

### Top 10 tips for summer graduate recruitment fairs

These are large events with many graduate employers exhibiting. You can talk to the recruiters and discuss the opportunities they have with their organisation. They are run at most times of year and in many locations round the UK, but there is a peak around graduation time in June. You can find details of all UK-based fairs at [www.prospects.ac.uk/links/careerfairs](http://www.prospects.ac.uk/links/careerfairs)

1. Arrive early. It will be very busy, so make sure that you leave yourself plenty of time to go to the employers that you are interested in.
2. Take some CVs to hand to employers and a pen, to jot down any details, as well as the name of the person you have spoken to.
3. Do your research beforehand. Who do you want to speak to in particular? What do you know about them already? Find out about what they offer before attending, and use your time at the fair to ask specific questions.
4. Dress smartly, as if you are attending an interview.
5. Take a bag: there are often lots of useful booklets, as well as the odd freebie!
6. Talk to recruiters – don't just hover nervously round their stand or grab all the freebies! Shake hands, smile and make eye contact.
7. Prepare a 30 second verbal CV or pitch:

*“Hello I'm Joe Smith. I've just completed my Sociology degree at the University of Kent. I've got a strong interest in retail management (or whatever) as I've had several part-time retail jobs and enjoyed the fast moving environment ...”*

8. Don't just talk to the well-known companies: others are just as good and their stands will be much less busy.
9. You may not hear from the employers you see until all the fairs have finished: ask them when and how they are likely to contact you. Take down their contact details so that you can contact them to follow up.
10. Don't forget that employers visit campus regularly to give talks. You can see a full timetable of upcoming talks here ([link](#)). We also host an annual Careers Fair ([link](#)) during Employability Week ([link](#)).

