



# WORKFORCE CENTRAL FLORIDA

**FOR IMMEDIATE RELEASE**  
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## WORKFORCE CENTRAL FLORIDA ANNOUNCES DECEMBER JOB SEEKER WORKSHOPS

ORLANDO, Fla. – In December, WORKFORCE CENTRAL FLORIDA (WCF) will offer two new workshops to help job seekers boost their employability skills and gain a competitive advantage as they search for a new career, including “Supercharge Your Job Search with Social Media” and “Overcoming the Label of Overqualified.” WCF will continue to offer “Career Pursuit,” “Resume Writing” and “Planning and Preparing for the Interview.”

The workshops are offered at no cost, but seating is limited and is offered on a first-come basis. The schedule is as follows:

### **December 1, 2011**

**JobVantage - 4360 East Colonial Dr., Orlando**

- 9 a.m. – 10 a.m. Career Pursuit
- 10 a.m. – 11 a.m. Supercharge Your Job Search with Social Media
- 11 a.m. – 12 p.m. Overcoming the Label of “Overqualified”
- 1 p.m. – 2 p.m. Resume Writing
- 2 p.m. – 3 p.m. Planning and Preparing for the Interview

### **December 2, 2011**

**JobVantage - 4360 East Colonial Dr., Orlando**

- 9 a.m. – 10 a.m. Career Pursuit
- 10 a.m. – 11 a.m. Supercharge Your Job Search with Social Media
- 11 a.m. – 12 p.m. Overcoming the Label of “Over Qualified”
- 1 p.m. – 2 p.m. Resume Writing
- 2 p.m. – 3 p.m. Planning and Preparing for the Interview

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**December 5, 2011**

**JobVantage - 1563 Florida Mall Ave., Orlando**

- 9 a.m. – 10 a.m. Career Pursuit
- 10 a.m. – 11 a.m. Supercharge Your Job Search with Social Media
- 11 a.m. – 12 p.m. Overcoming the Label of “Overqualified”
- 1 p.m. – 2 p.m. Resume Writing
- 2 p.m. – 3 p.m. Planning and Preparing for the Interview

**December 6, 2011**

**WORKFORCE CENTRAL FLORIDA One-Stop Center - 1392 E. Vine St., Kissimmee**

- 9 a.m. – 10 a.m. Career Pursuit
- 10 a.m. – 11 a.m. Supercharge Your Job Search with Social Media
- 11 a.m. – 12 p.m. Overcoming the Label of “Overqualified”
- 1 p.m. – 2 p.m. Resume Writing
- 2 p.m. – 3 p.m. Planning and Preparing for the Interview

**December 12, 2011**

**WORKFORCE CENTRAL FLORIDA One-Stop Center - 1415 South 14th St. Suite 100, Leesburg**

- 9 a.m. – 10 a.m. Career Pursuit
- 10 a.m. – 11 a.m. Supercharge Your Job Search with Social Media
- 11 a.m. – 12 p.m. Overcoming the Label of “Overqualified”
- 1 p.m. – 2 p.m. Resume Writing
- 2 p.m. – 3 p.m. Planning and Preparing for the Interview

**December 13, 2011**

**JobVantage – 2884 South Orlando Ave, Sanford**

- 9 a.m. – 10 a.m. Career Pursuit
- 10 a.m. – 11 a.m. Supercharge Your Job Search with Social Media
- 11 a.m. – 12 p.m. Overcoming the Label of “Overqualified”
- 1 p.m. – 2 p.m. Resume Writing
- 2 p.m. – 3 p.m. Planning and Preparing for the Interview

**December 19, 2011**

**JobVantage - 1563 Florida Mall Ave, Orlando**

- 9 a.m. – 10 a.m. Career Pursuit
- 10 a.m. – 11 a.m. Supercharge Your Job Search with Social Media
- 11 a.m. – 12 p.m. Overcoming the Label of “Overqualified”
- 1 p.m. – 2 p.m. Resume Writing
- 2 p.m. – 3 p.m. Planning and Preparing for the Interview

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**December 20, 2011**

**WORKFORCE CENTRAL FLORIDA One-Stop Center - 1392 E. Vine St, Kissimmee**

- 9 a.m. – 10 a.m. Career Pursuit
- 10 a.m. – 11 a.m. Supercharge Your Job Search with Social Media
- 11 a.m. – 12 p.m. Overcoming the Label of “Overqualified”
- 1 p.m. – 2 p.m. Resume Writing
- 2 p.m. – 3 p.m. Planning and Preparing for the Interview

**December 21, 2011**

**JobVantage – 2884 South Orlando Ave, Sanford**

- 9 a.m. – 10 a.m. Career Pursuit
- 10 a.m. – 11 a.m. Supercharge Your Job Search with Social Media
- 11 a.m. – 12 p.m. Overcoming the Label of “Overqualified”
- 1 p.m. – 2 p.m. Resume Writing
- 2 p.m. – 3 p.m. Planning and Preparing for the Interview

**December 28, 2011**

**WORKFORCE CENTRAL FLORIDA One-Stop Center - 1415 South 14th St. Suite 100, Leesburg**

- 9 a.m. – 10 a.m. Career Pursuit
- 10 a.m. – 11 a.m. Supercharge Your Job Search with Social Media
- 11 a.m. – 12 p.m. Overcoming the Label of “Overqualified”
- 1 p.m. – 2 p.m. Resume Writing
- 2 p.m. – 3 p.m. Planning and Preparing for the Interview

To register for these workshops, visit [www.WorkforceCentralFlorida.com/job-seeker/job-seeker-services/supercharged-skills-workshops.stml](http://www.WorkforceCentralFlorida.com/job-seeker/job-seeker-services/supercharged-skills-workshops.stml).

**Workshop Descriptions**

**Career Pursuit** – Discover strategies for an effective job search using a variety of traditional and nontraditional methods and learn how to create a cyber-safe resume. Discuss why a positive attitude is the one critical element for job search success in a tough economy. Learn strategies for organizing and planning a job search, finding jobs using the hidden job market, tips on how to access these unadvertised opportunities and developing strategies to overcome barriers.

**Supercharge Your Job Search with Social Media** – With the advancement of technology, the job search process is changing as new tools are developed. This workshop will explain why social media is not just a passing fad and demonstrate how to effectively use two of the most popular social networking sites to search for jobs.

**Overcoming the Label of “Over Qualified”** – Tired of getting eliminated from positions that you’re more than qualified to perform? Learn the reasons some job seekers are labeled “overqualified.” Gain insight into the meaning attached to this label. Minimize your odds of getting screened out by prospective employers by discovering effective marketing strategies.

**Resume Writing** – This workshop will identify the four major types of resumes; discuss the components of resumes; provide tips and techniques for writing a cover letter; identify skills needed for the desired position; and discuss the most effective methods of conveying job-related and transferable skills.

**Planning & Preparing for the Interview** – Identify techniques for creating positive first impressions during the interview process. Review commonly asked interview questions, discuss answers to difficult interview questions and learn the best ways to follow up with an employer after the interview.

WORKFORCE CENTRAL FLORIDA (WCF) is the region’s workforce expert, offering innovative solutions to assist Central Florida businesses succeed in today’s highly competitive workforce, while providing the tools job seekers need to find or advance in their current career.

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