

SUCCEED

Career Training Programs &
Employment Services - ST. PAUL

Two NEW Career Training Programs in ST. PAUL: Mechatronics and Maintenance & Custodial Skills

FREE to eligible individuals! Training programs equip graduates for careers, with industry certifications, in industrial production, building facilities, maintenance, and environmental services industries.

The collaborative initiative of RESOURCE, Neighborhood House, and Century College, with funding by DEED's Pathways to Prosperity grant, provides instruction in two career pathways PLUS step-by-step, employment and job placement services:

- Working with Career Navigator on enrollment, take skills assessment, and receive program assignment. Receive additional support services/ongoing support to ensure success.
- Workplace Essentials Training Course (60 hours) to equip participants for college coursework; taught by instructors experienced in technical training and Adult Basic Education.
- Academic instruction in two career pathways: 1) **Mechatronics Training - Track 1** (348 hours) for careers in manufacturing machine repair, with industry certification and licensure prep/exam; 2) **Maintenance & Custodial Training - Track 2** (375 hours) with industry certification and licensure prep/exam.
- Job-seeking skills training (20 hours) that includes resume/cover letter development, mock interviews, and internet job search skills.
- Job placement and retention services, including one-to-one support by career navigator and ongoing support after job placement to ensure success.



See reverse side for DATES & TRACK Descriptions; or to enroll or refer participants, contact Patrice King at 612-752-8930 or pking@resource-mn.org



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RESOURCE 

ELIGIBILITY - Individuals must be:

- Low-income and either unemployed or under-employed, AND
- Committed to intensive, career education and job placement timelines, AND
- Provide proof of eligibility to work.

Workplace Essentials Training - Course 1 (60 hours, three course offerings)

September 28 - October 30, 2015 11:00 AM -2:00 PM January 11-February 4, 2016 8:30 AM -12:30 PM
October 5 - 29, 2015 8:30 AM -12:30 PM

Workplace Essentials Training

Workplace expectations; typing skills; professional communications; health and safety in the workplace; applied math; core skills in MS Word, PowerPoint, Outlook, and Excel; Internet problem solving; financial literacy; social media; goal-setting; prioritizing and time management.

Mechatronics Training - Track 1 (348 hours)

Manufacturing & Warehouse Fundamentals: November 2-25, 2015 8:30 AM-4:30 PM
Mechatronics: November 30, 2015-January 22, 2016 8:30 AM-4:30 PM (incl. 2 week break)

Certifications:

OSHA General Industry Safety & Health Training
Forklift Operator Safety
Packaging Machinery Manufacturers Institute (PMMI)

Job Opportunities:

Industrial Maintenance Technician
Maintenance Mechanics
Installation, Maintenance and Repair Worker
Production Technician

Course 1 - Workplace Essentials Training (60 hours, see above)

Course 2 - Manufacturing and Warehouse Fundamentals Training (128 hours)

Math, micrometers & calipers, quality control, shipping & receiving, microscope use, warehousing overview & terms, manufacturing terms & processes, LEAN & ISO standards, blueprint reading, and clean room processes. Prep/exams for the OSHA General Industry Safety & Health Training Certification and the Forklift Operator Safety Certification.

Course 3 - Mechatronics: Machine Mechanics 102 (160 hours)

Industrial electronics, motor controls, programmable logic controllers, mechanical drivers. Upon completion, participants earn a Packaging Machinery Manufacturers Institute (PMMI) certification.

Maintenance & Custodial Skills Training - Track 2 (375 hours)

February 8-April 15, 2016 9:00 AM-5:30 PM

Certifications:

Prep for Boilers License Exam (MN Dept. of Labor
Special Class Engineer License)
Pool Operator (CPO) Certification

Job Opportunities:

Maintenance Technician or Engineer
Custodial Engineer
Building Facilities Staff
Environmental Services Staff

Course 1 - Workplace Essentials Training (60 hours, see above)

Course 2 - Maintenance & Custodial Fundamentals Training (315 hours)

Carpentry, painting, drywall, tool use, safety, plumbing, floor care, core electricity, heating & air conditioning, restroom & office cleaning, and paid, hands-on training. Boilers License Exam prep (MN Dept. of Labor Special Class Engineer License); prep for/administration of Pool Operator (CPO) Certification.