Career Fair
Saints Recruiting Saints
Job Seeker
Employer Guide
Dear USF student/alumnus(a):

We’ve been working hard to bring top employers and alumni to Saints Recruiting Saints and they are looking forward to meeting you! This is your chance to network and learn about internship, job shadow, and employment opportunities. With employers and alumni eager to meet you, you have a great opportunity ahead so let's be sure you're ready the day of the event.

**Saints Recruiting Saints**  
Wednesday, March 20th  
Presidents and Moes Rooms  
9:00 a.m. – noon  
[www.stfrancis.edu/careers](http://www.stfrancis.edu/careers)

**How to make the most of a Job Fair:**

- Research the employers and apply online ahead of time.
- Make a good impression in a way that a résumé cannot - with a smile and a handshake.
- Prepare questions for the employers - shows interest and knowledge about the company.
- Ask them about their career paths! One of the goals of this event is to bring alumni back to campus to share their experiences.
- Prepare a résumé that presents your background clearly and concisely.
- Estimate the number of employers that you plan to visit and bring twice that many résumés. We recommend at least 15 copies of your resume.
- Prepare and practice a 60-second commercial that introduces yourself, your background and why you are interested in working with the company. For example:  
  *Hello, my name is Jane Doe. I am currently a senior at the University of St. Francis majoring in business and accounting. I completed an internship with Kraft Foods last summer and have also volunteered with a tax assistance program for underprivileged families. I am looking for a position with an accounting firm and hope you will consider me for your team.*
- Dress and act professionally. You may be meeting your new boss for the first time! Your purpose is to make a good impression and create an opening for further contact.
- Talk to someone at each table. Use your 60-second commercial and ask questions you have prepared that demonstrate knowledge of your field.
- Take business cards/company materials and ask them what your next step is - May you follow up and when should you follow up?
- THANK them for their time.

The Saints Recruiting Saints Career Fair will be the place for you to make a lasting impression on recruiters who make hiring decisions. Please prepare and feel free to reach out to Career Services for advise and assistance. We can be reached by phone at (815) 740-3384 or email careerservices@stfrancis.edu.

Wishing you much success!

USF Career Services Team
Company: Academy for Urban School Leadership  
Industry: Education  
Website: [www.ausl-chicago.org](http://www.ausl-chicago.org)  
Opportunities: Employment  
Position Types: Entry Level: Pre-K/Elementary Chicago Teacher Residency

Company: AXA Advisors, LLC  
Industry: Financial Services  
Website: [www.chicago.axa-advisors.com](http://www.chicago.axa-advisors.com)  
Opportunities: Employment  
Position Types: Full-Time Financial Sales Representative

Company: Center for Autism and Related Disorders  
Industry: Social Service  
Website: [www.centerforautism.com](http://www.centerforautism.com)  
Opportunities: Employment  
Position Types: Part-Time/Full-Time ABA Therapist

Company: C.H. Robinson Worldwide, Inc.  
Industry: Supply Chain & Logistics  
Website: [www.chrobinson.com/careers](http://www.chrobinson.com/careers)  
Opportunities: Internship, Employment  
Position Types: Full-Time Transportation Sales Representative & Operations Support Representative and Internship

Company: Child Care Resource & Referral  
Industry: Social Service  
Website: [www.childcarehelp.com](http://www.childcarehelp.com)  
Opportunities: Internship  
Position Types: Marketing Intern, Provider Services Intern, Family Services Intern, Tech Intern

Company: Crane Composites  
Industry: Manufacturing  
Website: [www.cranecomposites.com](http://www.cranecomposites.com)  
Opportunities: Internship  
Position Types: IT Operations Intern, Marketing Intern, HR Intern

Company: Diocese of Joliet, IL Catholic Schools  
Industry: Education  
Website: [www.dioceseofjoliet.org](http://www.dioceseofjoliet.org)  
Opportunities: Employment  
Position Types: Pre K-Grade 8 Teachers, Elementary Catholic School Principals

Company: Dress Barn  
Industry: Retail  
Website: [www.dressbarn.com](http://www.dressbarn.com)  
Opportunities: Employment  
Position Types: Sales, Management, participating to discuss how to dress for success

Company: Easter Seals Joliet Region, Inc.  
Industry: Social Service  
Website: [www.joliet.easterseals.com](http://www.joliet.easterseals.com)  
Opportunities: Employment  
Position Types: Family Support Specialist as well as part time positions
Company: Enterprise Rent-a-Car  
Industry: Sales/Service  
Website: [www.enterprise.com](http://www.enterprise.com)  
Opportunities: Internship, Employment  
Position Types: Full-Time Sales Management Trainee and Management Trainee Intern

Company: Fastenal Company  
Industry: Construction & Industrial Supply Distribution  
Website: [www.fastenal.com](http://www.fastenal.com)  
Opportunities: Job Shadow, Internship, Employment  
Position Types: Sales Trainee, Sales Trainee Internship

Company: Girl Scouts of Greater Chicago and Northwest Indiana  
Industry: Social Service  
Website: [www.girlscoutsgcnwi.org](http://www.girlscoutsgcnwi.org)  
Opportunities: Employment  
Position Types: Summer Camp positions: Camp Counselors, Life Guards, Unit Leaders

Company: Guardian Security Services  
Industry: Security  
Website: [www.guardiansecurityinc.com](http://www.guardiansecurityinc.com)  
Opportunities: Employment  
Position Types: Security Officers and Supervisors

Company: H&M International Transportation Inc.  
Industry: Transportation  
Website: [www.hmit.net](http://www.hmit.net)  
Opportunities: Job Shadow, Employment  
Position Types: Operations Manager

Company: Hollywood Casino  
Industry: Hospitality  
Website: [www.hollywoodcasinojoliet.com](http://www.hollywoodcasinojoliet.com)  
Opportunities: Employment  
Position Types: Various including: Marketing Services Rep, Slot Technicians, Security Officer, Database Marketing Manager, food and beverage

Company: Hub Group  
Industry: Logistics  
Website: [www.hubgroup.com](http://www.hubgroup.com)  
Opportunities: Employment, Internship, Co-op  
Position Types: Various including: Co-op Intermodal Customer Operations, IT Customer Service Summer Intern, Legal Summer Intern, Load Planner, Cargo Claims Manager, Graphic Designer, IT Project Manager, Senior Internal Auditor

Company: Joliet Junior College  
Industry: Education  
Website: [www.jjc.edu](http://www.jjc.edu)  
Opportunities: Employment  
Position Types: Various positions available such as: Project Coordinator-Domestic Violence, Adjunct Faculty, Technical Analyst I, Instructional Design Specialist
Company: **Liberty Mutual Insurance**
Industry: Insurance
Website: [www.libertymutual.com](http://www.libertymutual.com)
Opportunities: Job Shadow, Internship, Employment
Position Types: Outside Sales Representatives

Company: **Navy Recruiting District Chicago**
Industry: Armed Forces
Website: [www.navy.com/careers](http://www.navy.com/careers)
Opportunities: Internship, Employment
Position Types: Social Work Internship, Health Professional Scholarship, STEM Scholarship, Civil Engineering Scholarship, Navy Pilot, Surface Warfare Officer, and Nuclear Officer

Company: **Northwestern Mutual**
Industry: Financial Services Industry
Website: [www.effnerfinancialgroup.com](http://www.effnerfinancialgroup.com)
Opportunities: Internship, Employment
Position Types: College Financial Representative Intern, Financial Representative

Company: **Panda Express**
Industry: Restaurant
Website: [www.pandaexpress.com/careers](http://www.pandaexpress.com/careers)
Opportunities: Employment
Position Types: General Manager and Assistant Manager

Company: **Pioneer International Inc.**
Industry: Ophthalmic Distributer
Website: [www.pioneerstudent.com](http://www.pioneerstudent.com)
Opportunities: Internship
Position Types: Internship for National Medical Instrument Distributer

Company: **Primerica Inc.**
Industry: Financial Services
Website: [www.primerica.com](http://www.primerica.com)
Opportunities: Job Shadow, Internship, Employment
Position Types: Entry Level Representative

Company: **Ravine Publishing**
Industry: Publishing
Website: [www.pondpunkies.com](http://www.pondpunkies.com)
Opportunities: Internship
Position Types: Social Media/Public Relations Intern

Company: **RR Donnelley**
Industry: Print, Digital and Supply Chain Solutions
Website: [www.rrdonnelley.com](http://www.rrdonnelley.com)
Opportunities: Employment, Job Shadow
Position Types: Various including: Customer Service and Sales Representatives, Proofreader, Senior Accountant, Logistics Coordinator, Financial Business Process and Technical Analysts

Company: **Silverleaf Resorts, Inc.**
Industry: Resort/Vacation Ownership
Website: [www.silverleafresorts.com](http://www.silverleafresorts.com)
Opportunities: Employment
Position Types: Full-Time Outside Sales and Inside/Member Services
Company: Speedway, LLC  
Industry: Retail  
Website: [www.speedway.com](http://www.speedway.com)  
Opportunities: Internship, Employment  
Position Types: Human Resource Intern, Operations Intern, Leadership Program Participant, Co-Manager Trainee, Shift Leader Trainee

Company: State Farm- Don Mahoney, Wilmington & Olivia Kelley, Villa Park  
Industry: Insurance  
Website: [www.statefarm.com](http://www.statefarm.com) and/or [www.gotdon.com](http://www.gotdon.com)  
Opportunities: Internship, Employment  
Position Types: Personal Account (Sales) Representatives, Customer Service Representatives, Interns

Company: State Representative Natalie Manely  
Industry: Government  
Website: [www.ilga.gov](http://www.ilga.gov)  
Opportunities: Job Shadow, Internship  
Position Types: Public Relations Intern, Administrative Intern

Company: The Productivity Team c/o Caterpillar  
Industry: Advance Component and Systems Division  
Website: [www.productivityteam.com](http://www.productivityteam.com)  
Opportunities: Job Shadow, Internship  
Position Types: Internships in various departments at Caterpillar Joliet Facility

Company: Travelers Insurance  
Industry: Insurance  
Website: [www.travelers.com](http://www.travelers.com)  
Opportunities: Employment  
Position Types: Claim Operations Specialist, Medical Case Manager (RN required), Workers Compensation Case Managers

Company: Will County Democrats  
Industry: Government  
Website: [www.willcountydemocrats.com](http://www.willcountydemocrats.com)  
Opportunities: Internship and Volunteer  
Position Types: Political Campaign Assistant

Company: Will County Health Department  
Industry: Health Services  
Website: [www.willcountyhealth.org](http://www.willcountyhealth.org)  
Opportunities: Employment  
Position Types: Administrative Clerks, Nurse Positions

Company: WSI Marketing  
Industry: Marketing  
Website: [www.wsisimpleroi.com](http://www.wsisimpleroi.com)  
Opportunities: Internship  
Position Types: Copy Writing Internship