

HIRING FAIRS - What you should know before you go!

Do your homework!

- Plan ahead of time: determine what employers you wish to speak to
- Know something about the company you want to approach

Make a good first impression

- People will remember you if you are well dressed
- Take the time to introduce yourself, give a firm handshake and smile

Bring your resume

- You should always have your resume on hand to give to an employer at the fair
- Make sure the resume is targeted for the desired position

Ask questions/Expect Questions

- Questions to ask:
 - a) What positions are you offering?
 - b) What duties and responsibilities does the position entail?
- Questions to expect:
 - a) Tell me about yourself
 - b) Why should I hire you? What skills and qualifications do you have?

Follow Up

- Touch base with recruiters after the event for those positions you are truly interested in.

Remember that employers like individuals who:

Know what they want

Know their skills

Have some knowledge of the company