

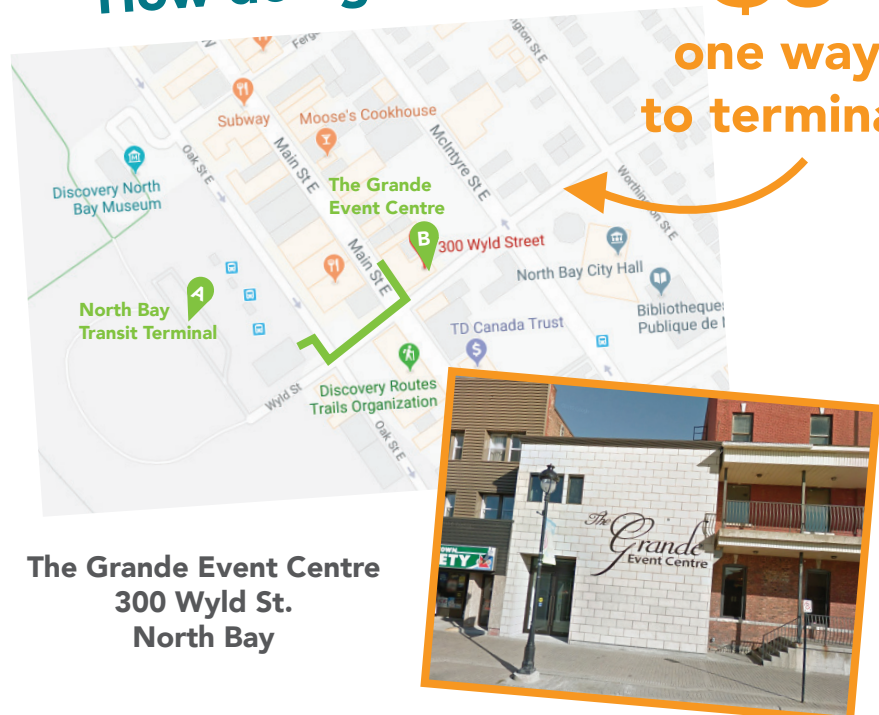
JOB FAIR

Top Tips to Rock the Job Fair!

How do I get there?

\$3

one way
to terminal



The Grande Event Centre
300 Wyld St.
North Bay

THERE WILL BE NO FREE PARKING AND SPACES IN PAID PARKING LOTS WILL BE LIMITED.

WE ARE ENCOURAGING JOB SEEKERS TO TAKE PUBLIC TRANSIT.

From the Transit terminal, you cross Oak street and head straight toward Main street. The Grande Event Centre is the first building on the right.

Remember:

The employers are investing a lot of time and resources by attending the North Bay Job Fair.

If you don't do your homework, you're wasting your time and the employer's time.

What if I need help?

Should you require any assistance, please contact any of the following Workforce Week Committee members:

Canadore College - Centre for Career Development
100 College Drive, North Bay

Collège Boréal - Employment Options
186 Main Street, Unit 1, Sturgeon Falls

Community Living North Bay
741 Wallace Road, North Bay

District of Nipissing Social Services Administration Board
200 McIntyre Street East (North Bay City Hall)

Literacy Nipissing
175 Main Street East, North Bay

North Bay Military Family Resource Centre
39 Sterling Avenue, Hornell Heights

Nipissing University Student Union
100 College Drive, North Bay

North Bay & District Chamber of Commerce - Get Trained Workers
205 Main Street East, North Bay

Yes Employment
149 Main Street East

Top 10 Tips

- 1 Prepare your resume and references list and make sure that it is error free. Bring multiple copies of both.
- 2 Make a list of Employers that you'd like to meet up with.
- 3 Research these companies you are interested in working for. Visit their websites or Facebook pages for more information about what they do. Come up with questions for the employers.
- 4 Practice your introduction out loud until you feel comfortable, confident and enthusiastic.
- 5 Be confident. Smile, walk with good posture, and make consistent and direct eye contact.
- 6 Approach targeted companies: as you come up to a table, to respect the privacy of other job seekers that are speaking to the employer, stand back and wait your turn. If the line is too long, keep moving and come back later.
- 7 Ask meaningful Questions. Remember the questions that you have already come up with and ask them, however, make sure that you don't monopolize the employer's time.
- 8 Make sure to prepare to follow up. Thank the employer for his or her time and then ask about follow up protocol. Take notes about your conversation and include a few important details in your follow up plan.
- 9 Don't make the mistake of thinking that your work is done after the job fair. Review your notes and make a plan for follow up..
- 10 Be persistent but make sure to follow the individual company's follow up procedure. Once you have done so and an appropriate time has passed, contact the employer about your job application.

FREE resumé printing services at most locations!

Job Fair Outfit DO'S



Job Fair Outfit DON'TS

A t-shirt no matter how nice you think it might be, is never appropriate for a job fair or for an interview.

Avoid jeans completely

Hats aren't going to win you any points. Comb your hair and leave the cap at home.

Get rid of the surly attitude and greet your employer with enthusiasm and a firm handshake

Remember the basics: Take a shower and take care of basic hygiene issues

Put your best self forward!