Questions to Ask a Recruiter at a Career Fair

Obviously you would not ask ALL these questions to the same recruiter. Pick your top 3-4 questions, and if time allows and no one else is waiting behind you, you could certainly ask a few more questions.

- What majors does your organization typically hire? What kinds of positions do you offer in my major?
- What are the job responsibilities for that type of position?
- What types of career opportunities does your organization offer?
- Are you aware of related occupations that I would be qualified for with the background/major I have or am planning to pursue?
- How did you get into the organization/career field? What is your background? How does it relate to the position?
- Could I set up a time to visit you at your workplace to talk more about what you do?
- Do you have co-op, internship or summer job opportunities for someone in my major?
- Do you know of other contacts that might be helpful to me?
- May I contact you if I need more information?
- What type of products (or services) does your company:
  Manufacture? Sell? Service? Provide?
- Do you have any description of current openings at your company?
- What types of positions do you have trouble filling? Why?
- Do you have any literature describing your company?
- Is your work load seasonal?
- Do you ever need to hire someone with _____background?
- I am interested in _____, do you ever need someone in this area?
- What are the main skills or characteristics that you look for in an employee?
- Could you look at my resume and tell me what you like about it, and what you would suggest that I change?
- Can you start someone part-time until school is out for the summer?
- How can a job applicant convince you to call them for an interview?
- If you have interviewed someone for a job, do you mind if they call to find out the status of your hiring process?
- If you do not have an available opening that fits my background now, but I would like to work for your company, how often could I call without becoming a pest? Who should I ask for?

HENRY FORD COLLEGE
FUTUREDRIVEN