

Job Fair Tips

Getting ready for the job fair

- Know the employers that will be at the fair and research the ones that interest you.
- For one-on-one resumé help and interview tips, you can visit our Employment Centres before the day of the fair.
- Bring a number of updated resumé for each of your career choices. You may also find it helpful to bring electronic copies of your resumé saved on a USB stick.
- Practice a 30 second “sales pitch” of your background for when you meet with employers. Your pitch should answer these questions:
 1. Who am I? (Education, experience, skills, hobbies)
 2. Why do I want to work for you? (Goals and why you are interested in the company)
 3. Why should you hire me? (Highlight skills and experience)
- Dress professionally for the job you want. Be neat and tidy.
- Prepare for on-the-spot interviews and be ready to fill out job applications at the fair.
- Before the job fair, a list of employers may be available. Decide which employers are most important for you, so you can visit them first on the day of the fair.

Attending the job fair

- Arrive at the job fair early.
- Meet employers on your own rather than with your friends.
- Make a good first impression. Be calm, confident, smile and shake hands with the employers.
- Share only positive comments about past employers or jobs.
- Make notes about conversations that you have with employers. Collect their business cards so that you can follow up with them after the fair.
- Network with other job seekers to learn from their experiences.

After the job fair:

- Follow-up with a phone call or e-mail to the employers you met.
- If you had been asked for more information, send it quickly.
- Your email address and voice-mail greeting make an impression. Be sure it is the right impression for an employer.
- Visit employers' websites from time to time to check for ongoing opportunities.