

NUS LAW CAREERS FAIR 2025

STUDENT GUIDE





KEY DETAILS

01

Seminar Talks

Date/Time:

- 15 January 2025 (Wednesday), 2:00PM - 2:55PM, 3:05PM - 4:00PM, 4:10PM - 5:05PM
- 17 January 2025 (Friday), 12:00PM - 12:55PM, 1:05PM - 2:00PM
- 24 January 2025 (Friday), 2:30PM - 3:25PM, 3:35PM - 4:30PM

Venues: Block B Seminar Rooms

02

Fireside Chat

Date: 22 January 2025 (Wednesday)

Time: 5:00PM - 7:30PM

Venue: Block B, Seminar Room 4-4

03

Firm Exhibitions

Date: 22 - 23 January 2025 (Wednesday and Thursday)

Time: 11:00AM - 4:00PM

Venues: Oei Tiong Ham Building Lobby,
Block B Staff Lounge, Wee Chong Jin Moot Court

Attire: Business Casual

WHAT CAN YOU EXPECT AT LCF 2025

- Enjoy the full calendar of career activities leading up to LCF 2025, including a preparatory workshop, seminar talks by **7** law firms and a fireside chat with recent alumni.
- Meet firm representatives from **60** law firms & organisations and find out about exciting internship and training contract opportunities.

THINGS TO PREPARE CHECKLIST SUMMARY



- ☐ Register [here](#) to attend.
- ☐ Research the firms/organisations attending LCF 2025.
- ☐ Prepare your resume and elevator pitch. Check out our resources [here](#).
- ☐ Prepare questions to ask.
- ☐ Have a plan for how you want to spend your time at LCF 2025.

LIST OF PARTICIPATING EMPLOYERS

DAY 1 - 22 JANUARY 2025 (WEDNESDAY)

1. Bayfront Law LLC
2. BR Law Corporation
3. Braddell Brothers LLP
4. CHP Law LLC
5. CMS Cameron McKenna Nabarro Olswang (Singapore) LLP
6. CNPLaw LLP
7. Davinder Singh Chambers LLC
8. Eng and Co. LLC
9. Focus Law Asia LLC
10. Inland Revenue Authority of Singapore
11. Joseph Tan Jude Benny LLP
12. Lee & Lee
13. Linklaters Singapore Pte. Ltd.
14. Maritime and Port Authority of Singapore
15. Ministry of Foreign Affairs Singapore
16. Providence Law Asia LLC
17. RCL Chambers Law Corporation
18. RHTLaw Asia LLP
19. Selvam LLC
20. Shaun Wong LLC
21. Sidley Austin LLP
22. Singapore Judicial Service
23. Singapore Legal Service
24. TSMP Law Corporation
25. Virtus Law LLP – Stephenson Harwood (Singapore) Alliance
26. Withers KhattarWong LLP
27. WNLEX LLC

LIST OF PARTICIPATING EMPLOYERS

DAY 2 - 23 JANUARY 2025 (THURSDAY)

- | | |
|---|--|
| 1. A.W. Law LLC | 19. K&L Gates Straits Law LLC |
| 2. Abdul Rahman Law Corporation | 20. Kennedys Legal Solutions |
| 3. Advocatus Law LLP | 21. Mayer Brown PK Wong & Nair Pte. Ltd. |
| 4. AEI Legal LLC | 22. Morgan Lewis Stamford LLC |
| 5. Allen & Gledhill LLP | 23. Oon & Bazul LLP |
| 6. Aquinas Law Alliance LLP | 24. Pinsent Masons MPillay LLP |
| 7. Baker McKenzie.Wong & Leow | 25. Rajah & Tann Singapore LLP |
| 8. Bird & Bird ATMD LLP | 26. Reed Smith (in alliance with Resource Law) |
| 9. Carey Olsen Singapore LLP | 27. RPC Premier Law Pte Ltd |
| 10. Clifford Chance Pte Ltd | 28. Rubicon Law LLC |
| 11. Clyde & Co Clasis Singapore Pte Ltd | 29. Setia Law LLC |
| 12. Dechert (Singapore) Pte. Ltd. | 30. Shook Lin & Bok LLP |
| 13. Dentons Rodyk & Davidson LLP | 31. Silvester Legal LLC |
| 14. DLA Piper Singapore Pte. Ltd. | 32. Tan Kok Quan Partnership |
| 15. Drew & Napier LLC | 33. WongPartnership LLP |
| 16. Harry Elias Partnership LLP | |
| 17. Helmsman LLC | |
| 18. Herbert Smith Freehills Prolegis | |

INFORMATION BOOKLET ONLY

1. Christopher Chuah Law Chambers LLC



01

HOW CAN I PREPARE FOR CAREER FAIR?



1. ATTEND OUR PREPARATORY WORKSHOP

Register for our preparatory workshop to learn how to make the most out of LCF 2025. This comprehensive workshop comprises essential elements, each designed to enhance your preparation and engagement at LCF and beyond.

2. CAREER ADVISORY SESSIONS

Need someone to talk to about your career concerns? Book a session with your dedicated career advisor today for all career related matters and prepare to meet employers during LCF 2025.



Genevieve Chia

Undergraduates & Postgraduates

genevieve.chia@nus.edu.sg



Penny Leng

Undergraduates & Postgraduates

pleng@nus.edu.sg



Shaun Kang

Undergraduates & Postgraduates

skang@nus.edu.sg

02

PRE-CAREER FAIR: WHAT ARE THINGS THAT I SHOULD DO?



1. COMPANIES LIKE WELL-INFORMED EMPLOYEES

It is important to have a plan. Refer to the list of employers that will be present at LCF 2025.

Shortlist the firms/organisations you are interested in

Compile a list of those that you would like to speak to during LCF 2025

Once you have your shortlist, do your **research**! Look into the firm/organisation's website, history, vision, job openings or other relevant information so you can ask informed questions.

There are options beyond the obvious and popular large firms. Be open-minded and flexible; you might be surprised at what you find. Another tip is to **map out your day** - check out the LCF 2025 floorplans so you can navigate the fair with ease and spend time speaking to the firms/organisations that interest you the most.

2. GET YOUR RESUME READY

Once you know who you are interested in and what they want in a hire, prepare a resume that fits the employers' values and requirements. Resumes should be succinct and clear, demonstrating your relevant past work, internship, CCA, educational background and any other relevant information about you that firms/organisations need to know! You can do so using the **Competency.Action.Results (CAR) Framework**. Check out our online resources on how to create an impressive resume [here](#). And if you need further help, book a career advisory session with your dedicated career advisor.





3. FIRST IMPRESSIONS MATTER - MANAGING YOUR PERSONAL BRAND

You have one opportunity to form a good first impression. Make sure you put some thought into what potential employers will see both online and in-person.



3.1

Touch up your LinkedIn profile

- Ensure that you have a professional-looking photo of yourself for a display picture
 - Document all past educational and work experience from the latest in time to the earliest on your profile
 - Prepare a short writeup of yourself and the type of opportunities that you are interested in
 - [Download](#) this checklist to ensure you have all the basic elements to create a great LinkedIn profile.
-



3.2

Dress appropriately

- Leave that 'Law' T-shirt at home. LCF is a professional setting in which you will be interacting with your potential employer.
 - Be well-groomed and come dressed in **business casual wear** that impresses employers
 - Avoid wearing shorts, slippers, or anything sloppy, too flashy or trashy (No crop tops/yoga pants)
-



3.3

Due Dilligence

- Google yourself and see what are your online footprints
- Clean up your online presence to reflect one that is professional, bearing in mind that people often form opinion about the type of person you are from what they learn about you online



4. DEVELOP QUESTIONS TO ASK

Prepare some key questions you want to ask beforehand. Students who don't research firms/organisations beforehand can end up asking generic questions that could have been answered by visiting their website. Firm/Organisation representatives will be able to see through this lack of research. Students who ask targeted questions and show a genuine interest in the firm/organisation are much more likely to impress employers. Partners, associates and graduate recruitment teams may even remember them during any future applications.

Your questions will depend on your goals for LCF (Career Exploration vs. Internship/PTC search).



Suggested questions include:

A. Their experience and advice:

- What made you pick this firm/practice? How can I prepare myself?
- What do you like most about working at your firm/practice area?
- Can you tell me about your most interesting/current or challenging case/transaction?
- Do you have any tips for succeeding as an intern/trainee?
- I am currently a freshman so I have some time to plan ahead, what courses/modules would you recommend someone interested to pursue litigation/family law etc?

B. About the role:

- What type of professional training is available?
- What types of assignments are given to interns/junior associates?
- In a typical day, what does a trainee/intern in this practice do?

C. Hiring Process:

- What do you look for in candidates?
- What key skills/experiences/qualities are highly desirable to you personally/your firm/organization?
- How is your Practice Training Contract structured?

Note: Do not ask about salary or benefits.

03

DURING THE CAREER FAIR: WHAT ARE THINGS THAT I SHOULD DO?





3.1 NETWORK, NETWORK AND NETWORK, DON'T BE SHY!

Networking may not come naturally to all of us. However, here are some tips for you to prepare ahead of LCF:

Keep it simple

Have a conversation, listen intently and try to take away 3 useful things

Bring a friend

You may find it easier to speak to people you don't know when you have a person you feel comfortable with by your side.

Be considerate

There are other job seekers who want to get to know the same employers as you, and the recruiters also want a chance to speak with other students. Be mindful of the amount of time you're spending at any one booth.

Ask for business cards or start adding hiring managers/company representatives on LinkedIn

Asking for business cards gives the recruiter the impression that you are taking this process seriously and have full intentions of following up after the fair is over. You can also ask to connect with the hiring managers/company representatives on LinkedIn. This keeps the doors open for future connections and interactions! Business cards should have the representative's email on it so you can send an appropriate thank you email. Aim to send the thank you within 24 hours of the fair and add something personal from your conversation so your correspondence is unique and memorable.



04

POST-CAREER FAIR: WHAT ARE THINGS THAT I SHOULD DO?



1. ORGANISE YOUR NOTES AND SEND THANK YOU EMAILS

Organise Your Notes: Sort through the brochures, business cards, and notes you took during the fair. Highlight key opportunities, deadlines, and follow-up actions. Reflect on your conversations with the firm/organisation representatives and note down 3 useful points you took away.

Send Thank-You Emails:

- Send personalised Thank You emails to the graduate recruiters, lawyers, or representatives you spoke with.
- Mention specific details from your conversation to show genuine interest and leave a lasting impression.
- Example:

◀ "Thank you for taking the time to discuss the internship/training contract opportunities at [Firm Name]. I appreciated your insights on [specific topic discussed]. I'm very interested in applying for [specific role or program] and will follow up as per your guidance."



2. CONNECT ON LINKEDIN

If you haven't already, follow the firms/organisations that you are interested in on LinkedIn. Send a LinkedIn connection request to the firm/organisation representatives you met with a personalised short note referencing your meeting at LCF. You can also take the opportunity to ask any questions you may have thought of following LCF.

05

DRESS CODE GUIDE: WHAT TO WEAR TO LCF





Attending a career fair is a valuable chance to connect with potential employers and leave a positive impression. While the atmosphere may not be as formal as an interview, it's essential to dress appropriately to convey professionalism.

Business casual is the recommended dress code for this event. Dressing business casual ensures you look professional yet approachable. It communicates that you are serious about your career while keeping you comfortable enough to navigate the fair with confidence.

Remember: Looking good boosts your confidence and makes a great first impression.

WHAT IS BUSINESS CASUAL?

Business casual strikes a balance between **professional** and **comfortable**. The goal is to look polished without being overly formal. Here's what you should consider:

FOR MEN

- **Shirt:** A button-down shirt (solid colors or subtle patterns) or a polo shirt.
- **Pants:** Chinos or dress pants in neutral tones (khaki, navy, grey, or black).
- **Jacket (Optional):** A blazer or sports jacket can elevate your look, but it's not required.
- **Shoes:** Dress shoes, loafers or nice sneakers. Avoid sandals/slippers.
- **Accessories:** A leather belt that matches your shoes and a simple wristwatch are good choices.

FOR WOMEN

- **Top:** A blouse, button-down shirt, or knit top. Solid colors or subtle prints work best.
- **Bottoms:** Dress pants, a pencil skirt, or tailored trousers. Dresses in neutral or muted tones are also appropriate.
- **Jacket (Optional):** A cardigan or blazer can complete your outfit.
- **Shoes:** Flats, loafers, or low-heeled closed-toe shoes. Avoid overly casual footwear.
- **Accessories:** Minimal jewellery.



GENERAL TIPS

- **Fit Matters:** Ensure your clothes are clean, wrinkle-free, and fit well.
- **Grooming:** Keep your hair tidy and nails neat. Avoid heavy cologne or perfume.
- **Avoid Overly Casual Pieces:** No athleisure, ripped jeans, T-shirts, shorts, or flip-flops.



Enjoy LCF 2025!

**More information can be
found here:**

<https://law.nus.edu.sg/cfglaw/nus-law-careers-fair-2025/>

