

# SPRING, 2019 CLASS SCHEDULE

## Register Online!

Go to: [www.seiu1training.com](http://www.seiu1training.com)

On your first visit, you will be asked to create a user name and password.

The rest is simple, just follow the steps to pick your classes!

# SEIU Local 1 Training Center

## SPRING, 2019 Schedule of Classes

### **2-Year Apprenticeship Program**

Monday, Tuesday or Wednesday (6pm-10pm)

*Orientation is on January 7<sup>th</sup>, 8<sup>th</sup> or 9<sup>th</sup>*

Comprehensive training covering all aspects of building maintenance.

Graduates are awarded Journeyman's Certificate from the US Department of Labor. Mandatory for all newly hired "A" level employees. Classes meet 1 night per week.

### **Health & Safety**

Monday, Tuesday or Wednesday (6pm-10pm)

*5 Weeks Beginning January 14<sup>th</sup>, 15<sup>th</sup> or 16<sup>th</sup>*

OSHA compliance, protective equipment, financial literacy and familiarizing yourself with your health benefits

### **Hand Tools and Power Tools**

Monday, Tuesday or Wednesday (6pm-10pm)

*9 Weeks Beginning February 19, 20 or 25*

Safe and proper use of hand tools and power tools in the workplace

### **Mathematics**

Monday, Tuesday or Wednesday (6pm-10pm)

*6 Weeks Beginning April 23, 24 or 29*

Basic math for on-the-job application

### **Blueprint Reading**

Tuesday, Wednesday or Thursday (6pm-10pm)

*7 Weeks Beginning January 8<sup>th</sup>, 9<sup>th</sup> or 10<sup>th</sup>*

How to read, use and create blueprints

### **Plumbing**

Monday, Wednesday, Thursday (6pm-10pm)

*8 Weeks Beginning February 25, 27 or 28*

Plumbing principles, repairs and preventive maintenance

### **Low-Pressure Boiler Systems**

Monday, Wednesday or Thursday (6pm-10pm)

*8 Weeks Beginning April 22<sup>nd</sup>, 24<sup>th</sup> or 25<sup>th</sup>*

In-depth instruction on boiler operations

### **Water Treatment (1 Night Seminar)**

Tuesdays (6pm-10pm)

*May 7<sup>th</sup>, 14<sup>th</sup> or 21<sup>st</sup>*

*Students choose 1 night to attend*

Water Treatment for heating and cooling

### **Electricity**

Tuesday, Wednesday or Thursday (6p-10p)

*13 Weeks Beginning January 8<sup>th</sup>, 9<sup>th</sup> or 10<sup>th</sup>*

Basic Electricity, Electrical Safety and Troubleshooting Electrical Systems.

*\*Required before you can take HVAC or*

*Monday Advanced Electricity Course.*

### **Carpentry**

Tuesday, Wednesday or Thursday (6p-10p)

*7 Weeks Beginning April 9<sup>th</sup>, 10<sup>th</sup> or 11<sup>th</sup>*

Basic repairs to walls, tile, doors, floors, etc.

### **Locks & Keys**

Monday, Wednesday or Thursday (6p-10p)

*7 Weeks Beginning January 7<sup>th</sup>, 9<sup>th</sup> or 10<sup>th</sup>*

Locksmithing and key pinning

### **HVAC (Heating, Ventilation & A/C)**

Tuesday, Wednesday or Thursday (6p-10p)

*13 Weeks Beginning Feb. 27, 28 or March 5*

Comprehensive instruction in basic Air Conditioning principles as well as how to troubleshoot common A/C problems.

*\*Students must complete Electricity course before enrolling.*

The SEIU Local 1 Training Center is located at 120 S. Sangamon in the West Loop. Please call 312.226.1444 for more information.

## **LIFE SKILLS COURSES**

\*These courses are FREE to SEIU Members under the ABOMA contract

### **Basic Computers**

2 NIGHTS EACH WEEK FOR 3 WEEKS (6 TOTAL SESSIONS)

TUESDAYS AND THURSDAYS 6PM-9PM

***CLASS BEGINS APRIL 23<sup>rd</sup>***

Using the computer, mouse and keyboard.

Introduction to Microsoft Word and the internet

### **Advanced Computers**

2 NIGHTS EACH WEEK FOR 3 WEEKS (6 TOTAL SESSIONS)

TUESDAYS AND THURSDAYS 6PM-9PM

***CLASS BEGINS MAY 14<sup>th</sup>***

Writing letters, creating a budget, setting up an e-mail account

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## **English as a Second Language**

Classes are taught in English, so we can accommodate a wide range of native languages (Spanish, Eastern European, Polish, etc.)

### **ESL**

2 NIGHTS EACH WEEK FOR 12 WEEKS (24 TOTAL SESSIONS)

TUESDAYS AND WEDNESDAYS 6PM-9PM

***CLASS BEGINS TUESDAY, MARCH 12<sup>th</sup>***

## Foreign Language

### **Learn Basic Spanish**

THURSDAYS (6PM-9PM)

***12 WEEKS BEGINNING ON MARCH 14<sup>th</sup>***

### **Leadership Skills Seminar**

\*Leading by example, mentoring others and climbing the career ladder.

\*Class is open to all Property Service Employees-Janitors, Engineers and Door Staff

THURSDAY, MAY 9<sup>th</sup>

*12:30-4:30pm*

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# HEAD AND ASSISTANT ENGINEER'S CONTINUING EDUCATION COURSES

\* CHIEFS AND ASSISTANTS NEED 8 HOURS PER YEAR

## **Chicago Engineer's Exam Prep Class**

8 Week Preparation Course for the Stationary Engineer's Exam (6pm-9pm)

Wednesdays Beginning **January 9th**

Exam will be given by the City on Wednesday, March 6<sup>th</sup>

\*Must be a Chief, Assistant Chief or Graduate of the 2-year program to enroll

*Tuesday, February 5th*

## **Apartment Turnovers and Make-Ready Maintenance**

Learn to plan for end-of the month apartment turnovers

Instructor: Juan Ramirez

4 Hours (9:00am-1:00pm)

*Thursday, February 7<sup>th</sup>*

## **PRV and Cla-Val Seminar**

When to install and how to service generators

Instructor: Lionheart Generators

2 Hours (12:30-2:30pm)

*Wednesday, March 6<sup>th</sup>*

## **Sloan Valve Systems**

Maintenance of Sloan Plumbing Systems

Instructor: Arlene Levy, A. Messe

4 Hours (12:30-4:30pm)

*Thursday, March 14<sup>th</sup>*

## **Common Building Code Violations**

Identifying and Fixing Chicago Building Code Violations

Instructor: Rudy DeKeersmaecker

4 Hours (12:30-4:30pm)

*Tuesday, March 19<sup>th</sup>*

## **Asbestos Awareness**

Identifying asbestos hazards in your building

Instructor: ACR and Weaver Consulting

4 Hours (12:30-4:30)

*Wednesday & Thursday, March 20 & 21*

## **Certified Pool Operators Course**

Must Attend 2 Day Course and Pass Exam

Instructor: Deb Todner, Aquapure

16 Hours (8:00-4:00 both days) \$150 Fee

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*Friday, March 29<sup>th</sup>*

**CPR & AED Certification**

American Heart Association - Heartsaver CPR and AED Training

Instructor: Sylvia Tienda

4 Hours (8:30am-12:30pm)

*Tuesday, April 23<sup>rd</sup>*

**Building Evacuation**

Knowing your role in the event of an emergency that requires evacuation

Instructor: American Safety Training

4 Hours (12:30-4:30pm)

*Thursday, April 25<sup>th</sup>*

**First Aid Certification**

Administering First Aid

Instructor: Sylvia Tienda

2 Hours (12:30-2:30pm)

*Tuesday & Wednesday, May 7 & 8*

**Certified Pool Operators Course**

Must Attend 2 Day Course and Pass Exam

Instructor: Deb Todner, Aquapure

16 Hours (8:00-4:00 both days) \$150 Fee

*Thursday, May 9<sup>th</sup>*

**Leadership Seminar**

Leading by example, mentoring and climbing the career ladder.

Instructor: Kent Irvin, University of St. Francis

4 Hours (12:30-4:30)

*Wednesday/Thursday/Friday*

*May 15, 16, & 17*

**Chicago Fire Safety Director's Course & Exam\***

Instructor: Tom Devaney, Chicago Fire Department

12 Hours (Noon-4:00 each day)

\*\$500 exam fee to the City of Chicago

*Wednesday, May 22<sup>nd</sup>*

**Fire Extinguishers**

Proper use of fire extinguishers

Instructor: American Safety Training

2 Hours (12:30-2:30)

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*Wednesday, May 29<sup>th</sup>*

**Kitchen Appliance Repair**

Basic repairs of ovens, dishwashers, etc.

Instructor: Tony Langford

4 Hours (12:30-4:30)

*Thursday, May 30<sup>th</sup>*

**Boom & Scissor Lift Certification**

Aerial Work Platform Certification

Instructor: Tom Trinen, Service One

8 Hours (8:30-4:30)

\*Class will be held at 2850 W. Fulton

*Wednesday, June 5 and June 12<sup>th</sup>*

**Refrigerator Repair**

Instructor: Tony Langford

2 Day Class-8 Total Hours (12:30-4:30)

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<p><b>“A” MAINTENANCE SKILLS ENHANCEMENT DAYTIME COURSES</b></p>
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8 HOURS PER YEAR REQUIRED FOR MAINTENANCE “A” EMPLOYEES

<b><u>DATE</u></b>	<b><u>COURSE</u></b>	<b><u>HOURS</u></b>
<i>Wednesday, Jan 30<sup>th</sup></i>	Basic Electricity	8:30a-4:30p
<i>Tuesday, Feb. 5<sup>th</sup></i>	Apartment Turnover Planning	9:00am-1:00pm
<i>Wed., February 13<sup>th</sup></i>	Highrise Plumbing Systems	8:30a-4:30p
<i>Wed., March 6<sup>th</sup></i>	Sloan Valve Repair	12:30-4:30
<i>Thurs., March 14<sup>th</sup></i>	Chicago Building Codes	12:30-4:30
<i>Tuesday, March 19<sup>th</sup></i>	Asbestos Awareness	12:30-2:30
<i>Wednesday/Thursday March 20 &amp; 21</i>	Certified Pool Operators Class & Exam *\$150 Fee Applies	8:00a-4:00p (2 Days)
<i>Tuesday, March 26<sup>th</sup></i>	Drywall & Tile Repair	8:30a-4:30pm
<i>Fri., March 29<sup>th</sup></i>	CPR Certification (American Heart Assn.)	8:30a-12:30p
<i>Thursday, April 11<sup>th</sup></i>	Light Switches, Outlets & Fuses	8:30p-4:30p
<i>Thursday, April 18<sup>th</sup></i>	Doors, Locks & Keys	8:30a-4:30p
<i>Wed., May 1<sup>st</sup></i>	Basic HVAC Fundamentals	8:30a-4:30p
<i>Tuesday/Wednesday May 7 &amp; 8</i>	Certified Pool Operators Class & Exam *\$150 Fee Applies	8:00a-4:00p (2 Days)
<i>Thurs., May 9<sup>th</sup></i>	Leadership Seminar	12:30-4:30pm
<i>Wed. May 29<sup>th</sup></i>	Kitchen Appliance Repair	12:30p-4:30p
<i>Thursday, May 30<sup>th</sup></i>	Boom & Scissor Lift Certification	8:30a-4:30pm
<i>Wed., June 5<sup>th</sup> &amp; 12<sup>th</sup></i>	Refrigerator Repair (2 day course)	12:30-4:30p (2 days)
<i>Fri., June 7<sup>th</sup></i>	Basic Boiler Fundamentals	8:30a-4:30p

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# **10-WEEK JANITORIAL TRAINING PROGRAM**

The following topics will be covered:

- Orientation
- Customer Service and Communication Skills
- Basic Health and Safety
- American Heart Association - HeartSaver CPR
- Fire Safety
- Cleaning Standards and Expectations
- Hard Floor Care Lecture
- Hard Floor Care Hands-On Demonstration
- Carpet and Upholstery Cleaning/Green Cleaning
- Outdoor Maintenance and Landscaping

COURSES ARE OFFERED ON 10 CONSECUTIVE **THURSDAYS**

DAY CLASSES (12:30 – 4:30) BEGIN **JANUARY 17<sup>TH</sup> AND MARCH 28<sup>TH</sup>**

NIGHT CLASSES (6:00PM – 10:00PM) BEGIN **JANUARY 17<sup>TH</sup> AND MARCH 28<sup>TH</sup>**

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# DOOR STAFF TRAINING

**NEW FORMAT THIS YEAR with 2 classes added – Active Shooter Situations and Harassment in the Workplace**

Students can choose any number of classes to attend. If you attend at least **6 out of the 8** classes, you will receive a certificate for the Door Staff Training Program.

Evening Courses (6:00pm-10:00pm) begin **TUESDAY, FEBRUARY 5<sup>th</sup> or APRIL 2<sup>nd</sup>**

Daytime Courses (12:30pm-4:30pm) begin **TUESDAY, FEBRUARY 5<sup>th</sup> or APRIL 2<sup>nd</sup>**

**CLASS #1- ORIENTATION**

Students will go over the current ABOMA contract with regards to pension, benefits, holidays, sick days, the new 401k plan option, etc.

**CLASS #2- CUSTOMER SERVICE & COMMUNICATION SKILLS**

Looking sharp on the job, interacting with residents, knowing your building and your neighborhood.

**CLASS #3- BUILDING EVACUATION**

Proper evacuation procedures in an emergency situation.

**CLASS #4- CRIME PREVENTION & ANTI-TERRORISM**

Observation skills, making your building a hard target, keeping your building secure.

**CLASS #5- CUSTOMER SERVICE II- New ideas on how Doormen can assist residents in their building and improve their level of service.**

**CLASS #6- CPR & AED CERTIFICATION: Up-to-date American Heart Association Certification**

**NEW! CLASS #7- ACTIVE SHOOTER TRAINING** Life saving measures and how to react during an active shooter situation at your building

**NEW! CLASS #8- PROFESSIONALISM IN THE WORKPLACE** Promoting a harassment-free environment among co-workers and residents in your building

THE ORDER OF THESE CLASSES MAY CHANGE SUBJECT TO INSTRUCTOR AVAILABILITY. PLEASE CALL FOR DATES IF YOU ARE LOOKING FOR ONE SPECIFIC CLASS.

To enroll, please fill out the attached registration form and email it to [dobryt@seiu1.org](mailto:dobryt@seiu1.org)

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## **EXAMS AND CERTIFICATION COURSES**

### ***City of Chicago Stationary Engineers Exam – Preparation Course***

8 week course on Wednesday nights to prepare students to pass the Licensing Exam  
Class Begins **Wednesday, JANUARY 9<sup>th</sup> at 6pm**

Exam will be given by the City of Chicago on Wednesday, MARCH 6<sup>th</sup>

Must be one of the following to enroll:

- Head Engineer / Assistant Engineer
- Graduate of the 2-year Apprenticeship Program

### ***City of Chicago – Fire Safety Director’s Course and Examination***

3 day course to become a certified Fire Safety Director

- **Wednesday, Thursday and Friday – MAY 15-17, Noon-4:00pm**
- Must attend all 3 days and pass exam to become certified
- \$500 fee to City of Chicago

### ***Certified Swimming Pool Operators Course and Examination***

Instructor: Deb Todner, Aquapure

2 day course to receive CPO designation through the National Swimming Pool Foundation

- **Wednesday and Thursday, March 20<sup>th</sup> & 21<sup>st</sup>**
- **Tuesday and Wednesday, May 7<sup>th</sup> & 8<sup>th</sup>**

\*\$150 Fee Applies

### ***Residential Heat Load Analyst***

Become certified to calculate the size of HVAC equipment that is appropriate for your property to operate most efficiently

Instructor: Fernando Salcedo and Zack Comor

- **April 29<sup>th</sup> to May 20<sup>th</sup> (4 consecutive Monday nights) 6:00-10:00**

### ***CFC/EPA Course and Examination (EPA 608 Universal License)***

1 day course and exam for license to work on Air Conditioning units

Students must be currently enrolled in or have already passed the 13-week HVAC course

- **Friday, May 17<sup>th</sup> from 6:00-10:00** or
- **Saturday, May 18<sup>th</sup> from 8:30am-4:30pm**

\*\$45 Fee Applies

**\*\*If you receive the EPA-608 Universal License, you may register for the R410-A certification on Saturday, May 25<sup>th</sup>**

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# ADVANCED ELECTRICAL & HVAC COURSES

**\*\*NOW OFFERED ON MONDAY NIGHTS\*\***

## **MONDAY Advanced HVAC Course**

6-week course that will focus on hands-on training. Each week will be a new project that builds on the 13-week HVAC Course.

**6:00pm-10:00pm beginning on Monday, January 28<sup>th</sup>**

**\*In order to enroll, you must have already passed the 13 week HVAC course.**

**\*This course is not required to complete the 2-year apprenticeship program**

## **MONDAY Advanced Electricity Course**

6-week course on Monday evenings that will build on the 13 week Electricity Course in the 2-year apprenticeship program. Topics will include conduit bending, breaker boxes and residential wiring.

**6:00pm-10:00pm beginning on Monday, March 11<sup>th</sup>**

**\*In order to enroll, you must have already passed the 13 week Electricity course.**

**\*This course is not required to complete the 2-year apprenticeship program**

## **MONDAY Heat Load Analyst Certification**

4 week course to help you understand how to run your heating system efficiently and in proportion to your building size

**6:00pm – 10:00pm beginning Monday, April 29<sup>th</sup>**

## **Monday Hydrocarbon Course and Exam**

2-Week Course to give HVACR professionals a solid understanding of the refrigeration cycle and proper handling of CFC, HCFC, and HFC refrigerants.

Having been approved for use in specific applications under the EPA's Significant New Alternatives Policy (SNAP), it is only a matter of time before technicians begin encountering systems utilizing hydrocarbon refrigerants in the field. It is highly recommended only experienced refrigeration professionals handle hydrocarbon refrigerants.

**6:00pm-10:00pm beginning on Monday, June 3<sup>rd</sup>**

**\*In order to enroll, you must have already received your CFC/EPA Universal License**

**\*This course is not required to complete the 2-year apprenticeship program**

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