

THE CAREER FAIR: STEP BY STEP

Tuesday, Sept 26, 12:00pm-4:00pm — Engineering, Computing and Sciences, Littlejohn Coliseum Wednesday, Sept 27, 12:00pm-4:00pm — Engineering, Computing and Sciences, Littlejohn Coliseum Thursday, Sept 28, 12:00pm-4:00pm— Business, Social Sciences & Humanities, Littlejohn Coliseum

PREPARING FOR THE CAREER FAIR

Discover logistics to navigate through an in-person fair. Learn how to interact with employers to succeed. Register on our events page to see who is coming.

Sept 18, 12:00pm, VIRTUAL and 3:00 IN PERSON

MARKET YOURSELF

Not sure how to approach employers at a Career Fair? Need to practice your 30 second commercial before the Career Fair? Please join us at this event where career counselors and employers will be available to help you practice your introduction.

Sept 21, 9:00 a.m.-12:00, VIRTUAL 1:30-3:45, IN PERSON

RESUME BLITZ

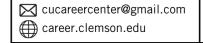
Don't miss this valuable opportunity to receive resume feedback and network with employers. Employers and career counselors will offer valuable one-on-one critiquing and advice. Bring your resume! The Resume Blitz will be held on:

Sept 22, 9:00 a.m. – noon and 1:30 – 3:45 – IN PERSON Sept 25, 9:00 a.m. – noon and 1:30 – 3:45 – IN PERSON

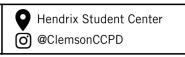
Before the Fair

Print out multiple copies of your resume. Many students have questions about including an
Objective Statement on their resume for the Career Fair. There is no right or wrong answer, but
we have found that employers typically recommend including an objective statement if you are
looking for a specific job or internship. For example, the Objective Statement may state: Junior
Mechanical Engineering student looking for a manufacturing internship. However, if you are open
to a variety of internships, we recommend not including an Objective Statement.

- ☐ Bring an attractive binder or padfolio to hold the copies of your resume, business cards and other materials you may gather.
- ☐ Prepare one or two business-professional outfits. Many employers hold on-campus interviews the day after the fair. Visit the Career Closet for your 2 free items per semester.
 - o Suits, sweaters, dress shirts, dress pants, and skirts are all appropriate.
 - Have clothing all freshly cleaned and pressed prior to the Career Fair.
 - Stay away from heavy perfume/cologne, chewing gum, or smoking before the Career Fair.







	Research which employers will be attending the Career Fair — keep in mind, there will be different employers each day. You may find this information in two different locations: our mobile App and our website. See login instructions below. O Mobile App: Download the "Careers by Symplicity" app from the Apple App Store or Google Play to view employers attending, what majors they are recruiting and information on their company. Login to the app using your Clemson University username and password. (For example: username would be "janed" and NOT "janed@clemson.edu) O Career Center Website: Go to career.clemson.edu/fairs Scroll down to Clemson University Fall Career Fairs and click on "See Who's Coming." Employers are listed alphabetically. Once you get to the alphabetical list of employers, you can click on "Advanced Search" to narrow the search to employers who are recruiting your major and/or college.				
	 Prepare a 30 second introduction or "commercial" to use when introducing yourself to employers Include your first name, last name, major, academic standing, career interests, and experiences and skills that match what experiences and skills the company is seeking in internship and full-time candidates. EXAMPLE: "Hello, my name is Ima Tiger. I am currently a senior planning to graduate in May of 2020. I am majoring in political science and interested in working full-time with a government agency after graduation" "After looking over your website, I am very interested in your [share something specific that you found on their website]" 				
	Be ready to answer standard questions that employers may ask, such as: O What are your skills? Why are you interested in this company?				
	Remember, some employees travel a long way to get to the fair, so if it all possible plan to arrive at the fair at least an hour before it is scheduled to end so that you can have the best chance at not missing any employers.				
Durir	ng the Fair				
	☐ Remember the Career Fair is in Littlejohn Coliseum from 12pm — 4pm, Tuesday, Wednesda Thursday.				
	Go to the student check-in table located at the Southeast entrance of Littlejohn Coliseum. Bring your Tiger One Card with you in order to get a nametag when you arrive. If your name or year				
	is incorrect, please inform the individual who checked you in as your nametag can be changed. After you get your nametag, you will be directed to an area to get a sticker that designates your				
П	college and/or major. Check the whiteboards at the fair for last minute changes.				
	Take a map and walk around first to identify where the employers you are interested in are located. The fair sponsors will be the first companies you see. Employers will mainly be in alphabetical order as much as possible with the exception of the Career Fair sponsors who will be located in the sponsor area.				
	Student lounges are available for you to help you prepare prior to visiting employers or to make notes in between connecting with different employers. They are located in an area that is separated from employers so if you need to catch your breath or change your shoes after walking across campus you will have a space to do this.				

Ц	companies have multi-faceted application processes and may be unable to accept your resume on the spot.
	Keep in mind that some companies conduct on campus interviews immediately following the
_	Career Fair. Be aware that you could be asked to interview the following day.
	Relax use the Career Fair as a networking tool. Every connection is a good connection!
	Have fun and be yourself!
After	the Fair
	Ensure your voicemail sounds professional.
	Develop a tracking method, so it's easy to see how many positions you are interested in, have
	applied to, are interviewing with, etc Excel is a great way to track this information.
	Tailor/customize resumes and cover letters. Now that you have submitted generic resumes, it is
	time to create resumes and cover letters with specific objectives and experiences that relate most
	to each position and company. Need help with this step? Come see us and bring a copy of a
_	position description.
Ш	Brush-up on interview skills. Online resources include our annual Career Guide and handouts as
	well as our online mock interview portal in ClemsonJobLink. In addition, you can complete a form
	on the career center website to schedule a mock interview.
	Follow-up with recruiters and follow the directions they gave you. If one employer said to send your documents but another said to check ClemsonJobLink in a week for a posting, you don't
	want to confuse their instructions.
П	Continue networking and conducting informational interviews to learn more about the industry
	and what internship or entry-level positions are out there. Check out our <u>Online Career Guide</u> for
	details or see us for more info.

STAY CONNECTED

The Center for Career and Professional Development advertises positions and posts career advice through LinkedIn and Instagram. For more information on everything Career Fair related, visit https://career.sites.clemson.edu/career_fairs/

SAVE THE DATE

The Spring 2023 Career Fair will be held at Littlejohn Coliseum early in the semester. The exact dates will be announced soon at career.clemson.edu!

MY 30 SECOND COMMERCIAL

Hello I am		(offering handshake an	ıd/or resume).
University and graduated	with my degree in	ison University majoring _ OR I am a recent graduate from C	and I have
in			·
(Briefly share your career	goals, innovative ideas,	etc)	
OR researched			·
OR published			
I have been recommende	d by		(optional).
		, skills to your company/organizat	
Could you tell me more in	formation about your po	osition openings/company? OR	
Do you have a position de	scription, brochure, or I	ousiness card available?	
This could be an opportur	nity for you to ask some	strategic/planned questions.	
Great, Thank You! (Option	al FIRM handshake hei	re)	

NOTE: Please feel free to rewrite these statements into your own words, but just remember to practice, practice, And PRACTICE!