

HOW TO PREPARE FOR AN INDUSTRY EVENT

Are you a GBCA student looking for graduate employment positions, internship or vacation work? The Careers Fair is an excellent opportunity to explore your options and to market yourself to potential employers.

Employers who attend Careers Fairs and Industry Events, are looking for students who:

- have researched their organisation and are able to ask relevant and specific questions
- present well and have a positive attitude
- possess suitable skills and relevant experience.
- dress in smart-casual attire
- show an interest in their organisation as a whole, not just to get a job
- ask relevant and interesting questions specific to the organisation
- avoid asking questions where the answers can be easily found on the organisation's website or flyers

Before the Fair Take the time to:

- research organisations who are attending and identify those you are interested in
- view vacancies on their websites
- prepare organisation-specific questions
- check the citizenship or PR (permanent residency) requirements for the roles
- practice a 60-second introduction about yourself to pitch to employers

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Examples of questions to ask employers

- what would a typical day be like as a graduate in your program?
- how would you describe your organisation's culture?
- what do you like most about working for the company?
- what are the main challenges and tasks associated with the role?
- do you have any tips about the application process?
- what types of questions do you ask in the interview?
- what sets your organisation apart from your competitors?

At the Fair Remember to:

Smile, make eye contact and offer a firm handshake. Body language is important so keep an eye on an employer's body language for clues and feedback.

After the Fair Prepare applications

- undertake further research, if required.
- make sure you know key deadlines for submitting applications.
- follow instructions carefully.
- give yourself plenty of time to refine your resumes and applications.