



February 17, 2021

Commerce Lexington, Inc.  
330 E. Main Street  
Suite 100  
Lexington, KY 40507

Dear Ms. Greathouse:

The BCTC Career Center helps students get career ready utilizing career assessments, conducting interview and resume writing workshops, providing resources for exploring a major and much more. In addition to the student-focused services, the Career Center is also a resource for employers.

**College Central Network** is our official job resource and resume system. Employers, students, and alumni can easily create a free account at [www.collegecentral.com/bluegrass](http://www.collegecentral.com/bluegrass).

- Employers can post unlimited jobs and search for talented students and alumni.
- Students and alumni can create and upload a resume and/or career portfolio to be viewed by employers and easily apply for jobs and internship/co-op opportunities.
- Employers, students, and alumni can access the Career Center events calendar and/or search for career/job search advice documents, podcasts, and videos.

**Career Fairs** provide employers an opportunity to find talented students and alumni. It is also an opportunity for students to learn about potential employment openings and develop networking and interviewing techniques.

- Virtual job fairs are currently being conducted at BCTC with one fair scheduled during the spring semester (January-June) and another being planned for the fall semester (August-December).
- When in-person fairs resume, two fairs will be conducted in Lexington and one each in Winchester and Danville each fiscal year.
- Companies may also schedule individual fairs for recruiting when needed.
- Dianna Golphin, Director of Student Development, is the contact person for participating in and/or scheduling job fairs. She may be reached at [dianna.golphin@kctcs.edu](mailto:dianna.golphin@kctcs.edu) or (859) 246.6209.

We appreciate the opportunity to work with and serve local companies. Please contact me if additional information is needed.

Kind Regards,

*Donna Heath-Johnson*

Donna Heath-Johnson  
Interim Director of Community, Workforce, and Economic Development



Cooper Campus	Danville Campus	Georgetown - Scott County Campus	Lawrenceburg Campus	Leestown Campus	Newtown Campus	Winchester - Clark County Campus
470 Cooper Drive Lexington, KY 40506 (859) 246-6200	59 Corporate Drive Danville, KY 40422 (859) 239-7030	200 Technology Court Georgetown, KY 40324 (502) 570-0734	1500 Bypass North, US 127 Lawrenceburg, KY 40342 (502) 839-8488	164 Opportunity Way Lexington, KY 40511 (859) 246-6200	500 Newtown Pike Lexington, KY 40508 (859) 246-6200	2020 Rolling Hills Lane Winchester, KY 40391 (859) 737-3098