



Workforce Investment Act Eligible Training Program

Provider Name: Community Care Alliance

Contract #: 5050-110

Address:
PO Box 1700
Woonsocket, RI 02895

Address if program is held at a another site:
55 Main Street
Woonsocket, RI 02895

Program Name: Janitorial Training Program

Office use only: ONET CODE 37-2011

CONTACT INFORMATION

Program Contact Person: Melissa Rouleau
Director of Adult Education Training and Assessment

Phone: 401-235-6047 Fax: 401-488-2201
Email: Mrouleau@CommunityCareRI.org Website: CommunityCareRI.org

Course Outline/Topics to be Covered

A janitorial individual would perform routine cleaning duties to keep the offices, clinics, restaurants, or other types of environments clean while being green. A janitorial individual may perform the following duties but is not limited to:

- Chemical usage
- Plan and prepare employee work schedules
- Coordinate activities with other departments to ensure that services are provided in an efficient and timely manner
- Inspect work performed to ensure that it meets specifications and established standards
- Perform or assist with cleaning duties as necessary
- Confer with staff to resolve performance and personnel problems, and to discuss company policies
- Establish and implement operational standards and procedures for the departments supervised
- Investigate complaints about service and equipment, and take corrective action
- Inspect and evaluate the physical condition of facilities to determine the type of work required
- Check and maintain equipment to ensure that it is in working order

Upon successful completion of the janitorial program students will be Customer Service Certified, Green Clean Certified. Certifications are added to enhance resume portfolios, making them more employable.

Required academic grade levels to enter program

Reading Grade Level 4

Math Grade Level 4

English Proficiency High Intermediate level

Required to enter training program

- Physical Yes No
- Vaccinations Yes No
- Drug test Yes No
- BCI Yes No
- License Yes No
- Tools Yes No
- Experience Yes No
- Other :

MAY be required for employment

- Physical Yes No
- Vaccinations Yes No
- Drug test Yes No
- BCI Yes No
- Certification Yes No
- License Yes No
- Tools Yes No
- Experience Yes No
- Other :

Participants will be qualified to seek employment in the following occupations:

- 1) Janitors and Cleaners
- 2) Helpers, Production Workers
- 3) Cleaners of Vehicles and
- 4) _____

Is this program Pell grant eligible?

Yes No

PROGRAM COSTS:

TUITION INCLUDES:

| | |
|----------------------------|-------------------|
| Tuition | \$2,800.00 |
| Fees | _____ |
| Books | _____ |
| Licensing | \$113.00 |
| Certificate fees | _____ |
| Other, provide explanation | _____ |
| Total Tuition Cost | \$2,913.00 |

These are expenses that **MAY** be reimbursed after successful completion of training.

Please indicate Yes, No or enter the amount

| | YES | NO | AMOUNT |
|---------------|---|----|---------------|
| Books | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | _____ |
| Licensing | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | _____ |
| Tools | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | _____ |
| Uniforms | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | _____ |
| Travel | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | _____ |
| Miscellaneous | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | _____ |
| Total | | | \$0.00 |

Participant is responsible for :

| | |
|--|---------------|
| Prerequisites | _____ |
| Memberships | _____ |
| _____ | _____ |
| _____ | _____ |
| Cost above tuition cap | \$0.00 |
| Expenses that MAY be reimbursed | \$0.00 |
| Total | \$0.00 |

Maximum ITA Responsibility (Max. \$5500)

\$2,913.00

PROGRAM LENGTH

4 weeks, Monday through Friday, 9:30 am - 3:30 pm

Weeks and Hours and

Additional Information

What type of certificate will be awarded and by whom?

Green Clean Certification, IJCSA. Org, Customer Service Certification