



Vermilion Parish Jobseeker Training Tips

Preparing yourself for a job fair can be overwhelming. You may be wondering, “How do I stand out? What do I need to do to make a great impression?” To assist the Vermilion Parish jobseekers, we’ve partnered with Acadiana Workforce Solutions to compile a list of tips to be more successful.

Identify your skills:

There are three types of skills. Take the time early in your job search to understand what you bring to a potential employer.

- **self-management** – unique personality traits (energetic, positive, eager, etc.)
- **transferable** – they move from one job to the next (customer service, self-motivation, knowledge of computer programs, etc.)
- **job-related** – specific to your career

Know your product:

Think of yourself as a product. Be able to respond to basic questions about who you are and what you can do.

- What are your skills?
- What success have had you had previously?
- What’s your work experience?
- How you do with supervision?
- Why did you leave your last job?
- What is your greatest strength/weakness?

Prepare your resume:

- Keep your objective short and to the point
- Mention skills you have that show up in the job posting & unique certifications/expertise

- What you have done is more important than where you did it
- Your education can be your “experience” if you’re applying for a job in a related field
- Only include relevant jobs and duties

Succeed at the Job Fair:

- Dress professionally with slacks/skirt and a dress shirt or dress
- Set up a professional email address that contains your name (yourname@gmail.com)
- Make your social media accounts private or remove questionable content
- Review resume examples online; get assistance
- Prepare a list of questions to ask employers
- Prepare a 30-second commercial about yourself
- Decide which businesses you want to meet; research them ahead of time
- Network with other jobseekers

- Listen to employers about their business and careers they hire for
- Use your interactions with employers to practice your interview techniques
- Have multiple copies of your resume and a list of references available
- Get contact information from employers; email and re-introduce yourself and thank them for the opportunity to meet them and apply

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