

## Career Fair Tips

- Research the employers that interest you prior to visiting the career fair.
- Dress for success; you never have a second chance to make a first impression.
- Bring copies of your resume.
- Keep track of the recruiters with whom you speak and send follow-up notes to the ones that interest you. (Request a business card)
- Keep your eyes and ears open. Listen for questions asked by other career fair attendees. You might pick up valuable information as well as career fair “dos and don’ts.”
- Talk to company representatives and ask meaningful questions.
- Ask questions that are relevant to your career goals. Sample questions:
  - Will you be interviewing on campus?
  - When can I expect to hear from you?
  - What is the typical entry-level salary?
  - What opportunities are available within this company?
- Don’t interrupt the employer representative or fellow job seekers. If someone is monopolizing the time, make eye contact with the employer to let him or her know that you are interested in speaking. If all else fails, move to the next employer and plan to come back later.
- Find out the procedures to secure an interview with an employer you are interested in.
- Don’t just drop your resume at the employer’s table. Try to get it into a recruiter’s hand. If you cannot speak to the recruiter, look for a business card to contact him/her at a later time.
- Be assertive and enthusiastic!
- **Good Luck!! If you are offered a position, please share your success stories with us.**

Visit the Career Services Center

(located in the J. Millard Tawes College Center, 1<sup>st</sup> Floor)

for assistance with resumes and/or successful tips

for interviewing.

*Remember: We are available to help you with career related information and opportunities.*