isn't just a business necessity. It's the fabric of everything we do and everything we are. That's why we employ people from over 135 countries and regions. It's why we actively encourage all people, regardless of gender, disability, race, religion, age or sexual orientation to join our team.

At Microsoft we understand that, in order to serve everyone on the planet, we need to represent everyone on the planet. The world is a diverse place and we want to tap into the collective power of everyone at Microsoft. We work as a team to learn from the outside and bring that knowledge into Microsoft. We learn about our customers, in order to deliver solutions that meet their needs. We seek out differences and invite them in so that we can generate better ideas and better products.

It's our ability to work together that makes our dreams believable and, ultimately, achievable. A diverse and inclusive workforce makes change possible and pushes innovation forward. Bringing unique, powerful perspectives together allows differences to shine and similarities to emerge. This helps us better understand and meet the needs of our diverse customers around the world.

+55K

The number of women currently at Microsoft worldwide



"The collaborative energy that is created when talented people from different backgrounds come together to focus on innovation has helped fuel Microsoft's success for more than 30 years. As we bring our innovations into more and more markets around the world, and as we strive to bridge the digital divide so that people at all levels of society can benefit from the opportunities of the global knowledge economy, we recognize that it's more important than ever to honour diversity, both inside Microsoft and in the communities where we live and work."

Bill Gates, Microsoft Founder and Technology Advisor

OTHER OPPORTUNITIES

Engineering

We have engineering opportunities at our offices across the world in the USA, London, Romania, Finland and Japan as well as in our worldwide Development Centres in Ireland, Norway, Denmark, Israel and China. We are looking for:

- Software Engineers
- Developers
- Program Managers
- Design Professionals

Benefits include:

Working at the forefront of technology, building and creating exciting, world changing products and services

On the job learning, mentoring, community activities and networking opportunities

International reach

Hugely attractive salary and benefits package

Internship and Graduate opportunities available worldwide

For further info visit:
microsoft.com/university

HOW TO APPLY

Whoever you are, whatever you're studying – you could make it at Microsoft. Our people come from all walks of life, but all have similar qualities. They're passionate about our industry, full of energy to perform, curious and eager to learn.

Monitor our careers site microsoft.com/careers for the latest role openings and make sure you follow us on Facebook for the latest updates:

**Facebook.com/
MicrosoftCareersCEE**



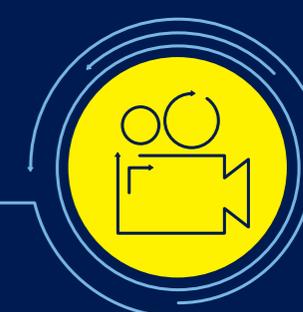
Online application

Apply at aka.ms/microsoftunijobs and tell us about yourself and what you can bring to Microsoft.



Online test

Take a read through some real business scenarios and tell us how you are likely to respond.



Video interview

Record yourself answering some questions from us and, if you're successful, we'll follow up with a Skype connection.

We have similar roles in other countries across the world, from Australia to Asia, the Middle East to Latin America, as well as the rest of Europe. Visit our international student careers website to discover more microsoft.com/university



Offer...

Congratulations! You're in!



Assessment centre

You'll get the opportunity to gain real insight into our culture and values – spending a day on site, meeting our managers and taking part in a variety of assessed activities.

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