Get Ready for the Career Fairs Spring 2024

https://career.engineering.asu.edu/students/career-fair/

FULTON SCHOOLS OF ENGINEERING | **career center**

ASU Ira A. Fulton Schools of **Engineering** Arizona State University

Spring 2024: Fairs, dates, and platforms

| Fair	Dates	Platform	Links for Information
Fulton Schools of Engineering Career Fairs	Tempe, Master's & PhD: **Feb 13** Tempe, Undergraduate: **Feb 14** Poly: **Feb 15**	In person	https://career.engineering.asu.edu/students/career-fair/ https://asu.joinhandshake.com/career_fairs
SSEBE Career Fairs	**Civil/Env Engr: Feb 20, Feb 28** **CM/CNE/CON: Feb 21-22, Feb 27** (Grad students: 8-noon; Undergrads noon-4)	In person	https://asu.joinhandshake.com/career_fairs
Fulton Schools of Engineering **Virtual** Career Fair	**Feb 28**	*CareerEco*	https://www.careereco.com/User/LogIn
ASU-wide Career Fairs	Feb 1, Feb 20, **Feb 23,** April 26	In person**, virtual**	https://asu.joinhandshake.com/career_fairs

Today's goal: what you need to do, NOW

1. Résumé
2. Learn about interviewing
3. Research companies
4. Apply
5. Prepare to interact

Résumé: use the standard format

https://career.engineering.asu.edu/resumesandresources/resumes/

Samples and other tools
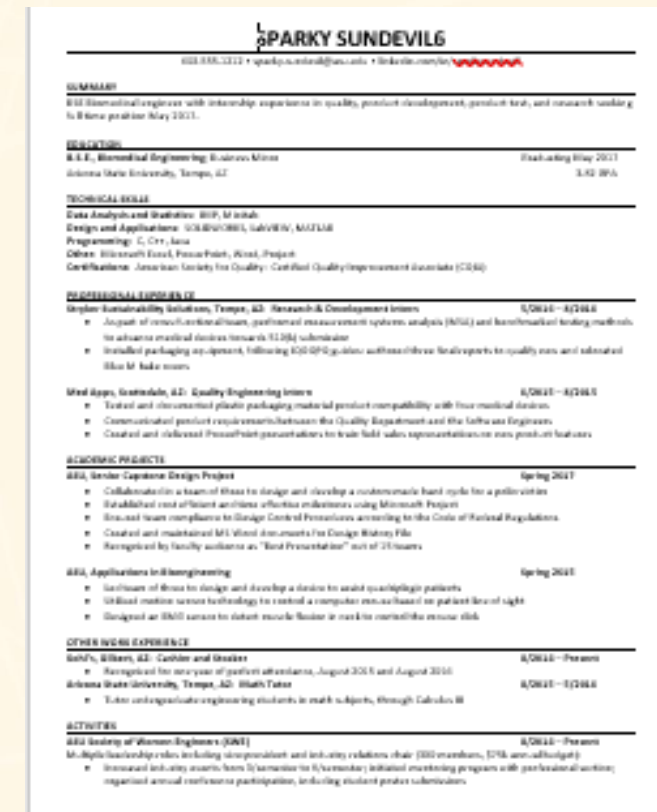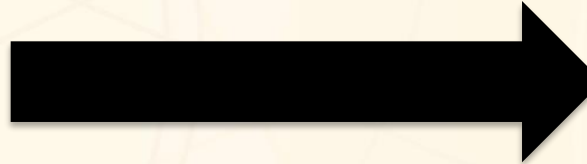
https://career.engineering.asu.edu/resumesandresources/resumes/

Find sample résumés here

Tip: Use the standard format:
recruiters prefer it!

Watch the video for more information

Write Your Résumé

Use your own individual experiences, projects and strengths. Reflect keywords from software and responsibilities listed in the job description in your résumé.

Résumé Example: First-Second Year Student
Résumé Example: Software-related majors
Résumé Example: Engineering and other majors
Résumé Example: Experienced Engineer
WATCH Résumé Basics in 10 Minutes
Technical Résumé presentation

Tip: Get a review of your résumé:
https://skillsfirst.com/organizations/asu-engineering

Don't forget about Handshake

☐ **Complete your profile**

☐ **Make profile "visible"**

☐ **Upload résumé and "Feature on Profile" (make visible)**

Learn about interviewing – yes, now

https://career.engineering.asu.edu/resumesandresources/interviewing

Interviews may be during the career fair, or shortly after

Research companies and positions

Who is coming?
see Handshake: "Events"->"Career Fairs at your school"

"Favorite" and "Join the event"

Apply and prep

- Apply to positions BEFORE the career fair
- Attend info sessions and tabling events by employers

At The Career Fair: Details

- Dress for it: Look like you are taking this seriously

- Stuff: Do not bring backpacks, boards, or scooters

- Check-in: **Bring your Sun Card**

- Room layouts and employer lists:
  - Maps posted at end of hallways
  - Look for "Attachments" in Handshake

Attachments

📄 MU 2nd Floor Overview Room Maps Spring 20...
PDF (213 KB)

📄 2023 Spring Layouts of Tables and Rooms
PDF (350 KB)

🖼️ Feb 15 Undergrad Day Employer List
JPG (282 KB)

🖼️ Feb 14 Grad Day Employer List
JPG (164 KB)

At The Career Fair: Strategies

- Bring your resume – plenty of copies

- Pick the employers you want to speak with
  - Expect long lines at popular employers
  - Start with smallest line
  - Don't overlook unfamiliar employers

- Be ready to discuss you as a candidate for one of their jobs:
  - Have the job posting # with you

Prepare to interact: 2 goals

#1: Present yourself: confident, competent, and enthusiastic

#2: Determine next steps: the company's interview plans

Prepare: Typical Questions

- From the interviewer:
  - "Tell me about a class project that you worked on."
  - Your answer:
    "This semester, I am part of a team that is assessing *<some cool thing>*.
    We are using *<some techniques>* to identify *<something>*.
    Through this project, I have learned how to apply < …>, and how *<this technique>* differs from *<something else>*.
     In addition to performing some of the testing, I created the team schedule which accommodates team members who are both on campus and on-line."
- From you, speaking to interviewer:
  - "I see that this role has multiple locations. Can you tell me how candidates are assigned to the different locations?"
  - "Can you describe the key responsibilities in this role?"
  - "Can you tell me the plans for interviewing candidates for this role?"

What happens next? Depends…

Company processes differ widely:

On campus interviews, next day, and hire from that interview ⟷ **Direct students to apply on the website, and contact students next semester**
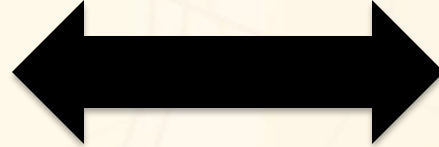
What about virtual career fairs?

1. Résumé
2. Learn about interviewing
3. *Register*
4. *Learn about the platform*
5. Research companies and *"Express Interest" for each employer*
6. Apply
7. Prepare to interact

Why virtual career fairs?

Companies want them

– Connect with on-campus and on-line students in one event

– Can put many reps on the platform at once

– Allows hiring managers to attend

More opportunities for students

– Less waiting = speak with more companies

– May speak with different company reps (not only recruiters)

– Use time before, between, and after classes

Register and learn about the platform

- Create your account on CareerEco: https://www.careereco.com/User/LogIn

- Review the tutorial and materials provided on CareerEco's site

- Register for the fair(s) you are attending

  - *Use your name as you want companies to see it*

Additional Information

- **1:1 and small group sessions on career topics:** use Handshake:
  - "Career center"-> "Appointments"->"…New Appointment"->"Fulton…->pick the topic and date/time options
  - "Events" -> "Career center guidance events"

- **Practice interviewing:** https://asu.biginterview.com/
  - Learn about interviewing and practice via video – plus optional AI-generated feedback

- **Fulton Schools Career Center website** https://career.engineering.asu.edu/
  - Presentations and tools

- **Resume review:** https://skillsfirst.com/organizations/asu-engineering
  - Submit your résumé for review without an appointment

- **"Advice From Industry Professionals:…":** https://career.engineering.asu.edu/resumesandresources/internship-job-search/

Prepare: How does this work?

- You will "enter" the employer's "main room"
  - Before the career fair, type out and save:
    - **Your basic introduction,** to be customized per employer

- Be ready:
  - Check all systems ahead of time: audio, webcam, background
  - Have your camera set up correctly:
    - Light source in front of you
    - Look into your camera
  - Be dressed in career fair attire

Prepare: How to Enter The Group Chat

- Read through the existing chat (1-2 pages of it)
- **Copy in your customized introduction** and a couple of questions ***all at once***, so it doesn't get separated by other attendees' chats:

  "Hi, my name is <>, I am a <academic level> in <major>.
  I have experience in <2-3 skills that they would be interested in based on their postings or company mission>.
  I have uploaded my résumé to this site.
  I have also been to your website (and applied to <job title, posting #>) or/and I have questions about job and posting #s before I apply. Could you tell me more about <xxxx>?"