



**TEAM ANDREWS**  
**JOINT BASE ANDREWS, MD JOB FAIR**  
**(IN-PERSON)**

**THURSDAY, NOVEMBER 19, 2020 2 PM to 5 PM**

**Sponsored by Top III Association**

*Focused on transitioning of military skills to the civilian sector.*

**The Club at Andrews, 1889 Arnold Ave, Joint Base Andrews MD 20762**

**EXHIBITORS – Are you hiring?**

**RESERVE YOUR SPACE TODAY!**

For more information or to request the registration form, contact JobZone. Résumé database will be available to all participating companies.

**Résumé Seminar**

Résumé Critique / How to Build Your Résumé  
Phyllis Houston-The RéSumé Xpert

**JOB SEEKERS – Register – Prepare**

**BE SAFE**

Due to COVID-19, Top III, JobZone and The Club Management will be following the public safety checklist for the Andrews AFB job fair gathering at all times.

The traffic entering and leaving The Club will be tracked; overflow will be strictly requested to wait outside instead of waiting in the lobby. As the traffic lessens, we will monitor the number of job fair attendees entering the building.

All job fair attendees entering The Club will be guided directly to the job fair area to sign-in upon arrival. (NO GATHERINGS WILL BE ALLOWED IN THE LOBBY AREA, STRICTLY ENFORCED).

**NOTE - ADVANCED REGISTRATION will eliminate unnecessary time spent at the registration table upon arrival.**

The number of exhibitors will be limited in the Ballroom area with attention to sufficient distancing for all participants.

- MASKS REQUIRED AT ALL TIMES.
- CROWD FLOW MONITORED.
- HAND SANITIZER ON SITE.

**STEP ONE**

-Register online and post/link Résumé. Registration will be open until midnight on the day of the event. Companies will have access to the résumé database.

-Advanced registration will save time upon arrival at the JobZone registration table PLUS an opportunity for your résumé to be shared with companies in advance.

**STEP TWO**

-Continue to re-visit [WWW.JOBZONEONLINE.COM](http://WWW.JOBZONEONLINE.COM) for new company updates. Take the time to visit company websites for details on job requirements.

**REMINDER - Posting your résumé online does not validate base access. If you DO NOT have a CAC Card or Active Military ID, see below for requesting base access approval. DEADLINE for submitting request – see below.**

-Ensure that you have plenty copies of your résumé for the job fair prior to arrival.

-Have your dress-to-impress outfit available (professional dress, business casual or military uniform required).

**STEP THREE (ON THE DAY OF THE EVENT)**

-Drop off a copy of résumé at the JobZone registration table ONLY if you are not pre-registered. Pre-registered candidates will be verified/checked on the Registered Candidate List.

-Arrive early to have plenty of time for networking.



For more information, contact Jobzone.

Call 434-263-5102 / 540-226-1473 LM E-mail [Janet.Giles@JobZoneOnline.com](mailto:Janet.Giles@JobZoneOnline.com)

REGISTER – Visit [www.JobZoneOnline.com](http://www.JobZoneOnline.com)

All attendees must have CAC card or Military ID for base access. To request base access approval, contact JobZone with the following info: Full Name, Birthday, Driver's License Number, Expiration Date, State Vehicle Registered & Contact Info (Phone/Email). **DEADLINE: THURSDAY, NOVEMBER 12. Submit information ASAP to ensure that your information reaches Security in a timely manner for approval. Thank you.**