Be successful.

Introduce yourself.
- Give your name, class year & academic area of study.
- Offer a handshake and a smile.

Ask questions.
- Can you tell me more about your organization?
- Do you have any upcoming job or internship opportunities?
- What kinds of skills or experiences are you looking for?
- If I want to apply or learn more, what are the next steps?
- Could I get your business card and/or contact information?

Take notes.
- Make notes during/after a conversation with the name(s) of the people you met and the things you discussed.
- You don’t have to “hide” while making notes. Making notes shows that you’ve learned something important.

End the conversation.
- “This has been helpful. Thanks for being here today. It was nice meeting you.”
- Offer a handshake and walk away.
- If they have free stuff on the table, ask, “Would it be okay if I took one of these?”

Follow up.
- Send thank you email notes to select employers.
- Find and connect with companies/organizations and individuals on LinkedIn.
- Need to improve your profile? Stop by the Hub for help.
- If someone recommended that you do something – then do it!

Need a break?
Feeling nervous?
Want some advice?

Stop by the
Student Break Room
Williams Room, Room 403

Stop by for support, advice or simply a quiet spot to think.
Staffed by Career Center, Office of International Education, ACCESS Office, TRIO, ALANA Student Center, LGBTQ+ Center, Women’s Center.
### Business Operations & Sales
- ALDI (106)
- Cabot Creamery (77)
- CEDO AmeriCorps Program (8)
- Comcast (109)
- Enterprise Rent-A-Car (33)
- GEICO Insurance (121)
- Green Mountain Electric Supply
- Heritage Automotive Group (129)
- Liberty Mutual Group (56)
- Lionbridge Technologies (57)
- Mass Mutual (73)
- Merchants Bank (136)
- Mondelez International (144)
- MyWebGrocer (60)
- Pella Windows and Doors (52)
- Perrigo Nutritional (51)
- ReSOURCE (154)
- Revision Military Ltd. (50)
- Ricoh USA (49)
- Roman Catholic Diocese of Burlington (162)
- Seventh Generation (164)
- Sherwin-Williams Company (165)
- SolarCity (141)
- Spherion Staffing (166)
- The Lane Press, Inc. (48)
- UniFirst Corporation (64)
- Verizon Wireless (67)
- Vermont Federal Credit Union (69)
- Vermont Mutual Insurance (70)
- Vermont Works for Women (172)
- W.B. Mason Company, Inc. (174)
- WoodmenLife (76)
- Wyndham Vacation Resorts (45)
- 800 Response (151)

### Consulting
- AIR Worldwide (115)
- Fast Enterprises (107)
- Fletcher/CSI (118)
- Galen Healthcare Solutions (120)
- ICF International (132)
- MyWebGrocer (60)
- Stantec (181)

### Civil, Electrical, Mechanical Engineering
- Aldrich + Elliott, PC (102)
- Ascension Technology Corp (16)
- Dealer.com (19)
- Dubois & King, Inc. (117)
- Engelberth Construction (34)
- Global Foundries (81)
- GPI/Greenman-Pedersen (30)
- GW Plastics (26)
- Hallam-ICS (124)
- Harvey Tool Company (125)
- Hayward Tyler (126)
- Naval Undersea Warfare Center (137)
- Omya, Inc (21)
- Revision Military Ltd. (50)
- Stantec (181)
- VT Agency of Transportation (37)
- Walsh Engineering (145)

### Arts & Education
- CIEE (105)
- City Year (7)
- ECHO Lake Aquarium & Science Center (119)
- Fresh Air Fund (114)
- Green Mtn. Educational & Cultural Trust (27)
- Head Start Capstone Community Action (55)
- Helen Day Art Center (25)
- Kieve Wavus Education (179)
- Lake Champlain Community Sailing Ctr (23)
- Landmark School (135)
- Let’s Get Ready (78)
- Lutheran Volunteer Corps (28)
- Mosaic Learning Center (20)
- Muddy Hands Enrichment Center (79)
- Northlands Job Corps Center (160)
- Northwestern Counseling & Support Svcs. (62)
- ReSOURCE (154)
- Roman Catholic Diocese of Burlington (162)
- Sagamore Institute of the Adirondacks (163)
- Smugglers’ Notch Resort (142)
- Teach For America (152)
- Vermont Campus Compact (53)
- Vermont Works for Women (172)
- VHCB AmeriCorps (173)
- William H. Miner Institute (43)
- WorldTeach (44)
Environment & Agriculture
• Central VT Solid Waste Mgmt District (9)
• ECHO Lake Aquarium & Science Center (119)
• ECO AmeriCorps (35)
• Fresh Air Fund (114)
• Green Mountain Spring-Rock Farm (29)
• Lutheran Volunteer Corps (28)
• Sagamore Institute of the Adirondacks (163)
• SolarCity (141)
• USFW:Missisquoi National Wildlife Refuge (169)
• USDA Natural Resources Conservation Srv. (47)
• USDA, Food Safety & Inspection Service (147)
• Vermont Electric Cooperative (177)
• Vermont Works for Women (172)
• VHCB AmeriCorps (173)
• VPIRG (VT Public Interest Research Group) (72)
• William H. Miner Institute (43)

Human Services
• CEDO AmeriCorps Program (8)
• Champlain Community Services (6)
• Chittenden County Court Diversion (104)
• Clara Martin Center (13)
• Easter Seals New Hampshire (168)
• HowardCenter (128)
• Lamoille County Mental Health Services (156)
• Lund Family Center (59)
• Mosaic Learning Center (20)
• NFI Vermont, Inc (159)
• Northeast Kingdom Human Services (155)
• Northwestern Counseling & Support Srvcs (62)
• Pathways Vermont (139)
• Roman Catholic Diocese of Burlington (162)
• Spherion Staffing (166)
• VT Businesses for Social Responsibility (171)
• Vermont Works for Women (172)
• VHCB AmeriCorps (173)
• Volunteers for Peace (80)
• Washington Co. Mental Health Services (74)

Finance & Accounting
• Heritage Automotive Group (129)
• JMM & Associates (178)
• Mass Mutual (73)
• Members Advantage Community Credit Union (14)
• Merchants Bank (136)
• National Life Grp / Sentinel Asset Mgmt. (61)
• Perrigo Nutritional (51)
• Revision Military Ltd. (50)
• Roman Catholic Diocese of Burlington (162)
• Spherion Staffing (166)
• Strategic Risk Solutions (167)
• Vermont Federal Credit Union (69)

Insurance
• AAA Northern New England (101)
• AIR Worldwide (115)
• Blue Cross and Blue Shield of Vermont (3)
• Combined Insurance (18)
• GEICO Insurance (121)
• Hickok & Boardman Insurance (130)
• Liberty Mutual Group (56)
• Mass Mutual (73)
• National Life Grp / Sentinel Asset Mgmt. (61)
• Strategic Risk Solutions (167)
• Vermont Mutual Insurance Group (70)
• WoodmenLife (76)

Health Care
• Blue Cross & Blue Shield of VT (3)
• Kindred Healthcare (134)
• Lutheran Volunteer Corps (28)
• Northeast Kingdom Human Services (155)
• Northwestern Counseling & Support Srvcs (62)
• Roman Catholic Diocese of Burlington (162)
• UVM Health Network: Champlain Valley Physicians Hospital (66)
• Visiting Nurse Assoc of Chittenden & Grand Isle Counties (149)
• Wake Robin (22)

Wednesday - #1-81
Thursday - #101-181
ALL EMPLOYERS BY INDUSTRY & HIRING AREAS

Legal & Criminal Justice
• CEDO AmeriCorps Program (8)
• Chittenden County Court Diversion (104)
• Fenwick & West LLP (31)
• Lutheran Volunteer Corps (28)
• Spherion Staffing (166)
• Transportation Security Administration (63)
• Vermont State Police (42)
• Volunteers for Peace (80)

Marketing & Media
• 800 Response (151)
• Burlington Bytes (15)
• C-4 Analytics (103)
• ECHO Lake Aquarium & Science Ctr (119)
• Fletcher/CSI (118)
• Heritage Automotive Group (129)
• MyWebGrocer (60)
• ReSOURCE (154)
• Revision Military Ltd. (50)
• Roman Catholic Diocese of Burlington (162)
• Seventh Generation, Inc (164)
• The Lane Press, Inc. (48)
• Vermont Works for Women (172)
• WFFF FOX 44 WVNY ABC 22 (175)
• WPTZ/WNNE-TV (150)
• Wyndham Vacation Resorts (45)

Public Service & Government
• CEDO AmeriCorps Program (8)
• Central VT Solid Waste Mgmt District (9)
• Chittenden County Court Diversion (104)
• Chittenden Co. Regional Planning Commission (10)
• City of S. Burlington, City Manager’s Office (12)
• City Year (7)
• Federal Bureau of Investigation (113)
• Federal Deposit Insurance Corp (FDIC) (32)
• Grassroots Campaigns, Inc (122)
• Lutheran Volunteer Corps (28)
• Naval Undersea Warfare Center (137)
• National Guard (170)
• USDA: Food Safety & Inspection Service (147)
• Vermont Agency of Transportation (37)
• Vermont Air National Guard (38)
• Vermont Army National Guard (39)
• VT Businesses for Social Responsibility (171)
• Vermont Dept of Labor (68)
• VHCB AmeriCorps (173)
• VPIRG (VT Public Interest Research Group) (72)
• Williston Police Department (75)

Retail
• ALDI (106)
• Christmas Tree Shops (11)
• City Market (108)
• Enterprise Rent-A-Car (33)
• Heritage Automotive Group (129)
• Home Depot (24)
• Sherwin-Williams Company (165)
• TJX Companies (127)
• UVM Dining (Sodexo) (46)
• Verizon Wireless (67)
• Vermont Country Store (41)
• Walmart (143)

Employers

#1-81 are here
Wednesday

#101-181 are here
Thursday
Sports & Recreation
• ArborTrek Canopy Adventures (2)
• Burlington Country Club (4)
• Burlington Dept of Parks, Rec & Waterfront (5)
• Camp Nashoba North (1)
• City of S. Burlington, City Manager’s Office (12)
• Fresh Air Fund (114)
• Kieve Wavus Education (179)
• Lake Champlain Community Sailing Center (23)
• Northern Lights Rock and Ice (138)
• Smugglers’ Notch Resort (142)
• Vermont Adaptive Ski and Sports (36)
• Windsor Mountain Int’l Summer Camp (176)

Temporary and/or Summer
• Burlington Country Club (4)
• Camp Nashoba North (1)
• City of S. Burlington, City Manager’s Office (12)
• Fresh Air Fund (114)
• Frost Valley YMCA Camp (161)
• Green Mountain Concert Services (54)
• Heritage Automotive Group (129)
• Hilton Burlington (131)
• Janitronics Inc. (144)
• Kieve Wavus Education (179)
• Let’s Get Ready (78)
• Local Muscle Movers (157)
• Omya, Inc (21)
• Roman Catholic Diocese of Burlington (162)
• Smugglers’ Notch Resort (142)
• Spherion Staffing (166)
• UVM Dining (Sodexo) (46)
• VT Businesses for Social Responsibility (171)
• Vermont Federal Credit Union (69)
• Vermont Works for Women (172)
• VHCB AmeriCorps (173)
• W.B. Mason Company, Inc. (174)
• Windsor Mountain Int’l Summer Camp (176)

Science & Biotechnology
• Ascension Technology Corp (16)
• ECHO Lake Aquarium & Science Center (119)
• Perrigo Nutritionals (51)
• Spherion Staffing (166)
• USDA, Food Safety & Inspection Service (147)
• VHCB AmeriCorps (173)

Technology & Software Engineering
• AIR Worldwide (115)
• Ascension Technology Corp (16)
• Burlington Bytes (15)
• Comcast (109)
• Competitive Computing (110)
• CSL Software Solutions (116)
• Fast Enterprises (107)
• Galen Healthcare Solutions (120)
• Inntopia (17)
• iSystems, LLC (153)
• Jacobs Software Engineering Center (133)
• Logic Supply (58)
• MyWebGrocer (60)
• Naval Undersea Warfare Center (137)
• NextCapital (158)
• ReSOURCE (154)
• Revision Military Ltd. (50)
• U.S. Army Recruiters (146)
• Verizon Wireless (67)
• VT Businesses for Social Responsibility (171)
• Vermont Center for Geographic Info (40)
• Vermont Information Processing (148)

For updates & details about employers: go.uvm.edu/careerfair
Employers #1-19 are here Wednesday

Employers #101-119 are here Thursday
<table>
<thead>
<tr>
<th>Wednesday's Employers</th>
<th>Table #</th>
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<th>Thursday's Employers</th>
<th>Table #</th>
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<tr>
<td>ArborTrek Canopy Adventures</td>
<td>2</td>
<td>AAA Northern New England</td>
<td>101</td>
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<tr>
<td>Ascension Technology Corp</td>
<td>16</td>
<td>AIR Worldwide</td>
<td>115</td>
<td></td>
</tr>
<tr>
<td>Blue Cross and Blue Shield of Vermont</td>
<td>3</td>
<td>ALDI</td>
<td>106</td>
<td></td>
</tr>
<tr>
<td>Burlington Bytes</td>
<td>15</td>
<td>Aldrich + Elliott, PC</td>
<td>102</td>
<td></td>
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<tr>
<td>Burlington Country Club</td>
<td>4</td>
<td>C-4 Analytics</td>
<td>103</td>
<td></td>
</tr>
<tr>
<td>Burlington Department of Parks, Recreation &amp; Waterfront</td>
<td>5</td>
<td>Chittenden County Court Diversion</td>
<td>104</td>
<td></td>
</tr>
<tr>
<td>Camp Nashoba North</td>
<td>1</td>
<td>CIEE</td>
<td>105</td>
<td></td>
</tr>
<tr>
<td>CEDO AmeriCorps Program</td>
<td>8</td>
<td>City Market (Onion River Co-op)</td>
<td>108</td>
<td></td>
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<tr>
<td>Central Vermont Solid Waste Management District</td>
<td>9</td>
<td>Comcast</td>
<td>109</td>
<td></td>
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<tr>
<td>Champlain Community Services</td>
<td>6</td>
<td>Competitive Computing, Inc.</td>
<td>110</td>
<td></td>
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<tr>
<td>Chittenden County Regional Planning Commission</td>
<td>10</td>
<td>CSL Software Solutions, Inc.</td>
<td>116</td>
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<td>CCRPC</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Christmas Tree Shops</td>
<td>11</td>
<td>Dubois &amp; King, Inc.</td>
<td>117</td>
<td></td>
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<tr>
<td>City of South Burlington - City Manager's Office</td>
<td>12</td>
<td>ECHO Lake Aquarium &amp; Science Center</td>
<td>119</td>
<td></td>
</tr>
<tr>
<td>City Year</td>
<td>7</td>
<td>Fast Enterprises</td>
<td>107</td>
<td></td>
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<tr>
<td>Clara Martin Center</td>
<td>13</td>
<td>Federal Bureau of Investigation</td>
<td>113</td>
<td></td>
</tr>
<tr>
<td>Combined Insurance</td>
<td>18</td>
<td>Fletcher/CSI</td>
<td>118</td>
<td></td>
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<tr>
<td>Dealer.com</td>
<td>19</td>
<td>Fresh Air Fund</td>
<td>114</td>
<td></td>
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<tr>
<td>Inntopia</td>
<td>17</td>
<td>USCIS: Customs &amp; Border Protection</td>
<td>112</td>
<td></td>
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<tr>
<td>Members Advantage Community Credit Union</td>
<td>14</td>
<td>USCIS: Department of Homeland Security</td>
<td>111</td>
<td></td>
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</tbody>
</table>
GRAND MAPLE BALLROOM

Employers #20-81 are here Wednesday

Employers #120-181 are here Thursday
<table>
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<th>Wednesday's Employers</th>
<th>Table #</th>
<th>Thursday's Employers</th>
<th>Table #</th>
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<tr>
<td>Cabot Creamery</td>
<td>77</td>
<td>800 Response</td>
<td>151</td>
</tr>
<tr>
<td>ECO AmeriCorps</td>
<td>35</td>
<td>Easter Seals New Hampshire</td>
<td>168</td>
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<tr>
<td>Engelberth Construction, Inc</td>
<td>34</td>
<td>Frost Valley YMCA Camp</td>
<td>161</td>
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<tr>
<td>Enterprise A-Car</td>
<td>33</td>
<td>Galen Healthcare Solutions</td>
<td>120</td>
</tr>
<tr>
<td>Federal Deposit Insurance Corporation (FDIC)</td>
<td>32</td>
<td>GEICO Insurance</td>
<td>121</td>
</tr>
<tr>
<td>Fenwick &amp; West LLP</td>
<td>31</td>
<td>Grassroots Campaigns, Inc (GCI)</td>
<td>122</td>
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<tr>
<td>Global Foundries</td>
<td>81</td>
<td>Green Mountain Electric Supply</td>
<td>123</td>
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<tr>
<td>GPI/Greenman-Pedersen, Inc (GPI)</td>
<td>30</td>
<td>Hallam-ICS</td>
<td>124</td>
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<tr>
<td>Green Mountain Concert Services</td>
<td>54</td>
<td>Harvey Tool Company LLC</td>
<td>125</td>
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<tr>
<td>Green Mountain Spring-Rock Farm</td>
<td>29</td>
<td>Hayward Tyler Inc.</td>
<td>126</td>
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<td>Green Mtn. Educational &amp; Cultural Trust, Inc.</td>
<td>27</td>
<td>Heritage Automotive Group</td>
<td>129</td>
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<tr>
<td>GW Plastics Inc</td>
<td>26</td>
<td>Hickok &amp; Boardman Insurance</td>
<td>130</td>
</tr>
<tr>
<td>Head Start Capstone Community Action</td>
<td>55</td>
<td>Hilton Burlington</td>
<td>131</td>
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<tr>
<td>Helen Day Art Center</td>
<td>25</td>
<td>HowardCenter</td>
<td>128</td>
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<tr>
<td>Home Depot</td>
<td>24</td>
<td>ICF International</td>
<td>132</td>
</tr>
<tr>
<td>Lake Champlain Community Sailing Center</td>
<td>23</td>
<td>iSystems, LLC</td>
<td>153</td>
</tr>
<tr>
<td>Let's Get Ready</td>
<td>78</td>
<td>Jacobs Software Engineering Center</td>
<td>133</td>
</tr>
<tr>
<td>Liberty Mutual Group</td>
<td>56</td>
<td>Janitronics Inc</td>
<td>144</td>
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<td>Lionbridge Technologies</td>
<td>57</td>
<td>JMM &amp; Associates</td>
<td>178</td>
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<td>Logic Supply, Inc</td>
<td>58</td>
<td>Kieve Wavus Education</td>
<td>179</td>
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<td>Lund Family Center</td>
<td>59</td>
<td>Kindred Healthcare</td>
<td>134</td>
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<td>Lutheran Volunteer Corps</td>
<td>28</td>
<td>Lamoulle County Mental Health Services</td>
<td>156</td>
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<tr>
<td>Mass Mutual</td>
<td>73</td>
<td>Landmark School</td>
<td>135</td>
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<td>Mosaic Learning Center</td>
<td>20</td>
<td>Local Muscle Movers</td>
<td>157</td>
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<td>Muddy Hands Enrichment Center</td>
<td>79</td>
<td>Merchants Bank</td>
<td>136</td>
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<td>MyWebGrocer, Inc</td>
<td>60</td>
<td>Mondelez International</td>
<td>180</td>
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<tr>
<td>National Life Group / Sentinel Asset Mgmt.</td>
<td>61</td>
<td>Naval Undersea Warfare Center, Division Newport</td>
<td>137</td>
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<td>Northwestern Counseling &amp; Support Services</td>
<td>62</td>
<td>NextCapital</td>
<td>158</td>
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<td>Omya, Inc</td>
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<td>NFI Vermont, Inc</td>
<td>159</td>
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<tr>
<td>Pella Windows and Doors</td>
<td>52</td>
<td>Northeast Kingdom Human Services</td>
<td>155</td>
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<td>Perrigo Nutritional</td>
<td>51</td>
<td>Northern Lights Rock and Ice</td>
<td>138</td>
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<td>Revision Military Ltd.</td>
<td>50</td>
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<td>Ricoh USA</td>
<td>49</td>
<td>Pathways Vermont</td>
<td>139</td>
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<tr>
<td>State of Vermont Dept of Labor</td>
<td>68</td>
<td>Peace Corps</td>
<td>140</td>
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<td>The Lane Press, Inc</td>
<td>48</td>
<td>ReSOURCE</td>
<td>154</td>
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<td>Transportation Security Administration (TSA)</td>
<td>63</td>
<td>Roman Catholic Diocese of Burlington</td>
<td>162</td>
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<tr>
<td>UniFirst Corporation</td>
<td>64</td>
<td>Sagamore Institute of the Adirondacks</td>
<td>163</td>
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<tr>
<td>UScis: Vermont Service Center</td>
<td>65</td>
<td>Seventh Generation, Inc</td>
<td>164</td>
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<tr>
<td>USDA Natural Resources Conservation Service</td>
<td>47</td>
<td>Sherwin-Williams Company</td>
<td>165</td>
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<td>UVM Dining (Sodexo)</td>
<td>46</td>
<td>Smugglers’ Notch Resort</td>
<td>142</td>
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<tr>
<td>UVM Health Network: Champlain Valley Physicians Hospital</td>
<td>66</td>
<td>SolarCity</td>
<td>141</td>
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<td>Verizon Wireless</td>
<td>67</td>
<td>Spherion Staffing</td>
<td>166</td>
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<tr>
<td>Vermont Adaptive Ski and Sports</td>
<td>36</td>
<td>Stantec Consulting, Inc</td>
<td>181</td>
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<tr>
<td>Vermont Agency of Transportation (VTrans)</td>
<td>37</td>
<td>Strategic Risk Solutions</td>
<td>167</td>
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<tr>
<td>Vermont Air National Guard</td>
<td>38</td>
<td>Teach For America</td>
<td>152</td>
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<tr>
<td>Vermont Army National Guard</td>
<td>39</td>
<td>TJX Companies</td>
<td>127</td>
</tr>
<tr>
<td>Vermont Campus Compact</td>
<td>53</td>
<td>U.S. Army Recruiters</td>
<td>146</td>
</tr>
<tr>
<td>Vermont Center for Geographic Information</td>
<td>40</td>
<td>U.S. Fish &amp; Wildlife/Missisquoi Nat’l Wildlife Refuge</td>
<td>169</td>
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<tr>
<td>Vermont Country Store</td>
<td>41</td>
<td>U.S. Marine Corps</td>
<td>170</td>
</tr>
<tr>
<td>Vermont Federal Credit Union</td>
<td>69</td>
<td>USDA: Food Safety and Inspection Service</td>
<td>147</td>
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<tr>
<td>Vermont Mutual Insurance Group</td>
<td>70</td>
<td>Vermont Businesses for Social Responsibility (VBSR)</td>
<td>171</td>
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<tr>
<td>Vermont State Police</td>
<td>42</td>
<td>Vermont Electric Cooperative</td>
<td>177</td>
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<tr>
<td>Vermont Youth Conservation Corps (VYCC)</td>
<td>38</td>
<td>Vermont Information Processing, Inc (VIP)</td>
<td>148</td>
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<tr>
<td>Volunteers For Peace</td>
<td>80</td>
<td>Vermont Works for Women</td>
<td>172</td>
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<td>VPIRG (Vermont Public Interest Research Group)</td>
<td>72</td>
<td>VHCB AmeriCorps</td>
<td>173</td>
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<tr>
<td>Wake Robin</td>
<td>22</td>
<td>Visiting Nurse Assoc. of Chittenden &amp; Grand Isle Co.</td>
<td>149</td>
</tr>
<tr>
<td>Washington County Mental Health Services</td>
<td>74</td>
<td>W.B. Mason Company, Inc</td>
<td>174</td>
</tr>
<tr>
<td>William H. Miner Institute</td>
<td>43</td>
<td>Walmart</td>
<td>143</td>
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<tr>
<td>Williston Police Department</td>
<td>75</td>
<td>Walsh Engineering Assoc., Inc.</td>
<td>145</td>
</tr>
<tr>
<td>WoodmenLife</td>
<td>76</td>
<td>WFFF FOX 44 WVNY ABC 22</td>
<td>175</td>
</tr>
<tr>
<td>WorldTeach</td>
<td>44</td>
<td>Windsor Mountain International Summer Camp</td>
<td>176</td>
</tr>
<tr>
<td>Wyndham Vacation Resorts</td>
<td>45</td>
<td>WPTZ/WNNE-TV</td>
<td>150</td>
</tr>
</tbody>
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An interview that ends in a job offer is not the result of luck. Preparation is key!
Preparing for an interview will help you present yourself in a relaxed manor and will reduce the chance of getting flustered by unexpected questions. Once your cover letter and resume have gotten you in the door, it's up to you to let the employer know why you are the best person for the job.

**Practice & Prepare**

Use Big Interview (a free video interview-prep tool) to practice just about every question you're likely to get in over 20 industries using your webcam and this system of on-demand mock interviews. [http://go.uvm.edu/biginterview](http://go.uvm.edu/biginterview)

**Talk with a Career Counselor.**

For 10-15 minute conversations, drop-in at the Hub (Mon-Thur, 1-4 pm & Fri, 1-3 pm). For longer conversations, call the Career Center for an appointment.

Counselors can interview you with common questions, then offer you feedback. (i.e: a mock interview)

**TIPS**

- **Dress** More conservatively than normal.
- **Punctuality** Be early, not late.
- **Listen** Listen well so that you can answer well.
- **Talk** Be friendly to receptionists.
  
  Participate in small talk before the interview.
- **Body language** Avoid nervous habits, make eye contact, smile.
- **Act interested** Take notes, ask questions.
- **Answer questions** Respond directly or ask for clarification if you're unsure.
- **Ask questions** Prepare questions in advance. Bring notes if necessary.
- **Evaluate** Immediately after the interview, consider how you feel.
- **Send a thank you** Send a formal email within 24 hours.

**Remember:** You are interviewing the employer or organization just as much as they are interviewing you. You want to make sure the employer or organization is a good fit for you too. Ask thoughtful questions that will help you know if this is a good fit.

Don't miss out on a great job because you didn't practice and prepare.
Networking and Nachos
March 28, 12 noon, Livak Ballroom, DC 4th Floor
*Katie Taylor will be here from the Burlington Young Professionals group to talk about how to build a personal and professional network outside of UVM. Free nachos!*

Kickstart Your Career w/ Service
April 8, 12:30 pm, Rosa Parks Room, DC 1st Floor
*Learn how to put your values to work after graduation. Panel & discussion w/ reps from City Year, PeaceCorps, and Teach for America. Free pizza!*

Senior Series: Salary Negotiation
April 19, 12 noon, Career + Experience Hub, DC 1st Floor
*UVM alumnu Mark Heyman, HR Manager with Logic Supply will be sharing insider tips to navigate salary negotiation.*

Vermont Career Networking Night: April 6
UVM Davis Center, 6pm
*Connect with successful UVM alumni in a variety of career fields.*
►More info & registration: go.uvm.edu/vtnetwork

UVM Health Care Career Fair: April 19
**UVM Health Science Research Facility/Hoehl Gallery**
*Meet 20 employers who want to hire you!*  
►More info & registration: go.uvm.edu/health

Check for updates on social media.

**Catamount Job Link**  
[www.uvm.edu/career/cjl](http://www.uvm.edu/career/cjl)
- Search for off-campus jobs & internships  
- Resume & cover letter review  
- And much more!
Take notes.
Besides making you look interested, they will remind you to follow up on things.

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Class of 2016:
Did you meet your future employer today?
When you land a job or get accepted to grad school, share your success.

While you’re looking fresh in a professional outfit today, get your photo taken to use in LinkedIn. Members of the UVM Tower Society will take and email your photo.

uvm.edu/shareyoursuccess