



Maricopa County Human Services Department

News Release

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FOR IMMEDIATE RELEASE

HOW TO FARE WELL AT THE NEXT CAREER EXPO

Employers are signing up for job fairs left and right around the Valley hoping to entice and recruit qualified candidates. They come to the fairs eager to discuss job opportunities with individuals who enter their booths. This is a networking paradise for job seekers; however, most attendees are not familiar with the unwritten rules and don't make the best use of their time at the job fair. Below are several helpful hints to make your next job fair a success.

Outlining a game plan. Thanks to modern technology, a list of employers attending the job fair is posted online prior to the event. This gives you the ability to research the employer and develop a list of questions prior to the job fair. Upon arrival at the fair, you should ask if there is a map of the event available. This will help you locate those employers you're interested in quickly.

Approaching the recruiter. Take charge of the situation by walking up, introducing yourself and shaking hands with the recruiters. Don't take a passive role by waiting for the recruiter to approach you. A good way to start dialogue with the recruiter is to ask them questions about specific positions available within their organizations. Another good approach to breaking the ice with the recruiter is the *thirty second commercial*. The goal of this type of introduction is to highlight how your skills and background align with the positions currently available; however, this is not meant to be a monologue.

Know when it's time to move on. Be sensitive to others waiting to discuss their skills with the recruiter by moving on at the appropriate time. A job fair is not the time to get into discussions on salary and benefit packages. You can do this type of research at your leisure on your computer.

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