

# SOUTHWEST TECHNOLOGY CENTER

711 West Tamarack

Altus, OK 73521

580.477.2250

www.swtech.edu

## SERVICE CAREERS TECHNOLOGY

### PROGRAM DESCRIPTION

Students learn skills related to lawn care, landscaping, and the repair and maintenance of hand and power tools associated with lawn care. They will also receive hands-on training in building maintenance, welding, hospitality, auto detailing and kitchen technologies. This program is designed to give students a variety of employment options in the service industry by utilizing a small class size environment with hands-on learning in a lab environment.

### CERTIFICATIONS/EMPLOYMENT

After successful completion of the service careers program, students are prepared to take the food handlers competency exam through the Oklahoma Department of Career Technical Education, ODCTE. Employment opportunities are exceptional in hospitality industries including lawn care, building maintenance and restaurant positions.

### SALARY RANGE

Average starting salaries range from \$8.00 to \$10.00

### HELPFUL ATTRIBUTES

English I and applied math

Reading comprehension at 6th grade level or above

Willingness to work with hands

Willingness to experiment with a variety of career interests within the service industry

Willingness to work outside in weather conditions

### SERVICE CAREERS FACILITIES TECHNICIAN

825 HOURS

TI	00378	Service Careers Life Skills	30
FC	00147	Basic Kitchen Skills/Safety and Sanitation	135
FC	00081	Living Area Cleaning Techniques	120
TI	00964	Introduction to Restroom Maintenance	15
TI	00791	Workforce Induction	240
FC	00003	Culinary Basic Skills	120
TI	00203	Electrical Safety in Construction	15
TI	00767	Introduction to Carpentry	30
TI	00111	Introduction to Plumbing	30
TI	01549	Drywall Repair	30
AG	00063	Facilities Grounds Keeper	30
TI	00802	Workforce Staging	30

### METAL FABRICATOR ASSISTANT

285 HOURS

TI	00378	Service Careers Life Skills	30
TI	00085	Fundamentals of Welding	30
TI	00089	SMAW Electrodes	15
TI	00401	SMAW Beads & Fillet Welds	120
TI	00087	Plasma Arc Cutting	15
TI	00380	Oxyfuel Cutting	30
TI	00761	GMAW/FCAW Equipment and Setup	15
TI	00802	Workforce Staging	30

### HOUSEKEEPING OR FOOD SERVICE WORKFORCE TRANSITION

390 HOURS

TI	00802	Workforce Staging	30
TI	00192	Workforce Connection	120
TI	00791	Workforce Induction	240

# CHANGING LIVES

## ONE CAREER AT A TIME

### ASSESSMENT

Adult: CR101 and COPSystem  
 High School: PLAN and COPSystem  
 Cost: CR101/\$5 CCC/\$5

### ENROLLMENT OPTIONS

Adult and high school students  
 Full-time: 8:00 to 3:00  
 Part-time: 8:00 to 11:00  
 Part-time: 12:00 to 3:00

### TUITION RATES

In district: \$2.10 per hour  
 Out of district: \$4.20 per hour

### PROGRAM ACCREDITATIONS

Oklahoma State Board of Education  
 Oklahoma Board of Career  
 Technology Education

### CONTACT INFORMATION:

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### ATTENDANCE

High priority is placed on attendance. Reliability in the workplace is the single most valued employee trait in today's job market. The following attendance rules will apply to both secondary and post-secondary students enrolled in this program. Attendance will be calculated and applied to each nine-week grading period. Students will be required to be in attendance approximately 90% of the time. This means that a student cannot miss more than 5 days in a nine-week period.

### ON-THE-JOB TRAINING

Students may be selected to participate in a work-study program during the semester prior to graduation. Selection is based on classroom work, attendance, work attitude, reliability and appearance.

### COLLEGE CREDIT

College credit is unavailable at this time.

### FINANCIAL AID

To qualify for financial aid, students will need to complete a Free Application for Federal Student Aid, FAFSA, form and enroll in a career major that is at least 600 hours. Application forms may be obtained from the financial aid coordinator, Monica Cox. Please have documentation of high school graduation or G.E.D. completion.

<b>Grants</b>	OTAG
<b>Scholarships</b>	SWTC Foundation Scholarship ODCTE Otha Grimes Scholarship ODCTE McCrabb Scholarship P.E.O. Program for Continuing Education OAMCTE Scholarship for Minority Students Lee Office Scholarship Breakfast Club Scholarship Oklahoma Business and Professional Women's Foundations Scholarship Tribal Scholarships OHLAP
<b>Other Funding Sources</b>	WIA Demand Labor Force Careers-OK Employment Security Commission Office WIA-Youth Program Department of Human Services-TANF Department of Rehabilitative Services Veteran's Benefits Oklahoma Rural Organization/OK Employment Security Air Force Aid Society