

6

MUST-DOS BEFORE, DURING, & AFTER THE CAREER FAIR

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RESUME REVIEW

Make sure your resume is in tip-top shape. Drop by an employer resume review, visit the Career Studio, or schedule a resume appointment. Bring 10-20 copies of your resume to the fair to ensure you have enough.

2



RESEARCH COMPANIES

Browse the list of companies attending the fair on *Handshake* and highlight your top five or ten. Research each company's website or social media to find one or two things that interest you about the company or position.

3



PRACTICE YOUR PITCH

Prepare a 30-second elevator pitch to introduce yourself to recruiters. State your name, major, one or two skills or accomplishments, the types of positions you're seeking, and when you're seeking experience.

4



DRESS TO IMPRESS

Dress professionally as if you were going to a real job interview. This means wearing a neutral-colored suit, matching dress shoes, minimal jewelry, and a well-manicured appearance, hairstyle, and smile.

5



ASK GOOD QUESTIONS

You know the company research you already did? This is where the good questions come into play. After a quick introduction, ask a question based on your research, such as, "I'd like to learn more about the project areas for the policy internship."

6



FOLLOW UP

For many recruiters, the follow-up is the most important part. Email your top leads within 24 hours, picking up where the discussion left off. Don't be discouraged if they ask you to apply online - most companies require it. Just apply and thank the recruiter, letting them know you applied.