



Career Fair Checklist

Whether you're a seasoned Career Fair veteran, or attending your first fair ever, it's always good to have reminders. CIC has created a checklist for important things to remember when preparing for a career fair.

Wear professional attire

We recommend business-professional attire and conservative colors. A suit is a good option. Please avoid sneakers and shorts.

Bring your résumé

Make a resume and edit it to perfection. Bring at least 10 copies to the Career Fair.

Practice your "elevator pitch"

In 4 minutes or less, who are you and what are your career goals? Practice your pitch until it comes naturally.

Make a plan, investigate employers

Choose a few companies you want to speak with and research them. You want to appear well-informed and interested when talking with employers.

Prepare some questions

You've done some research, have any questions? Asking questions is a great way to get more information and demonstrate your interest.

Your Career Center is a great resource if you ever need help.