



Job Fair Participant Guide

LOCATION

The Job Fair is part of the Professional Pavilion, located in the [Exhibit Hall](#).

JOB FAIR SCHEDULE

Move-in:

Monday, 29 July	12 pm – 4 pm
Tuesday, 30 July	8 am – 10 am

Exhibit Hours:

Tuesday, 30 July	10 am – 6 pm
Wednesday, 31 July	10 am – 6 pm

Move-out:

Wednesday, 31 July	6 pm – 8 pm
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WHAT'S INCLUDED

- (1) 5' x 10' space with 8' black drape along the back
- (1) 6' Table (30" high x 24" deep), (2) Chairs, (1) Wastebasket, (1) ID Sign on 8' high back wall
- (1) Standard electrical outlet – you may bring your own power strip
- Access to standard Wi-Fi
- (2) Exhibits Only passes, providing access into the Job Fair during move-in, move-out and official exhibit hours. If you need additional passes, you may purchase them [online](#).
- (1) Recruitment Package which includes up to (10) Job postings on the SIGGRAPH Recruitment website and access to the Resumé Database

ACCESS THE RECRUITMENT WEBSITE AND RESUME DATABASE

A sample form and link to submit job postings will be shared in May.

To gain the most exposure, be sure to have your postings completed by **3, June**. Shortly after this date, you'll receive login information for the Resumé Database, where you can view, search and download resumé, complete with contact information. That'll give you the jump start you need to plan interviews and meetings during the event.

DISPLAY GUIDELINES

Each tabletop space is 5' deep and 10' wide and includes the furniture outlined above. Please keep that size in mind when determining other fixtures or activities in the space.

- Fixtures, components, and identification signs are permitted up to a maximum height of 8'3" along the back wall.
- Display fixtures are permitted to a maximum height of 4' along the sides and sides facing an aisle or neighboring company must be covered if unsightly.
- No signs/branding may be facing into a neighboring company's space.
- Company literature, pop-up signs, monitors and branded tablecloths are encouraged.

BUSINESS SUITES

If your company is looking for separate space to hold private interviews, there are Business Suites available for rent at the Convention Center. [Learn more](#) and [apply for a Business Suite now](#), or contact [Fabien Rabanal](#) at +770.432.841 x155 or [Anthony O'Shea](#) at +770.432.8410 x109 for additional information.

SHIPPING INFORMATION

Deliveries will be accepted at the advance warehouse from 26 June – 19 July and at the Colorado Convention Center from 26 July – 1 August.

ANNOUNCE YOUR PRESENCE

Let potential candidates know that you'll be at the Job Fair via your social channels – especially LinkedIn.

INTERESTED IN PARTICIPATING IN THE JOB FAIR?

[Learn more](#) and [Apply Now!](#)

Please contact our Sales Team if you have any questions:

[Fabien Rabanal](#)
+770.432.841 x155

[Anthony O'Shea](#)
+770.432.8410 x109

QUESTIONS?

We are here to support you! If you have any questions or need assistance as you are planning for the Job Fair, contact Kim Haines at customercare-s2024@siggraph.org.