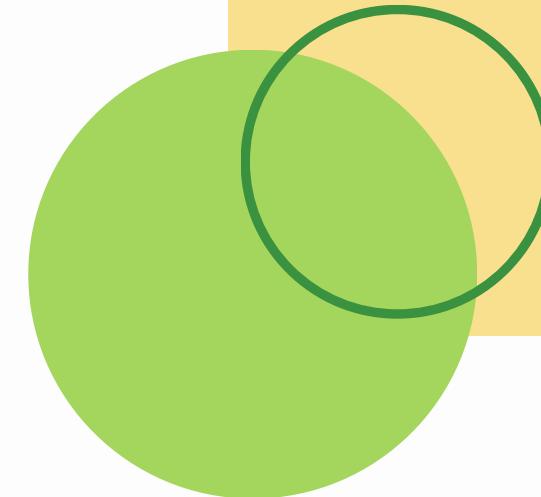




CAL POLY
Career Services

MATH 202



Preparing for the Fall 2024 Career Fairs

Jordan Wolf-Dodson (she/her)
Lead Career Counselor
Bailey College of Science and Mathematics

CAL POLY CAREER SERVICES

- Building 124 (near Spanos Stadium)
- Career counseling appointments between 9:00am-4:00pm, Mon-Fri (call or schedule via MustangJobs)
- Zoom drop-in hours
 - Mon/Wed/Fri: 11:00am-1:00pm
 - Tues/Thurs: 1:30-3:30pm
- careerservices.calpoly.edu
- Instagram: @calpolycareerservices

DROP-IN RECRUIT HERE

TRANSLATE
Select Language ▾

enterprise SPONSORS

ALUMNI & STUDENT NETWORKING
Career Connections


Summer with Career Services
July - August 2024
Grad School 101 - July 15 @ 11:10 am on ZOOM
Navigating the Job/Internship Search - July 25 @ 11:10 am on ZOOM
Resume and Cover Letter Workshop - July 30 @ 11:10 am on ZOOM
Networking for Career Success - August 6 @ 11:10 am on ZOOM
Interview with Confidence - August 15 @ 1:10 pm on ZOOM and Bldg 124 Rm 117
Building and Leveraging Your LinkedIn - August 19 @ 11:10 am on ZOOM and Bldg 124 Rm 117
Check out Mustang JOBS for Zoom links, more info, and to RSVP
For all questions email: www.careerservices.calpoly.edu

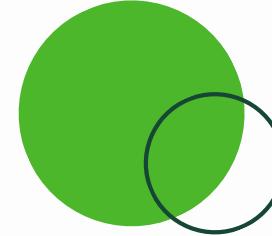
STUDENT RESOURCE TOOLKIT


ATTEND AN EVENT
In-Person and Virtual


FIND A JOB OR INTERNSHIP


MEET WITH A CAREER COUNSELOR



CAREER FAIR DATES

Computing & Analytics Career Fair (Rec Center)

- Tuesday, October 8, 4:00-7:00pm

In-Person Fall Career Fair (Rec Center)

- Day 1: Wednesday, October 9, 10:00am-3:00pm
- Day 2: Thursday, October 10, 10:00am-3:00pm

Virtual Fall Career Fair feat. Graduate & Professional Schools

- Wednesday, October 30, 10:00am-3:00pm

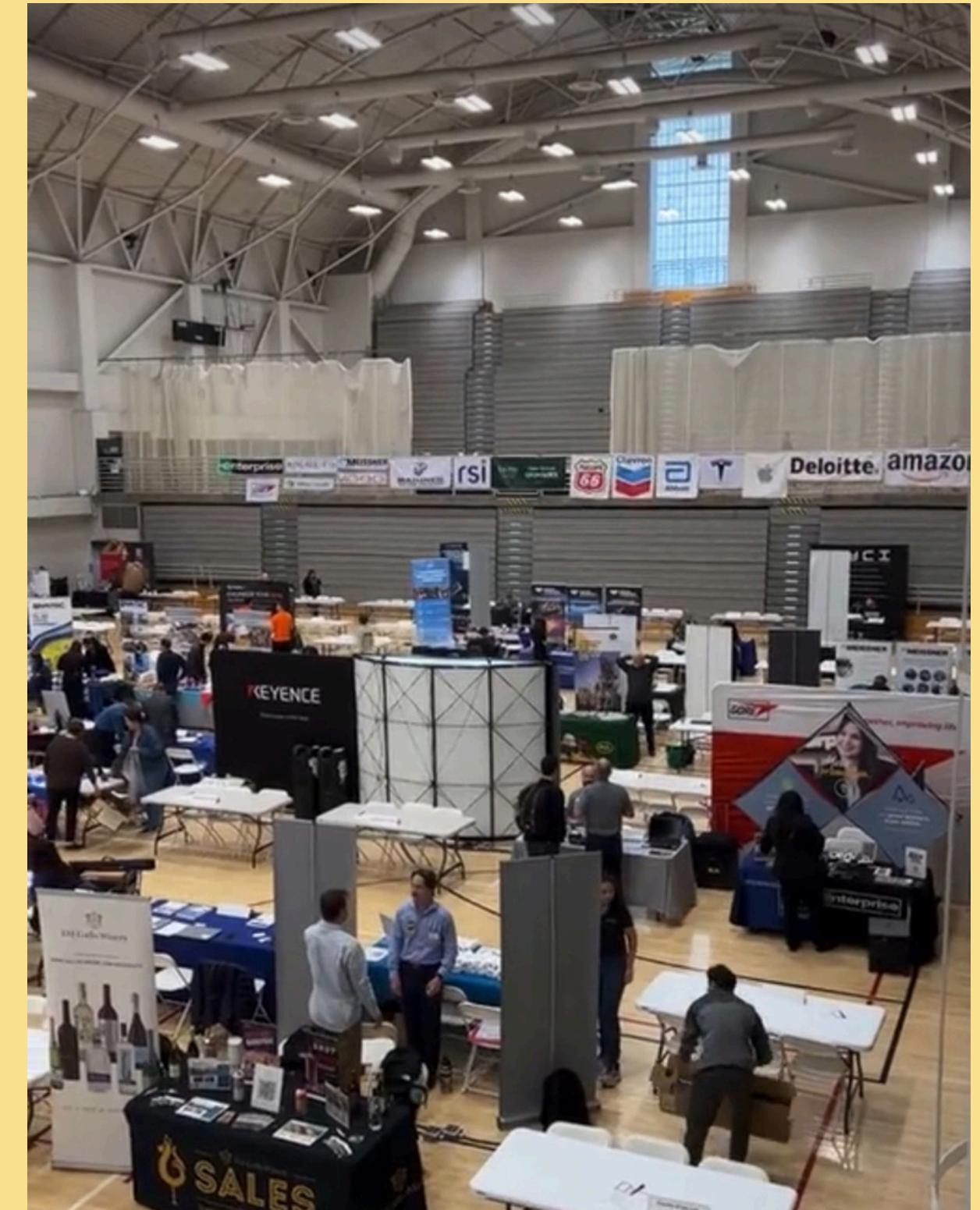
In-Person
Career Fair Prep
Handout



Check out Cal Poly
Now for upcoming
workshops!

ENTERING THE FAIR - WHAT TO EXPECT!

- **What to bring:** Cal Poly ID, phone, printed & digital resume, pen/paper, folder, padfolio, etc.
- **Leave backpacks/bags/purses at home or use the bag check area**
- Check in with the **CP Now App** (Event Pass)
- May need to wait in line to enter or talk to companies (will likely be busy!)
- Find a list of employers at the fair (choose 1-3 target companies)
- Employers organized A - Z (left to right)
- **Career Services staff available to help you!**



7 STEPS TO PREPARE FOR THE CAREER FAIR

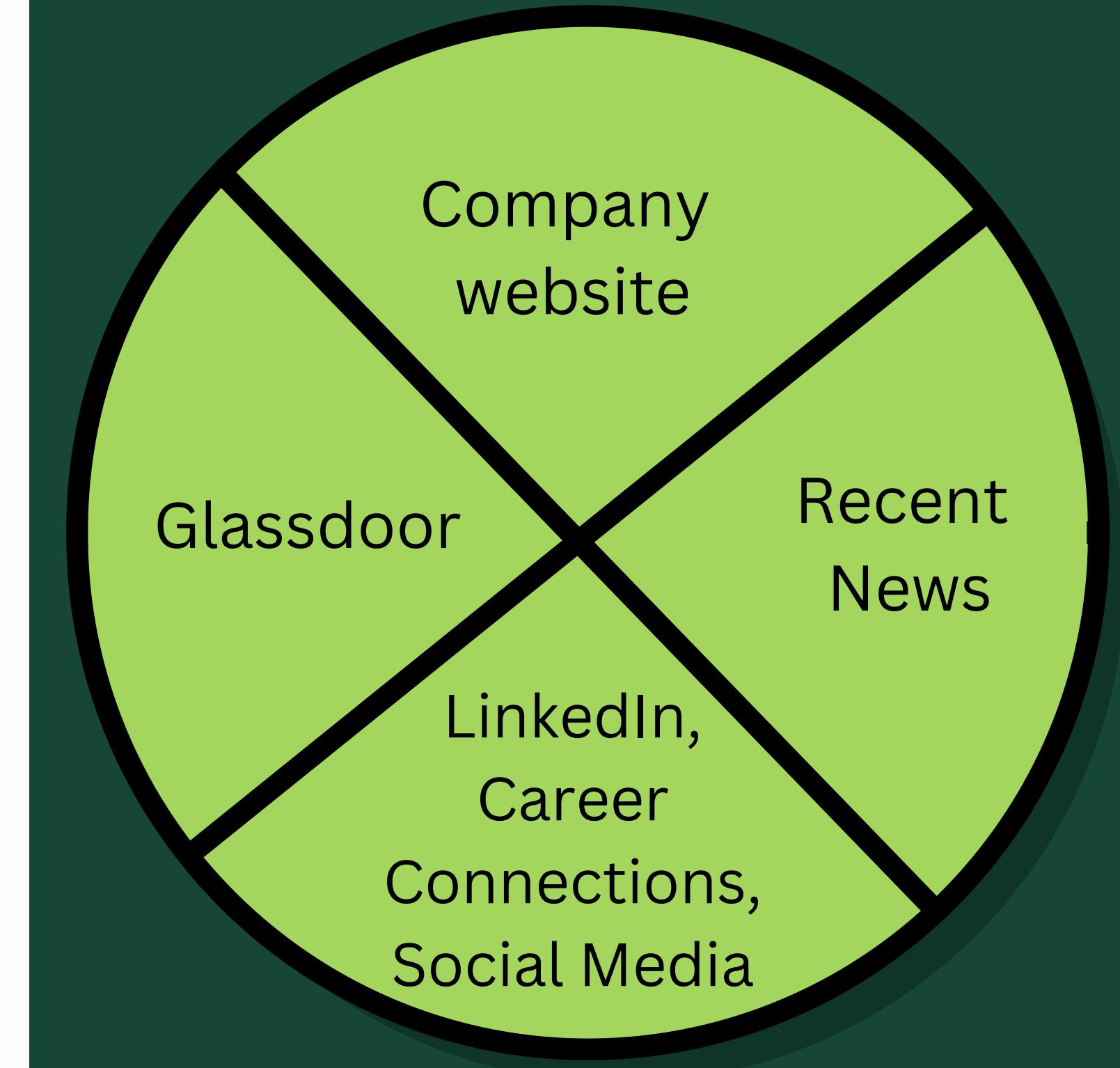


Step 1: Use MustangJobs

-  **FIND COMPANIES AND INTERNSHIPS OF INTEREST**
-  **SEE WHO'S ATTENDING THE CAREER FAIR**
-  **FIND CAREER SERVICES WORKSHOPS/EVENTS TO PREPARE
(ALSO ON CAL POLY NOW)**
-  **MAKE SURE MUSTANGJOBS PROFILE IS UP-TO-DATE**
-  **UPLOAD YOUR RESUME**

STEP 2: RESEARCH COMPANIES AND PREPARE QUESTIONS

- What does the company make/do?
- Location(s)
- Company values
- For which positions are they recruiting?
- How could you contribute?
- Why are you specifically interested in working for that company?
- Prepare questions based on your research of position/company



Some companies to check out at the Fall 2024 Career Fairs

MATH Specific:

- Veeva*
- Naval Air Systems Command
- The Aerospace Corporation*
- Air Force
- Lam Research Corporation
- Credit One Bank
- Los Alamos National Lab
- G3 Enterprises, Inc.
- ORISE
- US Postal Service

All Majors:

- Divergent
- Lawrence Livermore National Lab*
- Epic*
- County of Santa Barbara*
- General Atomics
- Caltrans HQ
- Schneider Electric
- Center for California Studies

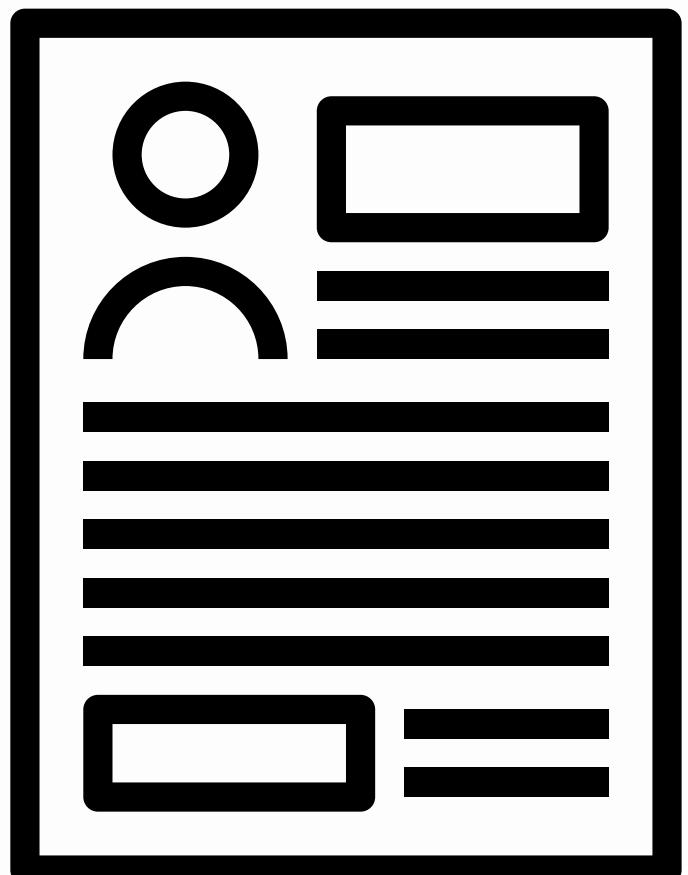
Step 3: Update Your Resume

Tips

- One page with most important info at the top
- Use bullet points and start with action verbs
- Focus on accomplishments and transferable skills
- Tailor to job/internship description or type

Use Resources!

- [Drop-In Hours](#) (M/W/F 11-1pm, T/Th 1:30-3:30pm, Zoom)
- [Resume Guide](#)
- [Digital Resume and Cover Letter Review](#)
- [Sample Resumes](#)



Step 4: Practice Elevator Pitch



Who are you?

Include major & graduation term



What are you looking for?

What role are you interested in? Why?



Why You?

Share relevant experience/skills



End with a Transition

Ask a question!



Step 4: Practice Elevator Pitch

Example:

WHO: “Hi! My name is _____ and I am completing a bachelor's degree in mathematics with a minor/concentration in _____. I'm planning to graduate in (month/year).”

WHAT: “I read about your company online and am very interested in the internship I saw posted on MustangJobs.” (**OPTIONAL:** apply before the fair!)

WHY: “My background in _____ has sparked my interest in this industry, and I have hands-on experience from my (class/project/job/research).”

QUESTION: “Could you tell me more about your company (or internship)?”



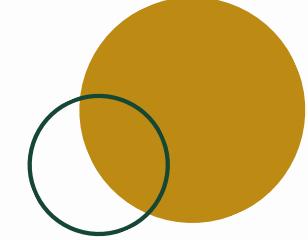
Step 5: Dress for Success!



PROFESSIONAL
CLOTHING CLOSET



Step 6: Engage with Employers



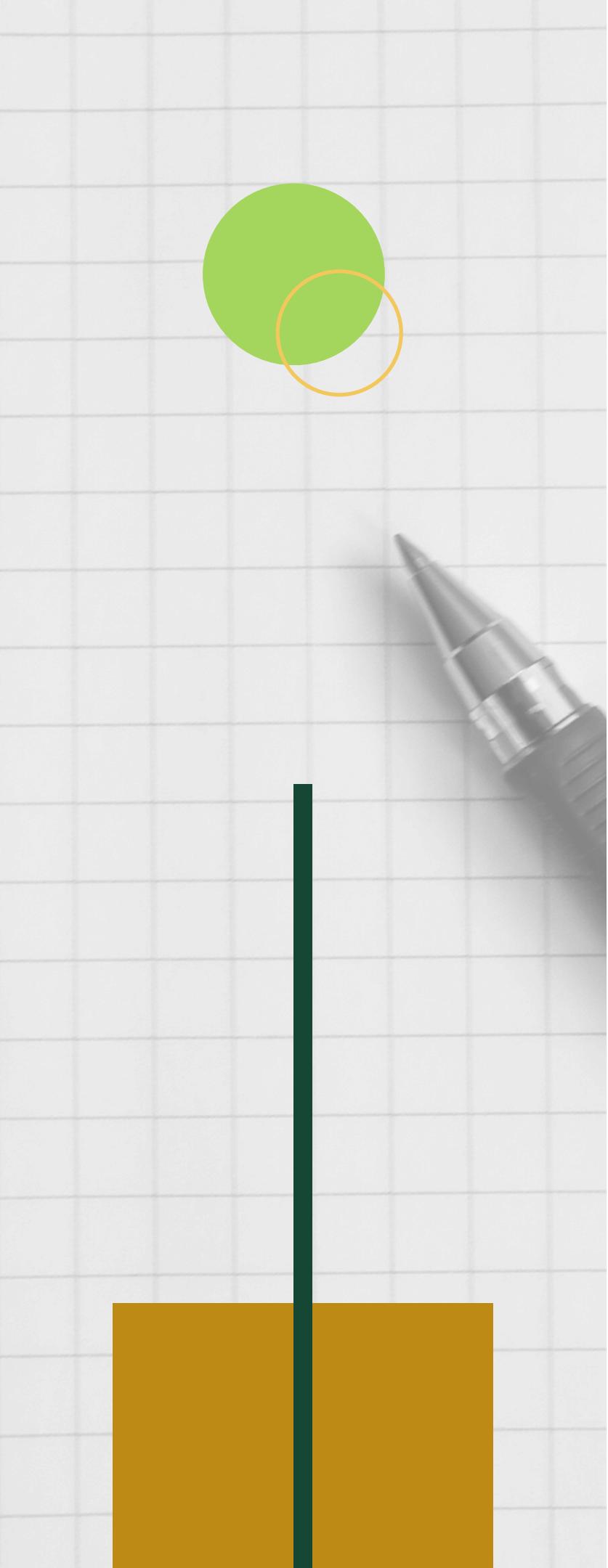
- Demonstrate interest and enthusiasm
- Use a firm handshake
- Introduce yourself to employer/reps and listen to their intro (often very conversational!)
- Launch into pitch if **given the opportunity**
 - Be ready to answer questions about your background and qualifications
 - Know how to answer, "**What do you know about our company?**"
 - Ask appropriate questions
 - **Ask for business card/contact info**
 - End by thanking them and reiterating interest in role/company

Step 7: Follow Up!

Reach out via email/LinkedIn



- Wait at least 24 hours to send
- Thank employer and restate interest
- Ask follow-up questions (if any)
- Let them know if you've applied
- Have patience! Not everyone responds to thank you emails/connection requests



RECRUITING GUIDELINES

- Guidelines only apply to companies who went through Career Services to recruit you (Career Fairs, Info Sessions, On-Campus Interviews, or Job Listings on Handshake/MustangJOBS)
- Employers should allow a minimum of **two weeks** from the date of the written offer for you to accept/decline
- We hope students feel confident in their decision before accepting an offer. If you want help navigating your offer, schedule an appointment or go to drop-in hours for assistance!

Additional Resources

Resource Toolkit

- **Resumes/Cover Letters**
- **Interview Prep**
- **Negotiating Offers**
- **Career Exploration**

Informational Interviews/ Networking

- LinkedIn
- Career Connections
- **Learn from others in your field of interest!**

Graduate Status Report

- **See where other math students have found employment!**
- **Companies, job titles, industries**

Meet with Us!

- **Schedule an appointment (30 min, in-person or Zoom)**
- **Drop-In hours (Zoom, Monday - Friday)**