

# Business CAREER FAIR

FRIDAY, FEBRUARY 3  
9:30AM - 2:30PM  
CROWNE PLAZA HOTEL

Free shuttle every 30 minutes  
Pickup at the College of Business

#HireULBiz

Let us help you prepare!

## Contact us to register:

[ulmer@louisville.edu](mailto:ulmer@louisville.edu)  
502-852-7756

## RESUME REVIEW DAYS

**JANUARY 24 & 25 9AM-6PM**

Make sure your resume is career fair ready!  
Bring your resume to the Ulmer Career Center  
either day between 9:00AM-6:00PM and get it  
reviewed—no appointment needed!

## CAREER FAIR PREP WORKSHOP

**JANUARY 31 12:15PM-1PM**

**FEBRUARY 1 12:15PM-1PM**

Come to the Ulmer Career Center to learn how to  
prepare for the Business Career Fair including how to  
work the room and how to follow-up afterwards.

## MOCK INTERVIEWS

**FEBRUARY 28 1PM-5PM**

**MARCH 1 9AM-12PM**

**MARCH 2 9AM-5PM**

**MARCH 3 9AM-5PM**

Practice your interview skills with a recruiter and  
get immediate feedback on your answers. You must  
schedule a mock interview. Interviews last 45 minutes.

UNIVERSITY OF  
**LOUISVILLE**  
COLLEGE OF BUSINESS

   /ULBizCareer

 [business.louisville.edu/linkedin/ULBizCareer](https://business.louisville.edu/linkedin/ULBizCareer)

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ULMER CAREER MANAGEMENT CENTER

## HELPFUL TIPS FOR STUDENTS

### Prepare an introduction

A strong introduction of 20-30 seconds gives a positive first impression. This is simply a statement to introduce yourself and your major, demonstrate some knowledge of the organization/company, express interest, and address what you have to offer them. Practice your introduction and be comfortable giving it.

### Research company websites

Take the time to find out which companies will be attending the career fair. Visit CareerTrak for the list and check back often for the most up-to-date list: [business.louisville.edu/careertrak](https://business.louisville.edu/careertrak). Make a list of the companies you are interested in and research the companies by visiting their websites. Be prepared to answer questions on why you are interested in a specific company and what you are seeking.

### Bring resumes

Make sure that your resume is updated and has been reviewed. The best way to ensure this is by stopping by the Ulmer Career Center during Resume Review Days. Then bring twice as many resumes as companies that you want to speak with.

### Dress professionally

Make a positive first impression by dressing professionally. For specific tips on men and women's professional dress, check out the CareerSpots videos on [business.louisville.edu/careers](https://business.louisville.edu/careers).

### Have an open mind

Keep in mind that you cannot tell what a company or organization has to offer simply by looking at their name or product. Don't be afraid to talk to new companies; you never know what opportunities you might find.

### Be professional

Greet everyone with a smile and a firm handshake. Be confident, enthusiastic, and polite. Be sure to collect business cards and follow-up with the employer representatives within 24 to 48 hours.

### Be prepared

Have questions ready for the employers that demonstrate your knowledge of the company/organization as well as your interest. Some example questions are:

- Describe the work environment of your company.
- How has working at this company influenced your personal and professional growth?
- What is a typical day like for an intern at your company?