

# CAREER FAIR GUIDE

Career Fairs are great opportunities to research potential employers, network, and increase your chances of an interview!

Use this guide to help yourself prepare for what to do before, during, and after a career fair.



Check out Handshake for upcoming career fairs at <https://aquinas.joinhandshake.com/login>

## BEFORE

### Prepare

- Polish your resume and print multiple copies
- Prepare answer to questions that employers might ask
- Create a list of questions you want to ask employers

### Research

- Review the list of employers attending and make a list of which ones you are interested in
- Research each company to gain a better understanding of their organization and potential positions

### Plan ahead

- If provided, review a map of the layout and make a plan on which companies you'd like to visit
- Make sure your outfit is professional and clean

## DURING

### Be sure to bring...

- Copies of your resume
- Professional attire
- Pen/notebook
- Confidence!

### Make a good impression!

- Take a deep breath - smile!
- Have a elevator pitch rehearsed
- If you're comfortable with it, shake hands firmly
- Make direct eye contact throughout the conversation

### Ask questions

- Ask 1-2 meaningful questions without monopolizing the employer's time
- Inquire about any upcoming opportunities

## AFTER

### Review and organize

- Immediately after the career fair, take a few minutes to organize your notes
- Make a list of follow-up items

### Follow up

- Follow up with employers by sending a thank-you email, expressing your interest in their company and opportunities
- Connect with employers - and even recruiters you met on LinkedIn to expand your network

## POSSIBLE QUESTIONS FOR EMPLOYERS

- How long have you worked at your company?
- What are the most important qualifications your company looks for in an employee?
- What kinds of entry-level positions exist within your organization?
- What are your organization's major goals within the next few years?
- What do you like about working there?
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