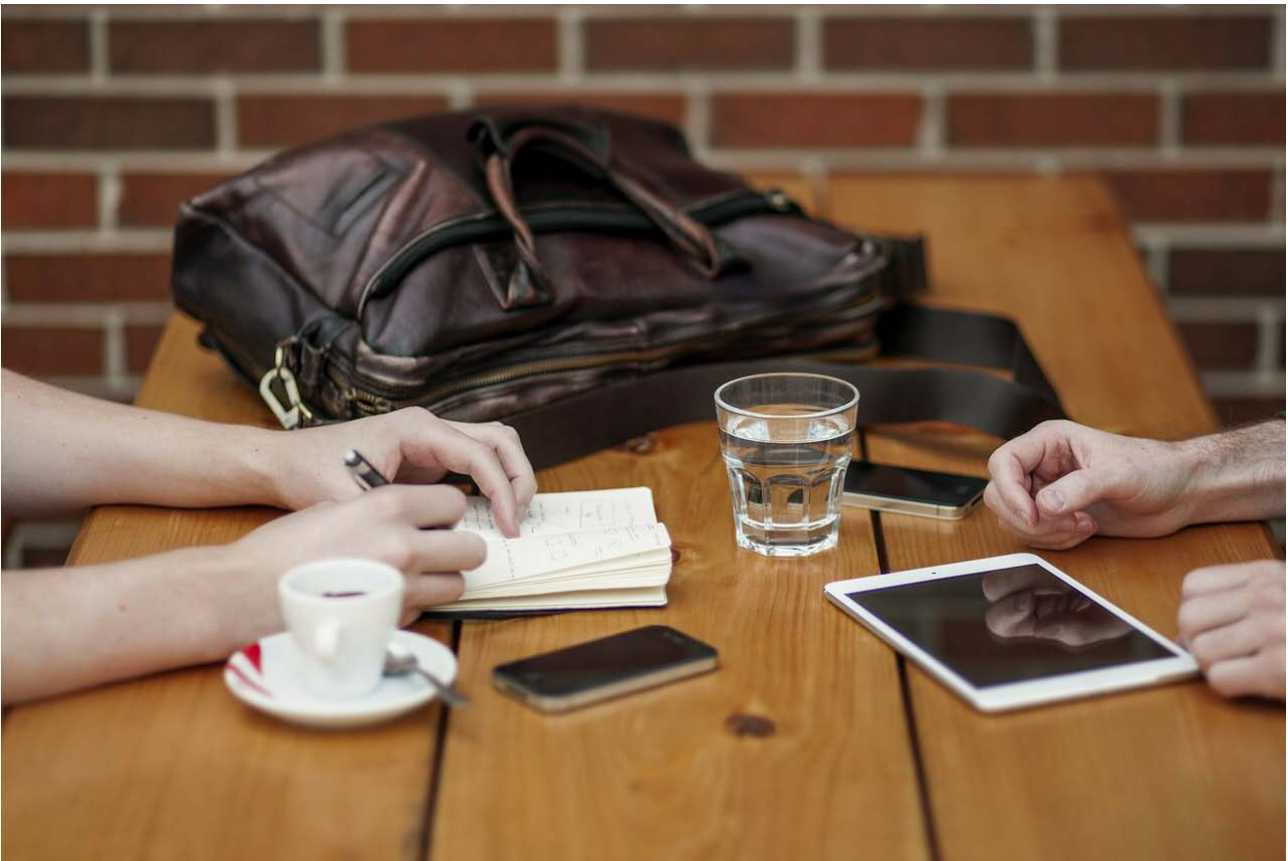


Tips for Attending a Job Fair



When you're doing your job search, take time to attend job fairs. You'll not only have the opportunity to meet with employers that you might not be able to access any other way, job fairs and career expos often offer networking programs, workshops for job seekers and resume reviews.

Here are tips which will benefit you get ready to attend and maximize your opportunities when you're there:

Wear Appropriate Attire.

Conservative business attire is essential, because image and first impressions are critical. You need to know what is the expected attire of your profession and dress accordingly. It is always better to be overdressed than being too casual.

Bring Multiple Copies of Your Resume.

Bring lots of resumes to the career fair -- at least two for each company for which you have an interest. If you have multiple interests or job objectives, prepare different versions of your resume.

Research Employers

Many job-seekers go to fairs without preparing to interview. You can get stand out from the competition by getting a list of the companies attending the fair and doing some research on each of the companies you want to interview with, don't waste time with companies that do not interest you. There is no excuse not to do your homework when website has many information.

Network With Everyone at the Fair.

Career fairs are all about networking. Of course, you are building a network with the recruiters -- this task is your most vital. However, you can also network with your fellow job-seekers in terms of sharing information about job leads, companies, and their recruiting strategies and styles. There may also be professional organizations or employment agencies on hand at the fair, which are also good sources for networking.

Prepare for Interviews.

You may only have few minutes to market yourself and protect yourself from being screened out, thus you need to make the most of your time. Many experts suggest that you develop a one-minute "commercial" that highlights the key benefits that you can offer the organization and then use it at the beginning of the interview.

Show Initiative.

Always initiate to shake hands and introduce yourself to recruiters when you reach their table. Demonstrate your interest in the company and their job opportunities.

Collect Business Cards.

Don't forget to collect business cards, so you have the contact information for the people you have spoken with and know how to follow up.

Take Notes.

It's hard to keep track when you're meeting with multiple employers in a busy environment. Note down on the back of the business cards you have collected or on your notepad. You would not want to mess up with the contents you spoke to different recruiters.

Say Thank You.

Take the time to send a brief follow up thank you note or email to the company representatives you met at the job fair. It's can reiterate your interest in the company and to remind company representatives that you're still keen in the job.