PREPARE FOR CAREER DAY

Career Day is a great opportunity for students to discover what types of companies they would like to work for because there is such a vast variety. If you aren’t looking for a job, this is a valuable time to practice your networking skills and also explore majors if you are undecided.

BEFORE EVENT

- Enhance your first impression with a smile and solid eye contact
- Be confident in your presentation.
- Practice your 30-second commercial.
- Make sure you know who you’re speaking with. Review your company notes just before speaking with the recruiters.
- Talk about what interests you about the company, what you have achieved in the past, and how your experience fits the company’s needs.
- Ask questions!
- Ask for a business card at the end. If the recruiter does not hand those out, make sure you write down the full name of the person.
- Put away your phone while talking to a recruiter. Post your great experiences to social media!
- Go to the Resume Drop area for additional opportunities.
- Think outside the box. Be open to speaking with a company not on your list.
- Create or update your resume. Have the Career Center review. Print plenty of copies. Upload in DiggerNet.
- Review the Career Day Program Guide. Choose your top 14–20 companies to visit.
- Perform basic research on each of the companies through DiggerNet, program guide, and company websites.
- Apply to the jobs in DiggerNet before Career Day.
- Create and practice your personal 30-second commercial.
- If the company can’t take your resume, use it as a talking point!
- Dress professionally—suits are preferred, no less than business casual.

“AT CAREER DAY, START WITH YOUR LEAST INTERESTED POSITION FOR PITCH PRACTICE AND TO HELP BOOST YOUR CONFIDENCE.”

– Sierra Nevada Corporation

DRESS TO IMPRESS

You never get a second chance to make a first impression. The first impression can be that of a professional ready to join the company; or it can be someone who is not taken seriously and passed over for a different candidate. When you are job seeking and at any type of function where recruiters will be attending (career fair, networking dinner, interview, etc.), it is always best to give consideration to your appearance. Employers want employees who dress appropriately for the job, are well groomed, and who are hygienic.

FULL TIME JOB SEARCH

- Professional appearance.
- Suit or sport coat, jacket with dress slacks, skirt, or dress (appropriate length).
- Dress shirt, blouse, or plain shirt.
- Dress shoes, nice flats, or heels.
- Minimal jewelry.
- Hair and make up should be conservative.

INTERNSHIP SEARCH

- Professional appearance.
- Nice slacks, khakis, or skirt.
- Casual jacket, cardigan, or sport coat.
- Nice shirt, sweater, blouse, or polo.
- Dress shirt with or without tie.
- Shoes and accessory rules still apply.

CLOTHES SHOULD BE CLEAN AND FIT WELL (NOT TOO TIGHT OR TOO LOOSE).

- Clean and polished dress shoes or dress boots.
- Well-groomed hair.
- Cleaned/trimmed fingernails.
- Clean teeth and fresh breath.

- Minimize your use of cologne or perfume (make sure that you smell free of natural body odors and other odors such as cigarette smoke).
- Check your attire in the restroom just before your interview for a final check of your appearance.

“DRESS UP! THE FIRST IMPRESSION IS WHAT MAKES YOU STICK OUT.”

– Whiting Petroleum