



CONSTRUCTION INDUSTRY CAREER FAIR

October 7 | 9:30 a.m. - 12 p.m. | Gallagher Iba Arena



WELCOME

Thank you for registering! We are so excited to welcome you to campus on Tuesday, Oct. 7, for the Construction Industry Career Fair. If you have any questions, please contact Avery Bennett at 405-744-9644 or avebenn@okstate.edu. On the day of the event, all phone calls will be forwarded to a cell phone at the event, so please do not hesitate to call if you need anything last minute.

AGENDA

The schedule for Tuesday, Oct. 7 is as follows:

- 8 - 9:30 a.m.: Check-in at Gallagher Iba Arena
- 9:30 a.m. - 12 p.m.: Career fair
- 12 - 1 p.m.: Employer lunch
- 1 - 5 p.m.: Interviews

DAY OF INTERVIEWS

- Day of interviews will be conducted 1 - 5 p.m. in Gallagher Iba Arena.
- Upon registration, your company indicated whether you require interview space. If you are unsure, or have not received communication regarding day of interviews, please email keli.means@okstate.edu.
- During the event, Career Services staff will provide a triplicate form with predetermined (20 minute) interview timeslots. You will use this form to sign students up as you converse during the career fair.

WI-FI INFORMATION

Wi-Fi information is provided upon arrival, however, wireless internet in Gallagher Iba Arena can be unreliable. If your company's recruiting strategy relies heavily on Wi-Fi access, please be prepared to bring your own Wi-Fi hotspot.

PARKING

**Find parking and directions on page 2.*

SHIPPING

**Find shipping information on page 3.*

PARKING

Please note, there is NO open parking on campus. All lots used for career fairs are reserved and have parking attendants present at entrances. Do not park on campus without speaking to a parking attendant first.

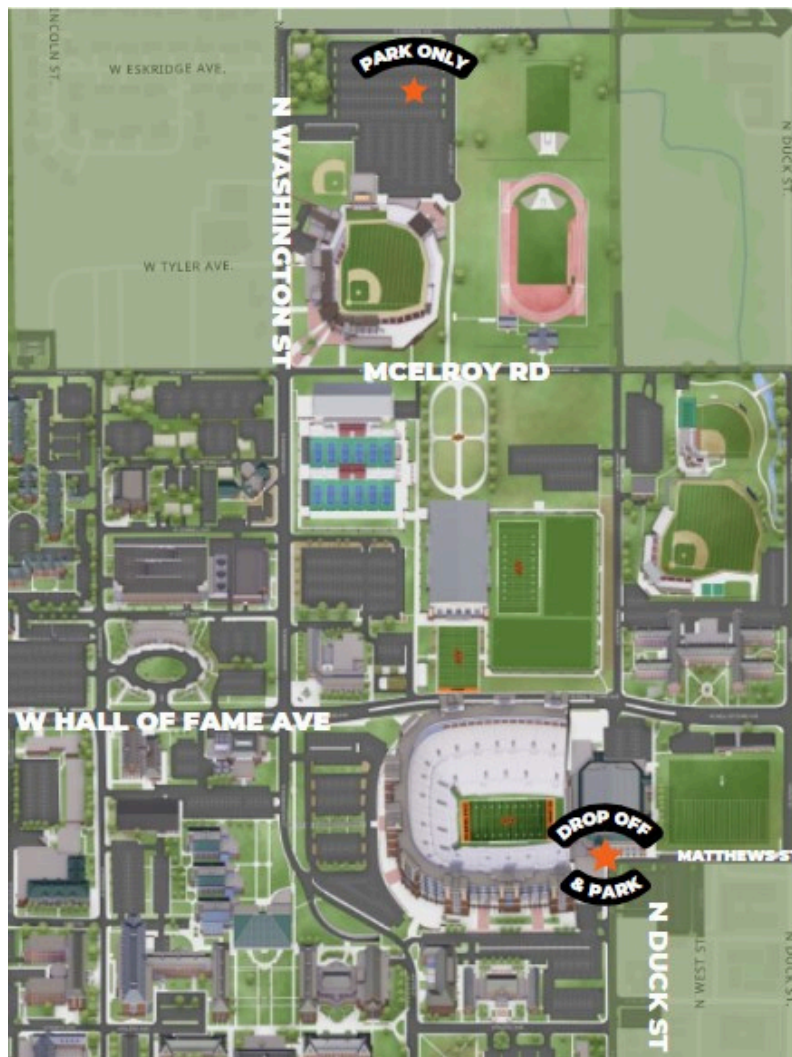
Drop Off Items

- To unload displays and other supplies before parking, make your way to the south side of Gallagher-Iba Arena. Enter Matthews Street from Duck Street.
- Volunteers will be present to help you unload your items, we will then bring your items to your table as you proceed to park.
- Once unloading is complete, you will then follow a shuttle to O'Brate Stadium, to park, and shuttle back to GIA.
- **Do not attempt to park on campus after dropping off items, there is no open parking on campus.**

Park Only (Quickest Option)

- If you do not need to unload displays, please make your way to O'Brate Stadium, the OSU baseball complex on the Northeast corner of McElroy Road and Washington Street.
- Staff will be stationed at each entrance to give you a parking pass and provide further direction.
- Park and locate the tailgate tent on the southwest side of the lot to board the shuttle.
- Multiple shuttles will be running to and from O'Brate Stadium and Gallagher Iba Arena.

All shuttles will run from 8 - 10 a.m. and 12 - 5 p.m. Shuttles will not run from 10:30 a.m. - 12 p.m. to allow our staff a lunch break.



SHIPPING

- Packages and displays should be shipped to arrive between Monday, Sept. 22 and Friday, Oct. 3.
- All shipping will be brought to the event and will be waiting at your assigned table.
- Last-minute shipping may cause delays in recruiters receiving their packages for the fair.
- It is very important that you indicate which career fair the materials/displays are for.
- All packages for the career fair should be shipped to:

OSU Career Services
ATTN: Construction Industry Career Fair
360 Student Union
Stillwater, OK 74078

RETURN SHIPPING

- OSU Career Services will schedule a FedEx and UPS pickup for the end of the fair.
- You should have all materials boxed up with labels properly completed (including company account number) and attach to all materials being mailed.
- OSU Career Services is not responsible for unlabeled or improperly labeled packages as well as lost packages.

FEE SCHEDULE

Career Fair	Day, Date
Location	Gallagher Iba Arena
Registration Opens	Wednesday, April 23, 2025
Early Bird Discount Deadline	Friday, August 1, 2025 at 5 p.m.
Payment Due Date	Friday, October 3, 2025
Deadline for 100% Cancellation Refund	Friday, August 1, 2025 at 5 p.m.
Deadline for 50% Cancellation Refund	Friday, September 12, 2025 at 5 p.m.

INCLEMENT WEATHER

Should inclement weather prevent the fair from occurring on the scheduled date, OSU Career Services will reschedule the date and all fees as well as cancellation policies will apply. Please consult careerservices.okstate.edu for official news regarding the fair schedule, or contact Avery Bennett at 405-744-9644 or avebenn@okstate.edu.

