



60-Hours per Course

HYBRID
ONLINE &
IN-PERSON (1 DAY PER MONTH)



Maintenance Supervisor

CLASS TIME
SATURDAY
7:00 AM-12:30 PM

PREREQUISITE
Building & Grounds Worker (Fundamentals)

COHORT START DATES:
12/02/23 SUPERVISORY PRACTICES
03/16/24 SCHEDULING PRACTICES

MS/1-Supervisory Practices

Preparing trainees for entry-level training in the following areas:

- Principles of supervision
- Inspection of buildings and grounds
- Record keeping
- Management of personnel

MS/2-Scheduling Practices

Preparing trainees for entry-level supervision positions as school custodian supervisors:

- Management of custodial personnel
- Study of time and motion studies
- Scheduling workloads equitably
- Scheduling routine cleaning and non-routine cleaning

MS/3-Computer Essentials

Preparing trainees:

- Prepares students with basic computer fundamentals
- Emphasis will be placed on virtual communication platforms



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