

Introduction to Career & Technical Education (iCTE)

2018-2019 COURSE OFFERINGS

Auto Body & Detailing

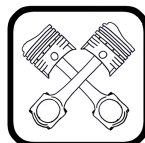


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Potential career paths include:

Auto detailer, auto body shop apprentice, stocking and inventory, or shop assistant in a related occupation.

Automotive Trades & Maintenance



Students learn entry level automotive repair, maintenance and shop safety skills required to become employable in the automotive industry. Training areas include: Wheels and tires, lubrication, brakes, steering and suspension, engine WXQH XSV HOHFUWLFDO HJQLQH UHSDLU

Potential career paths include:

Tire shops, service centers, automotive dealerships, small equipment dealers, lubrication centers, or automotive parts stores.

Baking, Food, & Retail Service

Students will learn aspects of baking, food, and retail service. They will be exposed to general food preparation techniques while working in a commercial kitchen / café setting. Skills include following proper health and sanitation SURFHGXUHV JHQHUDO IROORZLQJ UHFLSHV FRNLQJ LQJUHGLHQWV EDNLQJ LQYHQWRU RUGHULQJ DQG FXVWRPHU VHUylFH LQ FXOLODU IRRG PRQH VNLOOV FOHDQLQJ PDUNHWLQJ SURGXFWV

Potential career paths include:

Bakeries, commercial kitchens, delis, cafes, retail stores, supermarkets, and other related occupations.

Intro to Fashion & Retail

Students in this program learn entry level skills linked to the exciting world of Fashion / Retailing. Students will be exposed to retail math, sales, stock and inventory control, merchandising, color theory, customer service and elements of design.

Potential career paths include: Fashion Designer, fashion consultant, fashion coordinato, seamstress, botique manager / owner, fashion buyer and other related occupations.

General Maintenance Assistant



Students will be exposed to basic plumbing, electrical, carpentry, painting, sheet rocking, taping, tiling, cleaning, and maintenance. Students will learn proper shop safety procedures, measuring, tool identification and usage while they gain the required social skills DQG FROODERUDWLRO WR VHFUXH HP ORV

Potential career paths include:

Plumber, electrician, or carpenter's assistant; as a custodian or maintenance worker; or at hardware stores, home improvement centers, warehouses, electrical and plumbing supply houses.

Office Skills & Occupations

This program prepares students for entry level office positions. Coursework includes instruction in the Microsoft Office Suite, Business Simulations, filing, shredding, office machine operation, and Google Applications.

Potential career paths include: Receptionists, copy clerks, general office clerks, file clerks and administrative assistants.

All students enrolled in the iCTE program will be supported in building a portfolio that includes:

- ❖ A RESUME & COVER LETTER
- A CAREER PLAN
- VOCATIONAL ASSESSMENT REPORT
- ❖ EMPLOYABILITY PROFILE
- ❖ SAMPLE STUDENT WORK

* For additional information on the iCTE program, please call Lori Aufiero (914) 761-3400 ext. 2523