

JOB FAIR SUCCESS GUIDE

BE READY • BE CONFIDENT • MAKE CONNECTIONS

Connect with employers, explore career opportunities, and make a positive first impression.

KEY SUCCESS STRATEGIES

Research Employers • Bring a Professional Resume • Prepare Your Introduction • Showcase Your Skills • Follow Up with Employers

PREPARING FOR THE JOB FAIR	AT THE JOB FAIR
RESEARCH EMPLOYERS • Review participating employers. • Identify organizations you would like to meet. • Learn about their services and opportunities. Employer lists and organization websites are available through the Fleming Career Services website.	MAKE A STRONG IMPRESSION • Introduce yourself confidently. • Maintain eye contact. • Ask informed questions. • Listen actively. • Thank employers for their time.
PREPARE YOUR RESUME • Bring several copies. • Highlight relevant experience, accomplishments, and skills. • Ensure your resume is current and error-free.	COMMON MISTAKES TO AVOID • Waiting for employers to approach you. • Using your phone while networking. • Distributing resumes without conversation or context.
PREPARE YOUR INTRODUCTION <i>Hello, my name is _____. I am a _____ student at Fleming College interested in opportunities related to _____.</i>	PROFESSIONAL APPEARANCE Business casual or professional attire is recommended.
COMMUNICATE YOUR STRENGTHS Communication • Teamwork • Leadership • Problem Solving • Customer Service • Technical Skills	QUESTIONS TO ASK • What opportunities are currently available? • What qualities contribute to success in your organization? • What advice would you offer someone entering this field?

WHAT TO BRING	CAREER SERVICES SUPPORT
Resume Copies Employer List Notebook & Pen Prepared Questions Professional Attitude	Resume Reviews Cover Letter Support Interview Preparation Networking Strategies Job Search Assistance Job Fair Preparation

EVERY CONVERSATION MATTERS

Employers attend job fairs to connect with talented students and graduates. Preparation, professionalism, and engagement can help you build valuable connections and uncover future opportunities.