

CAREER FAIR QUICK TIPS

During the Career Fair, employers speak with many students. How can you be the student that they remember you as a potential employee? Make a positive first impression by preparing to make the most of this opportunity.

Know Which Employers Will Attend

- Decide which companies to target and learn about them by exploring their websites
- Target the companies who are interested in students/grads from your program
- Get insider information from company websites so you can speak with confidence at the Career Fair

First Impressions are Lasting Impressions

- Dress and Act Professionally! This is the most important message because employers expect it!
- Go alone; if you go to the fair with friends, walk the fair by yourself

Avoid the Freebie Trap

- Don't wander from booth to booth looking for free stuff
- Be considerate and talk to employers before taking giveaways
- Ask for business cards, pamphlets and brochures



Bring a Positive Attitude

- Smile, be courteous and friendly

CHECKLIST

- Bring your résumé** (several copies); make sure it is error free; you can also bring personalized business/contact cards; get your résumé critiqued at Career Services
- Use a Professional Folder or Portfolio** to carry your résumés (professional and organized)
- Pen and Notepad** (employers may give you important information that you'll want to remember later); take notes of who you meet so you don't forget and you can follow up later
- Know your 30-Second Elevator Speech** (practice makes perfect; practice at Career Services to gain confidence and advice)
- Present a Professional Appearance** by dressing and grooming appropriately; leave your backpack, transit gear (e.g. Headphones) and outdoor clothing elsewhere; if you are unsure about appropriate dress ask someone at Career Services
- Small Breath Mints** - No gum and no smoking before attending (if you are trying to get an internship or a job, don't scare them off with what you had for lunch)

Always Follow Up

- Follow-up on contacts that you make
- When you contact a company that you spoke to, be sure to reference the fair

Additional Resource: georgebrown.tenthousandcoffees.com

St. James, 200 King Street (Room 155B), 416-415-5000 ext. 3818 sjcareercentre@georgebrown.ca
Casa Loma, 160 Kendal Avenue (Room C317), 416-415-5000 ext. 4100 clcareercentre@georgebrown.ca
Waterfront, 51 Dockside Drive (Student Success Hub), 416-415-5000 ext. 5301 wfcareercentre@georgebrown.ca

GBCareers – view job postings, events and book appointments: gbcareers.georgebrown.ca

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