

# STAND OUT! HOW TO PITCH YOURSELF AND OWN THE CAREER FAIR

----- From Preparation ----- To Attendance ----- To Follow Up -----

Goal: Connect with employers, meet with representatives, market your skills  
Think establish relationships over “landing a job”  
A lot of these people can make hiring decisions!!!



## Prepare:

- Review your resume
- Practice your elevator speech
- Research the top companies you want to meet
- Talk to faculty for advice on what companies

would be a good fit

- Get a career fair map and mark the companies you want to visit
- **Bring:** your list of companies, folder with 15-50 copies of your resume (depending of fair size), a map of the company booths,
- Dress professionally - have good breath and clean clothes - look put together



## At the Career Fair:

- Expect to speak with companies for 5 minutes or less
- Visit you top companies early, but visit a “practice company” first
- Approach with confidence
  - **Conversations**
    - Read employers for cues and follow
    - Match skills to companies criteria (check their website beforehand!)

## Career fair follow-up

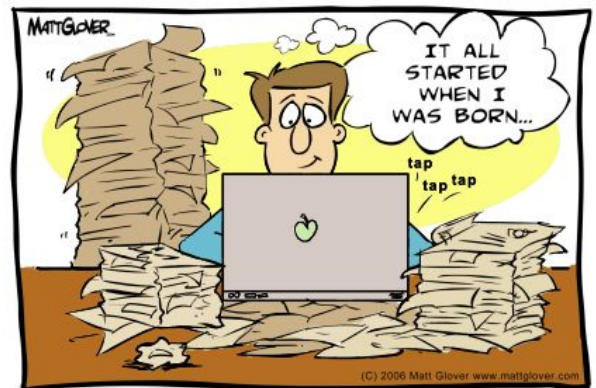
- There is no guarantee but always be prepared to interview that day.
- Within a week try apply online for the job
- Networking with people help lend jobs
- Take cards if possible and send emails to follow-up



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## RESUMES

- ORGANIZED, UPDATED, CHRONOLOGICAL, ACCURATE INFO
- EASY TO READ
- KEY WORDS (ACTION)
- PROJECT SECTION
  - TEAM ARE OK, BUT HIGHLIGHT YOUR CONTRIBUTION.
  - WRITE ABOUT 2 TO 3 FAVORITES THAT YOU ARE COMFORTABLE DISCUSSING. THEY CAN BE ACADEMIC OR NOT.
  - OVERVIEW: YOUR CONTRIBUTION
- EDUCATION AND COURSEWORKS: NOT EVERYTHING. ONLY THOSE THAT ARE RELEVANT OR THAT YOU ARE PASSIONATE ABOUT.
- LANGUAGES IF YOU SPEAK IT
- VOLUNTEER/ ACTIVITIES: WHAT YOU ARE PASSIONATE ABOUT AND REALLY CONTRIBUTED TO MAKE THINGS HAPPEN.
- RELEVANT SKILLS
- SPELL CHECK
- GPA: SCREENING GPA, IF YOU DON'T HAVE IT THEY MAY THINK IT'S BAD
- ACTION VERBS: (MANAGEMENT LEADERSHIP, COMMUNICATION, ORGANIZATION. FOR E.G. PLAN, MOTIVATE, IMPLEMENT, DEVELOP, IMPROVE, NEGOTIATE. RESEARCH, FINANCIAL, TEAMWORK)



Resume not Autobiography