

# Program Information

## Certified Residential Engineer's Training

- These classes will be offered starting in July, 2017 and will be given one night per week on Monday evenings at 6:00pm. There will be 35 class nights throughout the year with time off between some classes for project work. Classes will be given at the SEIU Local 1 Training Center at 120 S. Sangamon in the West Loop.
- Not every applicant will be accepted into the program. Priority will be given to current Head Janitors that have completed the 2-year apprenticeship program through SEIU Local 1. We will fill 25 spots each semester with the most qualified applicants.
- Applicants will be required to submit a letter of sponsorship from their property management company. This letter should explain the building's commitment to your success in the program. Because of the course structure, we anticipate that students will need **3 training days out of the building**. In addition to this paid time off, we are asking each building to commit to a **\$500 bonus for each graduate of the program**.
- Buildings are required to allow the employee to bring a number of documents to class. Those documents shall include: floor plans, budgets, reserve study, inventories, employee schedule, building architectural plans, task descriptions, job descriptions, cleaning schedules, request for proposals. The documents shall be shared with instructors and other class attendees. The student providing the document will keep possession of the documents and will return these to the building as necessary.
- Computer literacy is a prerequisite to enter the program. Students should have access to a laptop or desktop computer and have a strong working knowledge of Microsoft Word and Excel.
- All other class materials will be provided free of charge.
- The application period will begin on Monday, May 8 and close on Wednesday, May 31. NO APPLICATIONS for the July classes will be accepted after this date.
- Applications should be submitted via email to [dobryt@seiu1.org](mailto:dobryt@seiu1.org) (preferred) or in person at 120 S. Sangamon, Chicago, IL 60607.