

MONTGOMERY COLLEGE

2017 Job Fairs

Takoma Park/Silver Spring – Thursday, April 6 in the Student Services Bldg. – Atrium

Germantown – Tuesday, April 18 in the Bioscience Education Center – Room 151 & 152

Rockville – Friday, April 21 in the Large Gym, PE Building

All Fairs are from 10 am to 1 pm

PREPARE AND GET THE JOB YOU WANT!

Job Fair Tips:

Research background information about companies in which you are particularly interested. The company website is a good start.

TO FIND OUT MORE ABOUT THE EMPLOYERS ATTENDING MC's Fairs, REGISTER AT EJOBS:
www.montgomerycollege.edu/ejobs

Dress appropriately for an interview. Show you take the job interaction seriously. You don't need to wear a suit, but dress pants and a shirt/blouse would work.

Bring plenty of résumés on good paper and in immaculate shape.

Make Contact – Introduce yourself and be ready to discuss your interests and qualifications.

Be Flexible – Talk, if possible, about career opportunities within the company for people with your skills, rather than asking about specific job titles or openings.

Be Patient – Many companies do not plan to hire on the spot, or even conduct complete interviews. Your aim is to make first contact and establish a connection.

Ask for a business card from each recruiter with whom you speak. Job fairs are rich sources for initial contacts. Collect other materials they are distributing.

Follow up with thank-you letters and/or phone calls to each recruiter who took the time to speak with you. Even if they didn't have current openings that interested you, keep your options open and your availability in view!

Need help with your résumé, or with interviewing? Make an appointment with:

Takoma Park - Joe O'Hare – 240-567-1630 or joseph.o'hare@montgomerycollege.edu

Germantown - Pat McGlone – 240-567-1970 or pat.mcglone@montgomerycollege.edu

Rockville - Beth Reilly – 240-567-4449 or beth.reilly@montgomerycollege.edu