Arrive Early - As the day progresses, the likelihood of having an employer representative’s full attention diminishes, due to crowds, noise, and fatigue. Get there early so that you get them at their best.

Talking with Employers - Answer questions politely, directly, and concisely. If you don’t understand a question, ask for clarification. With the distractions around you it is easy to lose your focus; don’t just hear the employer, but really listen for the meaning of what is being said.

Closing the Sale - Your goal is to gain an on-site or on-campus interview. If you are seriously interested in the job, tell them, “I am very interested in this position (internship) and your organization.”

Clearing your Mind Between Employers - After talking with an employer, put away business cards, write down names, notes, and important information and then clear your mind. Writing information down and clearing your head should help you remember important instructions and names as you put closure on each interview.

Networking - Every person you talk with has the potential to be a job or internship lead. They may not be hiring themselves but they may know of someone who is. Keep in mind that the minute you enter the career fair you are in an interview and you must be professional at all times.

Thank You Notes - Keep a list of all the contacts you make, their titles, and organizations. Try to get business cards if they are available. Send thank you notes to those employers in which you have strong interests. Thank them for the opportunity to discuss your qualifications and state your interest in their organization.

Attention
Health Field Students and Alumni!

Health Career Expo 2007

Date Thursday, March 22, 2007
Time 10:00 AM - 2:00 PM
Cost FREE!
Place SHAC - Open to the Community

Mark your Calendars! We hope to see you there!

Employers Registered for the Health Expo 2007:

- Absolute Rehabilitation
- Alternative Healthcare Services
- Behavioral Connections
- Catholic Healthcare Partners
- Cleveland Clinic
- Concept Rehab, Inc.
- HCR Manorcare
- Huron Valley Ambulance
- In-House Rehabilitation
- Job1USA
- Luther Home of Mercy
- Manpower Inc. of SE Michigan
- Med1Care of Toledo
- MedCorp EMS
- Mercy Health Partners
- Mercy Hospital of Tiffin
- Mercy Memorial Hospital
- Novidea Healthcare
- Oakwood Healthcare Services
- ProMedica Health Care System
- The Toledo Hospital
- ProMedica Physician Group
- Renhill Staffing Services
- St. Rita’s Medical Center
- The Source Northwest Ohio
- UT Medical Center
- Volunteers of America/Bethesda
- Wood County Hospital
Education Pays

According to the Bureau of Labor Studies, the risk of being poor is much more prevalent in those individuals with little or no education. As stated in, “A Profile of the Working Poor, 2004” by the U.S. Department of Labor, “Of those in the labor force for most of 2004, only 1.7 percent of college graduates were among the working poor, compared with 15.2 percent of those with less than a high school diploma.”


Job Search Tip

Create your own business card to hand out to recruiters, networking contacts, or other professionals you meet. You can design your own for FREE at sites like:

www.vistaprint.com
www.freebusinesscardssite.com

Typically you can only get a limited quantity (250) but it should definitely be enough to get you started.

Is Your Email Address Professional?

These days an email address is critical in the job search process. When including your email address on your resume, make sure that it is professional sounding, for example:

Chris.smith@yahoo.com

If your email includes a nickname or anything unprofessional you should get a new one.

the NOW SHOWING Series

Looking for something to do?

Stop by the Career Center on Wednesdays from 4-4:30 and learn more about the working world!

A new Career Series is shown every week with a chance to talk with a career advisor afterwards.

Month of February
Career Cluster Series 2:
Transportation, Distribution & Logistics
Law, Public Safety & Security
Agriculture, Food & Natural Resources
Manufacturing

Month of March
Career Cluster Series 3:
Architecture & Construction
The Arts, Audio Visual Technology & Communications
Hospitality & Tourism
Human Services

www.OCCExpressJobs.net