

Tips for Researching Employers Attending the Job & Internship Fairs

Utilize HireaHawk for Your Research First:

Research Employers Attending the Fair

1. Login to HireaHawk and click on the Events tab on the top bar.
2. Search for Events Career Fairs.
3. Click on View Employers to review employers attending and/or filter what employers you want to review based on job types, categories, majors, etc.
4. You may research information pertaining to the employer two ways.
 - Click on the organization name
 - a. Provides you with an overview of the organization and location of registered employer attendee.
 - b. Provides you with contact names and contact information (if available).
 - Click on the organization website
 - a. Allows you to do general research of the organization. Pay special attention to headlines, news, products, as well as positions available.
5. Keep a running list of the organizations you are interested in visiting at the fair.

Apply for Positions Early

Don't wait for a Career Fair to apply for positions with the organizations you have researched. Many organizations who recruit at the University of Iowa post their positions in HireaHawk prior to a visit to campus.

The following steps can be taken to locate their positions and begin the application process:

1. Click on Jobs at the top bar to review jobs.
2. Conduct an advanced search by filtering using criteria such as Job Type, Industry, Major. Keep in mind that the more criteria you choose, the more refined your results will be. Start with one criteria and add from there.
3. Review your search results and select a position to review. Each posting provides an overview of the position, important dates, application instructions and screening criteria and review carefully.

Career Fair Plus App:

1. After you have completed your research in HireaHawk, download this App for Android and iOS phones and select University of Iowa as the school of your choice.
2. From there select the fair you are interested in attending.
3. The app provides you with a list of employers attending, a fair map, events, and other announcements and tips.
4. Click on Employers.
 - Click on the employers you are interested in seeing at the fair.
 - From here you can see an overview, majors recruiting, job openings, positions hiring, and other items.
 - We try to keep the app up to date, but for actual job postings and to apply be sure you utilize HireaHawk.
 - You can add notes about each company at the top.
 - By clicking on the star in you can favorite the company. This will then highlight a star on the fair map so you can plan out the locations of where you want to visit.