

Winning at the “Career Fair” Game: Slam Dunk Your Play with All the Right Moves!!

30-Second Introduction/Commercial

When you are meeting an employer at a Career fair, it is your chance to have a conversation with them and give them some quick information about your background, strengths, skills, and abilities as they relate to the jobs that the employer has available. One way to make a favorable first impression is to have this information prepared and practiced in advance. Here are some points to consider when developing your introduction:


- Who are you?
- What is your field of study or the field you want to work in?
- What type of experience are you seeking—internship, co-op, summer, full-time, permanent?
- When are you available to work?
- What strengths, skills, abilities do you want to offer a future employer?
- What have you already accomplished that would be of interest to a future employer?

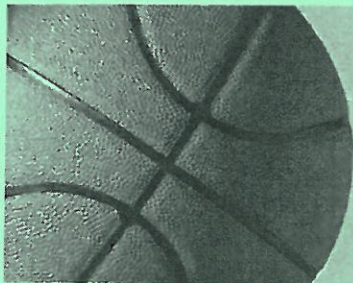
Some points to remember:

- This isn't your “life story” so be concise and relevant.
- This is a quick introduction to what someone might see in your resume.
- Articulate recent highlights to spark the interest of the employer you're talking with.
- It is okay to use some examples from high school if you are a freshman or sophomore.
- It is also okay to use an example from high school if it is highly relevant to the future job.
- It is okay to include previous experience, whether it was paid or not, such as your General Engineering project or a project you did in your spare time or your Senior Design Project.
- Use examples in the following order: first use Engineering examples, then use Leadership examples, then use Communication examples.

Example #1 of an Introduction:

“Hi, my name is Joe Hokie and I am a junior majoring in mechanical engineering. I have always had an interest in mechanical things and I worked on car engines in my spare time in high school. I really enjoy being part of a team, so I got involved in the Formula SAE team here at Virginia Tech. Last semester I was part of the drivetrain group and helped with testing. I am looking for an internship this summer where I can use both my mechanical background and my teamwork skills. Can you tell me more about the internships you have available?”

<u>Questions/Notes</u>	Corner	Shot
		



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Here are some components to consider when developing your unique introduction; choose a combination of the following:

- Greeting.....include your first and last name
- Year in School.....freshman, sophomore, junior, senior
- Major/Field of Study.....your current major or what you plan to study related to the job
- Type of Experience.....seeking internship, co-op, summer, full-time, permanent
- When You're Available.....Summer, Fall, Spring and the year
- Strengths.....specific strengths, skills, abilities related to the job
- Accomplishments.....specific accomplishments that emphasize your strengths
- Relevant Activities.....specific activities, interests, class projects related to the job

Examples of these components:

Greeting	Hello, my name is _____.
Year in School	I am currently a _____.
Major/Field of Study	I am majoring in _____.
Type of Experience	I am looking for _____,
When You're Available	for _____ (semester) _____ (year).
Strengths	My strengths are _____, _____, and _____.
Accomplishments	I have _____ and _____.
Relevant Activities	I am involved in _____ and _____.

Example #2 of an Introduction:

"Hi, my name is Jane Hokie and I am a sophomore majoring in electrical engineering. During my first year engineering project, I lead the team as we designed a complete electrical circuit for an electronic stethoscope. I also analyzed a circuit design with PSpice software. Last summer, I had an internship and I calculated a load analysis of existing and future circuits, as well as prepared data tables used for analyzing those circuits. I am interested in continuing to apply what I am learning in the classroom at work. Can you tell me more about the internships you have available?"

Questions/Notes

Corner

Shot

