HOW TO APPROACH AN EMPLOYER—NETWORKING
(Contact for future positions)

- Introduce yourself to the employer, shake hands
- Describe what your major is and how you plan to use it
- Convey your knowledge/technical skills to the company
- Sell your strengths and highlight your technical skills
- Inform the employer of experience in work, classes, and activities

SAMPLE QUESTIONS TO ASK EMPLOYERS:

- With the current economy, do you have any helpful suggestions for job seekers?
- What kinds of skills in a potential candidate would most interest you?
- What is your role in your company?
- How did you come to be in your line of work?
- What changes are happening, or can you predict happening, within your industry?
- What do you regard as your greatest achievement in business to date?
- How would you like people to describe your contribution to industry?

AFTER THE NETWORKING EVENT

- Follow up within 48 hours with your contacts
- Visit employer website and follow procedures to apply for positions

TIPS TO REMEMBER

- Maintain eye contact
- Smile and be positive
- Be sincere and truthful
- Listen carefully and respond to employers comments
- Thank employer for their time
- Remember: YOU ONLY HAVE ONE CHANCE TO MAKE A GOOD FIRST IMPRESSION!

FOR COLLEGES – What to Ask

- Does the four year institution have the major you are interested in
- Ask if there are scholarships available for transfer students
- Are your NSCC classes transferrable to this institution
- Does the college have a dual admission agreement
- Ask for applications and find out deadlines for application submission
- Ask for a business card in case you have future questions