TRAINING OBJECTIVE
Learn how to turn your participation at a career fair into an internship or a summer job.

WHAT IS A CAREER FAIR?
A career fair is a professional recruitment and networking event for students, employers and graduate schools. The Citadel Career Center holds two career fairs yearly. There are few opportunities to meet so many organizations at one time and in one location. A career fair offers students the opportunity to Explore, Prepare, and Engage with professionals to learn about (and apply for) summer jobs, internships, full-time opportunities and graduate programs.

WHO IS ATTENDING THE SPRING 2016 CAREER FAIR?
1. Login to your hireLINK account via the Career Center website or through the Student tab in Lesesne Gateway. If you do not have one, use your Citadel email as your username to create an account. If the system states that you already have an account, follow the prompts for “forgot password” to have a temporary one sent to your username/email.
2. In hireLINK, click “Career Events” > “Spring 2016 Career Fair” > “View Employers Attending”.
3. Employers may post jobs and internships separately under the “Job Search” tab in hireLINK OR link them to their career fair listing. Be sure to search both sections.

HOW TO STAND OUT AT THE CAREER FAIR?
1. Prepare! Use the Career Fair Preparation Materials via http://www.citadel.edu/root/career-fairs for tips on what to do before, during and after a career fair.
2. Research! Before the career fair, take time to research attendees using resources like: Glassdoor (access via our Resources’ page), Vault (access via The Citadel’s Daniel Library), review the organization’s website, follow the company on LinkedIn, etc.
3. Develop your Elevator Pitch! This is a short summary of who you are, what you do, and why you would be an ideal candidate. Gain tips and practice using InterviewStream through hireLINK.
4. Show enthusiasm and confidence! When speaking with career fair representatives, enthusiastically greet them, give a firm handshake, and maintain eye contact. Share your knowledge and research about their organization and ask related questions. Communicate how a position with their company is in line with your skill sets and interests.
5. Bring application-ready resumes! Employers expect to see that your resume is well-written and error free. Take to fine-tune your resume. Bring at least 1 copy for every organization of interest and around 5 more for those you had not considered prior to attending the event.

NEED ASSISTANCE?
Attend one of the following events for in-person help or email your question(s) to CareerCenter@Citadel.edu for next steps.
1. Career Education Drop-in Hours, Mondays-Thursdays, 1:00-3:00 pm, Career Center
2. Resume Blitz, Fridays, 12:30-2:30 pm, Mark Clark Hall, outside the Bookstore