

CAREER FAIRS

TIPS FOR SUCCESS



BEFORE THE FAIR

- **Prepare and Review Your Resume**

*Visit the Rizzo Career Center
Monday-Friday - 12-3 pm for assistance*

- *Make 10 copies of resume for fair.*

- **Make a Positive First Impression**

Students are encouraged to dress in business professional attire consistent with professional aspirations and aligned with their identities. This might include:

- *a business suit, dress pants, or professional skirt with a collared dress shirt or blouse and matching jacket, or tailored dress in neutral colors.*

All clothes should be clean, tear and wrinkle-free.

- **Visit Handshake and Research Employers**

- *Identify employers you want to meet.*
- *Research on Handshake as well as the employers' websites.*
- *Be ready to state why you are interested in each particular employer.*
- *Prepare related questions.*

AT THE FAIR

- **Introduce Yourself to the Representative**

- *Give your Pitch – be sure to include your name, major & grad year.*
- *Give the representative a resume and be ready to discuss your qualifications and career goals.*
- *Ask your prepared questions (i.e., about a particular job, something you found on their website, available opportunities).*
- *Take notes.*

Sample 30-Second Pitch

My name is _____. I will be graduating in _____ with a degree in _____ and am seeking full-time positions focused on _____. I am interested in working with _____ because _____.

AFTER THE FAIR

- **Follow up with the Representative**

- *Follow up with an additional resume and an email expressing your interest in the company and/or a particular position.*