

BEFORE THE CAREER EXPO

Know Yourself

What do you have to offer?

- Ex. previous experience, skills, accomplishments

Get your Resume Critiqued

- Make an appointment with Career Services to have your resume reviewed
- Review the Job Search Handbook

Research the Companies Attending

- Learn about the companies
Ex. size of company/ number of employees, public or private company, products or services, current projects

Where to find the information:

- Careers2Geaux, company websites, search engines

Brainstorm questions to ask recruiters.

- Ask about: opportunities, company culture, recruiter's career history, what they look for in a new hire

Prepare for the Career Expo

- Download the student handout and identify the companies you know you want to speak with.
- Practice introducing yourself and networking with family and friends.

Professional Attire

- Dress appropriately in business attire
Ex. wear a suit, iron outfit, polish shoes, pay attention to personal hygiene

DURING THE CAREER EXPO

Be Ready

- Arrive early and review map of employer locations
Please bring: student ID, copies of your resume, portfolio with pen and paper, know your questions for the recruiters

Asking and Answering Questions

- Answer the recruiters' questions in an intelligent and well thought out manner
- Ask the recruiter questions about the company and position
- Be enthusiastic when answering and asking questions
- Show them why you would make an excellent employee
- Listen carefully to what they are saying

Closing the conversation

- Prepare an ending statement expressing your interest in the company and highlighting anything you didn't mention earlier
- Ask the recruiter for a business card and collect information on the table
- Thank the recruiter