

Student Tips for How to Work a Career Fair and Be Successful

Be prepared to talk about yourself

Research the employers and plan and practice an introduction or “commercial”, not more than two minutes long that advertises your skills and experiences. Consider incorporating the following:

- Greeting, name, and expected graduation date
- Summary of your skills and experience to demonstrate how you may meet their hiring needs

Bring copies of your supporting documents

Make sure you bring copies of your resume and any other pertinent documents that will help present your qualifications. Put all of your documents into a folder or carrying case so you may move about freely and have a place for the literature and business cards that you will acquire.

Dress to impress

Don't overlook the importance of making a good first impression. The attire for this event will be “business casual”. (no need for dresses or suits, but jeans are discouraged)

Interview sign-ups

Many of the employers will be staying to interview students/alumni on Friday. These interviews will take place at the VMC from 8:00 a.m. to 8:00 p.m. You will have an opportunity to sign up for interviews prior to the fair. Employers will be given their list of interviewees in their packet as they set up their booths and will also sign up people for interviews during the fair.

Follow up

Maintain contact with employers via e-mail or phone calls.