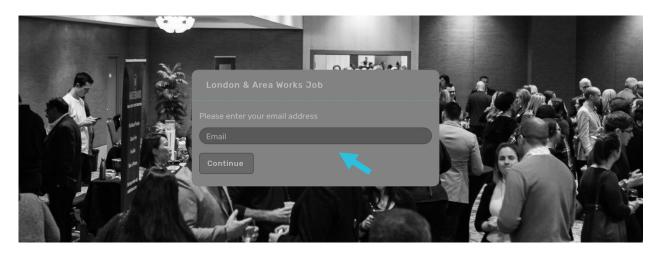


# Navigating the London & Area Works Job Fair

#### LOGIN:

Visit <u>https://eventmobi.com/lawjfapril/</u> and login. You will be asked to create a password, please remember this password for logging into the event.



# **HOW DOES THIS VIRTUAL CAREER FAIR WORK?**

The event is broken up into two options - Employer Booths & Resource Booths

# **EMPLOYER BOOTHS**

These are actively hiring companies. Job seekers will be able to see a list of all companies that are participating in the job fair as well as the types of roles that are open at those companies. Each participating company has a virtual booth page that tells you more about the company, their open roles, and links to their company career page. Companies are there to find talent and want to hear from you, so do not hesitate to reach out and say hi!

Please note if a company doesn't have a job available to match what you are looking for we still encourage you to reach out to representatives if you are interest in the company.

#### **RESOURCE BOOTHS**

These are free employment agencies that can share insights on additional open positions and share resources and advice on making your next career move. Each participating agency has a virtual booth page that tells you more about the support they offer and links and documents to help you in your job search. Please make sure to check them out.

# HOW DO I GET THE MOST OUT OF THIS VIRTUAL CAREER FAIR?

Come prepared as you would for a traditional job fair. Research companies and job openings ahead of time to make the most of the event. You can view information on the companies hiring and the roles available. If you spend some time getting to know the organizations and what they are looking for ahead of the event, you will be able to ask more focused questions when chatting with the company to assess the right fit for you before you apply. We also encourage you to **"edit your profile"** before the event, a detailed profile will help attracts employers to your profile. You can edit your profile by clicking on the square in the top right-hand corner of your screen.



#### **ADD YOUR RESUME:**

You can also add your resume through the self-edit link that will be emailed to you 1 week prior to the event.

# AM I ABLE TO ATTEND THE JOB FAIR AT ANY TIME?

The event is active between 2:00 PM - 6:00 PM EST on Tuesday April 20th. You can log in and out at anytime during the duration of this time. Company Representatives and their booths will only be available during this time.

# WHERE CAN I VIEW JOB POSTINGS?

Job postings and company's career pages will be linked in each company's virtual booth.

# WHAT DO I DO IF I AM UNABLE TO CONNECT WITH A COMPANY VIA CHAT?

Please be patient with our company representatives as there are only 4-5 representatives per virtual booth and hundreds of job seekers at the event. You may be placed onto a waitlist to speak with a company representative. We recommend sending the company a note that you would like to chat, telling them about yourself in one sentence and sharing a link to your LinkedIn profile.

This will provide them with the information they need to reach out to you after the event, should you not get a chance to speak with them.

#### **NETWORKING WITH COMPANY REPRESENTATIVES:**

To start a chat, click on a booth representative you would like to chat with.

Q Search This Section	
Robert Collins DIRECTOR, WORKFORCE DEVELOPMENT	
London Economic Development Corptario	

Click 'Send a Message' to start a 1 on 1 private chat.



# WHERE CAN I GET MORE INFORMATION ABOUT WHICH EMPLOYERS OR RESOURCES ARE RIGHT FOR ME?

Look for the 'Job Fair Help Desk' tab in the left-hand navigation bar where employment professionals are waiting to assist with your job search questions.

#### WHO DO I CONTACT FOR TECHNICAL SUPPORT DURING THE EVENT?

Look for the 'Help Desk' tab in the left-hand navigation bar where reps from the London & Area Works Job Fair will be able to assist you with support during the event.

#### **ACCESS TO COMPANY BOOTHS:**

You can access the booths by clicking on **Resource Booths** or **Employer Booths** on the home page or by clicking on these titles on the left navigation panel (the menu button on the top left corner opens the left navigation panel).

<u>NAVIGATING A V</u>	IRTUAL BOOTH:			
Vatch Company Videos to earn more		LONDOWWORKS London & Area Works Job Fair • Employer Boths >		
	☆ Add to Your Favorites	🗭 Add Your Note	s	
ABOUT				
Click Here to Join our Networking Room		Click Here to Join our Networking Boom	Learn more by reading the Company Description	
COMPANY REPRESENTATIVE				
Robert Collins DRECTOR, WORKFORCE DEVELOPMENT London Economic Development Corptarion	DIRECTOR, WORKFORCE DEVELOPMENT		reer at the	>
CONTACT Give us a call	Comp		pany	
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Follow us on LinkedIn https://www.linkedin.com/company/londonedc/		, , , , , , , , , , , , , , , , , , , ,		

Don't forget to update your profile before attending the online event and We look forward to seeing you online on April 20<sup>th</sup>!