

## Fall 2021 Construction Interviewing Day

LSU Student Union Ballroom | Friday, October 8, 2021 | Event: 8:30 a.m.–4:30 p.m.  
Check in: 7:30 a.m. | Lunch: Noon–1 p.m.

### Policies and Guidelines

- Please review the LSU [Recruiting Policies and Guidelines](#).
- Please review the [Event Cancellation, No Show, Inclement Weather and Technology Policy](#).
- View top tips for recruitment success in our [Employer Recruitment Guide](#).
- Pop up banners and large signage is not permitted at this event. Small table signage no bigger than the length of a 6 ft table, personalized linens, and giveaways are acceptable.

### ***This packet is broken down into two critical sections:***

- *Pre-Event Requirements and Deadlines*
- *Event Day Information*

## Pre-Event Requirements and Deadlines

To participate in Construction Interviewing Day, you must complete **Action Items** below based on your chosen Interview Schedule Type:

**Interview Schedule Type - Pre-select.** This schedule type allows the employer to manage the entire interview scheduling process through Handshake. Employers can post job requirements, set up the interview schedule, collect and review resumes, pre-selecting candidates to interview, and have candidates to sign up for interview timeslots. **To use this schedule type, employers must be registered by 9/17 at noon.**

### Action Items

- **By 9/17 at noon:** Log into [Handshake](#) and [follow these instructions to create your interview schedule and attach the job posting](#).
- *Students will submit resumes via Handshake from 8/1-9/22.*
- **By 9/27 at noon:** [Follow these instructions to pre-select primary candidates](#) (and alternate if applicable) to interview.
- *Primary (followed by alternate) candidates will sign up for timeslots via Handshake from 9/30-10/3.*

**Interview Schedule Type – Room Only.** This schedule type allows the employer to manage most of the interview scheduling process outside of Handshake. Employers must post job requirements and request an interview schedule as a placeholder in Handshake. However, employers must create their interview schedule for the day by contacting students directly. Final schedules are due three days prior to the event. **If you register after 9/17, this is the only schedule type that can be used.**

### Action Items

- **Immediately:** Log into [Handshake](#) and [follow these instructions to create your interview schedule and attached the job posting](#).
- **By 10/4 at 8 a.m.:** Submit your final schedule [using this interview schedule template](#) to Garnesha via email ([gbeck1@lsu.edu](mailto:gbeck1@lsu.edu)).

# Event Day Information

## Check-In and Setup

Recruiter Check-In and Setup will begin at 7:30 a.m. at the LSU Student Union Ballroom East Lobby entrance. Please allow ample time for parking and setting up prior to the start of the event. A check-in kiosk will be available upon arrival, and name tags will be printed on site.

## Event Format

The event begins at 8:30 a.m. with an open networking/browsing time where students can interact with recruiters, providing recruiters an opportunity to fill any available time slots. Prescheduled interviews will begin at 9:30 a.m. Please stay for the duration of the event in order to meet with the most candidates possible. Class hours vary for students and leaving early will limit their opportunities to meet with you.

## Lunch

Lunch will be provided from Noon–1 p.m. in the Union Atchafalaya Room.

## Directions to Campus and Parking

### Event Location:

LSU Student Union

[View directions to the event location.](#)

*Image: Front  
of LSU Student  
Union*



### Once Inside Parking Structure:

- Two parking spaces are included with your event registration, unless you registered additional representatives to attend the event in Handshake. If you will need more than two parking spaces, you will need to utilize the metered parking upon arrival at the [LSU Union Square Parking Garage](#).
- A parking guard will greet you at the parking structure entrance.
- For your two complimentary spaces, please park in any designated, "Reserved for CID" spaces.
  - For any extra spaces that you need, once parked, look at the number of the spot you are parked in. You will need to enter space number into the pay station
  - Locate the closest stairway or elevator to find the pay station
  - **You must pay before you leave the parking structure**
  - Enter parking space number and payment into the pay station
  - A receipt will be printed once payment is accepted
  - **Retain your receipt** as you may need it to add additional time at any pay station on campus

### Directions to the LSU Student Union:

- Find closest stairway or elevator and exit at ground level
- The LSU Student Union is across Highland Road
- Please use the designated crosswalk at Highland Road and Veterans Drive
- The LSU Student Union Ballroom is on the second floor of the LSU Student Union
  - **Stairway Access:** Enter the LSU Student Union on the second level via the front stairwell. Continue straight through the Student Union's center lobby. At the rear wall, turn right. The Ballroom entrance will be on your left.
  - **Elevator Access:** Enter the LSU Student Union on the first level via the Union Theater entrance on the front of the building, farthest from the parking garage. Upon entering the theater lobby, the elevators are to your left. Take the elevator to the second level. Exiting the elevator proceed through the front lobby to the main entrance. Turn right at the Information Desk and continue straight through the Student Union's center lobby. At the rear wall, turn right. The Ballroom entrance will be on your left.



Image:  
Aerial photo  
of the LSU  
Parking  
Garage and  
surrounding  
roads.

## Lodging

The following lodging facilities are frequently used by visiting campus recruiters:

Location	Hotel	Phone
<b>On Campus:</b> *Ask for "LSU Recruiter" rate	The Cook Hotel	886-610-2665
<b>College Drive:</b>	Best Western	225-924-6500
	Embassy Suites	225-924-6566
	Hampton Inn	225-926-9990
	Holiday Inn Express	225-930-0600
	Marriott	225-924-5000
<b>South Acadian:</b>	Courtyard-Marriott	225-924-6400
<b>Downtown:</b>	Belle of Baton Rouge	225-242-2600
	Hotel Indigo	225-343-1515
	Hampton Inn & Suites	225-382-2100
	Hilton Capitol Center	225-344-5866

## Dining Options

The following restaurants are popular with our visiting recruiters:

Restaurant	Phone	Restaurant	Phone
The Chimes - Seafood	225-383-1754	T.J. Ribs – Seafood, Steaks, Ribs	225-383-7427
Walk-On's Bistreaux - Seafood	225-757-8010	Drusilla Seafood - Seafood	225-923-0896
Acme Oyster House - Seafood	225-906-2372	Schlitz & Giggles - Pizza	225-361-0776
Juban's - Seafood, Steaks, Continental	225-346-8422	Rock-n-Sake - Sushi	225-615-7940
Parrain's - Seafood	225-381-9922	Jimmy John's - Sandwiches	225-382-3914
Mike Anderson's - Seafood	225-766-7823	Ruth's Chris Steak House - Steaks	225-925-0163

*For questions before the event date, please call the LSU Olinde Career Center at 225-578-2162.*