



Quick Tips to Connect With Recruiters

Determine Your Target

- Avoid asking “What roles are you hiring for?” or “What does your company do?”
- Research the company ahead of time and choose which opportunities you are interested in.
- Know what the company does and write down reasons you want to work there.



Use Good Communication

- Walk up to the recruiter with a smile on your face and stand tall, no slouching!
- Speak clearly and confidently while maintaining consistent eye contact.

Highlight Your Skills

- Explain how your skills and interests can help the company. Be specific about these.
- Connect your past experiences to the opportunity you are interested in. Give specific examples.



Example Beginning

Hello! My name is Brittany Bethel, and I'm a Junior Biology major at Bethel University. I was happy to see you were going to be here today. I noticed on your website you are looking for a Research and Development Intern. Could you tell me more about what this intern would focus on?

STARTING QUESTIONS

- 1 What are some of the skills or qualities (company name) is looking for in someone who is successful working there?
- 2 What kinds of projects would this intern or (specific job role) be involved in?
- 3 What is a current challenge for (company name) and how would (specific job role) be part of helping to solve that?
- 4 I recently read an article about (event, announcement, or news) related to (company name). What was it like to be a part of that?

CONCLUDING QUESTIONS

- 1 What is the best way to follow up with you if I have more questions?
- 2 I'm specifically interested in an internship/job with (name of department). Who is someone in that department I could reach out to for an Informational Interview?
- 3 I'm interested in the opportunities we talked about. What would be a great next step to take?
- 4 Do you have any recommendations on what I can do to improve my chances of being considered for (specific opportunity)?