JOB FAIR TIPS

What to Take:

1. Copies of your resume.
2. A smile, a strong handshake, and a positive attitude.
3. A 30-second “sales pitch.” Hand the recruiter a copy of your resume and be prepared to expand on it quickly! Share basic information about yourself and your career interests like this (and PRACTICE before you go!):
   - “Hello, I’m Carrie Jones. I’m a senior at Wonderful University and I’m majoring in English. I’m very interested in a marketing career. As you can see on my resume, I just completed an internship in the Marketing Division of ABC Company in Peoria. I’ve also taken some courses in business marketing. I’m very interested in talking with you about marketing opportunities with your organization.”
4. Know about the organizations that will be there.
5. Energy!

What Not to Do

1. Don’t cruise the booths with a group of friends. Interact with the recruiters on your own. Make your own positive impression!
2. Don’t carry your backpack, large purse, or other paraphernalia with you. Carry your resume in a professional-looking portfolio or a small briefcase. It will keep your resume neat and handy, and gives you a place to file business cards from recruiters that you meet. Usually you can stow your coat, backpack, or other gear in a coatroom.
3. Don’t come dressed for rugby practice (or any other extremely casual activity). A career fair is a professional activity - perhaps your first contact with a future employer.
4. Don’t “wing it” with employers. Do your homework! Research the companies just as you would for an interview. You’ll be able to focus on why you want to work for the organization and what you can do for them.

What to Take Home

1. Business cards from the recruiters you have met. Use the cards to write follow-up notes to those organizations in which you are most interested.
2. Notes about contacts you made. Take a few minutes after you leave each table to jot down these notes.
3. Information about organizations you have contacted.
4. A better sense of your career options.
5. Self-confidence in interacting with employer representatives.