

Marquette University Career Fair

Tuesday, September 22, 2009

4:00 p.m. – 6:00 p.m.

Post-Graduate Volunteer Opportunities

Wednesday, September 23, 2009

4:00 p.m. – 8:00 p.m.

Business, Communication, Government, and Nonprofit Employers

Thursday, September 24, 2009

4:00 p.m. – 8:00 p.m.

Engineering, Computer Science, and Technical Employers

Alumni Memorial Union

GENERAL INFORMATION FOR CAREER FAIR 2009

Parking Rate

There is a special Career Fair parking fee of \$3.00 beginning at 2:30 each day of the Fair in the 16th Street Parking Structure between Wisconsin and Wells. Please have cash available to hand to the collecting attendants as the auto-cashier/credit card machine is programmed only to accept \$5.00.

Location of Career Fair 2009

Alumni Memorial Union, Ballroom
1442 W. Wisconsin Avenue
Milwaukee, WI 53233

Display Area Guidelines

Each organization will have one six-foot table and two chairs. Please limit any floor displays to six- to eight-foot dimensions, as the Fair will be crowded.

Set-up Times and Fair Hours

Set-up will begin at 2:00 p.m. The Career Fair will run from 4:00 p.m. until 8:00 p.m. in the Alumni Memorial Union Ballroom. Porters will be available to assist with any heavy or bulky material prior to and after the Fair. See Loading Dock Information.

Meals and Refreshments

There will be a light buffet dinner offered from 3:00 - 6:00 p.m. in the Lunda Dining Room and Henke Lounge on the second floor of the Alumni Memorial Union.

Fax and Telephone Messages

Telephone messages will be taken at the Alumni Memorial Union (AMU) information desk, (414) 288-7250. Faxes can be sent through Career Faxes Services at (414) 288-5302 until 5:00 p.m. on days of the Fair. Please indicate your organization's name and that you are a Career Fair participant. All messages will be delivered to your table.

Organization Literature

Please bring or send a supply of literature to hand out to the students. However, please bring only what you intend to use at the Fair as the Career Resource Center no longer keeps hard copies of literature (unless your organization is small and does not have a website).

Advertisements

If your organization would like to publicize its visit in the campus newspaper, *The Marquette Tribune*, please contact the paper directly at (414) 288-1739 after August 10 for rates and information, or visit them online at www.marquettetribune.org.

HOTELS WITH AVAILABLE MU RATES

The Ambassador Hotel

2308 W. Wisconsin
Milwaukee, WI 53233
1-888-322-3326 (toll free)
414-345-5000

www.ambassadormilwaukee.com/

Historic charm, beautifully renovated, free shuttle service; **Recommended, near Marquette**

The Ambassador Inn at Marquette

2301 W. Wisconsin Avenue
Milwaukee, WI 53233
414-345-5000

www.ambassadorinnmilwaukee.com

Brand new annex hotel located directly across the street from the Ambassador Hotel. Occupants use the Ambassador Hotel for restaurants and other services.

Astor Hotel

924 E. Juneau Avenue
Milwaukee, WI 53202
1 - 800 - 558 - 0200 (toll free)
1 - 800 - 242 - 0355 (toll free in WI)
414-271-4420

www.theastorhotel.com

Prestigious near-north side residential hotel close to Lake Michigan

Best Western Towne Hotel

710 N. Old World Third Street
Milwaukee, WI 53203
414-224-8400

www.bestwesternwisconsin.com

Located in Milwaukee's revitalized downtown river area

Double Tree Milwaukee City Center

611 W. Wisconsin Avenue
Milwaukee, WI 53203
414-273-2950

www.doubletree1.hilton.com

Within walking distance of Marquette

Hotel Metro

411 E. Mason St.
Milwaukee, WI 53202
414-272-1937

www.hotelmetro.com

Stylishly refurbished art deco, historic hotel located downtown

Milwaukee Hilton

509 W. Wisconsin Avenue
Milwaukee, WI 53203
414-390-1808

www.hilton.com

Large, classic hotel within walking distance of Marquette

Intercontinental

139 E. Kilbourn Avenue
Milwaukee, WI 53202
414-276-8686

www.intercontinentalmilwaukee.com

Beautiful hotel located in Milwaukee's downtown theatre complex

Ramada Inn

633 W. Michigan Street
Milwaukee, WI 53203
414-272-4651

www.ramadacitycentre.com

Within walking distance of Marquette

MAILING INSTRUCTIONS

SHIPPING INSTRUCTIONS

To the Fair:

If you wish to send displays or literature for use during your visit,
please send to the following address:

Career Fair 2009
Marquette University
Attn: Jillian Marx, Room 245
Alumni Memorial Union
1442 W. Wisconsin Avenue
Milwaukee, WI 53233

From the Fair:

IMPORTANT: SHIPPING YOUR DISPLAY HOME AFTER THE FAIR?

If you have a display or box that you wish to have
shipped out after the Fair, please follow these directions:

1. **Make sure that you have the necessary paperwork (UPS, FedEx form etc.) filled out with your company account number.**
2. Tape the form to your case/material to be shipped.
3. Bring the display case to the Lynch Lounge (lobby of ballroom) after the Fair and register it with a Career Fair staff member.

DIRECTIONS

From the west on I-94

Exit #310A — 13th Street

To 16th Street Parking Structure:

At end of ramp, turn left onto 13th Street

North ½ block to Clybourn Street (13th Street ends at Clybourn)

Turn left onto Clybourn Street, go west 3 blocks to 16th Street

Turn right at 16th Street (one-way northbound), go north 1½ blocks on 16th Street

From the south on I-43/I-94

Exit #72A — 10th Street and Michigan/Tory Hill

To 16th Street Parking Structure:

At end of ramp, turn left onto Tory Hill

Tory Hill becomes Clybourn

At 16th Street (one-way northbound) turn right, go north 1½ blocks on 16th Street

From the north on I-43

Exit #72E — 11th Street and Highland

To 16th Street Parking Structure:

At end of ramp, continue straight on 11th Street (one-way southbound)

11th Street will shift left at Wells Street

From the far right lane, turn right on Wisconsin Avenue

At 16th Street (one-way northbound) turn right, go north ½ block

The parking garage is located on the left at 749 N. 16th St., (North of Wisconsin Avenue).

Please keep in mind that 16th street is a one-way northbound street.

Beginning at 2:30 p.m., there will be a \$3.00 parking fee for the day. Have cash ready for the attendant, as the automated machine only takes \$5.00 bills or credit cards, and would automatically charge \$5.00 if using a credit card. The attendant is also faster than the machine.

LOADING DOCK INSTRUCTIONS

If you have displays that need to be unloaded prior to the Career Fair, please follow these instructions:

From Wisconsin Avenue, go North on 16th Street, turn right (east) onto Wells Street.

Continue east on Wells Street until 14th Street (on your left only).

The entrance to the loading dock is to your right at 14th Street.

There will be a Career Fair Sign with an arrow. There will also be assistants on the loading dock beginning at 2:00 p.m. to help with displays.