

How to Stand Out at Career Fair



MISSOURI
S&T

Attend Information Sessions Before the Fair

- > This can be a great way to maximize your face time with employers and help you stand out
- > Information Sessions
 - > A networking opportunity to learn about a company/organization, what employment opportunities they have to offer, as well as possible current and future trends within their industry
 - > Find them under the events tab on Handshake
 - > You must register for the sessions you plan on attending

Attend Miner Mingle

- > Think of it as a reverse career fair
- > Benefits include:
 - Meet with recruiters prior to career fair
 - Represent yourself in a number of ways
 - Additional opportunity to expand your network
- > When and Where is it?
 - Date: Monday, September 26th from 5 p.m. – 7 p.m.
 - Location: Outside of Havener
- > Dress Code:
 - Business Casual
 - University affiliated polo & nametags

Photos From Miner Mingle



Preparation is Key!



1. Research Employers Attending The Fair

- > Make a list of employers you'd like to speak to and research their organizations
- > Know the basics about them: what they are known for and why you are interested
- > Access the list in CF+



2. Prepare Your Resume and Online Platforms

- > Make sure you have an updated resume that highlights your skills, abilities, and experience
 - > Make sure you have updated it with any new experiences you completed over the summer
 - > Update courses
 - > Update dates
 - > Update objective/summary
 - Have it reviewed before the event
 - Email it to career@mst.edu or schedule an appointment through Calendly
- > Update your social platforms: LinkedIn, Handshake, personal social media platforms

3. Perfect Your Elevator Pitch/Power Introduction

- > Start with introducing yourself – Name, major, year in school, and major area of interest
- > Structure it with the PPF Method
 - Past, Present, Future
- > Wrap it up by making it custom to each company you are talking to
 - > Consider asking questions about what previous projects interns have worked on, about opportunities down the line, what kind of person is most successful at the company, company culture, etc.

Outline of A Power Introduction

- > Greeting: Hello, my name is...
- > Year in School: I am a (freshman, sophomore, junior, etc.)...
- > Major: majoring in...
- > Experience: Currently I am a member of the Rocket Design Team where I work on X. In the past I have had the opportunity to participate in (research, projects, clubs, activities)...
- > Accomplishments: I have (produced, presented, written)...
- > Seeking: I am currently looking to... (Internship, Co-op, Full-Time)
- > Interest: which is why I was so excited when I saw your job posting in Handshake
- > Question: I know your company has a program on (X, Y, Z), can you tell me a little bit about the ongoing projects in which Interns could participate?

4. Be Organized

- > Have your notes, notebook/padfolio, and a pen/pencil nearby to take notes on what they tell you
- > Have a list of questions in case there is a conversation lull
 - Examples:
 - > What is the hiring process like?
 - > How would you describe the company culture?
 - > What skills are most desirable for the company/specific role?
 - > Does your company have mentorship programs?

5. Apply to Any Jobs You are Interested in Before You Go

- > Look at your list of companies that you plan to talk to at Career Fair
 - Look and see what openings they have in Handshake and apply to anything you are interested in **BEFORE** you go
 - If they do not have anything listed ask them about potential opportunities available with their company
- > You can use this in your power introduction to help you!
 - Include it at the end

6. Pick Out Your Professional Dress Ahead of Time

- > It is required for our Career Fairs
- > Dressing up will help you think clearer, speak more professionally, and better develop your answers, and help you make a good first impression
 - Visit the JCPenney Suit Up Event
 - > Sunday, September 11th from 6 pm – 9 pm
 - > Up to 50% off at the event!
 - Visit the COER Career Closet
 - > Free closet for you to visit
 - > Try on anything you're interested in – If you like it you get to keep it for free

7. Attend Our New Pre-Registration Event

- > Register with us the week before Career Fair so you have your name tag ready to go
 - > You will be able to walk-in the day of the fair and skip the line
 - > If you do not bring it with you on the day, **you will have to wait in line**
- > Havener Atrium
 - > Monday, Sept 19th & Tuesday, Sept 20th from 10 am – 1 pm
- > 304 Norwood Hall
 - > Wednesday, Sept 21st – Friday, September 23rd from 8:30 am – 4:30 pm
- > Enter through the priority entrance
 - > Priority Entrance will be located on the main level facing Highway 63

8. Demonstrate Grit

- > Grit is strongly correlated with success in the workplace
- > Any candidate looking to stand out should demonstrate grit through academic and work experiences illustrating persistence and resilience despite adversity
- > Grit also applies to the day of the fair – it's a long day for everyone
- > Avoid complaining to employers about your previous interactions with employers at the fair, long lines, etc.
 - Employers have asked us to mention this to you all

Tips & Tricks

In-Person Tips and Tricks

- > Make sure you check out both the upper and lower gym BEFORE you leave
 - > We will be uploading a walk through of the set up the night before so be sure to watch it!
- > Don't be shy! Try to be confident
- > Bring your notes and several printed copies of your resume
 - > Count the employers you plan to talk to and then bring an additional 5-10 resumes in case you talk to anyone else you didn't expect
 - > There are **NOT** printers available for students at the fair. You **MUST** print your resume before you arrive

In-Person Tips and Tricks Contd.

- > Coat and Bag Check
 - > Racquet ball court area by the lower gym
- > Bring your resumes, notes, professional dress, and a positive attitude!
- > Thank them for your time before you leave
- > Don't forget to ask for business cards!
 - > Students forget all the time and ask us for help later
 - > As part of our agreement with employers we are not allowed to give out their contact information

Virtual Tips and Tricks

- > Timeslots go live on Wednesday, September 28th at 6 p.m.!
- > Register for the companies that you are most interested in first so you don't miss out on any opportunities then register for the rest
- > Make sure your resume is uploaded into CF+ so that employers can view it before your meeting
- > Check out our CF+ Walk Through on our website!

Virtual Tips and Tricks Contd.

- > For video chatting:
 - > Tidy your space and ensure that you won't be interrupted by loud roommates, a knock on the door, etc.
 - > Background should be well-lit with a neutral wall that is free of posters and other items
 - > Test your equipment ahead of time, making sure you have a strong internet connection, and that your webcam and headset or earbuds work properly
 - > Be aware of your body language – try to minimize fidgeting
- > Don't forget to ask for contact information!
 - > Students forget all the time and ask us for help later
 - > As part of our agreement with employers we are not allowed to give out their contact information

New Career Fair Location Created

- > Due to the high volume of employers interested in our students we have added a tent outside of Gale Bullman that will be able to house even more employers
- > We are up to 429 employers as of 11 am at Sept. 9th 2022
 - > Keep checking the CF+ list as it updates with more employer information
 - > We will have a map of who is in the tent that will be uploaded with the regular maps in CF+
- > This makes pre-registration even more important so you can have your nametag as you walk around outside too

Follow-Up



When Should I Follow-Up?

- > Follow-up promptly, but give yourself enough time to craft a professional and intentional message
- > Better to send a thoughtful message 48 hours after the fact than a hurried message 24 hours after
 - To appear professional, consider following up during standard business hours (M-F 8am-5pm)

What Do I Say?

- > Reference the fair at which you interacted with the employer, a couple elements of your conversation, and reiterate your interest in particular positions and opportunities
- > Include your resume (be sure it includes contact information!), and thank the recruiter for their time and consideration
- > College recruiters can be at multiple career fairs on multiple campuses each month – help them place where they met you.

What If I Don't Hear Back Right Away?

- > Checking in 14 days after an initial interaction or after a follow-up message is an appropriate interval
 - Remember many recruiters are busy and traveling, and the process of reviewing resumes and interest also takes time
- > The goal is to be enthusiastic – but not irritating.



Q&A

Fall 2022 In-Person Career Fair:

- > Date: Tuesday, September 27th
- > Time: 9 am – 3 pm
- > For the first hour: Juniors, Seniors, Masters, & PhDs ONLY
- > Find the map in the app

Fall 2022 Virtual Career Fair:

- > Date: Tuesday, October 4th
- > Time: 9 am – 3 pm
- > Timeslots go live on Wednesday, September 28th at 6 pm

Fall 2022 Miner Mingle:

- > Date: Monday, September 26th
- > Time: 5 pm – 7 pm
- > Location: Outside the Havener Center



Career Opportunities
and Employer Relations

@sandt_coer

