MAKING THE MOST OUT OF THE CAREER FAIR

Clarify your goals - what do you want to gain?

- To network with professionals?
- To research the demand for someone in your field?
- To make contact with a particular organization?
- Do you want to sign up for an on-campus interview?
- Do you want to land an internship or full-time job?

Plan out your strategy and arrive prepared

- Check the list of currently registered employers and do research on the companies ahead of time. Make a list of the organizations you are most interested in and create a plan to visit their booths first.

- Write thoughtful questions to help you gather the information you need related to your goals, demonstrate your knowledge of the field, and show your interest in the industry.

- Create a resume detailing your education, experience, skills, and community or campus activities. Be prepared to provide a list of references or a copy of your transcript.
Review the checklist of items to bring:

- A professional name badge
- A minimum of ten copies of your resume
- Business cards (optional)
- A notepad and pen
- Portfolio or large capacity folder to carry your items

Dress for Success

- Professional attire is a requirement.
- Your clothes help you make a positive first impression.
- Be confident, enthusiastic and polite. Courtesy and professionalism are expected and appreciated.
LAST-MINUTE TIPS

- Allow yourself a minimum of one hour to attend the fair.
- Rank your goals for attending the career fair. Plan for long lines or absent employers.
- Listen and pay attention to what the recruiter is saying. Keep notes about what you talked about with each representative to utilize in a follow up email or interview.

LINKS TO HELPFUL RESOURCES

- Purdue Libraries Career Research Portal
- Purdue CCO Schedule a Resume Review
- Purdue CCO Dress for Success Tips
- Purdue CCO Career Closet
- JCPenney Annual Suit-Up Event
- Order Business Cards from Print and Digital Services
- Order Name Badges from Agribusiness Club