

## SCHEDULE

### COURSE DATES/TIME

JANUARY 25, 2020 / 9AM – 2PM

FEBRUARY 27, 2020 / 1PM – 6PM

MARCH 21, 2020 / 9AM – 2PM

### COURSE OUTLINE

**15 MINS** INTRODUCTION

**2 HRS**

- Career Interests assessment with breakout sessions
- Students will explore likely career choices based on personal interests

### SCHEDULED BREAK

**2 HRS**

Soft skills discussion with interactive activities:

- Communication Tips
- Resume Building
- Teamwork
- Networking
- Problem-Solving & Critical Thinking
- Professionalism & Business Etiquette

**15 MINS**

- Wrap up
- Questions & Answers

## LOCATION

### C. W. THOMAS PARK

800 NW 2nd St,  
Dania Beach, FL 33004

[WWW.OICSFL.ORG](http://WWW.OICSFL.ORG)

CITY OF DANIA BEACH

# OIC ON THE MOVE

*Higher Learning, Equals Higher Earnings!*

# Career READINESS WORKSHOP

FREE TRAINING

## COURSE OVERVIEW

This is a 5 hour workshop designed to provide career-inspired, job seekers with the introductory/intermediate personal attributes, habits and interpersonal skills to interact and compete effectively in today's workforce.

**Topics include:** career assessments, resume building, teamwork, networking, problem-solving, business etiquette, as well as tips to ace an interview.

## REGISTRATION

Visit [www.oicsfl.org](http://www.oicsfl.org) or [www.daniabeachcra.org](http://www.daniabeachcra.org)  
For more information, call (954) 563-3535

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