

CareerSource Pinellas Center on Gulf to Bay • Employability Skills Training • January 2018

Participants must have an Employ Florida Marketplace profile to attend all workshops. Please arrive 15 minutes prior to start time. Late arrivals will not be admitted into workshop

Mon	Tue	Wed	Thu	Fri
1 Closed for Holiday	2 Computer Skills 8:30—10:00 Employ Florida Orientation 10:15—11:45	3 Professional Interviewing Skills 1:15—3:00	4 Resume 2 1:15—3:00	5 Social Media 8:30—10:00 Spanish Employ Basic Computer 2:00-4:00
8 Job Power 1:15—3:00	9 Computer Skills 8:30—10:00 Employ Florida Orientation 10:15—11:45	10 Future Plans 1:15—3:00	11 Resume 2 1:15—3:00	12 Career Development 8:30—10:00 Online Applications 10:15—11:45 Spanish Employ Florida Orientation 2:00-4:00
15 Closed for Holiday	16 Computer Skills 8:30—10:00 Employ Florida Orientation 10:15—11:45	17 Professional Interviewing Skills 1:15—3:00	18 Resume 2 1:15—3:00	19 Financial Recovery 8:30—10:30 LinkedIn Lab 10:15—11:45 Spanish Resume Development 2:00-4:00
22 Job Power 1:15—3:00	23 Computer Skills 8:30—10:00 Employ Florida Orientation 10:15—11:45	24 Resumes That Work 1:15—3:00	25 Resume 2 1:15—3:00	26 Career Development 8:30—10:00 Online Applications 10:15—11:45
29	30 Computer Skills 8:30—10:00 Employ Florida Orientation 10:15—11:45	31 Employment Success 1:15—3:00	CareerSource Pinellas Center on Gulf to Bay 2312 Gulf to Bay Blvd Clearwater, FL 33765 To register for a workshop go to: careersourcepinellas.com and click on “Calendar of Events” then locate the workshop you wish to attend and click the green button to “Attend This Event” or call 727-524-4344.	