

Career Chronicle

Fall Career Fair at BSC

“A SLU of Opportunities for Students”

Career Services will host the 2004 fall career fair on Thursday, Sept. 30, from 1 p.m. to 5 p.m. at the Busch Student Center. Saint Louis University students will be able to meet with a number of employers and organizations to gather information about job opportunities, internships, and graduate school programs.

Job seekers do not need to register in advance; the event is free for current Saint Louis University students and SLU alumni. All students, freshmen to seniors, of all majors are encouraged to attend and explore their options. Remember, it is never too early to begin networking and gathering information for your future career.

Anheuser-Busch, Boeing, Enterprise, and Monsanto are among

those employers that will have representatives at the fair. A number of colleges and universities are also sending representatives to discuss their graduate school programs with those students interested in pursuing a higher degree. Participating schools include Creighton, DePaul, Notre Dame, and Loyola. To view a complete listing of participants, refer to the Career Services website: careers.slu.edu.

Be sure to mark your calendars for this important event. Also, feel free to stop by the Career Services office to meet with one of our counselors or peer advisors for help building or revising your resume or to discuss your job search goals and objectives. Please visit our website, careers.slu.edu, or call (314) 977-2828 for more information.

Career Fairs 101

Your How to Guide to a Successful Career Fair

With the fall career fair rapidly approaching, we at Career Services realize that this will be the first time for many of you to participate in an event like this. In this article, we have answered several of the most common questions students have about attending career fairs. We recommend following these guidelines to get the most out of the event. If after reading this issue of the Career Chronicle, you still have questions or concerns about the fair, we encourage you to email, call, or come by our office.

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Volume IV
Issue I

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Ellen Steichen

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Upcoming Events

- ♦ Fall Career Fair
September 30, 1-5 p.m.
Busch Student Center
- ♦ On-Campus Recruiting
Begins October 4



SAINT LOUIS UNIVERSITY

Career Fairs 101 cont...

Why should I attend the career fair?

Identify your objective

It is important to know your objective in attending a career fair. Some students attend simply to gather information about different companies, occupations, or industries. Others may take advantage of the career fair as an opportunity to network and obtain contacts with certain employers or schools. There is also the possibility of finding leads for full-time jobs, internships, or summer employment.

How should I prepare for the event?

Conduct a little research

Most employers will expect you to have some knowledge of their company. You can view a complete listing of all the companies and schools registered for the career fair on our website: careers.slu.edu. Before the event, conduct a little research. You could do this simply by visiting their company website. ReferenceUSA is also a useful tool for researching companies and industries. You can access ReferenceUSA through SLU's online job database, eRecruiting.

Dress to impress

Remember that a first impression can really help or hurt your chances of getting an interview or job offer. Your choice of clothing and your appearance are important things to think about before you head to the career fair. Your dress should be business casual at minimum. It is also perfectly acceptable to wear a business suit if you would like. When in doubt, it is better to overdress. Make sure your overall appearance (hair, makeup, jewelry, etc...) is neat and tidy.

Don't forget your resume

Be sure to bring plenty of copies of your resume. If you have a portfolio or anything else that would help demonstrate your qualifications, bring it along. Carry your documents in a file folder or portfolio so that you can stay organized.

**If you do not have a resume or if it has not been updated within the past year, our counselors will be available at the Busch Student Center on Monday Sept. 27th from 11:30-1 p.m. You can also stop by our office for a resume review on Tuesday and Wednesday Sept. 28th and 29th from 8-5:30 p.m..



Be prepared to talk about yourself

After you've done your research, plan and practice an introduction that advertises your skills and experience. Think of this introduction as a "commercial". It is your chance to sell yourself to the recruiter. Keep it under two minutes, but remember to include useful information such as:

- Greeting, name, major, expected graduation date
- Purpose in attending the fair
- Summary of your skills & experience to demonstrate how you meet their employment needs
- Your knowledge of the company, products, or industry

Once at the fair, what do I do?

Do a lap

Take a walk around the room to scope things out. You might want to pick up some literature to read before returning to the booths to talk to recruiters.

Check the map

When you arrive at the fair, you will be given a map that tells you where each employer/organization is located throughout the room. Make note of the booths you are most interested in, and talk to a few others to "warm up" before heading to your favorites.

Go it alone

Chances are many of your friends or classmates are also planning on attending the fair. While it may be tempting to buddy up and walk around together, it may send the wrong impression to recruiters. Be independent. Even though your friends might be interested in speaking with the same recruiters you are, it is best to do so separately.

Take notes

With over 100 companies, organizations, and schools attending the event, it will be easy to get them mixed up. After you visit a booth, take a minute to write down a few notes. Was there anything specific that you talked about? Do you think this is a good possibility? Is this company or school worth more or less consideration after speaking with the recruiter? Remember to collect business cards from each recruiter you talk to.

Is there anything I should do after the fair?

Follow up with a thank you

Narrow down the companies or schools that you are most interested in and send each of the recruiters a quick thank-you-note. It could be typed, handwritten, or just a simple email. You could also send an additional resume with the note to remind them of your strengths and weaknesses. This sends the message that you are seriously interested in their organization.

Feel better? Feel confident? If you have any questions that we have not addressed, feel free to send us an email at careers@slu.edu, call us at 977-2828, or stop by the office to talk to one of our peer advisors or counselors. We are located in the Academic Resources Center, 3840 Lindell Blvd., Suite 110 (right next door to Crazy Bowls and Wraps).

Check out eRecruiting...

- SLU's very own online job database
- View postings for full time, part time, and internship positions
- Research companies using ReferenceUSA
- Apply for on-campus recruiting

To log on...

- 1.) Visit careers.slu.edu
- 2.) Click on the link for eRecruiting
- 3.) Enter your username and password
username: your slU email address
password: last 4 digits of your SSN



Fall 2004 Career Fair

All
Majors



Freshmen
to
Seniors

Thursday
September 30
1-5 p.m.
Busch Student Center

Come Explore...
Career & Graduate School
Opportunities

For more information:
careers.slu.edu
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