

Date: March 6, 2023

To: Professor Hartl, Business Department Chair & Career Services Director

CC:

From: Marco Dasso, Assistant Researcher

Subject: **Research for JP Morgan Chase**

Dear Professor Hartl,

I am writing to propose introducing JP Morgan as a career option for students at Alliance University. As one of the leading financial services companies globally, JP Morgan provides an excellent opportunity for students to build a successful career in the finance industry.

### **The Problem**

I know the school has a variety of options to provide and I am sure they are very good for our students. Not all of them have the characteristics and opportunities that JP Morgan offers. What makes JP Morgan so different and prominent is that it has a long-standing reputation for providing world-class services to its clients, and their commitment to excellence and innovation sets them apart from their competitors. As a company that prides itself on its talented and diverse workforce, JP Morgan offers a range of programs to help students and graduates launch their careers.

### **Overview**

JP Morgan is a multinational investment bank and financial services company headquartered in New York City, United States. It is one of the largest and most prestigious financial institutions in the world, with a history that dates back over 200 years.

### **Audience**

The research that I am going to carry out will be directed to the following members of the university:

**Gatekeeper:** As the Career Services Director at the school, you have the authority to approve or reject the proposal to invite the Company to our school.

**Primary:** All members of the educational entity who have the capacity to choose who the guests are. I see this audience as the most important one to influence for proposal.

Secondary: The faculty who have an opinion on the proposal and who is invited.

### **Topics to Investigate**

1. Which opportunities does it give to the students?
2. How is the work environment?
3. What benefits are offered for the employees?
4. Does it offer a home-office option?
5. Do employees have space to grow in the company?

### **Methods & Resources**

As per my methods and resources to take my research forward, I would dig in the JP Morgan website. Besides, I am planning to do an internship there during the summer, therefore, I have some extra information. In addition, I have a friend working there and he can give me some insight on how it is like working there.

### **Qualifications**

As part of alumni from Alliance, I am interested in having more business opportunities for the students since I would have loved to have this kind of opportunity on campus and make connections. I am perfectly qualified to present this proposal. JP Morgan is a company that appears to be a good fit for our students and very interesting.

### **Work Schedule**

Researching	5 hours	March 12 <sup>th</sup>
Creating Report	4 Hours	March 15 <sup>th</sup>
Revising Report	2 Hours	March 18 <sup>th</sup>
Editing Report	3 Hours	March 20 <sup>th</sup>
Proofreading Report	1 Hour	March 25 <sup>th</sup>
Rehearsing Report	4 Hours	March 30 <sup>th</sup>

### **Call to Action**

I hope you find yourself satisfied with the information provided. The research I have done is complete and ready for you to review. I can't wait for our students to have the opportunity to listen to what JP Morgan has to offer and see them starting a career with this great company. Our students will feel grateful for having such a company coming to our campus.