

# CAREERSNOW! JOB FAIRS

WELCOME TO CAREERSNOW!  
JOB FAIRS WHERE WE HELP YOU  
FIND A GREAT JOB!

## WHAT TO EXPECT

Everyone seems to be hiring right now! As a jobseeker, you have so many choices and we are excited that you have decided to explore a job in Ontario's food and beverage processing industry—an industry that is the largest manufacturing sector in the province employing over 125,000 people.

To make your experience a great one we have limited the number of employers participating in our job fairs. We want you to have one to one interaction with company hiring managers and make real connections.

With our virtual job fairs, you will enjoy meaningful discussions with employers, perfect your interview skills, and most importantly secure rewarding employment in the food and beverage processing industry. For participating employers, they get the opportunity to meet with you directly and connect with qualified individuals who are ready and excited to start work today!



## INTERESTED IN LEARNING NEW SKILLS?

Keen to know more about making food and beverages? Take our free, online 'Job Ready' training and graduate with microcredentials that can be shared with prospective employers.

[REGISTER AT CAREERSNOW! JOBSEEKER](#)

## HOW TO MAKE THE JOB FAIR A GREAT EXPERIENCE FOR YOU



### The most important advice we can give you is to come prepared!

- Practice your interview skills especially in a virtual format.
- Make sure your resume is updated and your cover letter targeted to the position.
- Have a good idea of the types of positions you want by doing career research in advance
- Make certain you have a professional email —we suggest your first name followed by your last name.

Choosing the right opportunity with the right employer is up to you, the more you can learn from the interview about the company and the position, the better. As we said earlier, you have so many job choices so think about not only the position you want today, but the career you would like to develop for the future.

At our job fairs, you will meet HR professionals looking for candidates to fill a wide range of job openings from frontline and production positions to corporate roles that are full-time and part-time. You will also learn about co-op and internship positions so if you are a student or new graduate, there will be plenty of opportunities for you too.

## WHAT YOU NEED TO KNOW ON THE DAY

We make certain that you get at least 5 minutes with a hiring manager! This is an amazing opportunity to speak with someone in the industry and it's the perfect time for you to present yourself, your skills and your experience.

We will also make certain that you get lots of information about the company through presentations and videos on company culture, employment benefits and other perks of joining their team!



## GETTING YOUR RESUME AND COVER LETTER READY

When it comes to your resume remember, details count. Make sure you have included all your education, skills training, and work experience. Most hiring managers use software that identifies 'key words' that are found or align with the job description. If you don't include the words and phrases that make up the responsibilities and qualifications needed, your resume probably won't get selected.

## AND WHAT ABOUT YOUR COVER LETTER?

Yes, you need one! Your cover letter offers a brilliant opportunity to share more information about yourself that doesn't fit for a resume. For example, a chef might include a link to their Instagram account to showcase their culinary skills. Or maybe you have made a video about fixing a machine or you have a portfolio of media art that would demonstrate you are ready to start your first social media coordinator position. These are all great things to add to your application that will separate you from the others applying to the same position!

## WHAT YOU NEED TO KNOW ABOUT VIRTUAL INTERVIEWS

**Just about everything is virtual now and it might be for some time to come. Have you had much experience with professional meetings or interview sessions online? If the answer is no, then here are some tips and best management practices to get you prepared for virtual interviewing.**

- Make sure you are in a quiet environment in terms of lighting, minimal interruptions, and the ability to 'plug in' if your device needs charging. If you are unable to situate yourself somewhere quiet, mention this so the interviewer understands the situation.
- Just in case there is a technology problem during the job fair (yes, it can happen to us too!) be sure to have our contact information, available below, close at hand.
- Come prepared with your professional introduction or 'elevator pitch' and be sure to confirm the position(s) you are interested in with the interviewer at the start, and then finish by thanking them for their time.

### PRO TIP!

**Clean up your social media accounts. A growing number of employers are asking for a social media screening. This is often done at the same time as criminal background checks and reference checks (not all employers require these, but it's good to be prepared).**



- Be organized. We suggest you keep your resume handy— not to read directly from it but to have it available if you need to check a date or a detail for the interviewer. We also love sticky notes that can be placed around your computer to prompt great responses to certain questions. We all get nervous and can lose our train of thought and these prompts can help give you the confidence that 'you've got this'!
- The interviewer may use a behavioral-style interview to learn from you about concrete examples of skills and experiences relevant to the position you are applying to. These behavioral type questions allow them to understand your thought process and the strategies you use to solve problems, communicate with others, and complete tasks.

## FINALLY, HOW TO DECIDE WHICH JOBS TO APPLY TO

We encourage all employers to write clear, concise job descriptions. After all, without a compelling description, you simply won't bother applying. It's important to remember though that the job description is often an employer 'wish list' of everything that includes 'nice to have attributes' but aren't necessary for the job and won't stop you getting hired.

Our advice, when you are in doubt, is to apply anyways. If you check most of the boxes—especially in the 'qualifications' section which are often the most important—what do you have to lose?

And remember, if you are eager to learn and communicate your interest in working in the food and beverage processing industry, employers can open the door to a job that leads to an exciting career path for you. Add to this, if you have a positive attitude and a willingness to learn, employers will provide training and professional development to support your career advancement.

Also keep in mind that the job title is so important. It is easy to research a title and what falls under the responsibilities for that position. Yes, it can vary from company to company, but it will help to inform your decision on applying for the job. The title also makes it possible for you to understand your own career pathway related to the role.

Finally, salary and benefits are obviously important, but we encourage you to wait and let the interviewer discuss this. Hiring professionals are busy assessing your fit for the position so help them do that rather than focusing on money during the first interview. We get it, the money is important, but one step at a time.

**LOOKING FOR MORE INFO ON VIRTUAL INTERVIEWING?**

**LEARN MORE ABOUT INTERVIEW QUESTION & ANSWERS HERE!**

We encourage all hiring professionals in our job fairs to provide feedback to jobseekers — whether it's good news that you've got the job or to provide some great suggestions for your next interview (we know feedback helps you for future interview situations).



# CAREERS**NOW!** JOB FAIRS

From all of us at CareersNOW! thank you for exploring jobs in Ontario's food and beverage processing industry! We have an incredible variety of jobs and career paths on offer, and we are here to help you achieve your goals!



## CONTACT

### JOB FAIR PREP

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### TECHNICAL SUPPORT

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CareersNOW! is a program delivered by [Food and Beverage Ontario](#) to connect jobseekers with great opportunities in Ontario's food and beverage processing industry.

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