

# Tips for Veterans & Families to have an Effective Experience

(Content provided by USAA)

1. **Dress for The Job You Want.** Plan to attend a job fair in professional and conservative business attire — a jacket, tie, dress shoes, and dress slacks. It is tempting to wear your uniform, but a professional employer wants to be able to see you in their organization, not as a soldier, sailor, marine, or airmen. Finally, impeccable personal dress is a way to stand out. Finally, wear comfortable shoes, you will do a lot of walking.

2. **Have a Plan.** Create a personal plan for the companies that you want to meet with and have a personalized cover letter and resume for each of these companies. This way, you have a personalized card, cover letter, and resume for each company when you speak to them. This amount of preparation and personalization makes a substantial difference.

3. **Be Prepared to Interview.** Be ready and able to have a 30–60-minute interview with a company. If you make a great first impression, the company may want to interview right on the spot. Use the STARS (*Situation, Task, Action, Result, Skills*) format to answer interview questions:

*Situation:* Describe the context within which you performed a job or faced a challenge at work.

*Task:* Describe your responsibility in that situation.

*Action:* Describe how you completed the task or endeavored to meet the challenge. Focus on what you did, rather than what your team, boss, or coworker did.

*Result:* Finally, explain the outcomes or results generated by the action taken.

*Skills:* Skills you used to be successful — includes both hard (technical) skills and soft skills (leadership, teaching, etc.).

Create 6–10 sentence answers to frequent questions on leadership, improvements, cost savings, and how you learned a new skill.

4. **Attend the One-on-One Sessions.** Career fairs are often filled with resources on resume reviews by HR professionals, panels of employers, and other tools to help in a career change. Take advantage and network during these training opportunities.

5. **Have a Follow Up Plan.** When you meet with the companies, ask when you can follow up for more information, an interview, and get phone numbers and interviews for the follow up.

6. **A Career Fair Is Only One Way to Find a Job.** Don't expect a career fair to be your entire answer to secure employment. Continue to network, have personal interviews, and contact companies for other opportunities. Remember, your goal is not one, but multiple job offers to be successful.