

**Welcome to the  
DSP  
Career-forward  
Network: I ♥  
Career Fairs**

**Ricardo Flores**

**Who?**

Job-seeking Cal Students with disabilities, employer relations, staff and student allies empowering inclusion in the workforce

**What?**

Career-focus program presented through a collaboration of the Career Center and the DSP

**When?**

3 sessions this semester - Feb 7, March 5, April 2 - 3:30pm

**Why?**

To develop a campus community that supports successful transition from college to career for job-seekers with disabilities

**How?**

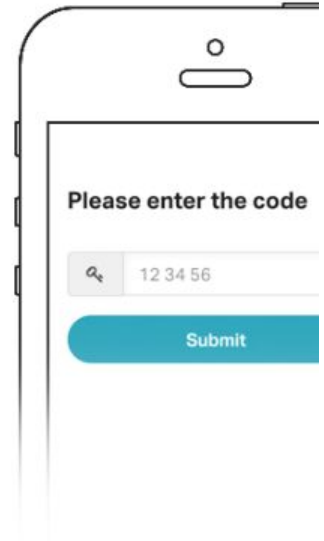
The DSP Career Counselor will organize group learning experiences, facilitate an exchange of information related to accessing employment, and keep an open-door to those with open-minds to hiring job-seekers with disabilities

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\*Cool to take notes but everyone will get a copy of the slides at the end of the presentation\*

What words come to mind when you hear the words “Career Fair”?

Have you ever attended a Career Fair?

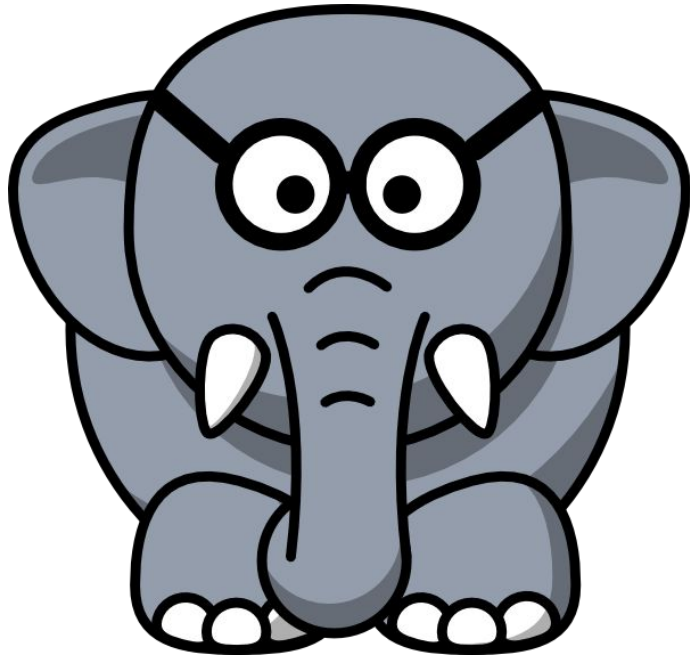
# Conquering Career Fairs



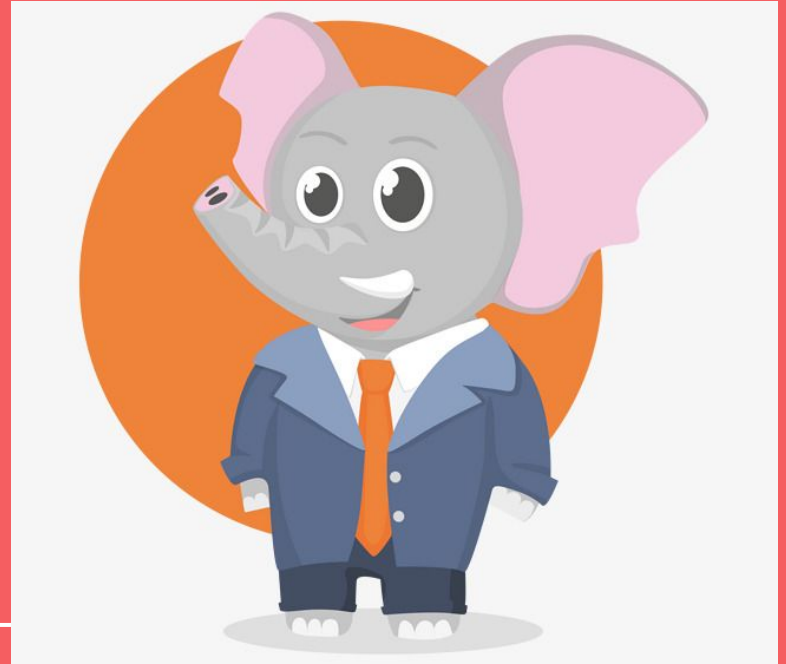
# I ♥ Career Fairs



# Falling in Love with Career Fairs



# Career Fairs, Blind Dates, Same Thing!



# FIRST...

- Over prepare, take frequent deep breaths, plan ahead and go in feeling confident and relaxed
- Career Fairs can make some people feel anxious or awkward, so it's best to make sure your checking in with yourself, taking deep breaths to make sure you feel at ease while you're attending Career Fairs
- Prepare and print at-least **20 copies** of your resume to submit to employers



# COME PREPARED

- Before the fair, you can review the online directory of employers and their job opportunities by logging into Handshake. If you spend a little time getting some background on an organization, then you can ask very focused and specific questions. This impresses representatives because it shows a genuine interest in them.
- **DSP Career Counselor is always available prior to Career Fairs** to help seek solutions to any accommodation needs.
  - i.e. A student with physical accommodation requests was supported by showing up early to a fair, and being allowed in as soon as doors opened to beat foot traffic.



# SECOND...

## Dress appropriately

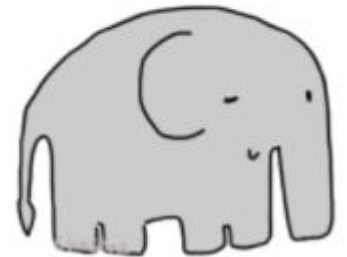
- First impressions are important. While campus attire is acceptable for fairs, you will probably be most comfortable if you at least dress in "business casual."
- See Interview Attire (<https://career.berkeley.edu/Handshake/RecrAttire>)



# BE YOU

- A good career fair outfit reflects who you are, where you are, and what you want.
- All in all, you should aim to be comfortable in whatever you have on during a career fair because if you're not comfortable that's going to distract both you and your recruiter.

You're  
ele-phantastic



# THIRD...

- Allow yourself adequate time for Career Fair orientation.
- Come as early as possible. You may need to return between classes. Typically, fairs are busiest during the lunch hour.
- Avoid peak times if crowds and humanity is challenging. Fairs close promptly at publicized ending times to accommodate employers' travel arrangements.



# GET YOUR BEARINGS

- Prior to Career Fair download and take a few minutes to review the map and directory for the fair, then review it the day of to note any last-minute changes. You may feel more comfortable if you quickly locate and walk by the employers in whom you're most interested. This will confirm their location and alert you to any crowds or lines of other students waiting.
- Career Center always has a coordinator and booth at each fair, where one can get updated information on the exact locations to specific employers.

# STEM Career & Internship Fair—Day 1, Jan 30, 2019, 11am–4pm

[See reverse for alphabetical list]

Emergency  
Exit

Emergency  
Exit

	400 MAXIM INTEGRATED		401 ORACLE		402 YELP		403 ADOBE SYSTEMS		
110 SCHLUMBERGER	28 KYOCERA	38 C3 IOT	48 US MARINE CORPS	58 SAMBA TV	68 SAP AMERICA	78 SERVICENOW	88 PROOFPOINT	98 SYMANTEC	210 OATH— YAHOO
109 NEVRO CORP	27 AECOM	37 US NAVY	47 BLACK & VEATCH	57 GREYSTAR REAL ESTATE	67 ID TECH	77 F5 NETWORKS	87 SMITH & ASSOCIATES	97 WAYFAIR	209 EVERLAW
108 OPTUM	26 QUANTUM SCAPE	36 CRB	46 US ARMY & ARMY RESERVE	56 SANTA CLARA VALLEY WATER	66 LIGHTNING BOLT SOLUTIONS	76 MATROID	86 AGARI	96 VEEVA SYSTEMS	208 AMPLITUDE
107 SUMITOMO ELECTRIC									207 OPENDOOR
106 RIEDINGER CONSULTING	25 AAC TECH- NOLOGIES	35 US ARMY CORPS OF ENGINEERS	45 MARATHON PETROLEUM	55 MAKING WAVES ACADEMY	65 TANIUM	75 OVER- STOCK.COM	85 LASERFICHE	95 HCL TECHNOLOGIES	206 ANALYSIS GROUP
105 CA DEPT OF WATER RESOURCES	24 TIGER CONNECT	34 BELDEN	44 SOLUTIONS	54 SAMTEC	64 GALILEO LEARNING	74 SITETRACKER	84 WW	94 NETSKOPE	205 ASML
104 SICK INC	23 ROCHE DIAGNOSTIC	33 HARDER MECHANICAL CONTRACTORS	43 SAN MATEO COUNTY TRANSIT	53 UC OFFICE OF THE PRESIDENT	63 UC BERKELEY GLOBAL INTERNSHIPS	73 SKILLZ INC	83 DOCSEND	93 TEXAS INSTRUMENTS	204 RULA I
103 ACCO ENGINEERED SYSTEMS									203 TATA CONSULTANCY
102 ABBOTT	22 INVENSENSE	32 ENERCON	42 MICRON TECHNOLOGY	52 STOTTLER HENKE	62 ELLIE MAE	72 BITGO	82 FRACTAL ANALYTICS	92 GUIDEWIRE SOFTWARE	202 MICROSOFT
Emergency Exit	21 ASTRANIS	31 VITUIITY	41 SYSKA HENNESSY GROUP	51 FORMFACTOR	61 ASK MEDIA GROUP	71 ACUMEN LLC	81 AYAR LABS	91 OSISOFT	Emergency Exit
101 INTEL	20 CINTRA US	30 BANK OF THE WEST	40 MARVELL SEMICONDUCTOR	50 KEYSIGHT TECHNOLOGIES	60 CORELIGHT	70 IXL LEARNING	80 PIVOTAL SOFTWARE	90 DOCUSIGN	201 SPACEMAKER AI
100 PLAID TECHNOLOGIES									200 BLOOMBERG

RSF Field House

\* Official Sponsor \*

NVIDIA CORPORATION

IBM

Emergency  
Exit

CAREER CENTER / Information



Main Entrance  
and Exit

Emergency Exit

300

301

Emergency  
Exit

Feb 20  
Career Fair

# FOURTH...

- Prioritize the employers you're most interested in.
- If your schedule allows, you may find it easiest to start with the employers in which you're less interested. This will allow you to hone your approach and to be most confident when you approach the employers you're especially excited about.
- Be sure to balance this tip with the reality that you may have little time and that many other students may be interested in the same employers. Assume that you will need to wait to speak with some employers.

# BE FLEXIBLE

- The fair directory provides a brief summary of employers opportunities & may not have been submitted by the same people who come to the fair.
- Some positions may no longer be available & other openings may have just emerged. No single employer representative is knowledgeable about all positions available, especially in a large organization.
- If the employer rep at the fair does not know specifically about jobs/internships of interest to you, ask for the name of someone who can help you.



# FIFTH...

- Introduce yourself and be prepared to give your "career pitch."
- Extend your hand or offer some alternative greeting, say "hello," and state your name. Welcome the representative to Cal. Have your resume ready.
- Be ready to talk about your career interests as well as academic and extracurricular experiences to show your skills and strengths.





# PROFESSIONALISM

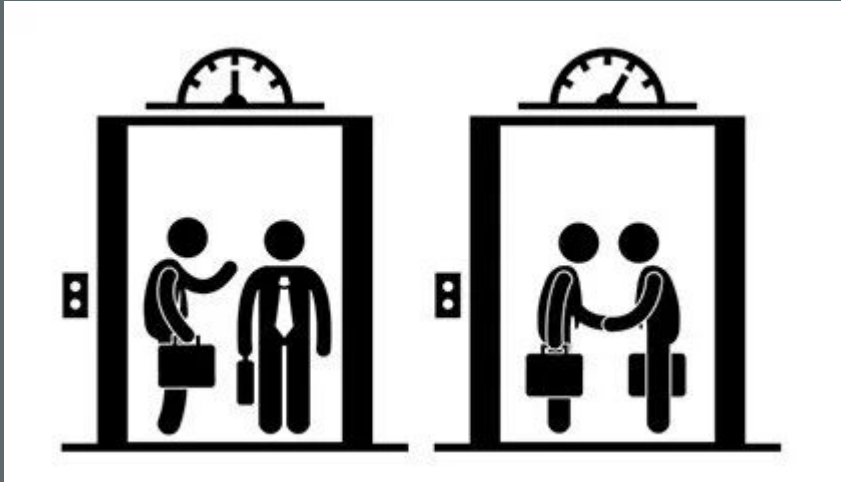
- Assume professionalism at all times, but try to relax, keep an open mind, and treat it as if you're talking to a mentor, professor, or networking contact.



- **Try to avoid serious or controversial conversation topics.** You should avoid talking about company scandals, questionable past employment, and individual disclosure/disability/accommodation specifics.

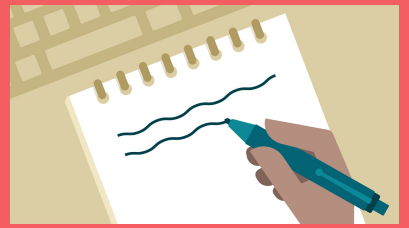
# Group Challenge

Please team up with one other person, practice firm hand shakes, and your 20-40 second elevator pitch.



My name is \_\_\_\_\_, current student in the college of \_\_\_\_\_, specializing in \_\_\_\_\_. I'm interested in your organization because the work you do in \_\_\_\_\_.

# LASTLY...



- **Take notes** when you inquire about next steps and the possibility of talking with additional managers. The representative at the fair may not be able to answer all of your questions or know specifics about your job interests.
- Write down the names, telephone numbers, etc. of other staff in the organization whom you can contact later.
- Note specific employer information sessions, on-campus interviewing and projected hiring dates that will affect you. You will not be able to take advantage of this information if you don't record it.

# LASTLY...



- Ask the representative for his/her card, and then promptly send a thank-you note. Having the business card of the representative you have just spoken with serves three purposes:
  1. You have a direct contact with the organization, including the proper spelling of the representative's name, direct telephone line, etc.
  2. A brief thank-you note acknowledges the help they gave you and the time they took to visit campus.
  3. Sending thank-you notes is a good professional habit. Find sample thank-you letters in our [Job & Internship Guide..](#)

# LASTLY...

- Respect employers' materials/sample items. Some employers bring large quantities of print materials or "give aways" clearly intended for students to take. Other employers bring a few copies of print materials, sample products, etc. as displays at their tables.
- Always check with employers before taking materials from their tables and don't take materials still packed in boxes. Some employers come to multiple days of fairs and plan to have enough materials for all days.



Thank you!



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How interested would you be in pre-admission to fairs as a DSP registrant?

Future Workshop Topics of Interest?