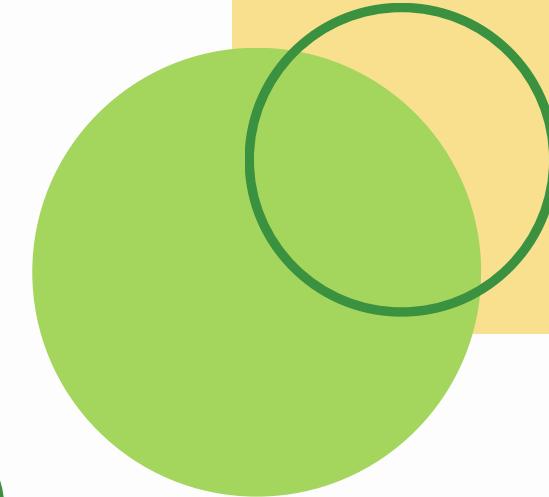




**CAL POLY**  
Career Services

**MATH 202**

# Preparing for the Spring 2025 Career Fair



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](http://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](mailto:www.careerservices.calpoly.edu)

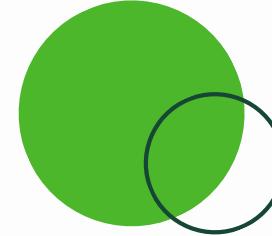
**STUDENT RESOURCE TOOLKIT**  


**ATTEND AN EVENT**  
In-Person and Virtual  


**FIND A JOB OR INTERNSHIP**  


**MEET WITH A CAREER COUNSELOR**  



# SPRING CAREER FAIR INFO

- Day 1: Wednesday, April 16<sup>th</sup> from 10:00am-3:00pm
- Day 2: Thursday, April 17<sup>th</sup> from 10:00am-3:00pm
- NEW LOCATION: Multi-Activity Center (MAC)
- 92 employers
- Will feature some graduate schools and local opportunities

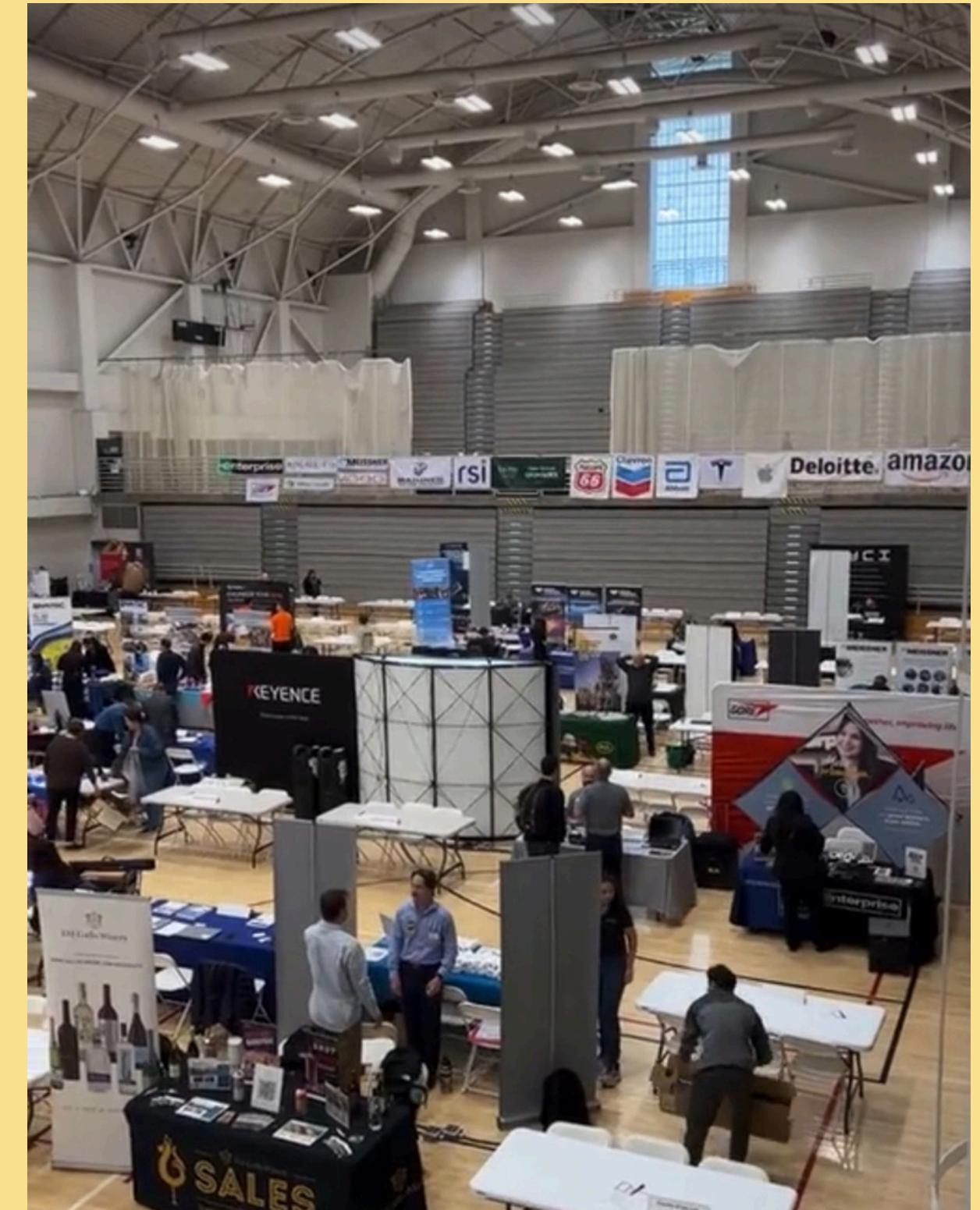
In-Person  
Career Fair Prep  
Handout



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 larger companies
- 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



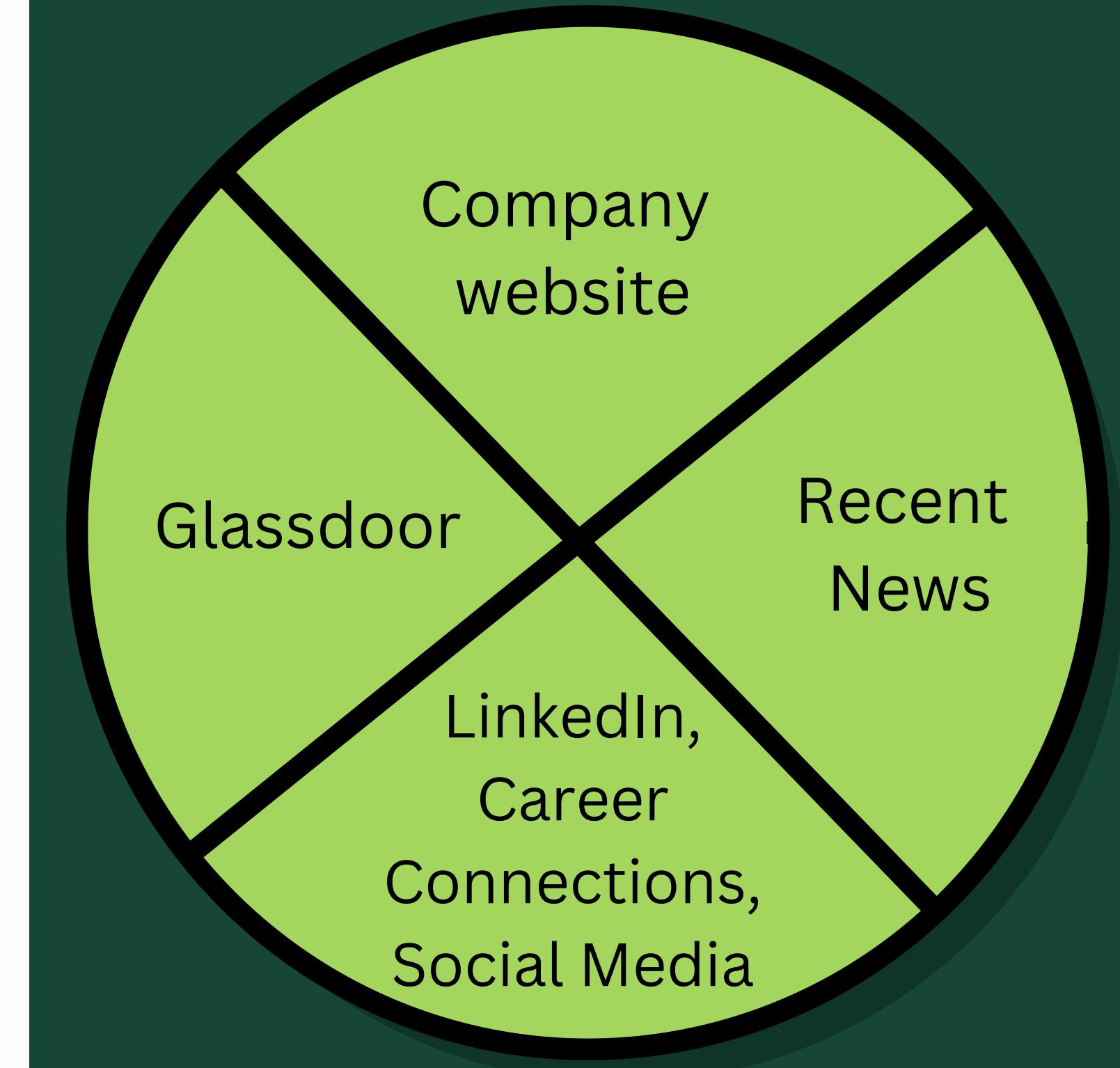
# Step 1: Use MustangJobs

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-  **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



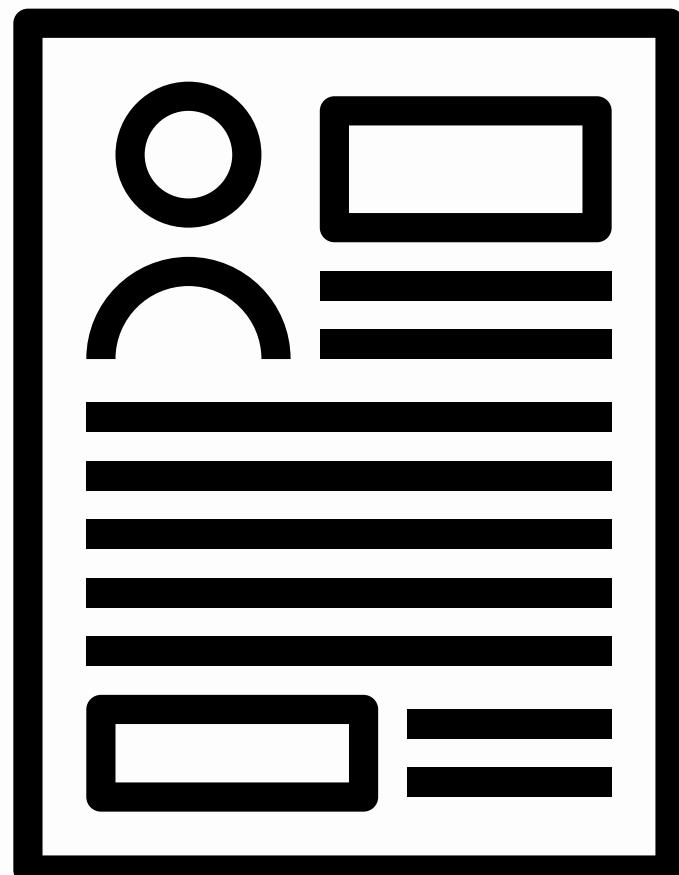
# Step 3: Update Your Resume

## 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



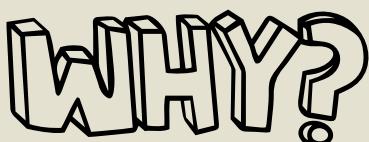
**Who are you?**

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'm currently pursuing a bachelor's degree in mathematics with a minor/concentration in \_\_\_\_\_. I'm planning to graduate in (month/year)."

**WHAT:** "I came across your company while browsing MustangJobs and wanted to learn more – your work really stood out to me, especially in how it connects with areas I'm exploring in class."

**WHY:** "My background in \_\_\_\_\_ has sparked my curiosity about this field, and I've gotten hands-on experience through my (class/project/job/research), which has helped me build a strong foundation."

**QUESTION:** "Could you tell me more about opportunities for someone with my background to contribute to [Company Name]?"



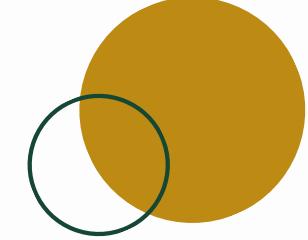
# Step 5: Dress for Success!



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

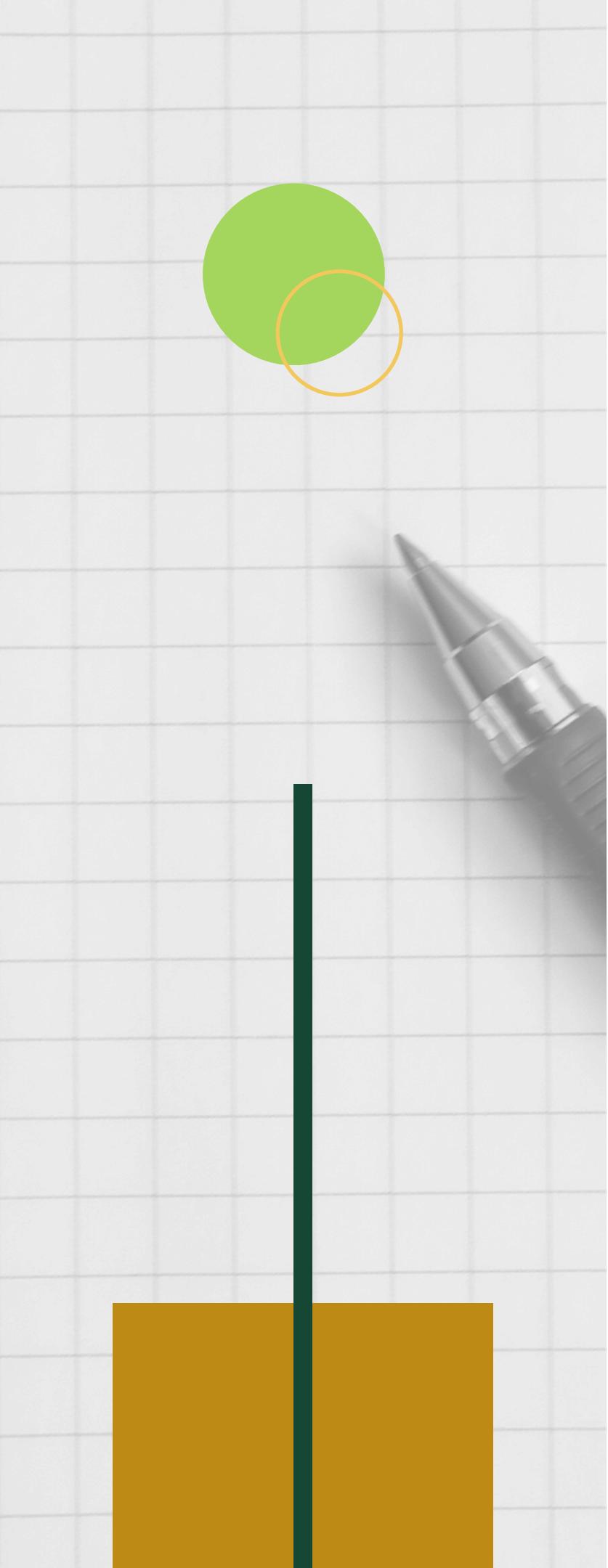


# Step 7: Follow Up!

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

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- 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!