

NC State Engineering Career Fair
FAQ's for Companies

How do I register for the Engineering Career Fair?

Please register online: <http://www.engr.ncsu.edu/careerfair/>

How many students attend the Engineering Career Fair?

Over 6,000 students, job seekers, and alumni.

How do I send my booth material to the Engineering Career Fair?

Clearly label items: Engineering Career Fair and ship booth materials directly to the McKimmon Center (corner of Western Blvd and Gorman St.).

McKimmon Center
c/o Engineering Career Fair
NC State University
Campus Box 7401
1101 Gorman Street
Raleigh, NC 27695
(919)515-9171

IMPORTANT: Materials may be received up to 3 days prior to the event.
Please make arrangements for your shipper to pick up the materials at 5 pm on the day of the event.

How do I know if my booth materials have arrived?

You may contact:
McKimmon Center Shipping Department
(919)515-9171

Can I set up my booth the day before the Engineering Career Fair?

Yes, we offer 4:00 pm - 6:00 pm optional booth setup the day before.

How do I set up interviewing?

On-site:

We offer an **on-site interview room** at the Engineering Career Fair. A common interview room (**Room #9**) is provided if you would like to talk privately with a particular student. This area provides a relatively quiet setting so that you and the student can better discuss a job opportunity or aspects of your company. Please use the interview room whenever you need. **There is no reservation required.**

On campus:

If you are interested in conducting **interviews on campus** or **information sessions** before or after the Engineering Career Fair, please contact the University Career Center <http://careers.ncsu.edu/>

Co-op:

For **Co-op interview** scheduling, please contact the University Co-op Program: <http://careers.ncsu.edu/getting-experience/co-op/considering-co-op/>

Where do I park?

The Engineering Career Fair is held at the McKimmon Center on Western Blvd. **Parking is FREE** and does not require a parking pass or permit; however, space becomes tight around 9 am.

What time does the Engineering Career Fair begin?

9:30 am

What meals are served to recruiters during the day?

On the day of the event, we offer:

Breakfast 7:45am - 9:30am (Drop-in; Room #5)

Lunch 11:30am - 2:15pm (Drop-in; Room #5 & #6)

Will there be snacks and refreshments?

Yes, we have bottled water available for you throughout the day. Other snacks and refreshments will be provided in Room #5 all day. Please help yourself anytime and feel free to bring refreshments back to your booth area.

When can I check-in?

Please arrive and set up your booth between 7:15 – 9 am.

How do I find my booth?

Volunteers will meet you at the McKimmon Center front entrance ready to assist.

Do I need to notify you if the names of representatives change before or during the Engineering Career Fair?

No. Name badges are made on-site at the Engineering Career Fair.

Can I ship my booth materials directly FROM the Engineering Career Fair?

Yes. After 2 pm, our volunteers will bring shipping labels, tape, and scissors to you at your booth. Please place (on your booth table) all items to be shipped with completed shipping labels attached. At 4 pm, our volunteers will move labeled items to the facility shipping area.

How can I talk to students in specific majors during the Engineering Career Fair?

The best way to direct students in specific engineering disciplines to your company is to list the majors you recruit when you register your company online. Students can then find your company and the majors you recruit on the grid in the career fair booklet and your booth location on the map.

Can my company pay by credit card?

Yes.

During Registration: Via the Registration Form

After Registration: Via your ePack account until the event is full. When the event is full and registration is turned off, payment is via check only. Please ask your Accounting team to make the check payable to the address on the invoice and note invoice number on check.

Do you accept checks?

Yes.

Please make check payable to: NC State College of Engineering, include invoice number on check and –

Mail to:

Engineering Career Fair
Attn: Brian Koehler
NC State University
College of Engineering
Campus Box 7904/118 Page Hall
Raleigh, NC 27695

You will receive a confirmation email upon receipt of payment.

Can my company pay by electronic wire transfer (ETF/ACH)?

Not at this time. The Engineering Career Fair does not accept payment via electronic wire transfer (ETF/ACH) at this time.

General information:

Please visit this page:

<http://students.engr.ncsu.edu/careerfair/employers.php>

For a list of participating companies, please visit this page:

<http://students.engr.ncsu.edu/careerfair/participating-companies>

Questions?

Please contact us: 919/515-3263 or engineering@ncsu.edu.

We look forward to seeing you at the Engineering Career Fair!