

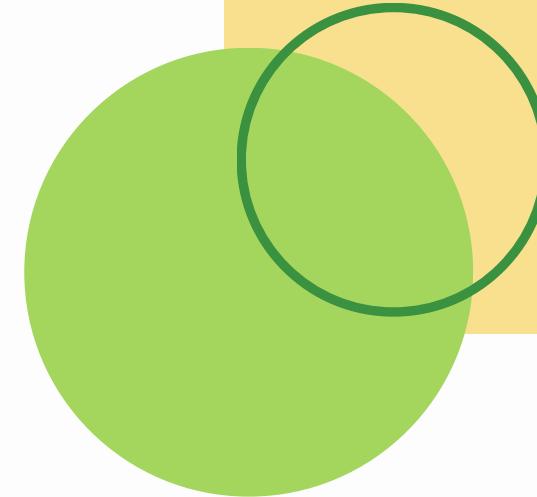


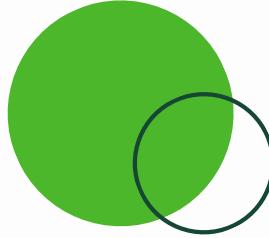
CAL POLY
Career Services

MATH 202

Preparing for the Spring 2024 Career Fair

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





IMPORTANT DATES

In-Person Spring Career Fair (Rec Center)

- **Day 1: Wednesday, April 17, 10am-3pm**
 - Graduate & professional schools included
- **Day 2: Thursday, April 18, 10am-3pm**
 - Local companies/organizations included

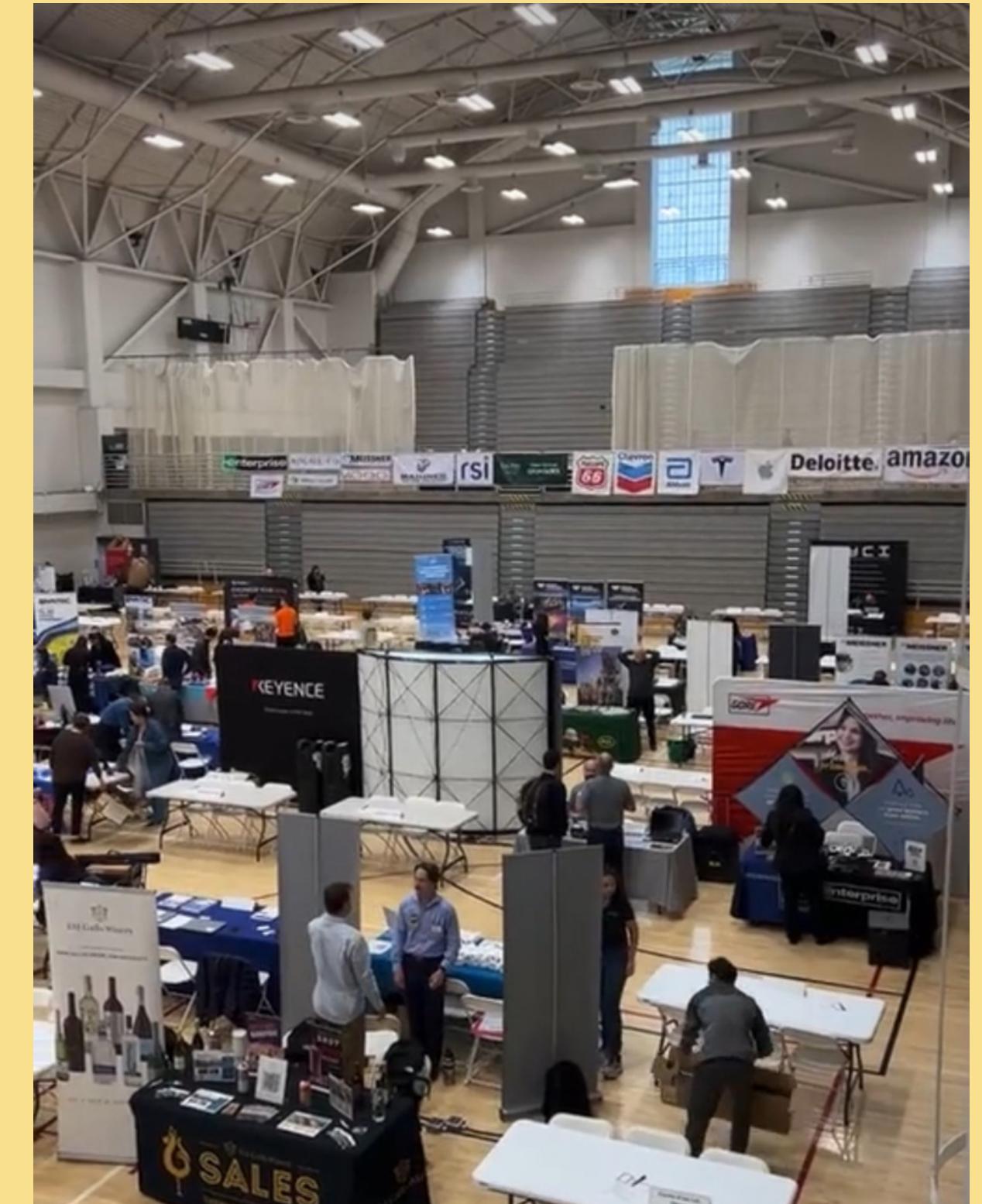
In-Person
Career Fair Prep
Handout



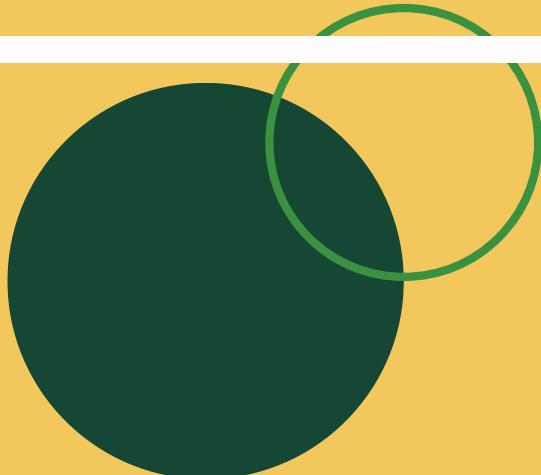
Upcoming Events
and Workshops

ENTERING THE FAIR - WHAT TO EXPECT!

- **What to bring:** Cal Poly ID, phone, printed or digital resumes, pen/paper, folder, padfolio, etc.
- **Leave backpacks/bags/purses at home or use the bag check area**
- May need to wait in line to enter
- Check in with a QR code
- Find a list of employers at the fair
- Employers organized A - Z (left to right)
- **Career Services staff will be there to help you!**



7 STEPS TO PREPARE FOR THE CAREER FAIR



Step 1: Use Handshake/MustangJOBS

1) Go to Events and find the Cal Poly 2024 Spring Career Fair

- Registering ahead of time is optional
- Find companies/positions of interest

2) Update your MustangJOBS profile

- Aim for 100% complete
- Make sure your graduation date is correct

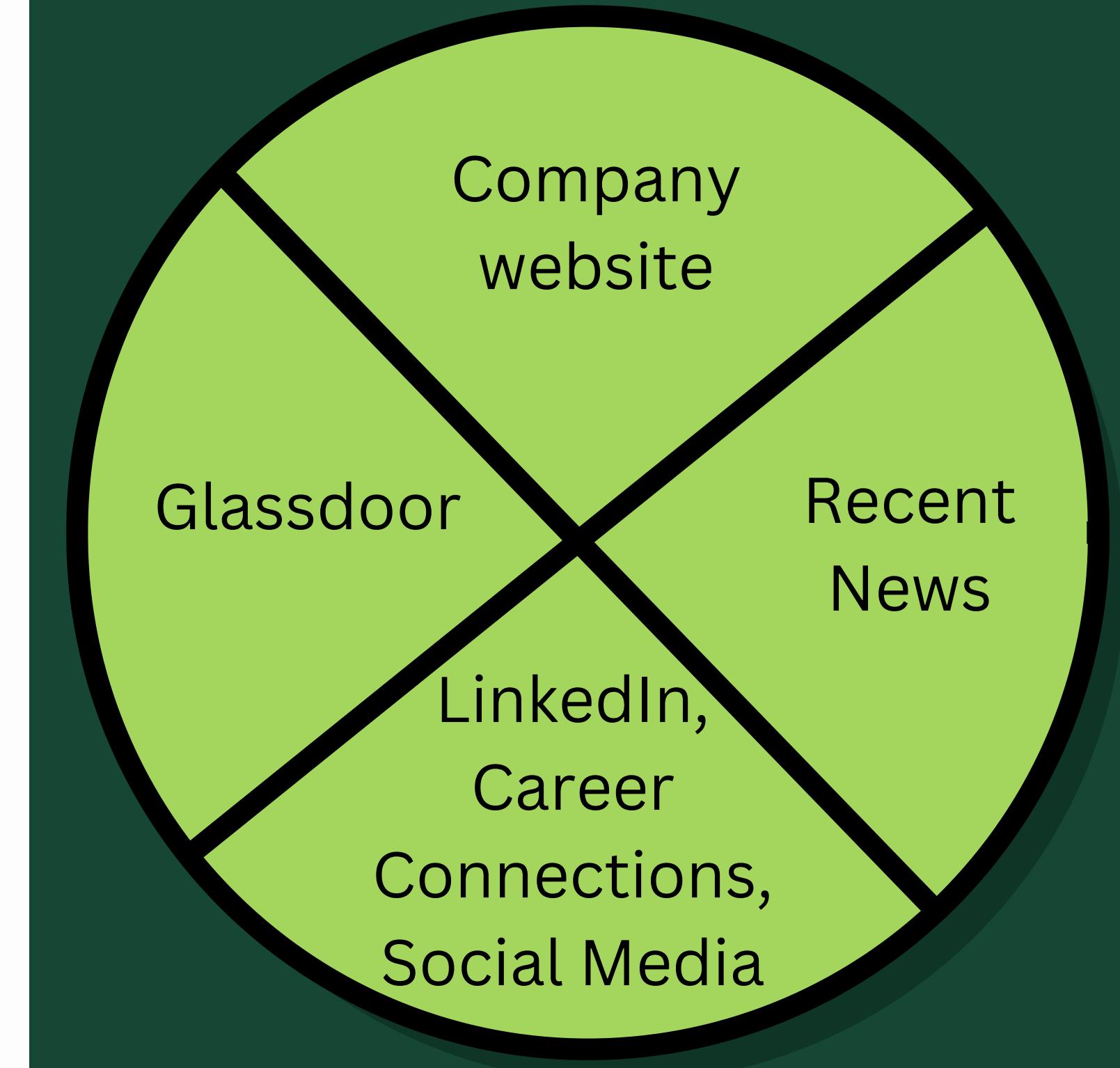
3) Add resume to the 2024 Spring Career Fair Opt-In Resume Book

4) Find Career Services workshops to prepare!



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 Spring 2024 Career Fair

MATH Specific:

- Air Force Civilian Service
- Edge Autonomy
- Empirical Systems
- Aerospace
- Lam Research Corporation
- Los Alamos National Lab
- Naval Facilities
- Engineering
- SpaceX

All Majors:

- Cal Poly Facilities
- Cal Poly Research
- CA Dept of Parks and Rec
- Caltrans HQ
- City of San Luis Obispo
- County of San Luis Obispo
- County of Santa Barbara
- Downtown SLO
- Enterprise Mobility
- The Wonderful Company
- SOLV Energy

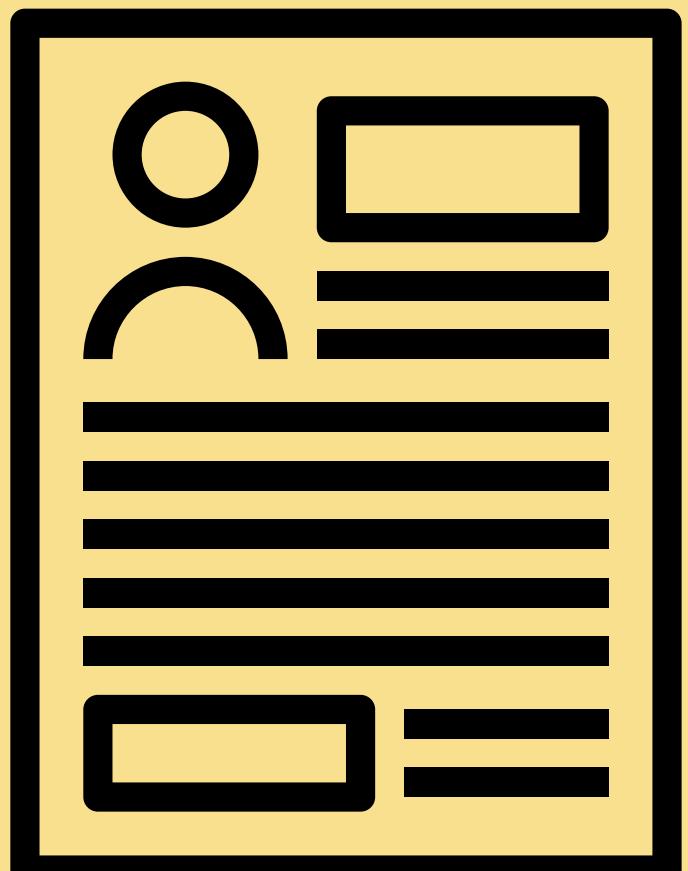
Step 3: Update Your Resume

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

Use Resources!

- Drop-In Hours (11:00am-1:00pm, M-F, Zoom)
- Resume Guide
- Digital Resume and Cover Letter Review
- Sample Resumes
- Meet with Career Counselor (30 minutes)



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).”

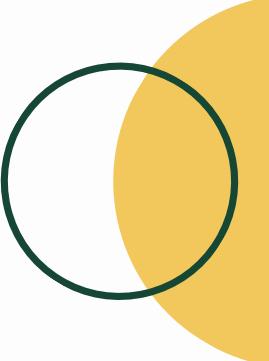
QUESTION: “Could you tell me more about your company (or internship)?”



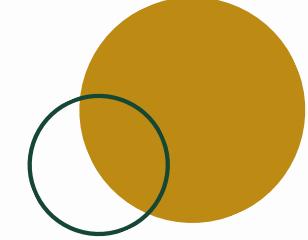
Step 5: Dress for Success!



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

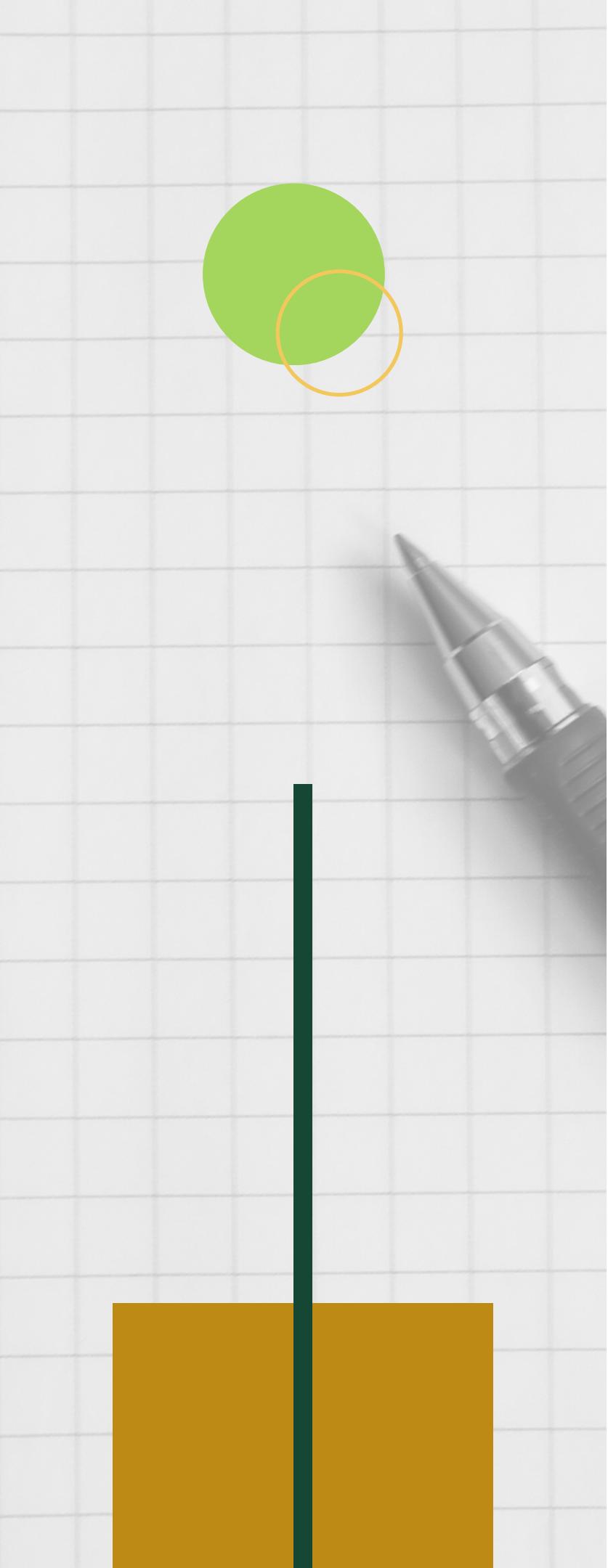


Step 7: Follow Up!

Reach out via email/LinkedIn



- Thank employer and restate interest
 - Ask follow-up questions
 - 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, 11am-1pm Monday-Friday)