TIPS FOR THE CAREER EXPO AND EDUCATION FAIR

Locate the employers and graduate schools you wish to speak with on the map:

- **Smile!**
- Go up to the recruiter and give them a firm handshake.
- Maintain good eye contact.
- Be enthusiastic!
- Prepare a personal “commercial” about yourself, highlighting your main interests and skills.

Here’s an example:
“Hi my name is John Smith and I will graduate from ____________ in May with a B.S. in Biology. I also have experience working with animals in a vet’s office. On campus I was involved in Student Government and sports. I am interested in a full-time laboratory assistant position. Are you anticipating any openings in that area? If not, what are you looking for?”

- Present your résumé if you are interested. Look for a chance to discuss what you have learned about them from your research on their Web site. Ask any questions you have and show your interest.
- Try to find out the next step in their recruiting process. *(Should you contact them closer to graduation? Should you apply on-line? Will they be contacting students for interviews?)*
- Conclude with a friendly thank you, like: “Thank you for your time! I look forward to hearing from you!”

843-863-8019 ● WWW.CHARLESTONSOUTHERN.EDU/CAREERS