



1st Year students

- First year foundation programs and casual work opportunities
- Research internships available further down the track
- What jobs and career paths are out there for your degree

Penultimate Year

- Find out about available internship opportunities
- Casual employment to fit in your studies and career goals
- Network and establish relationships with employers
- First-hand information about employers' requirements

Final Year / Recent Graduates

- Find out about available graduate programs
- Establish useful industry contacts in person to get your foot in the door
- Learn how to make your application stand out from the crowd

Career fair tips that WORK

✓ BEFORE

- Check the list of exhibitors and research those you'd like to meet on their websites
- Prepare questions and conversation starters
- Draft a 20 seconds pitch or self-introduction
- Bring a notebook with a pen
- Dress appropriately
- Check the commute to the venue, free buses available
- See your university Career Service for tips and support e.g. with your pitch

✓ DURING

- Prioritise and first visit the employers you're more interested in
- Show enthusiasm and genuine interest, smile, make eye contact
- Initiate conversations, ask questions and listen without interrupting
- Use your 20 sec pitch/self-introduction where relevant
- Tell why you are interested in the particular employer or industry
- Make personal connections, request business cards or flyers
- Make notes of who you've seen and what you've spoken about

✓ AFTER

- Follow up email to the employers you spoke with, send them what you promised the next day
- Connect on LinkedIn
- Put the applications deadlines into your calendar and plan next steps
- Analyse how the event went, provide constructive feedback to the organisers
- Reach out to Career Services for additional resources, resume and application tips

✗ DO NOT

- Expect job offers on the spot
- Ask questions you can google
- Make negative comments or complaints especially about previous employers
- Eat and talk at the same time
- Use inappropriate language
- Introduce unsuitable and unprofessional topics
- Hang around for freebies
- Dress inappropriately
- Cut into conversations and be impolite
- "Ghost" employers after the event

Contact ANU Careers for more information and personalised assistance with your job applications.

