

# Five Must Do's *Before* the Career Expo

GET HIRED CT | TIP SHEET

1

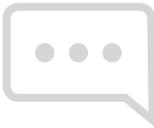


## Polish your resume

Having a standout resume is a must. Aside from assuring your relevant work experience and skills are on it, be sure it is the correct length and format for today's standards. Don't have a resume or need help to make it as great as possible? Visit your local Goodwill Career Center for free assistance.

<https://www.gwct.org/locations>

2



## Work on your elevator pitch

This is a 30-second introduction to who you are, your work experience, and why you'd be a great fit for a company. You should know your pitch by heart and be able to tailor it to whomever you are talking to. Need help in developing a memorable pitch? Visit your local Goodwill Career Center for free assistance.

<https://www.gwct.org/locations>

3



## Do your research

There are thousands of jobs available at Get Hired CT. The best way for you to prepare is to take the time to review the list of employers attending. Visit the career pages of the companies you are interested in and start a top 10 list of employers. Prepare questions you would ask the employers about the company and positions you are interested in applying for. Don't forget to plan your travel to the event.

4



## Submit your online application

It's best to be over-prepared, so start submitting those online applications before the event. This gives you a leg up on the competition, and you can confidently tell the recruiter your application is already in their database.

5



## Prep your outfit

Get Hired CT features over 100 employers spread across 40,000 square feet. That's a lot of walking. First and foremost, find professional but comfortable shoes. Your outfit should be lightweight business attire.

# Five Tips to Crush the Career Expo

GET HIRED CT | TIP SHEET

1



## Fuel for the day

This is a jam-packed event that will require a lot of focus and energy. Make sure you are starting your day off right with a good breakfast.

2



## Have a plan

Before going in, develop a list of the top 10 companies you want to connect with and prioritize them. Popular employers will have lines the entire time – make sure you get the facetime you want. It's also good to give yourself time to introduce yourself to companies that aren't on your list that you might be interested in working with – these are your wild cards. It's always good to have a wild card.

3



## Stay positive

Most employers require that you complete their online application – this shouldn't discourage you. Use the few valuable minutes you have in front of the recruiter by delivering your elevator pitch and making yourself memorable. Be sure to smile!

4



## Take notes

Write down the recruiter's name, what you discussed, and how to follow-up. Ask for a business card or email address. When you send a follow-up after the event, reference your conversation so the recruiter will remember you.

5



## Follow-up quickly

One day after the event, make sure you have completed the application process and follow-up with recruiters you met to reiterate your interest in their company.