

WHAT TO EXPECT AT THE CAREER & INTERNSHIP EXPO?

Typically, 50-100 employers attend Expo seeking both interns and full-time hires. Company representatives share information about their organization & positions. Expo attendees gain knowledge of the companies and positions of interest.



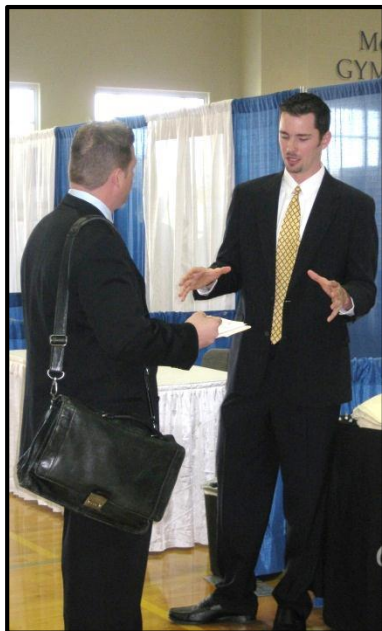
#1: DRESS PROFESSIONALLY, SMILE, AND MAKE A POSITIVE IMPRESSION!

WHEN YOU ARRIVE:

- Sign in at the Registration Table and get a Map of the Expo.
- Get a name tag; wear it on your right so the recruiter sees your name when shaking your hand.

GREET AND TALK WITH EMPLOYERS:

- Determine which opportunities best fit your interests and background. Target those companies with opportunities about which you would like to learn more.
- Company booths will be staffed by recruiters who are familiar with hiring needs of the company.
- Offer a firm, confident handshake while making good eye contact with the recruiter.
- You may have only 1-3 minutes to speak with a recruiter, so be sure to practice your 60-second commercial and be ready to ask and answer questions appropriately.
- Recruiters do not conduct formal interviews during Expo; instead, they share information about their company and opportunities informally.
- Ask the recruiter if they will post positions and conduct interviews through Career & Life Planning
- Offer to leave a copy of your resume with the recruiter; make sure you get their business card.
- Know when to move on, taking your cue from the recruiter. Avoid monopolizing the employer's time.



FOLLOW UP APPROPRIATELY:

- Email or hand-write a thank you letter to the recruiter if you are interested in pursuing an internship or full-time opportunity with their company.
- Use the recruiter's business card to route your thank-you note appropriately.

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