

GET HIRED FAIR

Wednesday, January 16, 2019

DO YOUR RESEARCH

1

Check which companies are coming to the Fair to see which ones are interesting to you.



Go to their websites and look for their mission statements, projects they are involved with, and anything else you want to know.

You can find a list at www.utm.utoronto.ca/careers/events/fairs-utm/get-hired-summer-full-time-job-fair

2

MAKE A LIST OF QUESTIONS

Using what you found from researching companies, make a list of questions to ask the representatives from the companies you are interested in.



Here are some ideas:

- What skills and experiences are you looking for in candidates?
- What are the key goals for your positions?
- How would you describe your organization's work culture?

Remember to ask for business cards from everyone you talk to.

UPDATE YOUR RESUME

3

A representative may ask for your resume if you impress them. It's important to be prepared, so make sure your resume is ready and up to date by:



1. Checking out the online **Resume and Cover Letter Toolkit** on the Career Centre website.
2. Attend the **Resume and Cover Letter Workshop** on January 10.
3. Get your resume critiqued at the Career Centre at the **Resume Blitz Day** on January 15.

4

CRAFT YOUR INTRODUCTION

Come prepared to make a good impression by writing a 30 second introduction to use when meeting employers.

Make sure to include:

- your name, program and year of study
- why you are interested in the company
- a specific question about the company or the industry based on the research you did



For more help with introductions and networking in general, attend the **Learn to Network** workshop on January 14.

UTM
CAREER CENTRE

COMING UP...

at the CAREER CENTRE

Resume Blitz Days

- Jan. 15
- Jan. 29
- Feb. 13

Learn to Network Workshop

- Jan. 14
- Jan. 24
- Feb. 1
- Feb. 4

LinkedIn Essentials For Job Search Workshop

- Jan. 28

Resume & Cover Letter Workshop

- Jan. 10
- Jan. 17
- Jan. 30
- Feb. 12

Effective Interviews Workshop

- Jan. 25

THE CAREER CENTRE WANTS YOU!

A GREAT PLACE TO WORK AND GROW.

Check CLNX.UTORONTO.CA
on February 1st, 2019 for job postings
for the 2019-2020 employment period.



CHECK THE CAREER CENTRE EVENTS CALENDAR FOR MORE DETAILS:
www.utm.utoronto/careers/events/events-calendar