

Students will be able to sign up for 20-minute slots with a wide variety of employers who are eager to talk about current or future openings for full-time jobs, part-time positions, internships, and emerging opportunities in their industry.

What should you do to prepare?

- 1) Develop a brief introduction of yourself and your hopes for meeting with a particular employer (information, employment, and internships opportunities).
- 2) If seeking employment, have a résumé available to email to the employer.

## Conversation Starters

To prepare for your time with an employer, we have provided a list of related questions.

- ✓ Could you tell me about your company or organization and what type of job or internship opportunities are available?
- ✓ How did you become interested in this field?
- ✓ How did you begin your career with this employer/organization?
- ✓ Can you describe what a typical day looks like at this company?
- ✓ How do most people get into this field? What are common entry-level jobs? Are there opportunities to move up in the company from entry level?

- ✓ What steps would you recommend students take to prepare to enter this field?
- ✓ What level of education, training, or background would best prepare me for this career field and a position with your company/organization?
- ✓ What skills, abilities, and personal attributes are essential to success in this field and with your company?
- ✓ What background or work experience do you look for?
- ✓ What accomplishments tend to be valued and rewarded in this field?

- ✓ What do you particularly look for on a professional résumé?
- ✓ What would be the salary range for a particular position with your company or organization?
- ✓ What advice would you give someone who is considering this type of job (field)?
- ✓ Are there any questions I may not have asked that you think is important for me to know?
- ✓ What job search platforms do you use to post your job announcements and application process?