

BACKGROUND

The Building & Grounds Maintenance Program for Adult Students is funded through a federal grant to provide education and training for adults living in the northeastern Appalachian region, which includes several counties in our area. The program is offered by the Capital Region BOCES Career & Technical School, which is operated by the Capital Region Board of Cooperative Educational Services (BOCES), which serves residents of Albany, Schoharie, Schenectady and southern Saratoga counties.

FOR MORE INFORMATION

Capital Region Career & Technical School
Schoharie Campus
174 State Route 30A
Schoharie, NY 12157
(518) 295-3000
www.bocescareertech.org

Mission Statement: The Capital Region Career & Technical School, in collaboration with business and community partnerships, provides educational opportunities dedicated to empowering students to enter the workforce, compete in a global marketplace, and engage in lifelong learning. The Capital Region Career & Technical School is accredited by the Middle States Association of Colleges & Schools.

The Capital Region Board of Cooperative Educational Services does not discriminate on the basis of race, color, national origin, creed, sex, age or handicap as defined by law, and is in compliance with Title IX of the Education Amendments of 1972 and with Section 504 of the Rehabilitation Act of 1973. The compliance officer for Title IX and Section 504 is the BOCES Director of Human Resources and is available from 8 a.m. to 4 p.m. weekdays at the Capital Region Board of Cooperative Educational Services, Albany-Schoharie-Schenectady-Saratoga Counties, 1031 Watervliet-Shaker Road, Albany, New York 12205; (518) 862-4910.

*Brochure produced in cooperation with the Capital Region BOCES
Communications Service, 3/09*



Capital Region Career & Technical School

Building & Grounds Maintenance for Adult Students

*A career education program
for adults offered through the
Capital Region BOCES Career
& Technical School, Schoharie*

Building & Grounds Maintenance Program for Adult Students

Whether they are new or old, state-of-the-art or historic, our homes, apartment buildings, offices, schools, hospitals, hotels, stores, parks, athletic fields and colleges all must be maintained. The Building & Grounds Maintenance Program for Adult Students at the Schoharie campus of the Career & Technical School prepares you for a range of employment opportunities and builds valuable skills for everyday life.

The Building & Grounds Maintenance Program for Adult Students covers the following key areas: electricity, plumbing, carpentry, landscaping, equipment maintenance and repair, blueprint reading, forklift operation and janitorial duties.

Students will also learn through partnerships with local business and industry. Guest speakers and field trips will be part of the program, as will a job fair, through which students can connect with potential employers or learn more about future opportunities. Students completing the program will receive an employability profile certificate which they may use when applying for jobs or pursuing more training or education.

The Building & Grounds Maintenance Program for Adult Students also prepares individuals for success in the workplace by exploring responsibility and teamwork, quality and customer service, and interpersonal dynamics. Upon completing the program, students will be well prepared for rewarding employment and have new skills that are also useful at home.

CLASS SCHEDULE

Beginning on June 16, 2009, the Building & Grounds Maintenance Program for Adult Students will meet for class on Tuesday and Thursday evenings, from 5:30-8:30 p.m., and on Saturdays from 8 a.m.-1 p.m. each week, except for July 4, when class will **not** be held.

The program is located at the Capital Region BOCES Career & Technical School, 174 State Route 30A in Schoharie, just south of I-88.

UNITS OF STUDY

- Safety procedures
- Bloodborne pathogens and hazardous materials
- Custodial skills
- Hand and power tools
- Carpentry
- Basic electricity
- Basic plumbing
- Masonry overview
- Groundskeeping
- Equipment repair and maintenance
- Forklift operation and certification
- Blueprint reading
- Resume' and cover letter preparation
- Communication & employability skills

CAREER OPPORTUNITIES

- Cleaner
- Custodian/janitor
- Maintenance worker
- Carpenter's assistant
- Construction laborer
- Electrician's assistant
- Groundskeeping/landscaping worker
- Plumber's assistant
- Apartment building superintendent

TO REGISTER, YOU MUST

- Be age 18 or older.
- Have earned a high school diploma or GED, or be enrolled in a GED program at time of registration.
- Complete and submit an application, along with payment of a \$65 course fee.

INSTRUCTOR PROFILE

Students will benefit from instructor Steve Weinhofer's knowledge and years of experience. When he isn't teaching, Steve serves as supervisor of buildings, facilities and grounds for Middleburgh Central Schools.