



Prepare of the Engineering Internship & Career Fair



ENGINEERING
INTERNSHIP &
CAREER
FAIR

VCU FALL 2024

INTERNSHIP & CAREER FAIR

★ SEPT 25TH | 10AM - 3PM

INTERVIEW DAY

★ SEPT 26TH | 10AM - 3PM



Prepare for the Fair!!!!!!!!!!!!!!

VCU Engineering Fall '24 Internship & Career Fair

On Campus Fair: Wed, Sept 25th, 10 am – 3 pm

Interview Day: Thurs, Sept 26th, 10 am – 3 pm

Succeed at the Fair!

Take these steps:

- 1. Register on Handshake**
- 2. Research the Companies**
- 3. Apply to Jobs & Update your Profiles**
- 4. Rehearse What You Will Say**
- 5. Participate in the Fair**
- 6. Follow up: Send a Thank You**

On Campus Fair: “Join Event” and see who’s coming on Handshake

See all the employers coming & search for those that fit your needs

The screenshot shows the event page for the VCU Engineering Internship and Career Fair - Fall 2024. The header features the event title in large, bold letters, with 'ENGINEERING' in yellow and 'CAREER FAIR' in white. Below the title, it specifies 'INTERNSHIP & CAREER FAIR' for Sept 25th (10AM - 3PM) and 'INTERVIEW DAY' for Sept 26th (10AM - 3PM). A photograph of the fair is shown on the right. The main content area includes the event title, date, time, and location (College of Engineering Career Services, 401 West Main Street, Richmond, Virginia 23284). Navigation tabs for 'Details', 'Map', 'Employers', and 'Employers I'm following' are present. The 'Career fair description' section lists details such as early opening at 9:30 am, student resource lounge, backpack rooms, resume printing, LinkedIn photobooth, and a list of employers. A '2 months away' timer is also visible. The 'Employer attendees' section lists SimVentions, Balicore Construction, CMTA, Inc., and M&E Contractors, Inc. A 'See more employers' button is provided. The 'Contact' section lists VCU Engineering Career Services and the email engrcareers@vcu.edu.

*Where is the fair?
When is the fair?
How do I dress?
What do I bring?
Can I get help?*



See who's coming on Handshake- Employer

Meet these employers at the fair on Sept 25th



ENGINEERING
INTERNSHIP &
CAREER
FAIR

VCU FALL 2024

INTERNSHIP & CAREER FAIR
★ SEPT 25TH | 10AM - 3PM

INTERVIEW DAY
★ SEPT 26TH | 10AM - 3PM

 **VCU Engineering Internship and Career Fair - Fall 2024**
Wednesday, September 25th 2024, 10:00 am - 3:00 pm EDT
College of Engineering Career Services
401 West Main Street, Richmond, Virginia 23284, United States [📍](#)


[☆ Favorite](#)

[Details](#) [Map](#) [Employers](#) [Employers I'm following](#)

See who's coming on Handshake

THANK YOU

A SPECIAL
THANK YOU
TO OUR
PARTNERS

 **VCU**
College of Engineering
Career Services



Research the Companies

What do you need to know?

- Company primary product(s)
- Company's mission/vision/values
(1-5 minutes of research each is enough)

Where can you find the info?

- Handshake
- Company Website
- LinkedIn
- Google



Hot Tip: Be ready to share one thing you've learned about the company.

Apply to Jobs. Update your Profiles.

1. Apply to jobs through Handshake or the Company Website before the Fair.
2. Update your Handshake & LinkedIn profiles
 - Employers can directly message you through Handshake before the fair
 - [How to update a Handshake Profile](#)
 - LinkedIn - an easy way to follow up with employers after the fairs
 - [How to build a strong LinkedIn Profile](#)

Rehearse what you will say:

- **Greet the employer & Give your Name**
- **Say/Ask something about the company & why you're interested in them**
- **Give them your credentials**
 - Major, Year, What you are looking for (Job, Internship, Co-op)
 - 1-2 Points about yourself that make you a good candidate (club involvement, skills, past work, projects, etc.)
- **Ask them a question, answer their questions, enjoy the conversation**
- **Close and ask about next steps**

Day of the On Campus Fair:



East Hall Atrium



Engineering Research Building (ERB) Atrium



ERB Room 1313



Business Hall Atrium

4 Locations! Be sure to visit all four!

Day of the Career Fair:

- Sign-in for the fair in the Engr East Hall main entrance hallway and at the Cary Street entrance. Get your name tag.
- The fair is in the East Hall Atrium, the Engineering Research Building, ERB Room 1313, and the Business Hall Atrium.
- Soft Opening: 9:30 a.m. for members of engineering students organizations
- Some employers will offer on-campus interviews the next day!
 - AdvanSix, Dupont, Cascades, and more
 - See the evolving employer list on Handshake

Day of the Fair Details

Career Fair



- **Need help? See a peer career coach, career advisor or drop off your backpack in the “Student Resource Lounge” located E2219**
- **Carry a padfolio: For your resume, and to put collected information**
- **Walk through the fair and look at the booths to discover new companies**
- **Approach a recruiter and give your pitch. You can warm up with a practice employer first.**
- **Drop off your backpack in room ERB1308H (second option)**

Dress for Success!

- Shirt, Tie, Jacket
- Business slacks, skirt, dress (not jeans)
- Closed toe shoes with low heel
- Best colors are blue, black, grey
- Dressing up is expected!



Business Casual



Professional

After the fair, say “Thank You”

On Campus Fair: You’ll need to ask employers how you can follow-up with them, through LinkedIn or email or Handshake.

Send a “thank you” email or message the same day to your target employers.

What to say in a “thank you” note:

Thank the employer for their time at the fair.

Remind the employer of your strengths.

Emphasize your interest in the job.

Include your resume or your LinkedIn URL.

Stay in touch.

Need Help to Prepare for the Fair?



Laura Lemza

Director

lemzala@vcu.edu



Tonia Sharpe

Assistant Director

Career Advising

sharpetr@vcu.edu

PREP EVENTS

Pop-In Resume Review

Sessions:

Sept 5th 12-2 p.m. - East Hall Atrium

*Sept 6th 10 a.m.-12 p.m.

*Sept 9th 3-5 p.m.

*Sept 13th 2-4 p.m.

*Sept 16th 3-5 p.m.

*Sept 19th 1-3 p.m.

*ECS LOBBY

Suit Yourself Pop-Up Shop

Sept 3rd | 10 a.m.-4 p.m.

Sept 4th | 10 a.m.-4 p.m.

Sept 5th | 10 a.m.-4 p.m.

Business Hall Atrium

Prepare For the Fair w/Pizza

Sept 9th | E4229 | 12-12:50 p.m.

Sept 17th | E4229 | 5-5:50 p.m.

Pitch Practice

Sept 16th | ERB 1313 | 12-12:50 p.m.

Sept 18th | ERB 1313 | 2-2:50 p.m.

Sept 20th | ERB 1313 | 1-1:50 p.m.