JOB SEEKER Job Fair Guide

The Job Fair Advantage for Job Seekers:
✓ Nothing replaces face-to-face contact for making a great impression.
✓ Make sure employers know about your skills and abilities, not just your education level or degree.
✓ Learn more about employers, in addition to just the information that is shared on their website.

Do Your Research
• Check the employers registered to attend the job fair and the positions for which they are hiring.
• Get to know the companies that interest you. The more you know about employers, the more you will stand out.
• Bring at least 20 copies of your resume, organized in a portfolio or briefcase.
• Visit the booths of employers you are interested in first.

Make a Great First Impression
• Be assertive and confident.
• Be prepared to shake hands and introduce yourself to recruiters with a smile and a 30 second “career pitch.”
• Dress appropriately for the job you want. Wear professional but comfortable shoes.

Question Time
• Make yourself stand out with smart questions.
• Ask for information you could not find on the employer website, such as:
  - What particular skills do you want most?
  - What kind of person are you seeking for the position?
  - What’s been your experience working for this company?
• Be prepared to answer commonly asked questions and tailor them to the company’s needs.

Buddy System
• The job search experience can be less intimidating if you attend with another job seeker.
• Be ready to go your separate ways once inside so you can talk yourself up one-on-one with employers.
• Build your network. Talk to others to exchange job-hunting ideas, support and obtain leads.

Follow-Up
• Collect business cards from the employers you meet, make quick notes after the face-to-face meeting.
• Through LinkedIn, an e-mail or phone call, contact everyone you’ve met after a job fair to follow up and see if
  you can meet in person.
• On your way out, pick-up a list of the free services to help you find and keep your next job.

Prepared by Job Developers Network (JDN): www.JDNetwork.ca
Providing job seekers with professional, no-fee assistance and connections to London & Area employers.