

CAREER FAIRS: Online and In-Person Experiences



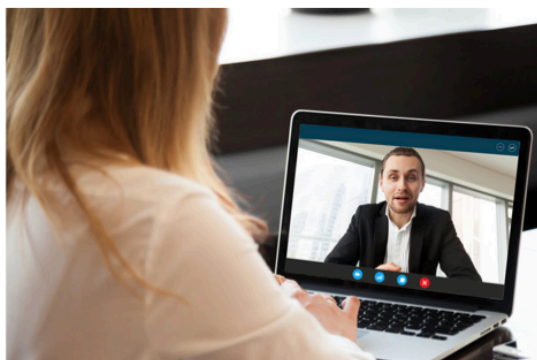
BEFORE THE FAIR

- Plan your attire-online or in person. Clean and press your outfit. Practice sitting and moving in it so you are confident.
- Research attending companies: see the Career Success Center - Career Fair web page. Be prepared with good questions.
- List favorite companies in order of preference but visit top companies last to gain confidence for the best chance.
- Perfect and have many copies of résumé (use résumé paper).
- Know your experience, skills, strengths, qualifications and goals.
- Practice your personal pitch. Customize for different companies.



DURING THE FAIR

- Review the map of employers. Locate priority companies and know your reasons why. Save #1 interest for last.
- Make a good first impression. Approach and enter booth area with a smile, good eye-contact. Acknowledge employer with physical courtesy (hello sign). Be confident and exude enthusiasm.
- Stay organized. Take notes of who you spoke with and in which companies you want to learn more.



AFTER THE FAIR

- Keep an organized list of contacts and companies along with dates and follow up instructions.
- Always say "thank you" via email to those with whom you engaged. Thank them for something you learned about their company. Tailor each message, reiterating interest and your value to them.
- Follow directions. Know what each company expects from you and follow-up when you say you will.
- Start preparing for any next-step interviews!

QUESTIONS YOU CAN ASK AT THE FAIR

1. What types of career opportunities do you offer?
2. Can you describe the qualifications and skills you look for in an ideal applicant?
3. What types of projects do entry-level employees work on during their initial year at your organization?
4. What advice would you give someone seeking a position in this industry?
5. What type of entry-level positions or internships exist within your organization?
6. What is the remote-work policy at your organization?
7. Are there opportunities for ongoing training?