

# Virtual career fair cheat sheet

## Recruiter tips for making a lasting impression at a virtual career fair

You have five minutes — 10 at the most — to make a good impression. After that, the recruiter is on to the next candidate. And if it's a big event, there could be as many as 1,500 job seekers in line behind you. Our virtual career cheat sheet can help you stay at the top of the recruiters' lists.

### Set up your profile early.

Most companies search the database as soon as it's available, so make sure you're in the system for their candidate searches. Fill out your profile and include a professional photo and attach your resume.

### Make a chat cheat sheet.

At a virtual career fair, a group chat is often where the conversation starts. Rather than waiting in line to speak with a recruiter, as you would at an in-person career fair, you often start in a chat room where job-seekers share their name and area of interest.

### It's a good idea to type what you're going to say ahead of time. Here are a few suggestions:

- Hello! My name is (insert name) and I would love to hear about (insert technical discipline) opportunities with your company.
- My major is in (insert field) and I graduate in (insert year).
- What type of opportunities would be available at your company for someone with my background?
- Does your company offer an intern program?
- What kinds of technology will the company focus on in the next five years?

### Make comments unique to the company.

Read the company's website ahead of time, find items that excite you, then bring those up in your conversation. Make specific references to the field and the company's products, services and values.

### Have specific job openings in hand.

Knowing about [specific jobs](#) gives you an advantage, so have those job descriptions handy to discuss with a recruiter. Even better, apply beforehand.

### Talk about your interests.

Separate yourself from the crowd by focusing on your passion. Highlight a school project that relates to the field you're interested in or volunteer work that taught you to be a better leader.

### Get ready to discuss relocating.

Know what you want and where you want to be. Ask yourself if you would consider moving for the right opportunity before you chat with recruiters. Remote and flexible work options are more possible than ever before, but some roles require being on-site. Sometimes, a willingness to relocate will give you a huge advantage.

### Is it busy? Consider coming back at a better time.

Conference traffic ebbs and flows, and candidates can see how many people are in the group chat at any given time. Recruiters do their best to keep things moving and make sure everyone gets time. But if 300 other job seekers are waiting, consider checking out other conference resources and returning a bit later.

### Be camera-ready.

A recruiter might opt for a video conference if there's time, so have a tidy room behind you or an appropriate virtual background. Dress as if you were there in person. If you're using a mobile device, use a tripod to hold it steady, and place it on a stack of books or something else to ensure it's at eye level. If you're using a laptop with a webcam, adjust it so you're making eye contact — not looking off to the side.