

Miami-Dade County Transition Workshop Plan

Transition Team: Human Resources, Benefits Team, Employee Support Services and CareerSource South Florida Workshop Topics: Layoffs, Transition and Recall Overview; Benefits and Retirement Overview; Work Readiness, Re-employment Assistance, Employee Support Services		
Date	Transition Workshop Location	Time
May 24, 2016	Stephen P Clark Center 111 NW 1 st Street, 18 th Floor Miami, FL 33128 Conference Room 18-3	1:00 pm – 4:00 pm
June 1, 2016	Stephen P Clark Center 111 NW 1 st Street, 18 th Floor Miami, FL 33128 Conference Room 18-3	9:00 am – 12:00 pm
May 26, 2016 Please bring a copy of your resume (if available)	Interviewing Skills and Resume Writing Workshop Stephen P. Clark Center 111 NW 1 st Street, 18 th Floor, Room B Miami, FL 33128	9:00 am – 12:00 pm
June 8, 2016 Please bring a copy of your resume (if available)	Interviewing Skills and Resume Writing Workshop Stephen P. Clark Center 111 NW 1 st Street, 18 th Floor, Room B Miami, FL 33128	1:00 pm – 4:30 pm
Transition Contact Information Human Resources Contact: 305-375-3346 Benefits Administration: 305-375-4288 Employee Support Services: 305-375-3293		