

## WHAT TO DO AT A JOB FAIR

Job fairs are the “meat markets” of the entry-level job market, with employers sizing up candidates quickly, based on appearances and first impressions.

You are being evaluated, whether it is for 30 seconds or 30 minutes. You always need to be at your very best. If you are to succeed, you have to take a very aggressive yet structured approach.

What to bring

*Resume* (bring 2 copies per company you plan to speak with)

Your resume should be specific and targeted.

Two key areas are the objective / profile summary and the first job listed.

Make sure it is direct and to-the-point.

*Letters of Recommendation* (bring 3 copies per company)

*Portfolio* (leather or vinyl-bound portfolio to hold resumes etc.)

*Briefcase* (more “professional look” to store literature than a plastic bag)

*Dress* (image is crucial, dress “business casual” with comfortable shoes)

Tips

- Plan to spend your entire day at a job fair if there are a lot of companies.
- Spend time in advance researching the companies.
- Best time



