Spring 2015 Career Fair
Wednesday, March 18th
11:30 am – 2:00 pm
Read Conference Center

Employers by Category:

Banking/Finance/Insurance
AFLAC - Wauwatosa
AXA Advisors
Great West Financial
Northwestern Mutual (Corporate)
Northwestern Mutual – Downtown Milwaukee
Northwestern Mutual – Greater Milwaukee
Wells Fargo - FMG

Business/Sales/Marketing
Chipotle Mexican Grill, Inc.
Cintas Corporation
Sherwin-Williams Company
Zilli Hospitality Group

Education
Educational Enterprises, Inc.
KinderCare Learning Centers
Kohl's Child Care Centers
Racine Unified School District

Government
City of Elgin, Illinois Police Department
Milwaukee Police Department
Milwaukee Recreation
State of Wisconsin
US Department of State, Bureau of Diplomatic Security
Wisconsin Army National Guard

Health Care
Aerotek
Cancer Treatment Centers of America
Integrated Development Services
LindenGrove
Milwaukee Catholic Home
Phoenix Care Systems
ProHealth Care-Waukesha Memorial Hospital
Right At Home - Waukesha
Wheaton Franciscan Healthcare

Social Services/Non-Profit
IMPACT
Integrated Development Services
Phoenix Care Systems
Public Allies Milwaukee

Staffing Firms
Aerotek
(Pharmaceuticals, Biotech, Food & Beverage, Clinical Research, Chemical, Plastics, Healthcare)
SEEK Careers & Staffing
(Healthcare, IT, Accounting, Administrative Support)
Talent Network Group
(Banking, Marketing, Sales, HR and Corporate Services)

Technology
Epic
SEEK Careers & Staffing
TIPS FOR A SUCCESSFUL CAREER FAIR

 COME PREPARED. Before the fair, review the list of attending employers on Alverno LINKS (under Career/Internship Events) and identify the companies with whom you want to connect. Spend time researching these companies so that you can ask focused and specific questions.

 DRESS APPROPRIATELY. First impressions are important, so dress professionally. If possible, wear a suit. If you don’t have one, dress slacks and a button-down shirt are appropriate. Avoid wearing leggings, jeans, sweats, t-shirts, and athletic shoes. Demonstrate your respect for yourself as a burgeoning professional!

 BRING COPIES OF YOUR RESUME to submit to employers. Not all employers will accept your resume at the fair, but it is best to be prepared. If you’ve never written a resume or you’d like to improve your existing one, schedule an appointment in the Career & Professional Development Center by calling (414) 382-6010. Walk-in resume hours are also available Tuesdays and Wednesdays from 3–6pm and WEC Saturdays from 10am–2pm in FO 304.

 ALLOW YOURSELF ADEQUATE TIME. Come as early as possible. Typically, fairs are less crowded in the early hours, and are busiest during meal times and toward the end. In addition, many other students may be interested in the same employers as you, so assume that you will need to wait to speak with some employers.

 GET YOUR BEARINGS. When you arrive, take a few minutes to review the directory of employers. You can increase your comfort level if you locate and walk by the employers with whom you’re most interested.

 PRACTICE INTRODUCING YOURSELF. Prepare a short “commercial” that you can use as you introduce yourself to recruiters. If possible, describe: 1) who you are currently (student status, major, jobs or leadership roles), 2) what type of position you’re now seeking, and 3) any experience/skills you have related to that position.

 TAKE NOTES when you inquire about next steps and the possibility of talking with additional managers. The recruiter at the fair may not be able to answer all of your questions, so write down the names and contact information of other staff in the organization, who you can contact later.

 ASK THE RECRUITER FOR HIS/HER BUSINESS CARD, and send a thank-you note or email within 24 hours of the fair. Having the business card of the recruiter will provide you with a contact at the organization, including the proper spelling of the recruiter’s name and direct contact information. Sending a thank-you note acknowledges the time and information the recruiter gave you, and is a mature professional habit to develop.

 BE COURTEOUS! If you’re not a fit for the positions an employer currently has open, you may be down the road. Thank every recruiter for his/her time, express your interest in their organization (if applicable), and send a thank you email or LinkedIn message after the event to keep the relationship going.

Career & Professional Development Center
FO 304 • (414) 382-6010 • alverno.edu/career