

Building Maintenance

Training Provider: *Monroe 2-Orleans BOCES*

Address: Westview Commons Business Park
3545 Buffalo Road
Rochester, NY 14624

Phone: (585) 349-9100

Web: www.cwdadulthoodeducation.org

Program Description:

Students will receive lecture and hands-on instruction covering the general use, maintenance and repair of building equipment and facilities. Building Maintenance equips students with those basic core skills necessary for entry level employment in the field of building operations and maintenance as well as the building trades.

Program length/hours:

Monday – Friday, 8:30 am – 5:00 pm (480 total hours-13 weeks)

Services Provided:

1 week/40 hour internship experience. Students will also receive instruction and guidance with employment skills, job search techniques and on-site job placement assistance. Tuition assistance and funding opportunities are available and will be presented to candidates who meet certain eligibility requirements.

Application/Admission Process:

Any adult, 18 years of age or older, may apply for admission. The first step is to call and schedule an appointment with one of our admission advisors who will provide program information and a tour of the facility. An academic and vocational evaluation may also be required.

Tuition/Cost/Fees: \$4,155 plus \$60 for books and supplies.

Carpentry

Training Provider: *Monroe #1 BOCES, Adult and Community Education
(in conjunction with Eastern Monroe Career Center)*

Address: 41 O'Connor Rd.
Fairport, NY 14450

Phone: (585) 383-2293

Web: www.adulted.org

Program Description:

You will build large projects such as houses and storage buildings, and small projects such as quality cabinets and furniture in this hands-on program. Work as part of a team to build a full-size modular house and get experience framing, sheathing interior walls, and installing roof trusses. Learn to read and create architectural drawings, as well as how to use AutoCAD and do layout procedures from these blueprints. Learn about the properties of various materials used in constructing houses and commercial building sites. Internships are available with local builders and contractors. This program will help you to obtain Association of Builders and Contractors certification or a union apprenticeship. Will also help you prepare for certification in the use of pneumatic tools, power activated equipment, forklift operation and demolition saw use. Students get jobs as rough carpenter, exterior siding laborers, trimmers, roofers, foremen, and general contractors.

Program length/hours:

440 hours, 36 weeks (September through June), Monday through Friday, 8:00-10:40 a.m.

Services Provided:

Counseling and placement assistance; resume writing, job search, interviewing, communications skills; tutoring; text included; fee-based child-care facilities.

Application/Admission Process:

Must be 18 years of age or older. Attend an orientation session and a testing session at which times application paperwork is completed. Testing is required for basic math and reading skills (approximately 8th grade level). An intake interview is also required. This is a high school training program in which adults may be enrolled, if room permits.

Tuition/Cost/Fees: \$4,000

Carpentry/Cabinet-making

Training Provider: *Genesee Valley BOCES*

Address: 27 Lackawanna Avenue 8250 State Road
Mt. Morris, NY 14510 Batavia, NY 14020

Phone: (585) 658-7823 (585) 344-7788
Maryanne Roby John Cima

Web: www.gvboces.org

Program Description:

Provides a general knowledge of carpentry through construction of a house from the ground up. Extensive training in machine set-up and operations used in cabinet making.

Program length/hours:

September through June, Half days or full days, continuous enrollment
Morning sessions, Monday through Friday, 8:55-11:20 a.m.
Afternoon sessions, Monday through Friday, 12:00-2:25 p.m.

Services Provided:

Career counseling, job search techniques, resume preparation and an internship or work experience are part of the program. On-site child care is available during the day.

Application/Admission Process:

An intake interview with a counselor and basic skills testing are required. Requires reading and math skill level requirements vary depending on program. Visiting the class for a day is highly recommended prior to enrolling. This is a high school vocational training program in which adults are enrolled as well, if they qualify and if there is room.

Tuition/Cost/Fees: Varies depending on number of hours of attendance
\$2,750 half for days and \$5,500 for full days

Commercial Electricity

Training Provider: *Monroe #1 BOCES, Adult and Community Education
(in conjunction with Eastern Monroe Career Center)*

Address: 41 O'Connor Rd.
Fairport, NY 14450

Phone: (585) 383-2293

Web: www.adulted.org

Program Description:

In this industrial/commercial electricity program you learn how to control the power source for much of modern technology. Through a combination of classroom instruction and hands-on experience, gain a basic understanding of AC and DC theory, as well as the practical application to motors, electromechanical and electronic control situations. Learn blueprint reading, estimating, troubleshooting, and electrical codes as well as pipe bending, wire installation, and how to use test equipment. Work on a variety of on-campus projects, such as wiring a home built by carpentry students. Also work on projects in conjunction with area businesses. Internships are available. Students get jobs as electrician helpers and installers, and union apprentices. Average starting pay is \$8.25 per hour.

Program length/hours:

440 hours, 36 weeks (September through June), Monday through Friday, 8:00-10:40 a.m.

Services Provided:

Counseling and placement assistance; resume writing, job search, interviewing, communications skills; tutoring; text included; fee-based child-care facilities.

Application/Admission Process:

Attend an orientation session and a testing session at which times application paperwork is completed. Testing for basic math and reading skills (approximately 8th grade level) is required. An intake interview is also required. Must be 18 years or older. This is a high school training program in which adults may be enrolled, if room permits.

Tuition/Cost/Fees: \$4,000

Construction Trades

Training Provider: *Rochester Educational Opportunity Center*

Address: 305 Andrews St.
Rochester, NY 14604

Phone: (585) 232-2730 Ext. 235

Program Description:

This program, with classroom instruction, site visits, and internship, prepares students for entry-level employment in the construction and building trades field. Students learn theory and hand-on principals of carpentry, electric, masonry, plumbing, safety and teamwork.

Program length/hours:

15 weeks, Monday through Friday, 8:30 a.m.-1:50 p.m.

Services Provided:

Career services and job placement assistance are provided to assist students in their employment search. Workshops on resume writing, interview skills, and job search techniques are available. "Softskills" training is provided including appropriate attitude, timeliness, communication, responsibility, appearance, hygiene, personal planning, budgeting, stress management, and teamwork. Counseling services are available to help ensure student's success and job-readiness throughout training.

Application Requirements/Admission Process:

- Personal interview
- 18 years of age or older
- HS diploma or GED
- Driver's license
- Good physical health
- 9.0 grade reading skills and 7.5 grade math skills as measured by the TABE test
- Economic eligibility guidelines

Tuition: Free to those who qualify

Custodial Technician

Training Provider: *Monroe #1 BOCES, Adult and Community Education*

Address: 41 O'Connor Rd.
Fairport, NY 14450

Phone: (585) 383-2293

Web: www.adulted.org

Program Description:

This program provides hands-on experience for students in gaining the skills required to obtain employment in the custodial field – building maintenance, floor care, equipment care and use, and safety procedures. A one-week internship helps students gain experience and allows them to practice their new skills.

Program length/hours:

150 hours, 12 weeks, Monday through Thursday, 1:00 p.m - 4:00 p.m.

Services Provided:

Counseling and placement assistance; resume writing, job search, interviewing, communications skills; text included; fee-based child-care facilities.

Application/Admission Process:

Attend an orientation/testing session at which application paperwork is completed. Testing for basic math and reading skills is required. An intake interview is also required. Must be 18 years or older. This is an adults only program

Tuition/Cost/Fees: \$1,500

Electricity, Plumbing & Heating

Training Provider: *Genesee Valley BOCES*

Address: 27 Lackawanna Avenue 8250 State Road
Mt. Morris, NY 14510 Batavia, NY 14020

Phone: (585) 658-7823 (585) 344-7788
Maryanne Roby John Cima

Web: www.gvboces.org

Program Description:

Learn use of test equipment and power tools relating to residential, commercial and industrial wiring. Instruction in blueprint reading, plumbing and heating standards and trouble shooting techniques is also included.

Program length/hours:

September through June, Half days or full days, continuous enrollment
Morning sessions, Monday through Friday, 8:55-11:20 a.m.
Afternoon sessions, Monday through Friday, 12:00-2:25 p.m.

Services Provided:

Career counseling, job search techniques, resume preparation and an internship or work experience are part of the program. On-site child care is available during the day.

Application/Admission Process:

An intake interview with a counselor and basic skills testing are required. Requires reading and math skill level requirements vary depending on program. Visiting the class for a day is highly recommended prior to enrolling. This is a high school vocational training program in which adults are enrolled as well, if they qualify and if there is room.

Tuition/Cost/Fees: Varies depending on number of hours of attendance
\$2,750 half for days and \$5,500 for full days

Facilities Technician

Training Provider: *Monroe #1 BOCES, Adult and Community Education
(in conjunction with Eastern Monroe Career Center)*

Address: 41 O'Connor Rd.
Fairport, NY 14450

Phone: (585) 383-2293

Web: www.adulted.org

Program Description:

This comprehensive, hands-on program prepares individuals for jobs as building superintendents, custodial engineers, maintenance mechanics, and custodial supervisors. The program gives students a wide variety of skills needed to maintain today's complex facilities, including heating and air conditioning, includes training in basic computer skills for generating reports and records. A one-week internship helps students gain real world experience and practice their new skills. The average starting pay for graduates, 92% of whom get jobs in the field, is \$11.24 per hour.

Program length/hours:

340 hours, 16 weeks (September through June), Monday through Friday, 8:00 a.m - 12:00 p.m.

Services Provided:

Counseling and placement assistance; resume writing, job search, interviewing, communications skills; text included; fee-based child-care facilities.

Application/Admission Process:

Attend an orientation session and a testing session at which times application paperwork is completed. Testing for basic math and reading skills is required. An intake interview is also required. Must be 18 years or older. This is an adults only program

Tuition/Cost/Fees: \$3,235

Heating, Ventilating and Air Conditioning (HVAC)

Training Provider: *Monroe Community College*

Address: Brighton Campus Damon City Campus
1000 E. Henrietta Rd. 228 East Main St.
Rochester, NY 14623 Rochester, NY 14604
(585) 292-2000 (585) 262-1600

Applied Technologies Center
2485 W. Henrietta Rd.
Rochester, NY 14523
(585) 292-3700

Phone: (585) 292-2200 (Admissions Office)

Web: www.monroecc.edu

Program Description:

This certificate program is designed for the student who is seeking an entry level position as a preventive maintenance mechanic or installation/service technician in the field of heating, ventilating, and air conditioning or related areas. Courses taken may be applied toward a degree should you later decide to complete the associate degree requirements.

Program length/hours:

32 credit hours (10 courses)

Services Provided:

Career planning and exploration, academic advisement, placement testing, services for students with disabilities, and workshops for improving study skills, personal growth and career exploration.

Application/Admission Process:

- Complete an application packet (on-line or request one from a school counselor or the college admissions office).
- Submit an application fee of \$20
- Submit a high school transcript or GED score report
- SAT or ACT test scores helpful but not required
- A placement exam to test proficiency in math, English and reading may be required
- Required high school courses for this program:
 - 1 year of high school math

Tuition/Cost/Fees: \$105/per credit plus college fees, books and supplies

Heating, Ventilation, Air Conditioning and Refrigeration

Training Provider: *Wayne-Finger Lakes BOCES, Adult & Continuing Education
Career Centers*

Address: Flint Finger Lakes Technical & Career Center
3501 County Rd. #20
Stanley, NY 14561

Phone: (585) 526-4624 or (585) 526-6449

Web: www.wflcontinuinged.org

Program Description:

Learn to install, service and maintain residential and commercial systems. Hot water, forced air, steam, heat pumps, and gas/oil/electric-fired systems are covered along with refrigerant handling and recovery techniques. Work experience and observations at various residential and commercial job sites included along with EPA (Environmental Protection Agency) test preparation.

Program length/hours:

450 hours, Tues. – Thurs. 5:00 – 10:00 pm

Services Provided:

Job readiness training and job placement services provided

Application/Admission Process:

An interview with a case manager and basic skills testing are required. Acceptable math and reading levels vary depending on the program.

Tuition/Cost/Fees: \$3,200

Residential Electricity

Training Provider: *Monroe #1 BOCES, Adult and Community Education
(in conjunction with Eastern Monroe Career Center)*

Address: 41 O'Connor Rd.
Fairport, NY 14450

Phone: (585) 383-2293

Web: www.adulted.org

Program Description:

Learn to wire all the rooms and the main panel of a house, and understand the theory to do it safely. Experience the basics of wire switches, lights, and receptacles. Investigate the types of equipment used in house construction. Learn proper installation techniques for main panel service, and develop the skills to estimate circuit and panel sizes. Internships are available. Students get jobs as electrician helpers and installers, and union apprentices. Average starting pay is \$7.00 per hour. The published placement rate is 100%.

Program length/hours:

440 hours, 36 weeks (September through June), Monday through Friday, 11:30 a.m. – 2:00 p.m.

Services Provided:

Counseling and placement assistance; resume writing, job search, interviewing, communications skills; tutoring; text included; fee-based child-care facilities.

Application/Admission Process:

Attend an orientation session and a testing session at which times application paperwork is completed. Testing for basic math and reading skills (approximately 8th grade level) is required. An intake interview is also required. Must be 18 years or older. This is a high school training program in which adults may be enrolled, if room permits.

Tuition/Cost/Fees: \$4,000

Trade Electricity

Training Provider: *Wayne-Finger Lakes BOCES, Adult & Continuing Education*

Address: Flint Career Center
3501 County Rd. #20
Stanley, NY 14561

Wayne Technical & Career Ctr
4440 Ridge Rd. P.O. Box 19
Williamson, NY 14589

Phone: (585) 526-4624 (315) 589-2608

Web: www.wflcontinuinged.org

Program Description:

Hands-on practice combined with theory and print reading will give you experience with residential, commercial & industrial wiring. Become familiar with concepts of voltage, current, resistance, power, energy, calculation, Ohm's Law and the interrelationships between these elements. w

Program length/hours:

Mon. – Thurs. 5:00 pm – 10:00 pm

Services Provided:

Job readiness training and job placement services provided

Application/Admission Process:

An interview with a case manager and basic skills testing are required. Acceptable math and reading levels vary depending on the program.

Tuition/Cost/Fees: \$2,900