bConnected
powered by Google

CDO: Interviewing/Bidding on Multiple Offices in EIW

tgalligan@law.berkeley.edu <tgalligan@law.berkeley.edu> Fri, Jun 21, 2019 at 10:40 AM

Many large law firms have offices in several different locations. This email addresses whether, and if so how, to bid on (and/or interview with) more than one office location of the same law firm.

Interviewing With Multiple Offices of the Same Law Firm

Ultimately hiring decisions are typically made at the individual firm office level and they are generally looking to filter out candidates that they do not think will stay to meet the business needs of that office for at least the medium term (several years) after graduating. So, if you applied to offices of the same firm in very different geographic regions -- *which they will know because their recruiting systems are integrated across offices* -- they may wonder about your level of commitment to a particular office location.

NOTE: Silicon Valley and San Francisco would **NOT** be considered different regions and the same is true of LA and Orange County.

The conservative advice, therefore, would be not to apply to the same firm in different regions. An exception would be if there was something unique about the firm that would be true in different office locations (e.g. a particular practice area) and that would take precedence over your chosen area in which to live. Another exception would be firms with 1500+ lawyers in the U.S. (of which there are probably fewer than 5) that also have large summer programs in each of the different offices in which you are interested.

Bidding on Multiple Offices

If you do decide to pursue multiple offices in different geographic areas -- or if you are interested in multiple offices in the same area (e.g., Silicon Valley and SF, or LA plus Century City and Orange County), -- here is some information about how to bid on them:

Some EIW multi-office firms have individual interview schedules for each office location (or for subsets of locations), while others are interviewing for all of their locations on a single schedule. If the latter, you would simply submit a bid on that schedule. You would then express your location preferences in the following ways: 1) by adding your location preferences at the very top right corner of your resume; 2) by letting the interviewer know your preference at the time of your interview. during the interview; and 3) adding your location/office preference in your cover letter (if the firm requested a cover letter).

If firms choose to have multiple schedules for different offices, they can further choose whether they want you to interview for each office separately or whether they only want to see you once during the EIW phase of interviewing. If the former, you would bid (and potentially obtain an interview slot on) more than one of their schedules. If the firm does not permit multiple interviews for different offices, then an orange triangle surrounding an exclamation point will appear next to the employer's name on the OCI homepage of the b-Line. You are still permitted to place bids on more than one schedule, but, at most, only one of these bids will succeed; you will have the opportunity to express your interest in different offices at the one scheduled interview. Once you are granted an interview on one schedule, your remaining bids (if any) for that employer will be voided and the ranking of your remaining bids on other firms will move up accordingly.

Feel free to contact any member of the private sector counseling team if you have any questions about applying to multiple offices of the same firm.

(To opt off the Firm Announcements email list, send a reply email letting us know.)

Terrence J. Galligan
Assistant Dean
Career Development Office
University of California, Berkeley
School of Law
290 Simon Hall
Berkeley, CA 94720-7200
(510)642-7746
(510)643-5370 (FAX)
http://www.law.berkeley.edu/ careers.htm