

Job Fair Tips

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- Have a professional resume completed along with a reference page to give to potential employers and have several copies available
- Find out what companies are going to be there and determine which ones you are interested in so your time spent at the job fair will be more effective
- Brush up on your communication & networking skills
- *Bare minimum dress requirements:*
Men—Casual Pants, a Collared Shirt, and Casual or Dress Shoes
Women—Casual Pants or Skirt, a Blouse, and Casual or Dress Shoes OR a Dress.
*Remember, Do NOT wear any of the following:
 - ◆ NO Jeans
 - ◆ NO Tennis Shoes
 - ◆ NO T-Shirts
 - ◆ NO Dirty Clothing
 - ◆ NO Tight Clothing
 - ◆ NO Hats
- Do not bring “company” along with you. This includes friends, spouses, and children, unless they are looking for a job as well. If they are you should meet with employers *separately*.
- Talk with employers in your field. The employers are there to find qualified candidates. Take the opportunity and network with them.
- Network with other job seekers. Some may have job leads that you are unaware of.
- Have a notebook, pen, and folder with you. You can use this to keep notes and to store any business cards or pamphlets you may obtain from employers.
- Send thank you notes to any employer you spoke with that day and be sure to remind them of where you met and what positions you are interested in.