



2024-25 COURSE CATALOG

TRAINING FUND



Student Calendar

This calendar applies to the Manhattan location.

Fall 2024

Tuesday, August 13	Registration Starts: Fall Trimester
Saturday, September 21	First Day of Classes: Fall Trimester
Monday, October 14	Indigenous People's Day/Columbus Day: No Classes
Tuesday, November 5	Registration Starts: Winter Trimester
Wednesday, November 27–Saturday, November 30	Thanksgiving: No Classes
Friday, December 20	Last Day of Classes: Fall Trimester

Winter 2025

Saturday, January 4	First Day of Classes: Winter Trimester
Monday, January 20	Martin Luther King Jr. Day: No Classes
Monday, February 17	Presidents' Day: No Classes
Wednesday, February 19	Registration Starts: Spring Trimester
Wednesday, March 26	Last Day of Classes: Winter Trimester

Spring 2025

Saturday, April 5	First Day of Classes: Spring Trimester
Saturday, May 24–Monday, May 26	Memorial Day: No Classes
Thursday, June 19	Juneteenth: No Classes
Thursday, June 26	Last Day of Classes: Spring Trimester
Saturday, June 28	Graduation

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How to Take a Remote Class via Zoom



Look for  if a class is offered via zoom. Those sessions are listed after the physical locations.

1

Please download the Zoom app on your laptop or desktop computer. If you don't have easy access to a computer you can also download the app for your phone.

2

Desktops and laptops are preferable as they provide a more stable connection. For mobile phones, message and data rates may apply. Please be prepared to participate in your Zoom class as you would if it were an in-person class and arrange for the time to be dedicated solely to the class. All courses require you to be visible on camera for the duration of the class. For safety reasons, please do not participate in Zoom classes while driving. The instructor reserves the right to remove you for being off-camera or driving while in class.

3

To join a Zoom class, log in to your 32BJ Member Portal account, and click the "Your Benefits" tab on the top of the page. Click "Training" and then go to your transcript. Next to your Remote course there will be a button that says "Launch Zoom." Click to begin the class. To register for the Member Portal, go to www.32bjmemberportal.org/Login and follow the simple steps to register. It will take less than five minutes.

4

Make sure you join at least five to ten minutes prior to the start of the class and be sure to set up Zoom beforehand to avoid delays. You will be placed in a "waiting room" until your instructor starts and admits you.

For assistance with Zoom, you may also contact the Training Fund at 888-284-3225.

Welcome!

You strive daily both to “build environments where you want to live and work” and to improve your skills, knowledge, and abilities by participating in the courses offered by the Training Fund. In courses such as Computer Basics, English as a Second Language,

Human Relations, our suite of FDNY, Green Buildings, and Security courses, all our class offerings are designed to help you meet your work and career goals.

We offer these courses in person, remotely, and online to allow you to take classes at your convenience, knowing that you do this while working long, challenging shifts, raising families, taking care of parents, and participating in your communities.

We also offer an annual scholarship so that your benefits extend beyond the classroom and into your and your family’s future.

Your effort and presence remind everyone at the Training Fund why we do this, and your stories inspire us to match your efforts and ambitions. If you are a returning student, we wish

you success as you continue your journey. And if you are a member considering taking a class for the first time, you have an incredible opportunity in front of you. We are here to help you figure out how best to do so. Have a wonderful school year!



Howard Rothschild

President, Realty Advisory Board



Manny Pastreich

President, 32BJ SEIU



Registration and Eligibility

About Us

The 32BJ Training Fund is a joint labor-management partnership that offers training to eligible participants at no cost. The Fund is supported by contributions negotiated between 32BJ SEIU and participating employers. Our mission is to train every participant to grow to the next level. We want to continually raise standards by providing 32BJ members with the tools they need to meet the challenges of a changing industry. At the 32BJ Training Fund, everything we do supports the goal of making it possible for members to get the education, training, and skills they need to grow in the quickly changing property services world.

Registration

ONLINE

Go to 32bjmemberportal.org to learn more.

BY PHONE

Please call 888-284-3225 (toll-free outside New York City) on the registration dates specified on pages 54-56.

WALK-IN

See pages 54-56.

What to Bring

- ☐ Union ID to gain access to the building.
- ☐ Name(s) of the course(s) you want to take and the day(s) and the time(s) that you are available to take the course(s).
- ☐ Check if your desired course(s) require(s) any prerequisites. See Course/Quick Course Prerequisites starting on page 7 for more information. If you miss the registration dates for any location, call 888-284-3225.

Stay Updated on Your Registration with Text Messaging!

Are you on the waitlist for a class?

Occasionally, courses are oversubscribed, so make sure you have your educational prerequisites confirmed and completed. You will be notified if a seat opens up.

Did your plans change after you registered?

You can help other students by letting us know. Respond to our texts and free up a seat for another member on the waitlist.

Didn't get into your class?

Contact us for information on the next available session. Log in to 32bjmemberportal.org to update your contact information.

Eligibility

To check if you are eligible for Training Fund benefits, visit our website at 32bjmemberportal.org, then click on "About" to learn more. You can also download our summary plan description from the same place.

EMERGENCY SCHOOL CLOSINGS

To inquire about the possible cancellation of classes in the event of a weather emergency or other hazardous conditions, contact your Site Manager, whose contact information can be found on pages 54-56.

NOTICE OF NONDISCRIMINATION POLICY

We do not discriminate on the basis of race, color, age, gender, sexual orientation, national origin, ethnicity, or religion in the administration of our educational or admission policies.

Tutoring

Are you trying to pass a third-party exam like Citizenship, FDNY, or High School Equivalency? We can help! Our subject matter expert instructors will help you with efficient and in-depth study in your area of learning.

Math & Measuring Skills for Industry

Overcome math anxiety and learn to perform the math functions used in carpentry, electricity, and plumbing. Attend only the number of sessions you need. *Note: This course is also available online.*

To schedule a one-on-one meeting or for more information contact us at training@32bjfunds.com or 888-284-3225.

Scholarships Available for You and Your Eligible Dependents

Applications for scholarships are available November 1.

The 32BJ Training Fund awards a limited number of scholarships in the amounts of:

- up to \$20,000 toward an undergraduate (bachelor's) degree
- up to \$32,000 toward a graduate degree

For general information, eligibility requirements, and to apply online go to 32bjmemberportal.org or call 888-284-3225. Completed applications and supporting documents must be submitted by January 31.

Career Tracks

REGISTER AT
32BJMEMBERPORTAL.ORG

After careful consideration and consultation with employers, instructors, and 32BJ Union leadership, we have restructured the career tracks to best meet the current needs of the industry.

The new tracks are based on job titles and the skills and qualifications the Union and employers believe are necessary for that position.

If you are currently enrolled in a career track you will have the opportunity to complete that track by June 22, 2026, or switch to a new parallel track. To see the full listings of the courses in the previous career tracks please go to www.32bjmemberportal.org. Training Fund staff are here to assist you and provide one-on-one consultation to help you make the best decision for you and your career.

These career tracks are in the order in which you should take them, following the identifying description (i.e., Commercial, Residential).

Career Services is available in person in New York City and via Zoom for members in other locations. Please contact us if you already had a career track in progress and something changed on our list of required or elective courses.

Looking for assistance with determining a career path, interviewing, or resume writing? See Career Development classes listed on page 13.

Please note, if you do not complete at least one course towards your career track within a two-year period you will be automatically un-enrolled from that career track. This un-enrollment won't prevent you from taking any training classes you are eligible for, and you may re-enroll in a career track at any time.

3

Graduate! Once you complete your career track, you are eligible to participate in our annual graduation ceremonies at several locations.

2

Register for and complete the required courses in your career track. For more information on courses and quick courses, see page 7.

1

Select a track. Take a look at our available career tracks and determine which tracks are right for you.

Contact me to guide you through our career tracks and to explore how to improve your resume and interviewing skills. We offer you tools you need to ensure your continued success. To make an appointment, email careerservices@32bjfunds.com or call 888-284-3225.

Takbir Blake

Career Advisor



Enroll in a Career Track via the 32BJ Member Portal: 32bjmemberportal.org

Career Tracks

Commercial/Residential Handyperson

FORMERLY KNOWN AS HANDYPERSON

ESTIMATED CLASSROOM HOURS (MAX): 418

Gain the ability to perform the basic electrical, plumbing, carpentry, and other repairs required of a handyperson.

The Handyperson Career Track is the prerequisite for BOTH Assistant Engineer/Mechanic, and Superintendent/Resident Manager I Career Tracks.

REQUIRED COURSES

- ☐ Air Pollution Control
- ☐ Carpentry Basics
- ☐ Computer: Basics/New Users
- ☐ Electricity Basics
- ☐ Heating Systems I
- ☐ Heating Systems II
- ☐ OSHA 30-Hour General Industry OR Online: OSHA 30-Hour General Industry
- ☐ Plumbing Basics

REQUIRED QUICK COURSES

- ☐ Bed Bug Awareness OR Online: Bed Bug Awareness
- ☐ Customer Service
- ☐ Fire Safety for Residential Buildings

- ☐ Green Buildings: Advanced Air Sealing
- ☐ Mold Awareness OR Online: Mold Awareness
- ☐ Superintendent: How to Become One

ELECTIVES (CHOOSE THREE COURSES)

- ☐ Asbestos Awareness OR Online: Asbestos Awareness*
- ☐ Gas Safety Awareness or Online: Gas Safety Awareness*
- ☐ Heating Systems III: Lab (NYC Tech)
- ☐ Lead Safety for Renovation, Repair, and Painting: Initial*
- ☐ Steam I: Theory
- ☐ Steam II: Hands-On
- ☐ Visual Assessment & Local Law 1*

**Designed for pre-war buildings*

Commercial: Assistant Engineer/Mechanic

NEW

ESTIMATED CLASSROOM HOURS (MAX): 307

Obtain knowledge of air conditioning and sustainable technologies in building systems to become an assistant engineer/mechanic.

PREREQUISITE

- ☐ Commercial/Residential Handyperson Career Track
- The Handyperson Career Track is the prerequisite for BOTH Assistant Engineer/Mechanic, and Superintendent/Resident Manager I Career Tracks.*

REQUIRED COURSES

- ☐ Air Conditioning & Refrigeration I
- ☐ Air Conditioning & Refrigeration II
- ☐ Air Conditioning & Refrigeration III
- ☐ Green Commercial I: GPRO Mechanical, Electrical & Plumbing (MEP)
- ☐ Human Relations

REQUIRED QUICK COURSES

- ☐ Building Management: Ethics
- ☐ Heat Pumps

RECOMMENDED COURSE

- ☐ Air Conditioning & Refrigeration: Absorption Systems
- This class is required to receive the maximum credits available from City Tech–New York City College of Technology. See box below.*

Commercial: Engineer

NEW

ESTIMATED CLASSROOM HOURS: 465

Acquire the building blocks necessary to gain access as an entry-level building engineer.

PREREQUISITE

- ☐ Assistant Engineer/Mechanic Career Track

REQUIRED COURSES

- ☐ Building Automation Systems I: HVAC Concepts
- ☐ Building Automation Systems II: Core Concepts
- ☐ Building Automation Systems III: Advanced
- ☐ Building Automation Systems: Sustainable Technologies
- ☐ FDNY: Refrigerating System Operating Engineer I

- ☐ FDNY: Refrigerating System Operating Engineer II
- ☐ FDNY: Refrigerating System Operating Engineer III
- ☐ Green Commercial II: Building Operator Certification I
- ☐ Green Professional I: LEED Green Associate

REQUIRED QUICK COURSES

- ☐ FDNY: Refrigerating System Operating Engineers Practical Examination
- ☐ Green Buildings: Energy Grade & Carbon Emissions



Students who successfully complete all required courses for the Commercial: Engineer career track, and pass the Refrigeration System Operating Engineer (Q-01) Practical Exam are eligible for up to 27 credits at City Tech–New York City College of Technology toward the Bachelor of Technology degree in Facilities Management and its included Associate's Degree in Environmental Control Technology. Certificates must be presented upon admission to the program.

Lead Security Officer

FORMERLY KNOWN AS SECURITY PROFESSIONAL

ESTIMATED CLASSROOM HOURS: 227.5

Obtain the knowledge and certifications that will help you become a leader in the security field.

REQUIRED COURSES

- ☐ Computer: Basics/New Users
- ☐ FDNY: Fire & Life Safety Director (F-89)
- ☐ FDNY: Standpipe & Sprinkler Systems (S-12, S-13, S-14, S-15)
- ☐ Human Relations

REQUIRED QUICK COURSES

- ☐ CPR/AED/First Aid
- ☐ FDNY: Citywide Fire Guard for Impairment (F-01)
- ☐ FDNY: Fire & Emergency Drill Conductor (F-07)
- ☐ FDNY: Fire Guard for Torch Operations (F-60)
- ☐ FDNY: Indoor/Outdoor Place of Assembly Safety Personnel (F-03, F04)
- ☐ FDNY: Inspection Cleaning & Testing of Smoke Detectors (F-78)
- ☐ FDNY: Supervision of Fire Alarm Systems (S-95)
- ☐ Leadership & Supervisory Skills OR Leadership Scenarios
- ☐ Mental Health First Aid
- ☐ Opioid Awareness
- ☐ OSHA 10-Hour General Industry*
- ☐ Security Officer: Basic Tips You Can Use During Difficult Encounters

- ☐ Security Officer: Bomb Threat Awareness
- ☐ Security Officer: Crisis Intervention and De-Escalation Techniques
- ☐ Security Officer: Diversity & Cultural Competence
- ☐ Security Officer: Emergency & Disaster Management
- ☐ Security Officer: Ethics for the Security Professional
- ☐ Security Officer: Event Risk Management
- ☐ Security Officer: Report Writing
- ☐ Security Officer: Resilience Training for Mental Wellness
- ☐ Security Officer: Security Control Room
- ☐ Security Officer: Terrorism Awareness & Prevention Strategies
- ☐ Self-Defense

*Completing OSHA 30-Hour General Industry fulfills this requirement.

Residential: Superintendent/Resident Manager I

ESTIMATED CLASSROOM HOURS: 349

Obtain the knowledge needed to become an entry-level superintendent.

PREREQUISITE

- ☐ Commercial/Residential Handyperson Career Track
The Handyperson Career Track is the prerequisite for BOTH Assistant Engineer/Mechanic, and Superintendent/Resident Manager I Career Tracks.

REQUIRED COURSES

- ☐ Blueprint Reading
- ☐ Computer: Spreadsheets (MS Excel)
- ☐ FDNY: Standpipe & Sprinkler Systems (S-12, S-13, S-14, S-15)
- ☐ Green Residential I: BPI Multifamily Building Operator (MFBO)
- ☐ Human Relations
- ☐ Locksmith Basics

REQUIRED QUICK COURSES

- ☐ Building Management: Ethics
- ☐ Carbon Monoxide Awareness OR Online: Carbon Monoxide Awareness

- ☐ Carpentry Troubleshooting: Patching & Plastering Repair
- ☐ Disaster Preparedness & Crisis Management
- ☐ Electricity: Troubleshooting
- ☐ Green Buildings: Energy Grade & Carbon Emissions
- ☐ Green Residential II: GPPO O&M
- ☐ Heat & Hot Water
- ☐ Integrated Pest Management OR Online: Integrated Pest Management
- ☐ Leadership & Supervisory Skills OR Leadership Scenarios
- ☐ Plumbing: Troubleshooting

Residential: Superintendent/Resident Manager II

ESTIMATED CLASSROOM HOURS: 355

Gain the skills necessary to move to a higher level of superintendent or resident manager.

PREREQUISITE

- ☐ Superintendent/Resident Manager I Career Track

REQUIRED COURSES

- ☐ Air Conditioning & Refrigeration I
- ☐ Air Conditioning & Refrigeration II
- ☐ Air Conditioning & Refrigeration III
- ☐ Building Management I: Budgets & Preventative Maintenance
- ☐ Building Management II: Documentation & the Law
- ☐ Building Management III: Project Management
- ☐ Green Professional I: LEED Green Associate
- ☐ Green Residential III: BPI Multifamily Building Analyst (MFBA)

REQUIRED QUICK COURSES

- ☐ Building Management: Taking Over a New or Existing Building
- ☐ Green Residential: Recycling for Multifamily Buildings
- ☐ Renovation Projects: How to Manage
- ☐ Time Management

RECOMMENDED COURSE

- ☐ Air Conditioning & Refrigeration: Absorption Systems
This class is required to receive the maximum credits available from City Tech–New York City College of Technology. See box on page 4.

Career Tracks

Residential: Superintendent/Resident Manager III (Refrigerating System Operating Engineer License)

NEW

ESTIMATED CLASSROOM HOURS: 366

Acquire the knowledge necessary to work at the highest level of superintendent/resident manager.

PREREQUISITE

- ☐ Superintendent/Resident Manager II Career Track

REQUIRED COURSES

- ☐ Building Automation Systems I: HVAC Concepts
- ☐ Building Automation Systems II: Core Concepts
- ☐ Building Automation Systems III: Advanced
- ☐ Building Automation Systems: Sustainable Technologies
- ☐ FDNY: Refrigerating System Operating Engineer I

- ☐ FDNY: Refrigerating System Operating Engineer II
- ☐ FDNY: Refrigerating System Operating Engineer III

REQUIRED QUICK COURSES

- ☐ FDNY: Refrigerating System Operating Engineers Practical Examination
- ☐ Heat Pumps



Students who successfully complete all required courses for the Residential: Superintendent/Resident Manager III career track, and pass the Refrigeration System Operating Engineer (Q-01) Practical Exam are eligible for up to 27 credits at City Tech–New York City College of Technology toward the Bachelor of Technology degree in Facilities Management and its included Associate's Degree in Environmental Control Technology. Certificates must be presented upon admission to the program.

Utility/Foreperson Cleaner

FORMERLY KNOWN AS CLEANER AND
CLEANING FOREPERSON/LEAD CLEANER

ESTIMATED CLASSROOM HOURS: 165

Develop the skills to directly supervise and coordinate activities of a crew of commercial cleaners.

PREREQUISITE

- ☐ Must provide high school diploma or its equivalent or pass reading and/or math assessment.

REQUIRED COURSES

- ☐ Cleaning: Products & Techniques
- ☐ Computer: Basics/New Users
- ☐ Human Relations

REQUIRED QUICK COURSES

- ☐ Cleaning: Industrial Floor Surface Cleaning
- ☐ Cleaning: Long Term Floor Care
- ☐ Cleaning: Terrazzo & Tile Floor Care
- ☐ Cleaning: Wall Maintenance

- ☐ Customer Service OR Online: Customer Service
- ☐ Green Buildings: How to Conduct a Waste Audit
- ☐ Green Commercial: Recycling
- ☐ Leadership & Supervisory Skills OR Leadership Scenarios
- ☐ Log Keeping
- ☐ OSHA 10-Hour General Industry*
- ☐ Security Awareness
- ☐ Time Management

*Completing OSHA 30-Hour General Industry fulfills this requirement.

New York Association of Realty Managers



Attaining a Building Management Certification Means Achieving:

- Greater self-confidence and job satisfaction
- Command of building management's essential components
- Industry prominence with access to advanced positions and significantly higher earning potential

COMMERCIAL/RESIDENTIAL

Gain the New York Accredited Realty Manager Certification



PREREQUISITE

- ☐ Superintendent/Resident Manager II Career Track

REQUIRED QUICK COURSE

- ☐ Building Management: Ethics

CERTIFICATION/COMPETENCY

- ☐ New York Accredited Realty Manager Certification (NYARM)

For certification, students must pass a written exam administered by NYARM. NYARM is dedicated to raising the standard of excellence for real estate and property management professionals through education, information, legislative initiatives, and a peer network that makes NYARM the benchmark for technological advancement and career enhancement.

Courses and Quick Courses

About Course Offerings

Courses

Courses take place in all trimesters of the academic year unless otherwise noted. Each trimester is eleven to sixteen weeks long. The length is indicated under each course title, shown in the following format:

COURSE: 11 WEEKS

Quick Courses

Quick Courses vary in length, ranging from one to ten sessions. The number of sessions and the length are indicated under each Quick Course title, shown in the following format:

QUICK COURSE: TWO 3-HOUR SESSIONS

Courses and Quick Courses are offered during the day, evenings, and on week-ends. Schedules and locations are located underneath the descriptions. Eleven-week courses run all three trimesters unless otherwise stated.

Weekday Sessions meet once or twice per week.

Weekend Sessions meet once per week.

Please note that for courses that have both weekday and weekend sessions, most longer weekend sessions contain a one-hour break (i.e., Carpentry Basics 9am-4pm has a one-hour break).

Key to Symbols

AVAILABLE IN SPANISH



EQUIVALENT COURSE AVAILABLE



NEW COURSE/LOCATION



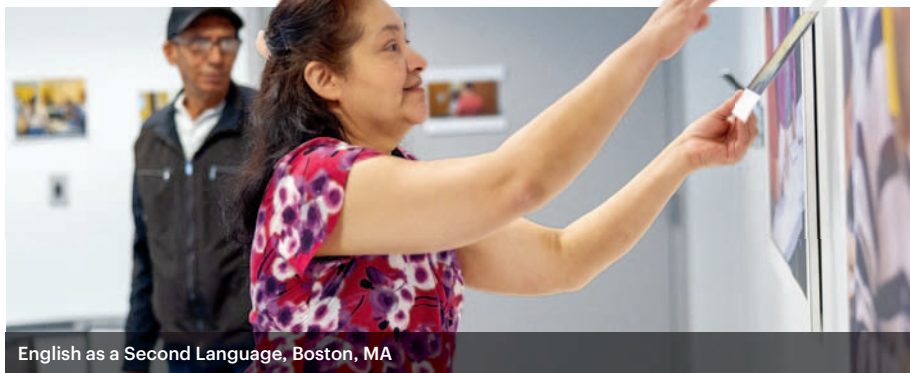
REMOTE LEARNING (ZOOM)



TESTING FEES PAID BY STUDENT



THIRD PARTY CERTIFICATE



English as a Second Language, Boston, MA

Remote Courses

For courses being offered remotely via Zoom, look for this symbol (📺) under each course description. To register, go to the 32BJ Member Portal at 32bjmemberportal.org, call 888-284-3225, or email training@32bjfunds.com for more information.

On-Site Classes

A contributing employer may request that we hold certain classes for its eligible employees at the employer's location if it provides appropriate space and registers at least ten eligible participants. Email employer-request@32bjfunds.com for more information.

Creating an Environment for Learning

Participants who take courses through the 32BJ Training Fund are hardworking people who make a commitment to their personal and professional development. Our rules and regulations are distributed at the start of each course and on our website. Not only are you expected to read the rules and regulations, but also to show your fellow students the respect they deserve by abiding by these rules.

Attendance Policy

Minimum attendance of 80% is required. Ask your instructor to assign makeup work to improve your attendance rate. Unfortunately, classes that do not have regular attendance of at least eight students may be combined, shortened, or canceled. We will do our best to accommodate all students in another section.

Course/Quick Course Prerequisites

Some Courses and Quick Courses require you to complete a prerequisite—a preparatory course—before you enroll. Some courses require minimum reading and math skills. Achievement of these skills can be established by presenting a high school diploma or its equivalent from an English-speaking country, or by passing a standardized test at or before registration. Several industry courses require completion of Online: Tools of the Trade before the course is complete. These pre- or co-requisites are noted with each course description.

Test Out Available

We allow members to test out of some of our prerequisite courses:

- Air Conditioning & Refrigeration III (online test out)
- Computer: Basics/New Users (online test out)
- Computer: Spreadsheets (MS Excel) (online test out)
- Electricity Basics (50-question paper exam; 70% passing)
- Plumbing Basics (50-question paper exam; 70% passing)

To find out where and how to take these test-outs, contact us at 888-284-3225.

Exemptions

Have a certification or license for a class that is a prerequisite for another course or part of a Career Track? Contact us at 888-284-3225 to learn how to submit proof of exemption.

Courses and Quick Courses



English as a Second Language, Manhattan, NY

Active Shooter Awareness

QUICK COURSE: ONE 3-HOUR SESSION

Formerly known as Active Shooter

Understand how to look for the warning signs of a potential active shooter and consider interventions. Understand the concept of Run, Hide, Fight used in active shooter situations that can increase chances of survival.

FLORIDA

Miami: 32BJ SEIU Office

Nov 16, Sat, 10am-1pm

NEW YORK

Manhattan: 25 West 18th Street

Oct 8, Tue, 10am-1pm

Oct 25, Fri, 6-9pm

Jan 16, Thu, 9am-12pm

Jan 23, Thu, 6-9pm

Feb 8, Sat, 9am-12pm

May 3, Sat, 1-4pm

Air Conditioning & Refrigeration I

COURSE: 11 WEEKS

Prerequisites: Electricity Basics, Plumbing Basics

Understand fundamental refrigeration theories and principles, identify and use essential tools and gauges. Develop soldering and brazing skills essential to air conditioning repairs. Perform system evacuations, pressure tests, leak detection tests, and leak repairs.

MARYLAND

Camp Springs: Prince George's Community College

Sat, 9am-4pm (Fall, Winter)

NEW JERSEY

Bayonne: Bayonne High School

Sat, 9am-4pm (Fall)

NEW YORK

Bronx: Monroe College (East Fordham Road)

Sat, 9am-4pm (Winter)

Mon & Wed, 6-9pm (Winter)

Tue & Thu, 6-9pm (Fall)

Manhattan: 25 West 18th Street

Sat, 9am-4pm (Fall)

Tue & Thu, 8:30-11:30am (Fall)

Tue & Thu, 11:45am-2:45pm (Fall)

Tue & Thu, 6-9pm (Fall)

Wed & Fri, 2:45-5:45pm (Fall)

Wed & Fri, 6-9pm (Fall)

Queens: Queens College

Sat, 9am-4pm (Fall)

White Plains: TBD

Sat, 9am-4pm (Fall)

Mon & Wed, 6-9pm (Fall)

PENNSYLVANIA

Philadelphia: 32BJ SEIU Office

Sat, 8am-3pm (Fall)

Air Conditioning & Refrigeration II

COURSE: 11 WEEKS

Prerequisite: Air Conditioning & Refrigeration I

Understand and perform the recovery, evacuation, and charging of refrigerants. Learn about automatic controls. Read electrical schematics, learn basic motor principles and operation and how to troubleshoot electrical motors.

MARYLAND

Camp Springs: Prince George's Community College

Sat, 9am-4pm (Winter, Spring)

NEW JERSEY

Bayonne: Bayonne High School

Sat, 9am-4pm (Winter)

NEW YORK

Bronx: Monroe College (East Fordham Road)

Sat, 9am-4pm (Spring)

Mon & Wed, 6-9pm (Spring)

Tue & Thu, 6-9pm (Winter)

Manhattan: 25 West 18th Street

Sat, 9am-4pm (Winter)

Tue & Thu, 8:30-11:30am (Winter)

Tue & Thu, 11:45am-2:45pm (Winter)

Tue & Thu, 6-9pm (Winter)

Wed & Fri, 2:45-5:45pm (Winter)

Wed & Fri, 6-9pm (Winter)

Queens: Queens College

Sat, 9am-4pm (Winter)

White Plains: TBD

Sat, 9am-4pm (Winter)

Mon & Wed, 6-9pm (Winter)

PENNSYLVANIA

Philadelphia: 32BJ SEIU Office

Sat, 8am-3pm (Winter)

Air Conditioning & Refrigeration III

COURSE: 11 WEEKS

Prerequisite: Air Conditioning & Refrigeration II

Troubleshoot domestic and light commercial AC systems and refrigeration controls. Improve wiring skills and build a functional control panel. *Note: Test out available.*

MARYLAND

Camp Springs: Prince George's Community College

Sat, 9am-4pm (Spring)

NEW JERSEY

Bayonne: Bayonne High School

Sat, 9am-4pm (Fall, Spring)

NEW YORK

Bronx: Monroe College (East Fordham Road)

Sat, 9am-4pm (Fall)

Mon & Wed, 6-9pm (Fall)

Tue & Thu, 6-9pm (Spring)

Manhattan: 25 West 18th Street

Sat, 9am-4pm (Spring)

Tue & Thu, 8:30-11:30am (Spring)

Tue & Thu, 11:45am-2:45pm (Spring)

Tue & Thu, 6-9pm (Spring)

Wed & Fri, 2:45-5:45pm (Spring)

Wed & Fri, 6-9pm (Spring)

Queens: Queens College

Sat, 9am-4pm (Spring)

White Plains: TBD

Sat, 9am-4pm (Spring)

Mon & Wed, 6-9pm (Spring)

PENNSYLVANIA

Philadelphia: 32BJ SEIU Office

Sat, 8am-3pm (Spring)

Key to Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

Air Conditioning & Refrigeration: Absorption Systems

COURSE: 11 WEEKS

Prerequisite: Air Conditioning & Refrigeration III

Master basic absorption theory, operations, and maintenance. Understand the internal cycle of the absorption machine.

NEW YORK

Manhattan: 25 West 18th Street
Fri, 6-9pm (Fall, Spring)

Air Conditioning & Refrigeration: EPA Refrigerant Recovery (608)

QUICK COURSE: FIVE 3-HOUR SESSIONS



Prepare to take the EPA certification exam for Refrigerant Recovery. The certification is a prerequisite for Refrigerating System Operating Engineer I and may be necessary for license renewal. The exam will be administered in the final class.
Certifying Body: United States Environmental Protection Agency

NEW YORK

Manhattan: 25 West 18th Street
Nov 9-Dec 14, Sat, 1-4pm
Feb 7-Mar 7, Fri, 6-9pm
Feb 12-Mar 12, Wed, 9am-12pm
Feb 21-Mar 21, Fri, 6-9pm
Apr 24-May 22, Thu, 6-9pm
May 1-29, Thu, 6-9pm

Air Pollution Control (P-99)

COURSE: 11 WEEKS



Prerequisite: Reading Assessment

Learn methods of energy conservation, understand the differences between various types of fuel oil, and how to protect air quality in compliance with New York City Department of Environmental Protection regulations. *Must provide high school diploma or its equivalent or pass reading and/or math assessment. Practice test available in the online class listings.*

Certifying Body: New York City Department of Environmental Protection

NEW YORK

Bronx: Monroe College (East Fordham Road)
Wed, 6-8:30pm (All Trimesters)

Manhattan: 25 West 18th Street

Sat, 9:30am-12pm (Spring)
Tue, 6-8:30pm (All Trimesters)
Wed, 6-8:30pm (All Trimesters)

Queens: Queens College

Sat, 9:30am-12pm (All Trimesters)
Tue, 6-8:30pm (All Trimesters)
Thu, 6-8:30pm (All Trimesters)

White Plains: TBD

Sat, 12:30-3pm (All Trimesters)
Tue, 6-8:30pm (All Trimesters)

REMOTE LEARNING (ZOOM)

Sat, 9-11:30am (All Trimesters)
Thu, 12-2:30pm (All Trimesters)

Air Pollution Reduction

COURSE: 11 WEEKS

Learn how to protect air quality, methods of energy conservation, and the differences between various types of fuel oil.

PENNSYLVANIA

Philadelphia: 32BJ SEIU Office
Sat, 12:30-3:30pm (All Trimesters)

Alarm Systems

COURSE: 11 WEEKS

Prerequisite: Electricity Basics

Identify the alarm needs of various buildings. Understand circuits, switches, and panels. Learn to construct a basic system and to supervise installation.

NEW YORK

Manhattan: 25 West 18th Street
Tue, 6-9pm (Spring)

American Sign Language I

QUICK COURSE: SIX 2-HOUR SESSIONS



Learn basic American Sign Language (ASL) vocabulary and grammar. Learn numbers 1-100, practice fingerspelling and begin to understand the use of space and gestures. Receive an introduction to interacting with the Deaf community.

Partner: Sign Language Center

NEW YORK

Manhattan: 25 West 18th Street
Oct 19-Nov 23, Sat, 12-2pm
Jan 22-Feb 26, Wed, 6-8pm

REMOTE LEARNING (ZOOM)

Oct 3-Nov 7, Thu, 6-8pm
May 17-Jun 21, Sat, 9-11am

American Sign Language II

QUICK COURSE: SIX 2-HOUR SESSIONS



Prerequisite: American Sign Language I

Build on the foundations learned in Level I. Continue to develop more ASLary (ASL vocabulary). Learn numbers up to 500. Fine tune the ability to recognize and distinguish signs, fingerspelling and use of space and gestures. Understand common Deaf slang and idioms.
Partner: Sign Language Center

NEW YORK

Manhattan: 25 West 18th Street
Feb 1-Mar 15, Sat, 12-2pm
Apr 9-May 14, Wed, 6-8pm

REMOTE LEARNING (ZOOM)

Jan 16-Feb 20, Thu, 6-8pm

Anger Management

QUICK COURSE: TWO 3-HOUR SESSIONS

Develop practical skills to defuse anger in yourself and others. Understand feelings and behaviors when confronted by anger, increase awareness of the causes of rage and hostility, and acquire skills to resolve confrontations peacefully. *Note: By employer request.*

Asbestos Awareness

QUICK COURSE: ONE 2-HOUR SESSION



Identify the presence of asbestos inside and outside a building. Understand the health effects of asbestos and how to handle situations where it has been disturbed or damaged. *Note: For an equivalent self-paced course see the listing on page 38.*

NEW YORK

Bronx: Monroe College (East Fordham Road)

Oct 26, Sat, 1-3pm
Feb 22, Sat, 1-3pm
Jun 7, Sat, 1-3pm

Manhattan: 25 West 18th Street

Oct 1, Tue, 6-8pm
Nov 7, Thu, 6-8pm
Jan 11, Sat, 1:30-3:30pm
Feb 7, Fri, 6-8pm
Apr 10, Thu, 6-8pm
May 7, Wed, 6-8pm

PENNSYLVANIA

Philadelphia: 32BJ SEIU Office
Feb 22, Sat, 10am-12pm

Courses and Quick Courses



Boiler Parts & Accessories, Brooklyn, NY

Bed Bug Awareness

QUICK COURSE:
ONE 2.5-HOUR SESSION



Learn to detect, control, and eradicate bed bugs. *Note: For an equivalent self-paced course see the listing on page 38.*

NEW YORK

Manhattan: 25 West 18th Street

Oct 7, Mon, 10am-12:30pm

Jan 7, Tue, 6-8:30pm

May 31, Sat, 1:30-4pm

PENNSYLVANIA

Philadelphia: 32BJ SEIU Office

May 3, Sat, 9-11:30am

REMOTE LEARNING (ZOOM)

Nov 6, Wed, 6-8:30pm

Jan 16, Thu, 10am-12:30pm

Apr 8, Tue, 10am-12:30pm

Blueprints: An Introduction

QUICK COURSE: ONE 3-HOUR SESSION



Receive a basic overview of the symbols and scales contained in blueprints, and a brief look at how to decipher them.

NEW YORK

Manhattan: 25 West 18th Street

Nov 21, Thu, 6-9pm

Dec 5, Thu, 6-9pm

Mar 5, Wed, 12-3pm

REMOTE LEARNING (ZOOM)

Oct 12, Sat, 1-4pm

Nov 16, Sat, 1-4pm

Jan 16, Thu, 6-9pm

Feb 4, Tue, 6-9pm

Apr 10, Thu, 6-9pm

May 6, Tue, 12-3pm

Jun 4, Wed, 6-9pm

Blueprint Reading

COURSE: 11 WEEKS



Prerequisites: Math Assessment, Reading Assessment

Acquire skill in reading and understanding blueprints. Review symbols, scale, and other basic concepts related to repair and renovation projects in residential and commercial buildings. *Must provide high school diploma or its equivalent or pass reading and/or math assessment.*

NEW YORK

**Bronx: Monroe College
(East Fordham Road)**

Sat, 1-4pm (All Trimesters)

Wed, 6-9pm (All Trimesters)

Manhattan: 25 West 18th Street

Sat, 1-4pm (Fall)

Wed, 6-9pm (All Trimesters)

Thu, 12-3pm (Spring)

Fri, 10am-1pm (Winter)

Fri, 6-9pm (Fall)

REMOTE LEARNING (ZOOM)

Wed, 5:30-8:30pm (Fall)

Boiler Feed Water Testing & Treatment

QUICK COURSE: ONE 7-HOUR SESSION

Acquire the skills and knowledge to test and treat boiler water properly. Assess the type of water, learn to control corrosives, chlorides, and pH, test feed water, operation of the shunt feeder, and chemical safety.

Partner: New York City College of Technology

NEW YORK

**Brooklyn: New York City College
of Technology (Pearl Street)**

Nov 2, Sat, 9am-4pm

Mar 7, Fri, 9am-4pm

Apr 19, Sat, 9am-4pm

Boiler Parts & Accessories

QUICK COURSE: TWO 7-HOUR SESSIONS

Gain a basic understanding of heat and heat transfer. Learn to identify various types of gas and oil boilers, their operating controls, safeties, burner equipment, and feed-water piping.

Partner: New York City College of Technology

NEW YORK

**Brooklyn: New York City College
of Technology (Pearl Street)**

Oct 4-11, Fri, 9am-4pm

Nov 9-16, Sat, 9am-4pm

Jan 17-24, Fri, 9am-4pm

Feb 14-21, Fri, 9am-4pm

Apr 4-11, Fri, 9am-4pm

Apr 26-May 3, Sat, 9am-4pm

Boiler Parts & Systems

QUICK COURSE: TWO 4-HOUR SESSIONS

Understand basic boiler operation principles including steam, draft, fuel, and feed-water boiler systems in large-scale environments such as schools and office buildings.

Designed for School District of Philadelphia participants.

PENNSYLVANIA

Philadelphia: 32BJ SEIU Office

Oct 5-12, Sat, 9am-1pm

Jan 18-25, Sat, 9am-1pm

Building Automation Systems I: HVAC Concepts

COURSE: 11 WEEKS

Prerequisites: Air Conditioning & Refrigeration I, Computer:

Basics/New Users

Learn basic HVAC concepts such as psychrometrics, heat load calculations, and HVAC design. Diagnose and solve scenarios using a Building Automation System (BAS).

NEW YORK

**Bronx: Monroe College
(East Fordham Road)**

Wed, 6-9pm (Winter)

Thu, 6-9pm (Spring)

Manhattan: 25 West 18th Street

Mon, 11am-2pm (Fall)

Tue, 6-9pm (Fall)

Wed, 6-9pm (Fall)

Key to Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

Building Automation Systems II: Core Concepts

COURSE: 11 WEEKS

Prerequisite: Building Automation Systems I: HVAC Concepts

Gain practical experience using a Building Automation System (BAS). Identify the hardware in BAS architecture and use a BAS to adjust set points, manage alarms, schedule events, analyze system trends, and troubleshoot scenarios.

NEW YORK**Bronx: Monroe College**
(East Fordham Road)

Wed, 6-9pm (Spring)

Thu, 6-9pm (Fall)

Manhattan: 25 West 18th Street

Mon, 11am-2pm (Winter)

Tue, 6-9pm (Winter)

Wed, 6-9pm (Winter)

Building Automation Systems III: Advanced

COURSE: 11 WEEKS

Prerequisite: Building Automation Systems II: Core Concepts

Learn advanced applications of Building Automation Systems (BAS), including accessing runtime reports and trend logs, reading and writing simple Control BASIC, and using a BAS for building commissioning purposes.

NEW YORK**Bronx: Monroe College**
(East Fordham Road)

Wed, 6-9pm (Fall)

Thu, 6-9pm (Winter)

Manhattan: 25 West 18th Street

Mon, 11am-2pm (Spring)

Tue, 6-9pm (Spring)

Wed, 6-9pm (Spring)

Building Automation Systems: Sustainable Technologies

COURSE: 11 WEEKS

Prerequisite: Building Automation Systems II: Core Concepts

Control and monitor a solar array, battery storage, VRF heat pump, and other sustainable technologies. Analyze system trend reports and troubleshoot scenarios.

NEW YORK**Manhattan: 25 West 18th Street**

Tue, 11:45am-2:45pm (All Trimesters)

Thu, 11:45am-2:45pm (All Trimesters)

Thu, 6-9pm (All Trimesters)

Building Code Awareness

QUICK COURSE: ONE 3-HOUR SESSION

Understand the history of building codes and how to research them in New York City. Learn about the violation removal process.

NEW YORK**Manhattan: 25 West 18th Street**

Oct 25, Fri, 6-9pm

Mar 14, Fri, 6-9pm

REMOTE LEARNING (ZOOM)

Nov 9, Sat, 2-5pm

Jan 25, Sat, 1:30-4:30pm

Jun 7, Sat, 9am-12pm

Building Engineer Trainee: BET Entrance Exam Preparation

QUICK COURSE:
EIGHT 3-HOUR SESSIONS

Prepare for the School District of Philadelphia Building Engineer Entrance Exam to be eligible for enrollment in the Building Engineer Trainee (BET) Program.

PENNSYLVANIA**Philadelphia: 32BJ SEIU Office**

Oct 12-Dec 7, Sat, 9am-12pm

Jan 25-Mar 15, Sat, 9am-12pm

Apr 26-Jun 21, Sat, 9am-12pm

REMOTE LEARNING (ZOOM)

Oct 12-Dec 7, Sat, 9am-12pm

Jan 25-Mar 15, Sat, 9am-12pm

Apr 26-Jun 21, Sat, 9am-12pm



HVAC Principles of Preventative Maintenance, Bayonne, NJ

Building Engineer Trainee: Class A Engineer License Exam Preparation

QUICK COURSE:
EIGHT 4-HOUR SESSIONS

Prepare for the Building Engineer Class A License Exam. Learn HVAC operation and maintenance, and other required skills. Must be shadowing a Class A Engineer.

PENNSYLVANIA**Philadelphia: 32BJ SEIU Office**

Oct 8-Dec 3, Tue, 5-9pm

Jan 21-Mar 11, Tue, 5-9pm

Apr 22-Jun 10, Tue, 5-9pm

REMOTE LEARNING (ZOOM)

Oct 8-Dec 3, Tue, 5-9pm

Jan 21-Mar 11, Tue, 5-9pm

Apr 22-Jun 10, Tue, 5-9pm

Building Insurance: Who is Covered?

QUICK COURSE: ONE 3-HOUR SESSION

Understand who and what is covered by property, liability, and workers' compensation insurance. Identify what additional coverage should be in place during renovation projects or special events in a building.

NEW YORK**Manhattan: 25 West 18th Street**

Mar 20, Thu, 6-9pm

May 15, Thu, 2-5pm

REMOTE LEARNING (ZOOM)

Dec 4, Wed, 10am-1pm

Apr 23, Wed, 10am-1pm

Want to Save a Life?

See pages 19-20 for
CPR/AED/First Aid classes.

Courses and Quick Courses

Building Management: An Introduction

QUICK COURSE: ONE 3-HOUR SESSION



Discover how a management company operates on a day-to-day basis, including back-office procedures, staff management, and building staff hiring practices. *Note: For an equivalent self-paced course see the listing on page 38.*

NEW YORK

Manhattan: 25 West 18th Street

Nov 15, Fri, 6-9pm

Dec 6, Fri, 6-9pm

Jan 30, Thu, 6-9pm

Apr 15, Tue, 6-9pm

REMOTE LEARNING (ZOOM)

Jan 24, Fri, 12-3pm

May 7, Wed, 12-3pm

Building Management I: Budgets & Preventative Maintenance

COURSE: 11 WEEKS

Prerequisites: Computer: Basics/
New Users, Math Assessment,
Reading Assessment

Become familiar with operating budgets, their review process, and how to interpret building financials. Learn how to create budgets as well as preventative maintenance schedules in Microsoft Excel. *Must provide high school diploma or its equivalent or pass reading and/or math assessment.*

NEW YORK

Manhattan: 25 West 18th Street

Sat, 12-2pm (Fall)

Tue, 6-8pm (Fall)

Building Management II: Documentation & the Law

COURSE: 11 WEEKS

Prerequisite: Building Management I: Budgets & Preventative Maintenance

Understand the property manager's obligations under OSHA, Fair Housing, EEOC, New York City Administrative Codes, and local laws. Use Microsoft Excel for required recordkeeping and learn to navigate the NYC Department of Buildings website.

NEW YORK

Manhattan: 25 West 18th Street

Sat, 12-2pm (Winter)

Tue, 6-8pm (Winter)

Building Management III: Project Management

COURSE: 11 WEEKS

Prerequisite: Building Management II: Documentation & the Law

Learn how to complete rehabilitation projects on schedule, within budget, and to code. Understand capital budgets, construction contracts, alteration agreements, payment breakdowns, and requisitioning.

NEW YORK

Manhattan: 25 West 18th Street

Sat, 12-2pm (Spring)

Tue, 6-8pm (Spring)

Building Management: Ethics

QUICK COURSE: ONE 3-HOUR SESSION



Explore ethical issues such as fair housing and conflicts of interest. Develop models to evaluate situations and make sound ethical decisions.

NEW YORK

Manhattan: 25 West 18th Street

Oct 9, Wed, 12-3pm

Feb 6, Thu, 6-9pm

May 27, Tue, 11am-2pm

REMOTE LEARNING (ZOOM)

Nov 12, Tue, 6-9pm

Jan 11, Sat, 1:30-4:30pm

May 2, Fri, 6-9pm

Building Management: Taking Over a New or Existing Building

QUICK COURSE: FOUR 3-HOUR SESSIONS

Understand all aspects of commissioning a building and develop effective strategies for communicating with key players. Determine how to assess an existing property, its systems, and personnel. Explore strategies for effective leadership.

NEW YORK

Manhattan: 25 West 18th Street

May 10-June 7, Sat, 9am-12pm

“The Training Fund classes are significant to me because they are giving me knowledge to pursue my career as a Building Engineer.”

José Coello

Job Title: Porter

Location: Manhattan

Employer: ABM Janitorial Services, Inc.

Courses Taken: Electricity Basics; Plumbing Basics



Key to Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

Building Management: An Introduction, Manhattan, NY

Career Development: Creating a Career Path

QUICK COURSE: ONE 2-HOUR SESSION



Discover how to develop a professional career path in the building service industry. Explore the benefits of advancing your lifelong goals and distinguish between short-term and long-term success. *Note: Looking to advance your career further? See our Career Tracks on pages 3-6.*

REMOTE LEARNING (ZOOM)

Nov 16, Sat, 3-5pm

Mar 1, Sat, 2-4pm

Jun 7, Sat, 3-5pm

Career Development: Interviewing Skills

QUICK COURSE: ONE 2-HOUR SESSION



Develop the skills to prepare for and perform in an interview setting. Become aware of how thoughts and feelings are communicated with body language in an interview. *Note: Looking to advance your career further? See our Career Tracks on pages 3-6.*

REMOTE LEARNING (ZOOM)

Dec 7, Sat, 10am-12pm

Mar 15, Sat, 12-2pm

Jun 18, Wed, 3-5pm

Bystander Response

QUICK COURSE: ONE 3-HOUR SESSION



Develop awareness about what contributes to barriers to intervening in a conflict. Identify traits and factors that may contribute to aggression. Apply different tools and techniques before, during, and after intervention in practice scenarios.

Partner: Center for Anti-Violence Education

NEW YORK**Manhattan: 25 West 18th Street**

Oct 4, Fri, 9am-12pm

Nov 1, Fri, 10am-1pm

Dec 6, Fri, 10am-1pm

REMOTE LEARNING (ZOOM)

Oct 12, Sat, 10am-1pm

Feb 8, Sat, 2-5pm

Apr 15, Tue, 9am-12pm

Jun 6, Fri, 6-9pm

Carbon Monoxide Awareness

QUICK COURSE: ONE 3-HOUR SESSION



Learn about the hazards of carbon monoxide (CO) in residential buildings and the requirements for installing CO detectors. *Note: For an equivalent self-paced course see the listing on page 38.*

NEW YORK**Manhattan: 25 West 18th Street**

Oct 9, Wed, 6-9pm

Jan 8, Wed, 10am-1pm

Jun 3, Tue, 6-9pm

White Plains: TBD

Feb 1, Sat, 1:30-4:30pm

PENNSYLVANIA**Philadelphia: 32BJ SEIU Office**

Mar 15, Sat, 9am-12pm

REMOTE LEARNING (ZOOM)

Feb 25, Tue, 6-9pm

May 3, Sat, 1:30-4:30pm

Career Development: Resume Writing

QUICK COURSE: ONE 2-HOUR SESSION



Learn how to create an impressive resume or to improve the one you already have. Develop the tools to write an effective cover letter. *Note: Looking to advance your career further? See our Career Tracks on pages 3-6.*

NEW YORK**Manhattan: 25 West 18th Street**

Oct 3, Thu, 10am-12pm

Nov 13, Wed, 6-8pm

Jan 21, Tue, 2-4pm

Mar 6, Thu, 6-8pm

Apr 25, Fri, 10am-12pm

May 15, Thu, 6-8pm

REMOTE LEARNING (ZOOM)

Dec 7, Sat, 1-3pm

Mar 8, Sat, 1-3pm

Jun 14, Sat, 1:30-3:30pm

Courses and Quick Courses



Carpentry Basics, Manhattan, NY

Carpentry Basics

COURSE: 11 WEEKS

Prerequisites: Math Assessment, Reading Assessment

Learn to diagnose problems, make minor floor, wall, and ceiling repairs, and perform basic carpentry tasks on existing structures. Identify appropriate materials, tools, and repair techniques. Gain practical skills and safety awareness through hands-on experience. *Must provide high school diploma or its equivalent or pass reading and/or math assessment and successful completion of, or concurrent enrollment in, Online: Tools of the Trade.*

NEW JERSEY

Bayonne: Bayonne High School
Sat, 9am-4pm (Spring)

NEW YORK

Bronx: Monroe College
(East Fordham Road)

Sat, 9am-4pm (All Trimesters)
Tue & Thu, 6-9pm (All Trimesters)

Brooklyn: New York City College of Technology (Jay Street)

Mon, 9am-4pm (Fall)

Manhattan: 25 West 18th Street

Sat, 9am-4pm (All Trimesters)
Tue & Thu, 8:30-11:30am (All Trimesters)
Tue & Thu, 6-9pm (All Trimesters)
Wed & Fri, 8:30-11:30am (Winter, Spring)
Wed & Fri, 11:45am-2:45pm (Fall)
Wed & Fri, 6-9pm (All Trimesters)

PENNSYLVANIA

Philadelphia: 32BJ SEIU Office
Sat, 8am-3pm (All Trimesters)
Tue & Thu, 6-9pm (Fall)

Carpentry Troubleshooting: Patching & Plastering Repair

QUICK COURSE: THREE 4-HOUR SESSIONS

Formerly known as Carpentry:
Patching, Plastering, and Painting

Prerequisite: Carpentry Basics

Learn how to make minor repairs in plaster and drywall surfaces and prepare them for painting. Recognize materials used to create and finish walls, and learn how to choose materials and tools for the job.

NEW YORK

Manhattan: 25 West 18th Street

Oct 21-Nov 4, Mon, 5-9pm
Jan 27-Feb 10, Mon, 5-9pm
Feb 10-Mar 3, Mon, 9am-1pm
May 5-19, Mon, 5-9pm

PENNSYLVANIA

Philadelphia: 32BJ SEIU Office

Mar 1-15, Sat, 9am-1pm

Citizenship Exam: Test Preparation

COURSE: 11 WEEKS



Prepare for the U.S. Citizenship Examination and learn about the 32BJ Legal Fund benefit. Review the questions on the exam and practice the citizenship interview. Must have the appropriate English skills, or be currently enrolled in English as a Second Language course. Call 888-284-3225 to see if you qualify to take this course in Spanish. *Note: Consult the Legal Fund for questions about immigration fees.*
Partner: 32BJ Legal Fund

CONNECTICUT

Bridgeport: University of Bridgeport

Sat, 1-3pm (All Trimesters)

Danbury: Western Connecticut State University

Sat, 1-3pm (All Trimesters)

Hartford: Capital Community College

Sat, 9-11am (All Trimesters)

New Haven: Latinos for Educational Advocacy and Diversity

Sat, 1-3pm (All Trimesters)

Norwalk: SONO 50

Sat, 1-3pm (All Trimesters)

Stamford: University of Connecticut (UCONN)

Sat, 1-3pm (All Trimesters)

FLORIDA

Miami: 32BJ SEIU Office

Sat, 2-4pm (All Trimesters)
Sat, 2-4pm (Spanish) (All Trimesters)

You Can Use Your Phone to Prepare for the Citizenship Exam!



Use your mobile device to learn on the go through Cell-Ed. This unique program allows you to work at your own pace, receive feedback, and engage with a coach. Register on the 32BJ Member Portal (32bjmemberportal.com) or contact us at 888-284-3225 for more information.

Use su dispositivo móvil para practicar las preguntas del examen de ciudadanía a través de Cell Ed. Este programa único le permite estudiar a su propio ritmo, recibir comentarios e interactuar con un entrenador. Regístrese en el portal para miembros de la 32BJ (32bjmemberportal.com) o contáctenos al 888-284-3225 para más información.

MARYLAND

Baltimore: Baltimore City Community College

Sat, 2:30-4:30pm (All Trimesters)

Hyattsville: Prince George's Community College

Sat, 2:30-4:30pm (All Trimesters)

Rockville: Montgomery College

Sat, 2:30-4:30pm (All Trimesters)

Silver Spring: Montgomery College

Sat, 2:30-4:30pm (All Trimesters)

MASSACHUSETTS

Boston: 32BJ SEIU Office

Sat, 8:30-11am (All Trimesters)
Sat, 11:30am-1:30pm (Spanish) (All Trimesters)
Sat, 2:30-5pm (All Trimesters)
Thu, 10am-12:30pm (All Trimesters)

Brockton: Arnone Elementary School

Sat, 1-3:30pm (All Trimesters)

Framingham: Framingham State University

Sat, 1-3:30pm (All Trimesters)

Lawrence: Northern Essex Community College

Sat, 1-3:30pm (All Trimesters)

Lowell: First United Baptist Church

Sat, 1-3:30pm (All Trimesters)

Lynn: Lynn Vocational Technical Institute

Sat, 9-11:30am (All Trimesters)

Marlborough: Assabet Valley Collaborative

Sat, 12:30-3pm (All Trimesters)

Key to
Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG**Waltham: Waltham Community and Cultural Center**

Sat, 1-3:30pm (All Trimesters)

Worcester: Worcester State University

Sat, 1-3:30pm (All Trimesters)

NEW JERSEY**Bound Brook: Bound Brook High School**

Sat, 1:30-3:30pm (All Trimesters)

Camden: Camden County College

Sat, 1:30-3:30pm (All Trimesters)

Dover: The Organization for Hispanic Affairs

Sat, 1:30-3:30pm (All Trimesters)

Elizabeth: Union County College (Kellogg)

Sat, 1:30-3:30pm (All Trimesters)

Hackensack: Bergen County Technical Schools

Sat, 1:30-3:30pm (All Trimesters)

Jersey City: Hudson County Community College

Sat, 1:30-3:30pm (All Trimesters)

Lincroft: Brookdale Community College

Sat, 1:30-3:30pm (All Trimesters)

Morristown: Morristown High School

Sat, 1:30-3:30pm (All Trimesters)

New Brunswick: Middlesex County College

Sat, 1:30-3:30pm (All Trimesters)

Newark: 32BJ SEIU Office

Sat, 1:30-3:30pm (All Trimesters)

Paterson: Passaic County Community College

Sat, 1:30-3:30pm (All Trimesters)

Plainfield: Union County College

Sat, 1:30-3:30pm (All Trimesters)

Trenton: Mercer County Community College

Sat, 1:30-3:30pm (All Trimesters)

Union City: Hudson County Community College

Sat, 1:30-3:30pm (All Trimesters)

NEW YORK**Bronx: Monroe College**

(East Fordham Road)

Sat, 1:30-3:30pm (All Trimesters)

Garden City: Nassau Community College

Sat, 10am-12pm (All Trimesters)

Manhattan: 25 West 18th Street

Sat, 2-4pm (All Trimesters)

Wed, 11am-1pm (All Trimesters)

New Rochelle: Monroe College

Sat, 1:30-3:30pm (All Trimesters)

Queens: Queens College

Sat, 1:30-3:30pm (All Trimesters)

White Plains: TBD

Sat, 1:30-3:30pm (All Trimesters)

Yonkers: SUNY Westchester Community College

Sat, 1:30-3:30pm (All Trimesters)

Sat, 1:30-3:30pm (All Trimesters)

RHODE ISLAND**Providence: Rhode Island School of Design**

(Washington Place)

Sat, 1-3:30pm (All Trimesters)

VIRGINIA**Arlington: Syphax Adult Education Center**

Sat, 2:30-4:30pm (All Trimesters)

McLean: International Language Academy

Sat, 2:30-4:30pm (Winter, Spring)

WASHINGTON, D.C.**SED Center**

Sun, 10am-2pm (All Trimesters)

Sun, 10am-2pm (Spanish) (All Trimesters)

REMOTE LEARNING (ZOOM)

Sat, 9-11am (All Trimesters)

Sat, 2-4pm (All Trimesters)

Wed, 10:30am-12:30pm (All Trimesters)

Wed, 3-5pm (Winter, Spring)

Thu, 1:30-3:30pm (All Trimesters)

Thu, 1:30-3:30pm (Spanish) (All Trimesters)

Cleaning: Healthcare Facilities

QUICK COURSE: ONE 2-HOUR SESSION

Work safely in a hospital or other healthcare setting. Understand the risks of Healthcare Associated Infection (HAI) and how to protect yourself. Identify high-touch objects and know the difference between cleaning and sanitizing. *Note: By employer request.*

Cleaning: Industrial Floor Surface Cleaning

QUICK COURSE: THREE 7-HOUR SESSIONS

Learn to select and use cleaning chemicals, machinery, and equipment on a variety of surfaces (vinyl, ceramic tile, carpeting, concrete, etc.) according to industry and safety guidelines.

Partner: New York City College of Technology

NEW YORK**Brooklyn: New York City College of Technology (Jay Street)**

Oct 18-Nov 1, Fri, 9am-4pm

Mar 7-21, Fri, 9am-4pm

May 9-23, Fri, 9am-4pm

“Thanks to the Training Fund ESL courses, I have learned pronunciation tools that help me in everyday situations. My instructor is an excellent teacher with a lot of patience!”

Jackeline Bonett

Job Title: Janitor**Location: Miami, FL****Employer: Harvard Maintenance****Courses Taken: Cleaning: Products & Techniques; Computer;****CPR/AED; English as a Second Language**

Courses and Quick Courses



Computer: Autocad

COURSE: 11 WEEKS

Prerequisites: *Blueprint Reading, Computer: Basics/New Users*

Improve communication with independent contractors by learning the fundamentals of Computer-Aided Design (CAD) through AutoCAD software. Explore the design principles and conventions used by drafting/engineering professionals, including drawing tools, poly-lines, layers, text, and dimensioning.

NEW YORK

Manhattan: 25 West 18th Street

Sat, 12-3pm (Spring)

Fri, 11am-2pm (Winter)

Computer: Basics/ New Users

COURSE: 11 WEEKS

Learn basic computer skills and terminology, including keyboard, mouse, and navigation in Microsoft Windows. Establish a free email account and learn to navigate the Internet while avoiding scams and security breaches. *Note: Test out available.*

CONNECTICUT

Hartford: Capital Community College

Sat, 10am-1pm (Fall)

FLORIDA

Fort Lauderdale:

Nova Southeastern University

Sat, 2-5pm (Fall)

MARYLAND

Baltimore: Baltimore City Community College

Sat, 2:30-4:30pm (All Trimesters)

Hyattsville: Prince George's Community College

Sat, 2:30-4:30pm (All Trimesters)

Rockville: Montgomery College

Sat, 2:30-4:30pm (All Trimesters)

Silver Spring: Montgomery College

Sat, 2:30-4:30pm (All Trimesters)

MASSACHUSETTS

Boston: 32BJ SEIU Office

Sat, 9am-12pm (All Trimesters)

Sat, 1:30-4:30pm (All Trimesters)

Tue & Thu, 3-4:30pm (All Trimesters)

Thu, 10am-1pm (All Trimesters)

Cleaning: Long-Term Floor Care

QUICK COURSE: ONE 7-HOUR SESSION

Formerly known as Floor Care: Long Term
Learn to operate high-speed floor machines and review procedures for long-term floor care.

Partner: New York City College of Technology

NEW YORK

Brooklyn: New York City College of Technology (Jay Street)

Oct 11, Fri, 9am-4pm

Feb 28, Fri, 9am-4pm

May 30, Fri, 9am-4pm

Cleaning: Products & Techniques

COURSE: 11 WEEKS

Safely use cleaning chemicals, machinery, and equipment according to industry and OSHA guidelines, including strategies for low-impact environmental cleaning and housekeeping. Review green products and cleaning procedures to help prevent the spread of infectious diseases.

NEW YORK

Manhattan: 25 West 18th Street

Mon, 1-4pm (Spring)

Wed, 1-4pm (Fall)

Thu, 1-4pm (Spring)

Fri, 12-3pm (Spring)

Cleaning: Terrazzo & Tile Floor Care

QUICK COURSE: ONE 7-HOUR SESSION

Formerly known as Floor Care: Terrazzo & Tile
Learn to clean and maintain terrazzo floors properly. Develop skills in stripping, waxing, and finishing terrazzo floors.

Partner: New York City College of Technology

NEW YORK

Brooklyn: New York City College of Technology (Jay Street)

Nov 8, Fri, 9am-4pm

Mar 22, Sat, 9am-4pm

May 31, Sat, 9am-4pm

Cleaning: Wall Maintenance

QUICK COURSE: ONE 7-HOUR SESSION

Formerly known as Wall Maintenance
Learn how to clean various wall surfaces, such as glazed and unglazed tile, unpainted walls, windows, foundation walls, brass, aluminum, and stainless steel. Gain hands-on experience.

Partner: New York City College of Technology

NEW YORK

Brooklyn: New York City College of Technology (Jay Street)

Oct 5, Sat, 9am-4pm

Apr 4, Fri, 9am-4pm

Key to Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

NEW JERSEY

Bound Brook: Bound Brook High School

Sat, 1:30-4:30pm (Fall)

Camden: Camden County College

Sat, 1:30-4:30pm (Fall)

Dover: The Organization for Hispanic Affairs

Sat, 1:30-4:30pm (Fall)

Elizabeth: Union County College (Kellogg)

Sat, 1:30-4:30pm (Fall)

Hackensack: Bergen County Technical Schools

Sat, 1:30-4:30pm (Fall)

Jersey City: Hudson County Community College

Sat, 1:30-4:30pm (Fall)

Lincroft: Brookdale Community College

Sat, 1:30-4:30pm (Fall)

Morristown: Morristown High School

Sat, 1:30-4:30pm (Fall)

New Brunswick: Middlesex County College

Sat, 1:30-4:30pm (Fall)

Newark: 32BJ SEIU Office

Sat, 1:30-4:30pm (Fall)

Fri, 1-4pm (Fall)

Paterson: Passaic County Community College

Sat, 1:30-4:30pm (Fall)

Plainfield: Union County College

Sat, 1:30-4:30pm (Fall)

Trenton: Mercer County Community College

Sat, 1:30-4:30pm (Fall)

Union City: Hudson County Community College

Sat, 1:30-4:30pm (Fall)

Manhattan: 25 West 18th Street

Sat, 9am-12pm (All Trimesters)

Sat, 1:30-4:30pm (Fall)

Tue, 11:30am-2:30pm (Fall)

Tue, 6-9pm (Winter, Spring)

Wed, 9am-12pm (All Trimesters)

Wed, 6-9pm (Spring)

Queens: Queens College

Sat, 9am-12pm (All Trimesters)

White Plains: TBD

Sat, 1:30-4:30pm (Fall)

Yonkers: SUNY Westchester Community College

Sat, 1:30-4:30pm (Fall)

Computer: Hardware

COURSE: 11 WEEKS

Learn to keep workplace computers running smoothly by knowing how they are built. Identify the physical components of a personal computer. Install, uninstall, and test hardware, such as motherboards, chips, memory, and hard drives. Learn to build a PC from scratch and understand how to back up and recover vital institutional data.

NEW YORK**Manhattan: 25 West 18th Street**

Fri, 6-9pm (All Trimesters)

Computer: Internet Basics/Social Media

COURSE: 11 WEEKS

Prerequisite: Computer: Basics/New Users

Develop the skills to use search engines effectively, create accounts, and participate in various social media sites while protecting personal content. Understand how to use hashtags, share, and comment.

Note: Test out available.

FLORIDA**Fort Lauderdale:****Nova Southeastern University**

Sat, 2-5pm (Winter)

WASHINGTON, D.C.**SED Center**

Sun, 10am-2pm (Fall)

Computer: Running a Building with a Computer

COURSE: 11 WEEKS

Prerequisite: Computer:**Spreadsheets (MS Excel)**

Test-drive the most popular building management and communication systems, including BuildingLink, Building Engines, LogCheck, and Portfolio Manager. Discover how to perform advanced industry-related tasks and participate in a building tour to view new technologies and features.

NEW YORK**Manhattan: 25 West 18th Street**

Sat, 9am-12pm (Winter, Spring)

Fri, 6-9pm (Fall)

“My experience at the 32BJ Training Fund has been a great benefit to me. Modern teaching resources allow understanding and learning to be more effective and extraordinary.”

Lorellys Rivera Cabrera

Job Title: Janitor**Location: Boston****Employer: C&W Services****Courses Taken: Citizenship Exam; Test Preparation; English as a Second Language**

Courses and Quick Courses



Electricity Basics, Philadelphia, PA

Computer: Spreadsheets (MS Excel)

COURSE: 11 WEEKS

Prerequisite: Computer: Basics/New Users

Utilize Microsoft Excel to enter and format data using formulas to create budgets, invoices, and spreadsheets. Illustrate data through charts and learn about data types and validation. *Note: Test out available*

CONNECTICUT

Hartford: Capital Community College
Sat, 10am-1pm (Spring)

NEW JERSEY

Bound Brook: Bound Brook High School
Sat, 1:30-4:30pm (Spring)

Camden: Camden County College
Sat, 1:30-4:30pm (Spring)

Dover: The Organization for Hispanic Affairs

Sat, 1:30-4:30pm (Spring)

Elizabeth: Union County College (Kellogg)

Sat, 1:30-4:30pm (Spring)

Hackensack: Bergen County Technical Schools

Sat, 1:30-4:30pm (Spring)

Jersey City: Hudson County Community College

Sat, 1:30-4:30pm (Spring)

Lincroft: Brookdale Community College
Sat, 1:30-4:30pm (Spring)

Morristown: Morristown High School

Sat, 1:30-4:30pm (Spring)

New Brunswick: Middlesex County College

Sat, 1:30-4:30pm (Spring)

Newark: 32BJ SEIU Office

Sat, 1:30-4:30pm (Spring)

Fri, 1-4pm (Spring)

Paterson: Passaic County Community College

Sat, 1:30-4:30pm (Spring)

Plainfield: Union County College

Sat, 1:30-4:30pm (Spring)

Trenton: Mercer County Community College

Sat, 1:30-4:30pm (Spring)

Union City: Hudson County Community College

Sat, 1:30-4:30pm (Spring)

NEW YORK

Bronx: Monroe College (East Fordham Road)

Sat, 1:30-4:30pm (Spring)

Manhattan: 25 West 18th Street

Sat, 9am-12pm (Spring)

Tue, 11:30am-2:30pm (Spring)

Wed, 6-9pm (All Trimesters)

White Plains: TBD

Sat, 1:30-4:30pm (Spring)

Yonkers: SUNY Westchester Community College

Sat, 1:30-4:30pm (Spring)

PENNSYLVANIA

Pittsburgh: 32BJ SEIU Office

Sat, 12-3pm (Winter)

Wed, 4-7pm (Spring)

Fri, 10am-1pm (Fall)

VIRGINIA

Arlington: Syphax Adult Education Center
Sat, 2:30-4:30pm (Winter, Spring)

Computer: Word Processing (MS Word)

COURSE: 11 WEEKS

Prerequisite: Computer: Basics/New Users

Develop word processing skills using Microsoft Word. Create a document from a template, perform basic formatting, insert graphics, spell-check, and print.

CONNECTICUT

Hartford: Capital Community College
Sat, 10am-1pm (Winter)

FLORIDA

Fort Lauderdale:

Nova Southeastern University
Sat, 2-5pm (Spring)

NEW JERSEY

Bound Brook: Bound Brook High School

Sat, 1:30-4:30pm (Winter)

Camden: Camden County College

Sat, 1:30-4:30pm (Winter)

Dover: The Organization for Hispanic Affairs

Sat, 1:30-4:30pm (Winter)

Elizabeth: Union County College (Kellogg)

Sat, 1:30-4:30pm (Winter)

Hackensack: Bergen County Technical Schools

Sat, 1:30-4:30pm (Winter)

Jersey City: Hudson County Community College

Sat, 1:30-4:30pm (Winter)

Lincroft: Brookdale Community College

Sat, 1:30-4:30pm (Winter)

Morristown: Morristown High School

Sat, 1:30-4:30pm (Winter)

New Brunswick: Middlesex County College

Sat, 1:30-4:30pm (Winter)

Newark: 32BJ SEIU Office

Sat, 1:30-4:30pm (Winter)

Fri, 1-4pm (Winter)

Paterson: Passaic County Community College

Sat, 1:30-4:30pm (Winter)

Plainfield: Union County College

Sat, 1:30-4:30pm (Winter)

Trenton: Mercer County Community College

Sat, 1:30-4:30pm (Winter)

Union City: Hudson County Community College

Sat, 1:30-4:30pm (Winter)

NEW YORK

Bronx: Monroe College (East Fordham Road)

Sat, 1:30-4:30pm (Winter)

Manhattan: 25 West 18th Street

Tue, 11:30am-2:30pm (Winter)

White Plains: TBD

Sat, 1:30-4:30pm (Winter)

Yonkers: SUNY Westchester Community College

Sat, 1:30-4:30pm (Winter)

VIRGINIA

Arlington: Syphax Adult Education Center
Sat, 2:30-4:30pm (Fall)

McLean: International Language Academy
Sat, 2:30-4:30pm (Winter)

Key to
Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

CPR/AED

QUICK COURSE: ONE 4-HOUR SESSION



Recognize the signs of cardiac arrest, ensure immediate notification for emergency response, and learn how to perform cardiopulmonary resuscitation (CPR) on an adult, child, or infant, and use an automated external defibrillator (AED). *Note: Certification must be renewed after two years.*
Certifying Body: American Heart Association or American Red Cross, depending on course location

CONNECTICUT

New Haven: Latinos for Educational Advocacy and Diversity

Nov 16, Sat, 9am-1pm

Mar 1, Sat, 8:30am-12:30pm

Norwalk: SONO 50

Nov 2, Sat, 9am-1pm (Spanish)

Stamford: University of**Connecticut (UCONN)**

Oct 26, Sat, 9am-1pm (Spanish)

FLORIDA

Miami: 32BJ SEIU Office

Feb 15, Sat, 10am-2pm

Jun 7, Sat, 10am-2pm (Spanish)

MARYLAND

Baltimore: Baltimore City Community College

Oct 26, Sat, 1-5pm (Spanish)

Feb 22, Sat, 1-5pm (Spanish)

Jun 14, Sat, 1-5pm (Spanish)

Hyattsville: Prince George's Community College

Nov 2, Sat, 1-5pm (Spanish)

Mar 8, Sat, 1-5pm (Spanish)

May 31, Sat, 1-5pm (Spanish)

Rockville: Montgomery College

Nov 9, Sat, 1-5pm (Spanish)

Mar 1, Sat, 1-5pm (Spanish)

Jun 7, Sat, 1-5pm (Spanish)

Silver Spring: Montgomery College

Nov 16, Sat, 1-5pm (Spanish)

Mar 15, Sat, 1-5pm (Spanish)

May 3, Sat, 1-5pm (Spanish)

Jun 21, Sat, 1-5pm (Spanish)

MASSACHUSETTS

Boston: 32BJ SEIU Office

Dec 7, Sat, 10am-2pm (Spanish)

Brockton: Arnone Elementary School

Mar 1, Sat, 12-4pm (Spanish)

Lawrence: Northern Essex Community College

Oct 5, Sat, 10am-2pm (Spanish)

Lynn: Lynn Vocational Technical Institute

Feb 8, Sat, 12-4pm (Spanish)

Waltham: Waltham Community and Cultural Center

Oct 26, Sat, 12-4pm (Spanish)

Worcester: Worcester State University

May 17, Sat, 9am-1pm (Spanish)

NEW JERSEY

Elizabeth: Union County College (Kellogg)

Oct 19, Sat, 12:30-4:30pm (Spanish)

Jersey City: Hudson County**Community College**

Apr 26, Sat, 12:30-4:30pm (Spanish)

Newark: 32BJ SEIU Office

Feb 1, Sat, 12:30-4:30pm (Spanish)

NEW YORK

Manhattan: 25 West 18th Street

Sep 27, Fri, 10am-2pm

Oct 4, Fri, 10am-2pm

Oct 12, Sat, 12:30-4:30pm

Oct 18, Fri, 10am-2pm

Oct 26, Sat, 12:30-4:30pm (Spanish)

Nov 5, Tue, 1-5pm

Nov 19, Tue, 1-5pm

Dec 5, Thu, 9am-1pm

Dec 19, Thu, 9am-1pm

Jan 9, Thu, 9am-1pm

Jan 17, Fri, 9am-1pm

Feb 6, Thu, 9am-1pm

Feb 14, Fri, 9am-1pm

Feb 18, Tue, 11am-3pm

Feb 21, Fri, 9am-1pm (Spanish)

Mar 6, Thu, 11am-3pm

Mar 14, Fri, 9am-1pm

Apr 19, Sat, 9am-1pm

Apr 25, Fri, 9am-1pm

May 8, Thu, 9am-1pm

May 17, Sat, 9am-1pm

May 22, Thu, 9am-1pm

May 31, Sat, 9am-1pm

Jun 10, Tue, 9am-1pm

Jun 17, Tue, 9am-1pm

Jun 21, Sat, 9am-1pm

White Plains: TBD

Mar 8, Sat, 1:30-5:30pm (Spanish)

PENNSYLVANIA

Pittsburgh: 32BJ SEIU Office

Sep 28, Sat, 11am-3pm

Nov 13, Wed, 10am-2pm

Jan 11, Sat, 10am-2pm

Apr 8, Tue, 12-4pm

RHODE ISLAND

Providence: Rhode Island School of Design (Washington Place)

Nov 9, Sat, 9:30am-1:30pm (Spanish)

VIRGINIA

Arlington: Syphax Adult Education Center

Oct 19, Sat, 12-4pm (Spanish)

Feb 15, Sat, 12-4pm (Spanish)

May 17, Sat, 12-4pm (Spanish)

McLean: International Language Academy

Oct 12, Sat, 12-4pm (Spanish)

Feb 8, Sat, 12-4pm (Spanish)

May 10, Sat, 12-4pm (Spanish)

WASHINGTON, D.C.

SED Center

Oct 20, Sun, 12-4pm (Spanish)

Feb 16, Sun, 12-4pm (Spanish)

May 18, Sun, 12-4pm (Spanish)

**"Thank you to 32BJ Training Fund for
all the opportunities it has offered me!"**

Reina Mendez

Job Title: Cleaner**Location: Kensington, MD****Employer: Red Coats Inc.****Courses Taken: Computer Basics; English as a Second Language**

Courses and Quick Courses

CPR/AED/First Aid

QUICK COURSE: ONE 8-HOUR SESSION



Recognize the signs of cardiac arrest, how to notify emergency response, perform CPR on an adult or child, and use an automated external defibrillator (AED). Learn appropriate responses to heart attacks, choking, diabetic shock and how to stabilize victims until EMS arrives. *Note: Certification must be renewed after two years.*

Certifying Body: American Heart Association or American Red Cross, depending on course location

CONNECTICUT

Danbury: Western Connecticut State University

Dec 14, Sat, 9am-5pm (Spanish)

Hartford: 32BJ SEIU Office

Oct 13, Sun, 9am-5pm

Mar 16, Sun, 9am-5pm

May 11, Sun, 9am-5pm

New Haven: Latinos for Educational Advocacy and Diversity

Feb 9, Sun, 9am-5pm

Stamford: University of Connecticut (UConn)

Nov 23, Sat, 9am-5pm

Dec 8, Sun, 9am-5pm

Apr 20, Sun, 9am-5pm (Spanish)

Jun 7, Sat, 9am-5pm

NEW YORK

Bronx: Monroe College (East Fordham Road)

Nov 23, Sat, 9am-5pm

Feb 1, Sat, 9am-5pm

May 10, Sat, 9am-5pm

Manhattan: 25 West 18th Street

Sep 28, Sat, 8:30am-4:30pm

Oct 1, Tue, 9am-5pm

Oct 15, Tue, 9am-5pm

Oct 26, Sat, 8:30am-4:30pm

Oct 29, Tue, 9am-5pm

Nov 2, Sat, 8:30am-4:30pm

Nov 16, Sat, 8:30am-4:30pm

Dec 3, Tue, 9am-5pm

Dec 14, Sat, 8:30am-4:30pm

Dec 17, Tue, 9am-5pm

Jan 7, Tue, 9am-5pm

Jan 11, Sat, 8:30am-4:30pm

Jan 14, Tue, 9am-5pm

Jan 17, Fri, 9am-5pm (Spanish)

Jan 21, Tue, 9am-5pm

Jan 25, Sat, 8:30am-4:30pm

Feb 4, Tue, 9am-5pm

Feb 8, Sat, 8:30am-4:30pm

Feb 11, Tue, 9am-5pm

Feb 15, Sat, 8:30am-4:30pm

Feb 22, Sat, 8:30am-4:30pm

Mar 11, Tue, 9am-5pm

Mar 15, Sat, 8:30am-4:30pm

Mar 18, Tue, 9am-5pm

Mar 25, Tue, 9am-5pm

Apr 10, Thu, 9am-5pm

Apr 18, Fri, 9am-5pm

Apr 22, Tue, 9am-5pm

Apr 26, Sat, 8:30am-4:30pm

May 20, Tue, 9am-5pm

Jun 5, Thu, 9am-5pm

Jun 13, Fri, 9am-5pm

New Rochelle: Monroe College

Oct 12, Sat, 9am-5pm

Yonkers: SUNY Westchester

Community College

May 31, Sat, 9am-5pm

PENNSYLVANIA

Philadelphia: 32BJ SEIU Office

Dec 7, Sat, 8am-4pm

Feb 15, Sat, 8am-4pm

Jun 21, Sat, 8am-4pm

CUNY Information Session

QUICK COURSE: ONE 1.5-HOUR SESSION



Explore college options and achieve your academic goals. Topics include Degree/Career Planning, CUNY Admissions Process, Financial Aid...and more!

NEW YORK

Manhattan: 25 West 18th Street

Sep 28, Sat, 11am-12:30pm

Nov 23, Sat, 11am-12:30pm

Jan 23, Thu, 4-5:30pm

Mar 25, Tue, 4-5:30pm

May 31, Sat, 11am-12:30pm

REMOTE LEARNING (ZOOM)

Oct 24, Thu, 4-5:30pm

Dec 17, Tue, 4-5:30pm

Feb 22, Sat, 11am-12:30pm

Apr 26, Sat, 11am-12:30pm

Jun 14, Sat, 11am-12:30pm



“The knowledge belongs to you. I am looking forward to enrolling in more classes.”

Luwaunna Adams

Job Title: Cleaner

Location: Pittsburgh, PA

Employer: Velociti Services

Courses Taken: CPR/AED; Leadership & Supervisory Skills;

Online: Cleaning for COVID; Self Defense

Key to Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

Electricity Basics, Bronx, NY

Customer Service

QUICK COURSE: ONE 4-HOUR SESSION



Learn to communicate effectively with tenants, employers, coworkers, and members of the public. Through discussion and role-play, learn about conflict resolution, professional conduct, and communication skills. *Note: For an equivalent self-paced course see the listing on page 38.*

NEW YORK**Manhattan: 25 West 18th Street**

Nov 7, Thu, 11am-3pm

Mar 7, Fri, 5-9pm

May 3, Sat, 12:30-4:30pm

PENNSYLVANIA**Philadelphia: 32BJ SEIU Office**

Mar 15, Sat, 9am-1pm

Pittsburgh: 32BJ SEIU Office

Sep 26, Thu, 10am-2pm

Jan 18, Sat, 10am-2pm

May 6, Tue, 4-8pm

Doorperson Skills: Excellence in Service

QUICK COURSE: ONE 3-HOUR SESSION



Develop strong communication skills to maintain professionalism, multitask, and remain calm under pressure. Harness the many talents it takes to run the customer service functions of a building.

NEW YORK**Manhattan: 25 West 18th Street**

Nov 16, Sat, 1-4pm

Mar 15, Sat, 1-4pm

May 7, Wed, 6-9pm

White Plains: TBD

Jun 14, Sat, 12:30-3:30pm

REMOTE LEARNING (ZOOM)

Oct 9, Wed, 6-9pm

Feb 25, Tue, 11am-2pm

Apr 9, Wed, 6-9pm

Disaster Preparedness & Crisis Management

QUICK COURSE: TWO 3-HOUR SESSIONS



Learn about the phases of disasters, their potential impacts, and how to support residents and restore building operations. Understand how to manage emergencies to prevent crisis situations.

*Partner: Pinnacle Performance Management***NEW YORK****Manhattan: 25 West 18th Street**

Nov 9-16, Sat, 1:30-4:30pm

Apr 18-25, Fri, 2-5pm

REMOTE LEARNING (ZOOM)

Feb 21-28, Fri, 2-5pm

Electricity Basics

COURSE: 11 WEEKS

Prerequisites: Math Assessment, Reading Assessment

Learn basic electrical theory, codes and energy efficient best practices. Identify wires, cables, and service distribution panels. Maintain and repair electrical components safely. *Must provide high school diploma or its equivalent or pass reading and/or math assessment and successful completion of, or concurrent enrollment in, Online: Tools of the Trade. Note: Test out available.*

MARYLAND**Hyattsville: Prince George's Community College**

Sat, 9am-4pm (All Trimesters)

NEW JERSEY**Bayonne: Bayonne High School**

Sat, 9am-4pm (Winter)

NEW YORK**Bronx: Monroe College (East Fordham Road)**

Sat, 9am-4pm (All Trimesters)

Mon & Wed, 6-9pm (All Trimesters)

Tue & Thu, 6-9pm (All Trimesters)

Manhattan: 25 West 18th Street

Sat, 9am-4pm (All Trimesters)

Tue & Thu, 8:30-11:30am (All Trimesters)

Tue & Thu, 11:45am-2:45pm (All Trimesters)

Tue & Thu, 6-9pm (All Trimesters)

Wed & Fri, 8:30-11:30am (Fall)

Wed & Fri, 11:45am-2:45pm (Fall)

Wed & Fri, 2:45-5:45pm (Spring)

Wed & Fri, 6-9pm (All Trimesters)

Queens: Queens College

Sat, 9am-4pm (All Trimesters)

Mon & Wed, 9am-12pm (All Trimesters)

Mon & Wed, 6-9pm (All Trimesters)

White Plains: TBD

Sat, 9am-4pm (All Trimesters)

Tue & Thu, 6-9pm (All Trimesters)

PENNSYLVANIA**Philadelphia: 32BJ SEIU Office**

Sat, 8am-3pm (All Trimesters)

Tue & Thu, 6-9pm (Winter)

Electricity: Troubleshooting

QUICK COURSE: SIX 3-HOUR SESSIONS

Prerequisite: Electricity Basics

Learn to read electrical blueprints.

Troubleshoot and repair lighting fixtures, circuits, and low voltage systems such as control devices.

NEW YORK**Manhattan: 25 West 18th Street**

Nov 11-Dec 16, Mon, 6-9pm

Jan 8-Feb 12, Wed, 11:45am-2:45pm

Jan 27-Mar 10, Mon, 6-9pm

Apr 8-May 13, Tue, 3-6pm

Apr 10-May 15, Thu, 3-6pm

Apr 14-May 19, Mon, 11am-2pm

Apr 21-Jun 2, Mon, 6-9pm

White Plains: TBD

Oct 21-Nov 6, Mon & Wed, 6-9pm

Courses and Quick Courses

English as a Second Language: Intro & Levels I-IV

COURSE: 11 WEEKS



Develop English skills to become more successful and confident at work and in daily life. Practice speaking, listening, reading, writing, grammar, and pronunciation through interactive activities inspired by real-world scenarios. Students will be assessed to ensure placement in the correct level. We will contact you promptly to arrange the assessment, which can occur by telephone, in person, or via Zoom.

CONNECTICUT

Bridgeport: University of Bridgeport

Sat, 8:30am-12:30pm (All Trimesters)

Danbury: Western Connecticut State University

Sat, 8:30am-12:30pm (All Trimesters)

Hartford: Capital Community College

Sat, 9am-1pm (All Trimesters)

New Haven: Latinos for Educational Advocacy and Diversity

Sat, 8:30am-12:30pm (All Trimesters)

Norwalk: SONO 50

Sat, 8:30am-12:30pm (All Trimesters)

Stamford: University of

Connecticut (UConn)

Sat, 8:30am-12:30pm (All Trimesters)

FLORIDA

Fort Lauderdale:

Nova Southeastern University

Sat, 9:30am-1:30pm (All Trimesters)

Miami: 32BJ SEIU Office

Sat, 9:30am-1:30pm (All Trimesters)

MARYLAND

Baltimore: Baltimore City

Community College

Sat, 9am-2pm (All Trimesters)

Hyattsville: Prince George's

Community College

Sat, 9am-2pm (All Trimesters)

Rockville: Montgomery College

Sat, 9am-2pm (All Trimesters)

Silver Spring: Montgomery College

Sat, 9am-2pm (All Trimesters)

MASSACHUSETTS

Boston: 32BJ SEIU Office

Sat, 9am-12:30pm (All Trimesters)

Sat, 1:30-5pm (All Trimesters)

Tue, 9:30am-1pm (All Trimesters)

Tue, 1:30-5pm (All Trimesters)

Wed, 9:30am-1pm (All Trimesters)

Wed & Fri, 10am-12pm (All Trimesters)

Wed & Fri, 3-5pm (All Trimesters)

Fri, 9:30am-1pm (All Trimesters)



Brockton: Arnove Elementary School

Sat, 9am-12:30pm (All Trimesters)

Framingham: Framingham State University

Sat, 9am-12:30pm (All Trimesters)

Lawrence: Northern Essex

Community College

Sat, 9am-12:30pm (All Trimesters)

Lowell: First United Baptist Church

Sat, 9am-12:30pm (All Trimesters)

Lynn: Lynn Vocational Technical Institute

Sat, 9am-12:30pm (All Trimesters)

Marlborough: Assabet Valley

Collaborative

Sat, 8:30am-12pm (All Trimesters)

Waltham: Waltham Community and

Cultural Center

Sat, 9am-12:30pm (All Trimesters)

Worcester: Worcester State University

Sat, 9am-12:30pm (All Trimesters)

NEW JERSEY

Bound Brook: Bound Brook High School

Sat, 9am-1pm (All Trimesters)

Camden: Camden County College

Sat, 9am-1pm (All Trimesters)

Dover: The Organization for

Hispanic Affairs

Sat, 9am-1pm (All Trimesters)

Elizabeth: Union County College (Kellogg)

Sat, 9am-1pm (All Trimesters)

Hackensack: Bergen County

Technical Schools

Sat, 9am-1pm (All Trimesters)

Jersey City: Hudson County

Community College

Sat, 9am-1pm (All Trimesters)

Lincroft: Brookdale Community College

Sat, 9am-1pm (All Trimesters)

Morristown: Morristown High School

Sat, 9am-1pm (All Trimesters)

New Brunswick: Middlesex County College

Sat, 9am-1pm (All Trimesters)

Newark: 32BJ SEIU Office

Sat, 9am-1pm (All Trimesters)

Mon, 9am-1pm (All Trimesters)

Tue, 9am-1pm (All Trimesters)

Wed, 9am-1pm (All Trimesters)

Thu, 1-5pm (All Trimesters)

Paterson: Passaic County

Community College

Sat, 9am-1pm (All Trimesters)

Plainfield: Union County College

Sat, 9am-1pm (All Trimesters)

Trenton: Mercer County

Community College

Sat, 9am-1pm (All Trimesters)

Union City: Hudson County

Community College

Sat, 9am-1pm (All Trimesters)

NEW YORK

Bronx: Monroe College

(East Fordham Road)

Sat, 9am-1pm (All Trimesters)

Tue & Thu, 6-8pm (All Trimesters)

Wed & Thu, 10am-12pm (All Trimesters)

Garden City: Nassau Community College

Sat, 10am-2pm (All Trimesters)

Manhattan: 25 West 18th Street

Sat, 9am-1pm (All Trimesters)

Tue & Thu 12-2pm (All Trimesters)

Tue & Thu 2-4pm (All Trimesters)

Tue & Thu 6-8pm (All Trimesters)

New Rochelle: Monroe College

Sat, 9am-1pm (All Trimesters)

Queens: Queens College

Sat, 9am-1pm (All Trimesters)

Key to Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

Four Ways to Learn English!

Go to the 32BJ Member Portal (32bjmemberportal.com) and use the search terms below. Contact us at 888-284-3225 for more information.

1. In Person



Participate in one of our traditional in-person classes at fifty-plus locations. Search for "English as a Second Language Placement", then select the location, date, and time you prefer.

2. Remote



Take a class over Zoom with a live instructor and other students. Search for "English as a Second Language Placement", then select the date, and time you prefer.

3. Cell Phone



Use your mobile device to learn on the go through Cell-Ed. Search for "Online: Quick and Practical English Lessons".

4. Online



Take class at your own pace online. Search for "Online: English as a Second Language".

White Plains: TBD

Sat, 9am-1pm (All Trimesters)
Tue & Thu, 6-8pm (All Trimesters)

Yonkers: SUNY Westchester Community College

Sat, 9am-1pm (All Trimesters)

RHODE ISLAND

Providence: Rhode Island School of Design (Washington Place)

Sat, 9am-12:30pm (All Trimesters)

VIRGINIA

Arlington: Syphax Adult Education Center

Sat, 9am-2pm (All Trimesters)

McLean: International Language Academy

Sat, 9am-2pm (All Trimesters)

WASHINGTON, D.C.

SED Center

Sat, 9am-2pm (All Trimesters)

Mon, Wed & Thu, 10am-12pm (All Trimesters)

REMOTE LEARNING (ZOOM)

Sat, 9am-1pm (All Trimesters)

Sat, 1-5pm (All Trimesters)

Mon & Wed, 6-8pm (All Trimesters)

Tue & Thu, 10am-12pm (All Trimesters)

Tue & Thu, 12-2pm (All Trimesters)

Tue & Thu, 6-8pm (All Trimesters)

Wed & Fri, 10am-12pm (All Trimesters)

English as a Second Language: Pronunciation Intensive

COURSE: 11 WEEKS

Learn to properly articulate the sounds of American English in this conversational course. Must be currently enrolled in English as a Second Language course or have appropriate English skills.

CONNECTICUT

Hartford: Capital Community College

Sat, 11am-1pm (All Trimesters)

Norwalk: SONO 50

Sat, 1-3pm (All Trimesters)

Stamford: University of Connecticut (UConn)

Sat, 1-3pm (All Trimesters)

NEW YORK

Manhattan: 25 West 18th Street

Tue & Thu, 6-8pm (Winter)

REMOTE LEARNING (ZOOM)

Fri, 1-3pm (All Trimesters)

Looking to take a class in

Spanish?

Look for (Spanish)
after a session listing.

¿Quiere tomar una clase en

español?

Busque las que tienen (Spanish)
en el listado.

Facilities Management: Basics

QUICK COURSE: ONE 3-HOUR SESSION



Learn how to coordinate and oversee the operations and maintenance of a building in a cost-effective manner. Explore ways to meet tenant needs, coordinate vendors, and manage the day-to-day demands of maintaining and upgrading a building.

NEW YORK

Manhattan: 25 West 18th Street

Nov 14, Thu, 6-9pm

Jan 23, Thu, 6-9pm

Apr 24, Thu, 6-9pm

REMOTE LEARNING (ZOOM)

Jan 24, Fri, 6-9pm



"Thank you to 32BJ Training Fund for all the opportunities it has to offer!"

Maria Batres

Job Title: Cleaner

Location: Norwalk, CT

Employer: United Services of America (USA)

Courses Taken: Computer Basics/New Users; CPR/AED;

English as a Second Language

Courses and Quick Courses

FDNY

The FDNY requires Certificates of Fitness for many job responsibilities. We offer courses preparing members to take necessary exams and earn these certificates.

- Added two new FDNY courses: F-02, F-03 & F-04, as well as several new practice tests.
- Take online practice tests for the following exams: B-28, C-42, C-92, F-01, F-07, F-78, F-80, F-89, P-99, Q-01, S-12, S-13, S-14, S-15, S-60 & S-95, P-99. See page 39 for more details.
- The FDNY requires a letter of recommendation from employers for all exams, but a letter is not required to attend our classes.
- Check the qualifications required to take FDNY classes listed in each course description.
- Renew your FDNY Certificates of Fitness every three years.
- Visit www.nyc.gov/site/fdny/business/all-certifications/certificates-of-fitness.page to find more information on FDNY Certificates of Fitness.

FDNY: Citywide Fire Guard for Impairment (F-01)

QUICK COURSE:
ONE 3-HOUR SESSION



Prepare to take the FDNY Certificate of Fitness Examination for Citywide Fire Guard for Impairment (F-01), which replaces the F-36 and F-91. *Practice test available in the online class listings.*

Certifying Body: Fire Department of the City of New York

NEW YORK

Manhattan: 25 West 18th Street

Nov 23, Sat, 9am-12pm
Jan 22, Wed, 12-3pm
Feb 22, Sat, 1:30-4:30pm
Mar 6, Thu, 9am-12pm
Jun 6, Fri, 6-9pm

White Plains: TBD

Apr 12, Sat, 1:30-4:30pm

Yonkers: SUNY Westchester Community College

Dec 5, Thu, 6-9pm

REMOTE LEARNING (ZOOM)

Oct 15, Tue, 3-6pm
Nov 6, Wed, 6-9pm
Jan 23, Thu, 6-9pm
Mar 11, Tue, 12-3pm
May 31, Sat, 1-4pm
Jun 13, Fri, 6-9pm

FDNY: Coordinator of Fire Safety & Alarm Systems in Homeless Shelters (F-80)

QUICK COURSE:
TWO 4-HOUR SESSIONS



Prepare to take the FDNY Certificate of Fitness Examination for Coordinator of Fire Safety & Alarm Systems in Homeless Shelters (F-80).

Note: Your employer must complete the appropriate FDNY forms for you to qualify to take the exam. Upon successful completion the 32BJ Training Fund will also provide you with a diploma to be presented to the FDNY. Practice test available in the online class listings.

Certifying Body: Fire Department of the City of New York

NEW YORK

Manhattan: 25 West 18th Street

Oct 8-15, Tue, 10am-2pm
Nov 14-21, Thu, 10am-2pm
Dec 5-12, Thu, 10am-2pm
Jan 16-23, Thu, 2-6pm
Feb 4-11, Tue, 10am-2pm
Feb 21-28, Fri, 5-9pm
Feb 27-Mar 6, Thu, 2-6pm
Apr 29-May 6, Tue, 10am-2pm

REMOTE LEARNING (ZOOM)

Dec 5-12, Thu, 10am-2pm

FDNY: Emergency One-Way Voice Announcement Personnel (F-53)

QUICK COURSE:
TWO 2-HOUR SESSIONS
OR ONE 4-HOUR SESSION



Prepare to take the FDNY Certificate of Fitness Examination for Emergency One-Way Voice Announcement Personnel (F-53). *Note: Your employer must complete the appropriate FDNY forms and you must have a verification letter from your building's fire alarm company in order to qualify to take the exam.*

Certifying Body: Fire Department of the City of New York

REMOTE LEARNING (ZOOM)

Jan 30, Thu, 5-9pm
Jun 2-9, Mon, 6-8pm

FDNY: Fire & Emergency Drill Conductor (F-07)

QUICK COURSE:
ONE 3-HOUR SESSION



Prepare to take the FDNY Certificate of Fitness Examination for Fire and Emergency Drill Conductor (F-07). Learn how to lead fire drills in buildings that do not require a Fire Safety Director. *Practice test available in the online class listings.*

Certifying Body: Fire Department of the City of New York

NEW YORK

Yonkers: SUNY Westchester Community College

Feb 6, Thu, 6-9pm

REMOTE LEARNING (ZOOM)

Nov 15, Fri, 6-9pm
Dec 13, Fri, 1-4pm
Feb 7, Fri, 12-3pm
May 15, Thu, 6-9pm

Members took

Over 6,500

remote sessions last year.
Look for this icon (📺) for classes available remotely via Zoom.

Key to Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

FDNY: Fire & Life Safety Director (F-89)

COURSE: 12 WEEKS

**Prerequisite: Reading Assessment**

Prepare for the FDNY Fire & Life Safety Director (FLSD) Certificate of Fitness Examinations (N-85/Z-89). *Must provide high school diploma or its equivalent or pass reading and/or math assessment.* Note: In addition to the letter of experience from your employer, 32BJ will provide a letter of course completion to be presented to the FDNY. Practice test available in the online class listings.

Certifying Body: Fire Department of the City of New York

NEW YORK

Bronx: Monroe College
(East Fordham Road)

Thu, 5-9pm (All Trimesters)

Manhattan: 25 West 18th Street

Sat, 9am-1pm (All Trimesters)

Tue, 5-9pm (All Trimesters)

Fri, 9am-1pm (All Trimesters)

Queens: Queens College

Sat, 9am-1pm (All Trimesters)

REMOTE LEARNING (ZOOM)

Wed, 11am-3pm (Winter)

FDNY: Fire & Life Safety Director On-Site Prep (F-89)

QUICK COURSE:
ONE 3-HOUR SESSION

Prepare for the FDNY Fire Life & Safety Director (FLSD) Certificate of Fitness On-Site Examinations (F-89/T89). *Must have appropriate reading levels, or high school diploma, or its equivalent. Note: In addition to the letter of experience from your employer, 32BJ will provide a letter of course completion to be presented to the FDNY. Must provide written proof of assignment to a commercial building to take the on-site exam.*

Certifying Body: Fire Department of the City of New York

NEW YORK

Manhattan: 25 West 18th Street

Feb 8, Sat, 1-4pm

Apr 30, Wed, 1-4pm

May 3, Sat, 1-4pm

REMOTE LEARNING (ZOOM)

Oct 7, Mon, 1-4pm

Nov 4, Mon, 1-4pm



FDNY: Refrigerating System Operating Engineer, Manhattan, NY

FDNY: Fire Guard for Shelters Citywide (F-02)

QUICK COURSE:
ONE 3-HOUR SESSION

Prepare for the FDNY Certificate of Fitness Examination for Fire Guard for Shelters Citywide (F-02).

Certifying Body: Fire Department of the City of New York

NEW YORK

Manhattan: 25 West 18th Street

Oct 18, Fri, 2-5pm

Dec 7, Sat, 1-4pm

Jan 25, Sat, 1-4pm

Feb 21, Fri, 2-5pm

Apr 25, Fri, 2-5pm

Jun 21, Sat, 1-4pm

REMOTE LEARNING (ZOOM)

Nov 22, Fri, 2-5pm

Mar 21, Fri, 2-5pm

May 30, Fri, 2-5pm

FDNY: Fire Guard for Torch Operations (F-60)

QUICK COURSE:
ONE 3-HOUR SESSION

Prepare to take the FDNY Certificate of Fitness Examination for Fire Guard for Torch Operations (F-60). A F-60 Certificate of Fitness holder must be present wherever hot work is being performed at a site (welding, cutting, brazing, or other work with an open-flame torch).

Certifying Body: Fire Department of the City of New York

NEW YORK

Manhattan: 25 West 18th Street

Oct 9, Wed, 6-9pm

Feb 13, Thu, 11am-2pm

May 12, Mon, 11am-2pm

White Plains: TBD

Oct 17, Thu, 6-9pm

Apr 22, Tue, 6-9pm

REMOTE LEARNING (ZOOM)

Nov 16, Sat, 1:30-4:30pm

May 8, Thu, 6-9pm

FDNY: Indoor/Outdoor Place of Assembly Safety Personnel (F-03 & F-04)

QUICK COURSE: ONE 4-HOUR SESSION



Prepare for the FDNY Certificates of Fitness Examinations for Certificate of Fitness for Indoor Place of Assembly Safety Personnel (F-03) and Certificate of Fitness for Temporary Indoor/Outdoor Place of Assembly Safety Personnel (Citywide) (F-04).

Certifying Body: Fire Department of the City of New York

NEW YORK

Manhattan: 25 West 18th Street

Dec 7, Sat, 9am-1pm

Jan 23, Thu, 1-5pm

Mar 13, Thu, 9am-1pm

Apr 12, Sat, 12-4pm

Jun 13, Fri, 5-9pm

White Plains: TBD

Nov 2, Sat, 2-6pm

Mar 4, Tue, 5-9pm

REMOTE LEARNING (ZOOM)

Nov 13, Wed, 6-9pm

Mar 18, Tue, 12-3pm

Jun 7, Sat 1-4pm

Courses and Quick Courses

FDNY: Inspection, Cleaning & Testing of Smoke Detectors (F-78)

QUICK COURSE:
ONE 3-HOUR SESSION



Prepare to take the examination for the FDNY Certificate of Fitness for Inspection, Cleaning & Testing of Smoke Detectors (F-78). Any individual who tests and cleans smoke detectors in New York City must have this certificate. *Practice test available in the online class listings.*

Certifying Body: Fire Department of the City of New York

NEW YORK

Manhattan: 25 West 18th Street

Jan 9, Thu, 6-9pm

White Plains: TBD

Oct 22, Tue, 6-9pm

REMOTE LEARNING (ZOOM)

Sep 28, Sat, 1:30-4:30pm

Feb 7, Fri, 6-9pm

Apr 25, Fri, 6-9pm

FDNY: Refrigerating System Operating Engineer I (Q-01)

COURSE: 11 WEEKS



Prerequisite: Air Conditioning & Refrigeration III

Learn advanced refrigerating theory and how it applies to evaporators, condensers, metering devices, and compressors in commercial refrigerating systems. *Note: In order to take the exam, you must have a high school diploma or GED. If you have a degree issued from outside the US and/or it is not in English, it needs to be evaluated by an independent evaluation service accepted by the FDNY. For a list of approved services visit: on.nyc.gov/3bzig2zv. Practice test available in the online class listings.*

Certifying Body: Fire Department of the City of New York

NEW YORK

Bronx: Monroe College (East Fordham Road)

Sat, 9am-4pm (Winter)

Mon & Wed, 6-9pm (Winter)

Tue & Thu, 6-9pm (Fall)

Manhattan: 25 West 18th Street

Sat, 9am-4pm (Fall)

Mon & Wed, 8:30-11:30am (Fall)

Mon & Wed, 11:45am-2:45pm (Fall)

Tue & Thu, 6-9pm (Fall)

Wed & Fri, 6-9pm (Fall)

Queens: Queens College

Sat, 9am-4pm (Fall)

White Plains: TBD

Sat, 9am-4pm (Fall, Spring)

Mon & Wed, 6-9pm (Fall, Spring)

REMOTE LEARNING (ZOOM)

Tue & Thu, 9am-12pm (Fall)

Wed & Fri, 9am-12pm (Fall)

FDNY: Refrigerating System Operating Engineer II (Q-01)

COURSE: 11 WEEKS



Prerequisite: FDNY: Refrigerating System Operating Engineer I (Q-01)

Troubleshoot a variety of compressor systems and understand the fundamentals of commercial refrigerating system accessories. Understand the required New York City codes for refrigerating system operation. *Practice test available in the online class listings.*

Certifying Body: Fire Department of the City of New York

NEW YORK

Bronx: Monroe College (East Fordham Road)

Sat, 9am-4pm (Spring)

Mon & Wed, 6-9pm (Spring)

Tue & Thu, 6-9pm (Winter)

Manhattan: 25 West 18th Street

Sat, 9am-4pm (Winter)

Mon & Wed, 8:30-11:30am (Winter)

Mon & Wed, 11:45am-2:45pm (Winter)

Tue & Thu, 6-9pm (Winter)

Wed & Fri, 6-9pm (Winter)

Queens: Queens College

Sat, 9am-4pm (Winter)

White Plains: TBD

Sat, 9am-4pm (Winter)

Mon & Wed, 6-9pm (Winter)

REMOTE LEARNING (ZOOM)

Tue & Thu, 9am-12pm (Winter)

Wed & Fri, 9am-12pm (Winter)



“I went from being a porter to a building superintendent. I am now registered for classes to become an engineer. You have to make it happen!”

Lionel Jillet

Job Title: Superintendent

Location: Manhattan

Employer: ABM Janitorial Services, Inc.

Courses Taken: Air Conditioning & Refrigeration; Air Pollution Control; Electricity Basics; FDNY: Fire & Life Safety Director; FDNY: Standpipe & Sprinkler Systems; Plumbing Basics

Key to Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

FDNY: Refrigerating System Operating Engineer III (Q-01)

COURSE: 11 WEEKS

**Prerequisite: FDNY: Refrigerating System Operating Engineer II (Q-01)**

Develop test-taking strategies and prepare to take the FDNY's Certificate of Qualification examinations for Refrigerating Operating Engineer (Z-51, Z-52). *Note: Upon successful completion, 32BJ Training Fund will issue a letter to be presented to the FDNY. Practice test available in the online class listings.* Certifying Body: Fire Department of the City of New York

NEW YORK**Bronx: Monroe College (East Fordham Road)**

Sat, 9am-4pm (Fall)

Mon & Wed, 6-9pm (Fall)

Tue & Thu, 6-9pm (Spring)

Manhattan: 25 West 18th Street

Sat, 9am-4pm (Spring)

Mon & Wed, 8:30-11:30am (Spring)

Mon & Wed, 11:45am-2:45pm (Spring)

Tue & Thu, 6-9pm (Spring)

Wed & Fri, 6-9pm (Spring)

Queens: Queens College

Sat, 9am-4pm (Spring)

White Plains: TBD

Sat, 9am-4pm (Spring)

Mon & Wed, 6-9pm (Spring)

REMOTE LEARNING (ZOOM)

Tue & Thu, 9am-12pm (Spring)

Wed & Fri, 9am-12pm (Spring)

FDNY: Refrigerating System Operating Engineers Practical Examination (Q-01)

QUICK COURSE:
SIX 3-HOUR SESSIONS**Prerequisite: FDNY: Refrigerating System Operating Engineer III (Q-01)**

Prepare to take the computer-simulated FDNY Refrigerating Systems Operating Engineer (RMO) Certificate of Qualification practical examination (Z-52). Must possess proof that you have passed the FDNY's Refrigerating Systems Operating Engineer Written Exam (Z-51). *Note: Students who register for this course will automatically be registered in Online: FDNY: Refrigerating System Operating Engineers Simulation Practice.* Certifying Body: Fire Department of the City of New York

NEW YORK**Manhattan: 25 West 18th Street**

Oct 30-Dec 11, Wed, 9am-12pm

Jan 17-Feb 21, Fri, 6-9pm

Apr 18-May 23, Fri, 6-9pm

FDNY: Standpipe & Sprinkler Systems (S-12, S-13, S-14, S-15)

COURSE: 11 WEEKS

**Prerequisite: Reading Assessment**

Prepare for the FDNY's Certificate of Fitness examinations for S-12, S-13, S-14, and S-15. *Must provide high school diploma or its equivalent or pass reading and/or math assessment. Note: In addition to the letter of experience from your employer, 32BJ will provide a letter of course completion to be presented to the FDNY. Practice test available in the online class listings.* Certifying Body: Fire Department of the City of New York

NEW YORK**Bronx: Monroe College (East Fordham Road)**

Tue, 6-9pm (All Trimesters)

Wed, 6-9pm (All Trimesters)

Manhattan: 25 West 18th Street

Wed, 6-9pm (Fall)

Fri, 11am-2pm (Winter, Spring)

Queens: Queens College

Sat, 1:30-4:30pm (All Trimesters)

White Plains: TBD

Sat, 9am-12pm (All Trimesters)

Mon, 6-9pm (Fall, Spring)

Tue, 6-9pm (Winter)

REMOTE LEARNING (ZOOM)

Sat, 9am-12pm (Fall, Spring)

Fri, 11am-2pm (Fall)

FDNY: Supervise Fuel Oil Transfer in Buildings (P-98)

QUICK COURSE:
ONE 3-HOUR SESSION

Prepare for the FDNY consolidated examination for the Certificate of Fitness for Supervise Fuel-Oil Transfer in Buildings (P-98). *Certifying Body: Fire Department of the City of New York*

NEW YORK**Manhattan: 25 West 18th Street**

Oct 4, Fri, 6-9pm

Mar 7, Fri, 6-9pm

White Plains: TBD

Nov 2, Sat, 12:30-3:30pm

Yonkers: SUNY Westchester Community College

Jun 3, Tue, 6-9pm

REMOTE LEARNING (ZOOM)

Nov 4, Mon, 11am-2pm

Jan 27, Mon, 3-6pm

Apr 28, Mon, 6-9pm

FDNY: Supervision of Air Compressors (A-35)

QUICK COURSE:
TWO 3-HOUR SESSIONS
OR ONE 7-HOUR SESSION

Prepare to take the FDNY Certificate of Fitness Examination for Supervision of Air Compressors (A-35). *Certifying Body: Fire Department of the City of New York*

NEW YORK**Manhattan: 25 West 18th Street**

Oct 12-19, Sat, 1-4pm

White Plains: TBD

May 3, Sat, 9am-4pm

REMOTE LEARNING (ZOOM)

Oct 4-11, Fri, 6-9pm

Nov 6-13, Wed, 6-9pm

Jan 29-Feb 5, Wed, 9am-12pm

May 2-9, Fri, 6-9pm

May 7-14, Wed, 1-4pm

FDNY: Supervision of Fire Alarm Systems (S-95)

QUICK COURSE:
ONE 3-HOUR SESSION

Prepare to take the FDNY's Certificate of Fitness examination for Supervision of Fire Alarm Systems (S-95). *Practice test available in the online class listings.* *Certifying Body: Fire Department of the City of New York*

NEW YORK**Manhattan: 25 West 18th Street**

Oct 12, Sat, 1:30-4:30pm

May 31, Sat, 1:30-4:30pm

White Plains: TBD

Apr 10, Thu, 6-9pm

Yonkers: SUNY Westchester Community College

Dec 10, Tue, 6-9pm

Jan 9, Thu, 6-9pm

REMOTE LEARNING (ZOOM)

Nov 6, Wed, 6-9pm

Nov 13, Wed, 6-9pm

Feb 8, Sat, 2-5pm

Feb 22, Sat, 1:30-4:30pm

Mar 10, Mon, 6-9pm

Apr 24, Thu, 6-9pm

Courses and Quick Courses

FDNY: Supervision of Handling & Dispensing Flammable or Combustible Liquids in Portable Containers (S-94)

QUICK COURSE:
TWO 3-HOUR SESSIONS



Prepare to take the FDNY's Certificate of Fitness examination for Supervision of Handling and Dispensing Flammable or Combustible Liquids in Portable Containers (Citywide) (S-94).

Certifying Body: Fire Department of the City of New York

NEW YORK

Manhattan: 25 West 18th Street

Nov 5-12, Tue, 10am-1pm

Jan 22-29, Wed, 10am-1pm

Feb 13-20, Thu, 6-9pm

Apr 30-May 7, Wed, 6-9pm

Jun 13-20, Fri, 10am-1pm

REMOTE LEARNING (ZOOM)

Oct 11-18, Fri, 6-9pm

Dec 10-17, Tue, 2-5pm

Feb 25-Mar 4, Tue, 6-9pm

Apr 19-26, Sat, 9am-12pm

Jun 7-14, Sat, 12:30-3:30pm

FDNY: Supervision of Stationary Energy Storage Systems (B-28)

COURSE: 11 WEEKS



Learn the accepted standards, requirements, and procedures for the design, installation, operation, inspection, maintenance, and decommissioning of outdoor stationary storage battery systems (B-28). *Note: Applicants must submit a Battery System Training Verification Letter to FDNY from the battery system owner, manufacturer, or the installer of the battery system, as well as a B-28 specific letter of recommendation from their employer. Practice test available in the online class listings.*

Certifying Body: Fire Department of the City of New York

NEW YORK

Manhattan: 25 West 18th Street

Sat, 10am-12pm (Spring)

Sat, 1-3pm (Spring)

REMOTE LEARNING (ZOOM)

Thu, 6-8pm (Winter)



FDNY: Refrigerating System Operating Engineer, Manhattan, NY

FDNY: Supervision of Storage, Handling & Use of Corrosives & Oxidizers (C-42)

QUICK COURSE:
TWO 3-HOUR SESSIONS



Prepare to take the FDNY Certificate of Fitness examination for Supervision of Storage, Handling and Use of Corrosives and Oxidizers (C-42). *Practice test available in the online class listings.*

Certifying Body: Fire Department of the City of New York

NEW YORK

Manhattan: 25 West 18th Street

Dec 11-18, Wed, 6-9pm

Mar 13-20, Thu, 6-9pm

Apr 15-22, Tue, 6-9pm

REMOTE LEARNING (ZOOM)

Oct 5-12, Sat, 9am-12pm

Dec 6-13, Fri, 2-5pm

May 14-21, Wed, 12-3pm

FDNY: Supervision of Storage, Handling & Use of Flammable or Combustible Liquids (C-92)

QUICK COURSE:
THREE 3-HOUR SESSIONS



Prepare to take the FDNY's Certificate of Fitness examination for Supervision of Storage, Handling, and Use of Flammable or Combustible Liquids (C-92). *Practice test available in the online class listings.*

Certifying Body: Fire Department of the City of New York

REMOTE LEARNING (ZOOM)

Oct 15-29, Tue, 6-9pm

Feb 15-Mar 1, Sat, 9am-12pm

May 6-20, Tue, 1-4pm

FDNY: Torch Use of Flammable Gases (G-60)

QUICK COURSE:
ONE 3-HOUR SESSION



Prepare to take the examination for the Certificate of Fitness for Torch Use of Flammable Gases (G-60).

Certifying Body: Fire Department of the City of New York

NEW YORK

Manhattan: 25 West 18th Street

May 23, Fri, 6-9pm

White Plains: TBD

Nov 23, Sat, 1:30-4:30pm

REMOTE LEARNING (ZOOM)

Nov 9, Sat, 1:30-4:30pm

Jan 9, Thu, 6-9pm

May 1, Thu, 6-9pm

FDNY: Watchperson at Construction Sites (S-60)

QUICK COURSE:
ONE 3-HOUR SESSION



Prepare to take the FDNY Certificate of Fitness Examination for Watchperson at Construction Sites (S-60). *Note: Applicants must possess and present a valid New York State security guard license to take the test. Practice test available in the online class listings.*

Certifying Body: Fire Department of the City of New York

NEW YORK

Manhattan: 25 West 18th Street

Oct 22, Tue, 6-9pm

Jan 25, Sat, 12-3pm

Apr 18, Fri, 9am-12pm

May 28, Wed, 6-9pm

White Plains: TBD

Feb 18, Tue, 6-9pm

REMOTE LEARNING (ZOOM)

Oct 12, Sat, 1-4pm

Nov 13, Wed, 6-9pm

Feb 7, Fri, 11am-2pm

Mar 22, Sat, 11am-2pm

Jun 12, Thu, 1-4pm

Looking to advance
your career? Check out our

Career Tracks

on pages 3-6.

Key to Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

Financial Literacy

QUICK COURSE: TWO 3-HOUR SESSIONS
OR ONE 7-HOUR SESSION

Learn to create a budget, manage credit, and set short-term and long-term financial goals. Receive guidance on how to purchase a home and gain an understanding of various types of mortgages.

Partner: 32BJ Legal Fund

NEW YORK

Manhattan: 25 West 18th Street

May 9-16, Fri, 6-9pm

PENNSYLVANIA

Philadelphia: 32BJ SEIU Office

Jan 18-25, Sat, 9am-12pm

Pittsburgh: 32BJ SEIU Office

Nov 9-16, Sat, 9am-12pm

Jan 11-18, Sat, 9am-12pm

Jun 7-14, Sat, 12-3pm

REMOTE LEARNING (ZOOM)

Oct 17-24, Thu, 6-9pm

Oct 22-29, Tue, 12-3pm

Feb 1-8, Sat, 9am-12pm

Feb 3-10, Mon, 6-9pm

May 9-16, Fri, 6-9pm

May 30, Fri, 2-9pm

Fire Safety for Residential Buildings

QUICK COURSE: ONE 3-HOUR SESSION



Learn to conduct fire safety inspections and what is needed to comply with applicable codes and standards.

NEW YORK

Manhattan: 25 West 18th Street

Oct 3, Thu, 6-9pm

Dec 6, Fri, 6-9pm

Feb 21, Fri, 6-9pm

Mar 14, Fri, 6-9pm

Mar 20, Thu, 6-9pm

Apr 17, Thu, 6-9pm

Jun 6, Fri, 6-9pm

White Plains: TBD

Mar 12, Wed, 6-9pm

Yonkers: SUNY Westchester

Community College

Nov 14, Thu, 6-9pm

REMOTE LEARNING (ZOOM)

Nov 8, Fri, 11am-2pm

Dec 7, Sat, 1-4pm

Jan 31, Fri, 11am-2pm

May 17, Sat, 12:30-3:30pm

May 30, Fri, 11am-2pm

Fire Safety: Evacuation Supervisor

QUICK COURSE: SEVEN 3-HOUR SESSIONS



Know how to assist the Fire and Life Safety Director and how to perform their responsibilities when they are not on duty. Learn the practical measures required to protect life during fire and non-fire emergencies.

NEW YORK

Manhattan: 25 West 18th Street

Oct 5-Nov 16, Sat, 9am-12pm

Jan 16-Feb 27, Thu, 9am-12pm

May 2-Jun 13, Fri, 6-9pm

REMOTE LEARNING (ZOOM)

Sep 18-Oct 30, Wed, 6-9pm

Jan 21-Mar 4, Tue, 12-3pm

Apr 19-Jun 7, Sat, 1-4pm

Fireman: Low Pressure Black Seal Preparation

COURSE: 11 WEEKS



Prepare for the Fireman Low Pressure Black Seal state examination by reviewing all aspects of boiler operation. Identify high-frequency questions, improve test-taking skills, and learn about the application process. Must be actively employed as a School Custodian in New Jersey with 300-hour logbook in a 90-day period completed or close to completion. *Practice test available in the online class listings.*

Certifying Body: New Jersey Department of Labor and Workforce Development

NEW JERSEY

Hackensack: Bergen County

Technical Schools

Sat, 9am-1pm (All Trimesters)

First Aid

QUICK COURSE: ONE 4-HOUR SESSION



Learn appropriate responses to heart attacks, choking, diabetic shock, and how to stabilize victims until EMS arrives. *Note: Certification must be renewed after two years.*

Certifying Body: American Heart Association or American Red Cross, depending on course location

CONNECTICUT

New Haven: Latinos for Educational

Advocacy and Diversity

Nov 16, Sat, 1-5pm

Norwalk: SONO 50

Nov 2, Sat, 1-5pm

Stamford: University of

Connecticut (UConn)

Oct 26, Sat, 1-5pm (Spanish)

FLORIDA

Miami: 32BJ SEIU Office

Mar 1, Sat, 10am-2pm (Spanish)

Apr 12, Sat, 10am-2pm

NEW JERSEY

Elizabeth: Union County College (Kellogg)

Feb 22, Sat, 12:30-4:30pm (Spanish)

Jersey City: Hudson County

Community College

Nov 9, Sat, 12:30-4:30pm (Spanish)

Newark: 32BJ SEIU Office

May 3, Sat, 12:30-4:30pm (Spanish)

NEW YORK

Manhattan: 25 West 18th Street

Sep 26, Thu, 5-9pm

Oct 17, Thu, 5-9pm

Nov 14, Thu, 5-9pm

Dec 12, Thu, 5-9pm (Spanish)

Jan 18, Sat, 12:30-4:30pm

Feb 12, Wed, 9am-1pm (Spanish)

Mar 22, Sat, 12:30-4:30pm

Apr 12, Sat, 11am-3pm (Spanish)

May 16, Fri, 9am-1pm

Jun 14, Sat, 11am-3pm

PENNSYLVANIA

Pittsburgh: 32BJ SEIU Office

Sep 21, Sat, 12-4pm

Oct 12, Sat, 10am-2pm

Dec 11, Wed, 11am-3pm

Feb 22, Sat, 11am-3pm

Feb 25, Tue, 10am-2pm

May 3, Sat, 12-4pm

May 22, Thu, 10am-2pm

Gas Safety Awareness

QUICK COURSE: ONE 3-HOUR SESSION



Learn how to comply with Local Law 157, which requires that buildings have natural gas alarms in homes and buildings. Know what to do during a gas safety event in a residential building. Learn how to minimize the impact to the building and how to work with first responders. *Note: For an equivalent self-paced course see the listing on page 39.*

NEW YORK

Manhattan: 25 West 18th Street

Oct 22, Tue, 6-9pm

Nov 7, Thu, 6-9pm

Feb 5, Wed, 2-5pm

Feb 14, Fri, 2-5pm

May 10, Sat, 1-4pm

May 17, Sat, 1-4pm

Courses and Quick Courses

Green Buildings

Are you ready to take green to the next level? Buildings in many cities must adapt to new requirements to address climate change, including energy grades, carbon emission targets, and high-performance building standards. Green Building courses will help you master the concepts, strategies, and technologies used to make buildings more efficient and sustainable to meet these new demands. These courses also prepare members to earn green credentials and evaluate green certifications for buildings.

Green Buildings: Advanced Air Sealing

QUICK COURSE: TWO 3-HOUR SESSIONS

Learn air sealing concepts and techniques to reduce heating and cooling losses, lower carbon emissions, save money, and improve tenant comfort. Practice through hands-on exercises and develop a plan for your building.

NEW YORK

Manhattan: 25 West 18th Street

Nov 18-25, Mon, 6-9pm

Feb 28-Mar 7, Fri, 9am-12pm

Mar 12-19, Wed, 6-9pm

Jun 16-23, Mon, 6-9pm

Green Buildings: Advanced Lighting

QUICK COURSE: FOUR 3-HOUR SESSIONS

Prerequisite: *Electricity Basics*

Evaluate the features of various lamps and controls and understand the best practices to improve building appearance, save energy, and reduce operating costs and carbon emissions. Learn how to read lighting proposals and where to find lighting incentives.

NEW YORK

Manhattan: 25 West 18th Street

Oct 21-Nov 11, Mon, 6-9pm

Feb 3-Mar 3, Mon, 6-9pm

Apr 28-May 19, Mon, 6-9pm

Green Buildings: Combustion Safety & Efficiency Testing

QUICK COURSE: ONE 3-HOUR SESSION

Prerequisite: *Air Pollution Control (P-99)*

Learn to identify deficiencies or hazardous conditions using the CAZ (Combustion Appliance Zone) to calculate depressurization limits and proper chimney draft conditions. Analyze efficiency testing results for boilers in multifamily buildings.

REMOTE LEARNING (ZOOM)

Dec 19, Thu, 6-9pm

Feb 3, Mon, 6-9pm

Apr 28, Mon, 6-9pm

Green Buildings: Energy Grade & Carbon Emissions

QUICK COURSE: SEVEN 3-HOUR SESSIONS

Formerly known as Green Buildings: Building Emissions Awareness and Green Buildings: Understanding Your Building's Energy Grade. Comprehend New York City energy grades and building carbon emission limits. Learn how to increase grades and comply with Local Law 97. Review your building's benchmarking data. Receive coaching, resources, and borrow tools to implement a targeted list of energy efficiency improvements.

NEW YORK

Manhattan: 25 West 18th Street

Sep 23-Nov 11, Mon, 6-9pm

Feb 11-Mar 25, Tue, 11am-2pm

Apr 15-May 27, Tue, 6-9pm

Green Buildings: How to Conduct a Waste Audit

QUICK COURSE: ONE 3-HOUR SESSION

Prerequisite: *Green Commercial: Recycling or Green Residential: Recycling for Multifamily Buildings*

Describe the purpose and benefits of conducting a building waste audit. Perform the steps of a waste audit. Interpret results and use targeted strategies to improve waste diversion in your building.

NEW YORK

Manhattan: 25 West 18th Street

Nov 21, Thu, 6-9pm

Mar 28, Fri, 6-9pm

Green Buildings: LEED Arc

QUICK COURSE: ONE 3-HOUR SESSION

Understand how Leadership in Energy and Environmental Design (LEED) uses the digital platform Arc to measure and track building performance. Learn how to set up an Arc account and how 32BJ HQ uses Arc.

REMOTE LEARNING (ZOOM)

Dec 7, Sat, 9am-12pm

Jan 27, Mon, 6-9pm

Apr 24, Thu, 6-9pm

Green Buildings: Passive House Multifamily Buildings

QUICK COURSE: ONE 3-HOUR SESSION

Learn about Passive House building design and discuss multifamily buildings that meet Passive House standards, the highest efficiency standards in the industry. Review the strategies used to slash energy costs and improve tenant comfort.

REMOTE LEARNING (ZOOM)

Dec 16, Mon, 6-9pm

Feb 21, Fri, 9am-12pm

Mar 5, Wed, 6-9pm

Jun 9, Mon, 6-9pm

Key to Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

Green Buildings: Seminar Series

QUICK COURSE: VARIOUS



Learn about various green topics and sustainable practices.

NEW YORK**Manhattan: 25 West 18th Street**

Sep 25, Wed, 12-1pm:

Climate Week: Green Tour of 32BJ HQ

Mar 18, Tue, 10:30am-12pm:

Global Recycling Day Event

Apr 22, Tue, 11am-2pm:

Earth Day Celebration Event

REMOTE LEARNING (ZOOM)

Sep 26, Thu, 12:30-1:30pm:

Climate Week: Mindfulness Meditation

Sep 27, Fri, 12-1pm: Climate Week:

From Waste to Wealth: How to Conserve Energy & Save Money

Green Commercial II: Building Operator Certification I

COURSE: 11 WEEKS

**Prerequisite: Green Commercial I: GPRO Mechanical, Electrical & Plumbing (MEP)**

Gain an in-depth understanding of HVAC controls, common opportunities for operational improvements, and scoping for energy efficiency. Qualify to earn the Building Operator Certification Level I (BOC I). *Note: Certification must be renewed after two years.*

Certifying Body: Northwest Energy Efficiency Council

NEW YORK**Queens: Queens College**

Mon & Wed, 6-9pm (Winter)

REMOTE LEARNING (ZOOM)

Wed & Fri, 9am-12pm (Winter)

Green Commercial I: GPRO Mechanical, Electrical & Plumbing (MEP)

COURSE: 11 WEEKS

**Prerequisite: Air Conditioning & Refrigeration III**

Explore advanced green technologies and strategies used in the mechanical, electrical, and plumbing trades and understand how workers collaborate to employ these strategies. Qualify to take exams for GPRO (Green Professional) Electrical Systems, Plumbing, and Mechanical certificates.

Certifying Body: Urban Green Council

NEW YORK**Queens: Queens College**

Mon, 6-9pm (Fall)

REMOTE LEARNING (ZOOM)

Wed, 9am-12pm (Fall)

Green Commercial III: Building Operator Certification II

COURSE: 11 WEEKS

**Prerequisite: Green Commercial II: Building Operator Certification I**

Gain a better understanding of major building systems and the tools to measure performance, energy use, and savings. Qualify to earn the Building Operator Certification Level II (BOC II). *Note: Certification must be renewed every year.*

Certifying Body: Northwest Energy Efficiency Council

NEW YORK**Queens: Queens College**

Mon & Wed, 6-9pm (Spring)

REMOTE LEARNING (ZOOM)

Wed & Fri, 9am-12pm (Spring)

Green Commercial: Introduction to Green Building Concepts & Reporting

QUICK COURSE: ONE 2.5-HOUR SESSION

Understand the basic concepts of climate change and sustainability and how they relate to the building service industry. Explain the importance of building green and identify green building initiatives, such as Leadership in Energy and Environmental Design (LEED). Recognize the importance of reporting inefficient practices in the workplace. *Note: By employer request.*

Green Commercial: Recycling

QUICK COURSE: ONE 2-HOUR SESSION



Understand recycling rules and regulations in commercial buildings. Define the roles of tenants, cleaners, and carters in fulfilling recycling procedures and avoiding fines. Learn how to set up a recycling station.

REMOTE LEARNING (ZOOM)

Dec 9, Mon, 6-8pm

Mar 6, Thu, 10am-12pm

Apr 21, Mon, 6-8pm



Green Residential I: BPI Multifamily Building Operator (MFBO), Manhattan, NY

Coming Soon: Virtual Reality Simulations!



This fall we're excited to offer you the opportunity to upgrade your skills through Virtual Reality experiences in several topics at our Manhattan facility. We expect to have modules available in Blueprints, Electricity, Scaffolds, Safety and many more. Stay tuned for more news...then sign up at 32bjmemberportal.org.

Green Commercial: Green Cleaning & Recycling

QUICK COURSE: ONE 3-HOUR SESSION

Recognize green product certifications, identify and utilize green practices in cleaning, and consider ways to improve indoor air quality. Review waste and recycling policies and inefficiencies and how to report them.

Note: By employer request.

Courses and Quick Courses

Green Commercial: Sustainability in Other Resources

QUICK COURSE: ONE 2.5-HOUR SESSION

Identify common energy and water inefficiencies in a commercial building and how to report them. Review health and safety guidelines, and green cleaning best practices. *Note: By employer request.*

Green Professional I: LEED Green Associate

COURSE: NINE 3-HOUR SESSIONS

Prerequisite: *Green Commercial I: GPRO Mechanical, Electrical & Plumbing (MEP) or Green Residential III: BPI Multifamily Building Analyst (MFBA)*

Understand the LEED rating systems. Learn the concepts used to certify a building as a LEED Building. Qualify to take the exam for the LEED Green Associate (LEED GA) credential. *Note: Certification must be renewed after two years. Practice test available in the online class listings.*

Certifying Body: Green Business Certification Inc.

REMOTE LEARNING (ZOOM)

Sep 28-Nov 23, Sat, 9am-12pm

Green Professional II: LEED AP (O+M)

COURSE: 11 WEEKS

Prerequisite: *Green Professional I: LEED Green Associate*

Learn about the credits and processes used to certify a building under the LEED Existing Building Operations and Maintenance rating system. Qualify to take the exam for the LEED Accredited Professional (AP) in Operations & Maintenance.

Certifying Body: Green Business Certification Inc.

REMOTE LEARNING (ZOOM)

Sat, 9am-12pm (Winter)

Green Professional II: LEED AP (O+M) Test Preparation

COURSE: 11 WEEKS

Prerequisite: *Green Professional II: LEED AP (O+M)*

Prepare for the LEED AP O+M exam through class review & practice tests. *Note: Certification must be renewed after two years.*

NEW YORK

Manhattan: 25 West 18th Street
Sat, 9am-12pm (Spring)

Green Professional: WELL Accredited Professional (WELL AP)

QUICK COURSE: 11 WEEKS

Prerequisite: *Green Professional I: LEED Green Associate*

Understand the WELL Building Standard. Learn the concepts used to fulfill the requirements of a WELL certified building. Qualify to take the exam for the WELL Accredited Professional (WELL AP) credential. *Note: Certification must be renewed after two years.*

Certifying Body: Green Business Certification Inc.

REMOTE LEARNING (ZOOM)

Sat, 1-4pm (Fall)

Green Residential I: BPI Multifamily Building Operator (MFBO)

COURSE: 11 WEEKS

Prerequisite: *Air Pollution Control (P-99)*

Learn operations and maintenance strategies that can increase efficiency, save money, improve tenant comfort, and reduce waste and carbon emissions. Qualify to take the exam for the Building Performance Institute (BPI) Multifamily Building Operator (MFBO) Certification. *Note: Certification must be renewed after three years. Practice test available in the online class listings.*

Certifying Body: Building Performance Institute

NEW YORK

Bronx: Monroe College

(East Fordham Road)

Mon, 6-9pm (Winter, Spring)

Manhattan: 25 West 18th Street

Tue, 6-9pm (Fall)

Wed, 6-9pm (Fall)

Thu, 6-9pm (Winter)

REMOTE LEARNING (ZOOM)

Tue, 11am-2pm (Fall)

Green Residential II: GPRO Operations & Maintenance (O+M)

QUICK COURSE:
EIGHT 3-HOUR SESSIONS

Prerequisite: *Green Residential I:*

BPI Multifamily Building Operator (MFBO)

Understand concepts of sustainability, carbon emissions, and green building operations. Learn strategies to reduce energy use while improving tenant comfort and health. Qualify to take exams for the GPRO (Green Professional) Fundamentals of Building Green and Operations and Maintenance Essentials certificates.

Partner: Urban Green Council

NEW YORK

Bronx: Monroe College

(East Fordham Road)

Sep 23-Nov 18, Mon, 6-9pm

Apr 7-Jun 2, Mon, 6-9pm

Manhattan: 25 West 18th Street

Jan 7-Feb 25, Tue, 6-9pm

Jan 8-Feb 26, Wed, 6-9pm

Apr 10-May 29, Thu, 6-9pm

REMOTE LEARNING (ZOOM)

Jan 7-Feb 25, Tue, 11am-2pm

Green Residential III: BPI Multifamily Building Analyst (MFBA)

COURSE: 11 WEEKS

Prerequisites: *Green Residential II:*

GPRO Operations & Maintenance (O+M), Heating Systems I

Evaluate a multifamily building and identify cost-effective projects to improve energy efficiency and reduce carbon emissions. Gain a deeper understanding of energy modeling, heating and ventilation systems, and lighting. Qualify to take the exams for BPI Multifamily Building Analyst Certification. *Note: Certification must be renewed after three years.*

Certifying Body: Building Performance Institute

NEW YORK

Bronx: Monroe College

(East Fordham Road)

Mon, 5-9pm (Fall, Winter)

Manhattan: 25 West 18th Street

Tue, 10am-2pm (Spring)

Tue, 5-9pm (Spring)

Wed, 5-9pm (Spring)

Key to Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

Green Residential I: BPI Multifamily Building Operator (MFBO), Manhattan, NY

Green Residential: BPI Multifamily Building Operator Recertification (MFBO)

QUICK COURSE: FOUR 3-HOUR SESSIONS

**Prerequisite: Green Residential I: BPI Multifamily Building Operator (MFBO)**

Prepare to recertify for BPI Multifamily Building Operator (MFBO). Note: Certification lasts three years.

Certifying Body: Building Performance Institute

NEW YORK**Manhattan: 25 West 18th Street**

Oct 17-Nov 7, Thu, 6-9pm

Mar 4-25, Tue, 6-9pm

Green Residential: Recycling for Multifamily Buildings

QUICK COURSE: ONE 2-HOUR SESSION



Review recycling and composting rules and regulations. Understand the resources available to set up recycling stations, including options for recycling electronics, textiles (clothing), and other waste.

REMOTE LEARNING (ZOOM)

Dec 2, Mon, 6-8pm

Jan 23, Thu, 10am-12pm

Mar 26, Wed, 6-8pm

Jun 2, Mon, 6-8pm

Handyperson Basics

COURSE: 11 WEEKS

Learn how to make basic carpentry, electricity, and plumbing repairs essential to building maintenance. Must be actively employed as a School Custodian in New Jersey.

NEW JERSEY**Bayonne: Bayonne High School**

Sat, 9am-4pm (All Trimesters)

Hackensack: Bergen County Technical Schools

Sat, 9am-4pm (All Trimesters)

Heat & Hot Water

QUICK COURSE: ONE 3-HOUR SESSION



Gain a basic understanding of general heating concepts and New York City heat and hot water regulations.

NEW YORK**Manhattan: 25 West 18th Street**

Nov 1, Fri, 6-9pm

Nov 15, Fri, 6-9pm

Feb 5, Wed, 10am-1pm

Mar 5, Wed, 10am-1pm

May 1, Thu, 6-9pm

REMOTE LEARNING (ZOOM)

Oct 25, Fri, 6-9pm

Nov 1, Fri, 6-9pm

Feb 6, Thu, 6-9pm

Feb 13, Thu, 6-9pm

Apr 15, Tue, 9am-12pm

Heat Pumps

QUICK COURSE: SIX 3-HOUR SESSIONS

Prerequisite: Air Conditioning & Refrigeration III

Operate, maintain, and service heat pumps. Study basic refrigeration and heat pump theory and engage in hands-on troubleshooting of mechanical and electrical systems.

NEW YORK**Manhattan: 25 West 18th Street**

Oct 11-Nov 15, Fri, 6-9pm

Feb 1-Mar 8, Sat, 1-4pm

Apr 25-May 30, Fri, 6-9pm

Heat Timer: Hot Water Reset

QUICK COURSE: ONE 7-HOUR SESSION

Learn about the functions and settings of the Hot Water Reset (HWR) control panel. Review the sequence of operation, setting the controls, schedules, maintenance, and light troubleshooting.

Partner: New York City College of Technology

NEW YORK**Brooklyn: New York City College of Technology (Pearl Street)**

Oct 12, Sat, 9am-4pm

Jun 21, Sat, 9am-4pm

Heating Systems I

COURSE: 11 WEEKS

Prerequisites: Electricity Basics, and one of the following: Air Pollution Control (P-99) or Air Pollution Reduction

Identify all phases of boiler operation. Learn the types of heating equipment used in residential and commercial buildings. Study combustion controls, steam output, and piping.

NEW YORK**Bronx: Monroe College (East Fordham Road)**

Mon, 6-9pm (Winter)

Tue, 6-9pm (Fall, Spring)

Manhattan: 25 West 18th Street

Fri, 6-9pm (Fall)

Queens: Queens College

Thu, 6-9pm (Fall)

White Plains: TBD

Thu, 6-9pm (Fall)

PENNSYLVANIA**Philadelphia: 32BJ SEIU Office**

Sat, 9am-12pm (Winter)

Courses and Quick Courses

Heating Systems II

COURSE: 11 WEEKS

Prerequisite: Heating Systems I

Gain a basic understanding of #2, #4, and #6 boiler systems. Learn about fuel and draft control systems, boiler water treatment, and boiler operating procedures.

NEW YORK

Bronx: Monroe College
(East Fordham Road)

Mon, 6-9pm (Fall, Spring)
Tue, 6-9pm (Winter)

Manhattan: 25 West 18th Street
Fri, 6-9pm (Winter)

Queens: Queens College
Thu, 6-9pm (Winter)

White Plains: TBD
Thu, 6-9pm (Winter)

PENNSYLVANIA

Philadelphia: 32BJ SEIU Office
Sat, 9am-12pm (Spring)

Heating Systems III: Lab

QUICK COURSE: SEVEN 2.5-HOUR SESSIONS

Prerequisite: Heating Systems II

Understand and use boiler room logs, perform water treatment tests and oil strainer maintenance. Conduct efficiency combustion testing, make steam inspections, and inspect and repair radiators.

Partner: New York City College of Technology

NEW YORK

Brooklyn: New York City College
of Technology (Pearl Street)

May 6-Jun 17, Tue, 2:30-5pm
May 6-Jun 17, Tue, 6-8:30pm
May 8-Jun 26, Thu, 6-8:30pm

High School Equivalency Preparation (GED)

COURSE: 11 WEEKS



Improve reading, writing, and math skills, and develop scientific and critical thinking to prepare for the High School Equivalency (GED) test. *Note: For an equivalent self-paced course see the listing on page 40. Email onlinelearning@32bjfunds.com for more information. Residents of certain states may be charged a fee to take the GED test. Due to partner location availability, certain sessions are shorter than 11 weeks. If you have a test date scheduled, ask your Site Manager about tutoring sessions.*

CONNECTICUT

Hartford: Capital Community College
Sat, 9am-1pm (Spanish) (All Trimesters)

MARYLAND

Baltimore: Baltimore City
Community College
Sat, 2:30-4:30pm (Spanish) (All Trimesters)

Hyattsville: Prince George's
Community College

Sat, 2:30-4:30pm (Spanish) (All Trimesters)

Rockville: Montgomery College

Sat, 2:30-4:30pm (Spanish) (All Trimesters)

Silver Spring: Montgomery College

Sat, 2:30-4:30pm (Spanish) (All Trimesters)

NEW JERSEY

Newark: 32BJ SEIU Office

Sat, 1:30-4:30pm (Spanish) (All Trimesters)

Paterson: Passaic County
Community College

Sat, 1:30-4:30pm (Spanish) (All Trimesters)

Plainfield: Union County College

Sat, 1:30-4:30pm (Spanish) (All Trimesters)

NEW YORK

Bronx: Monroe College
(East Fordham Road)

Sat, 9am-1pm (All Trimesters)
Sat, 9am-1pm (Spanish) (All Trimesters)
Tue & Thu, 6-8pm (All Trimesters)
Tue & Thu, 6-8pm (Spanish) (All Trimesters)

Manhattan: 25 West 18th Street

Sat, 9am-1pm (All Trimesters)
Tue & Thu, 9-11am (All Trimesters)
Tue & Thu, 6-8pm (All Trimesters)

Queens: Queens College

Sat, 9am-1pm (All Trimesters)

White Plains: TBD

Sat, 1:30-5:30pm (Spanish) (All Trimesters)

PENNSYLVANIA

Pittsburgh: 32BJ SEIU Office

Sat, 9am-1pm (Spring)
Tue & Thu, 12-2pm (Winter)
Wed & Fri, 10am-12pm (Fall)

VIRGINIA

Arlington: Syphax Adult Education Center
Sat, 9am-2pm (Spanish) (All Trimesters)

WASHINGTON, D.C.

SED Center

Sun, 10am-2:30pm (Spanish) (All Trimesters)

REMOTE LEARNING (ZOOM)

Sat, 9am-1pm (All Trimesters)
Sat, 9am-1pm (Spanish) (All Trimesters)
Sat, 1-5pm (All Trimesters)
Sat, 1-5pm (Spanish) (All Trimesters)
(HiSET, MA only)
Mon & Wed, 9-11am (All Trimesters)
Mon & Wed, 6-8pm (All Trimesters)
Tue & Thu, 9-11am (All Trimesters)
Tue & Thu, 9-11am (Spanish) (All Trimesters)
Tue & Thu, 6-8pm (All Trimesters)

“Participating in courses with the 32BJ Training Fund has shown me that I can become anything in this world if I just put my mind into it and never give up.”

Charmaine Fitchett

Job Title: General Cleaner

Location: Philadelphia

Employer: Philadelphia School District

Courses Taken: Building Engineer Trainee; BET Entrance Exam Preparation;

Online: Bed Bug Awareness; Online: Cleaning for COVID-19 &

Other Infectious Diseases & more!



Key to Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

Human Relations

COURSE: 11 WEEKS

**Prerequisite: Reading Assessment**

Develop workplace interpersonal skills. Acquire a working knowledge of conflict resolution, understand standards of ethical conduct, and appreciate the value of diversity. *Must provide high school diploma or its equivalent or pass reading and/or math assessment.*

CONNECTICUT**Hartford: Capital Community College**

Sat, 9-11am (Fall, Winter)

NEW YORK**Bronx: Monroe College
(East Fordham Road)**

Thu, 6-8pm (All Trimesters)

Manhattan: 25 West 18th Street

Wed, 12-2pm (Spring)

Wed, 6-8pm (All Trimesters)

Fri, 12-2pm (Fall)

PENNSYLVANIA**Philadelphia: 32BJ SEIU Office**

Sat, 12:30-2:30pm (All Trimesters)

REMOTE LEARNING (ZOOM)

Sat, 12-2pm (All Trimesters)

Fri, 12-2pm (All Trimesters)

HVAC Principles of Preventative Maintenance

QUICK COURSE: ONE 3-HOUR SESSION

**Prerequisite: Air Conditioning & Refrigeration III**

Understand the concept and benefits of a preventative maintenance (PM) program. Learn how to inventory and assess building HVAC systems and components. Identify factors that impact equipment performance and operation, and list the most common HVAC PM tasks.

NEW YORK**Manhattan: 25 West 18th Street**

Oct 24, Thu, 6-9pm

Jun 11, Wed, 6-9pm

REMOTE LEARNING (ZOOM)

May 12, Mon, 6-9pm

Hydronic Hot Water Systems

QUICK COURSE: TWO 7-HOUR SESSIONS

Acquire the necessary skills and knowledge to operate, maintain, and troubleshoot hydronic hot water heating systems.

*Partner: New York City College of Technology***NEW YORK****Brooklyn: New York City College of Technology (Pearl Street)**

Jan 31-Feb 7, Fri, 9am-4pm

Instantaneous Hot Water Heaters

QUICK COURSE: ONE 7-HOUR SESSION

Master the skills and knowledge to maintain, inspect, and clean instantaneous hot water generators.

*Partner: New York City College of Technology***NEW YORK****Brooklyn: New York City College of Technology (Pearl Street)**

Dec 14, Sat, 9am-4pm

Mar 15, Sat, 9am-4pm

Integrated Pest Management

QUICK COURSE: ONE 3-HOUR SESSION



Develop an integrated pest management (IPM) program for your building. Learn how to prevent and control pest infestations using methods that rely less on pesticides and more on exclusion and sanitation.

*Note: Note: For an equivalent self-paced course see the listing on page 40.***NEW YORK****Manhattan: 25 West 18th Street**

Nov 19, Tue, 10am-1pm

Feb 28, Fri, 6-9pm

May 9, Fri, 10am-1pm

PENNSYLVANIA**Philadelphia: 32BJ SEIU Office**

May 17, Sat, 9am-12pm

REMOTE LEARNING (ZOOM)

Oct 7, Mon, 6-9pm

Mar 1, Sat, 10am-1pm

May 8, Thu, 6-9pm

Lead Safety for Renovation, Repair, and Painting: Initial

QUICK COURSE: ONE 8-HOUR SESSION



Earn the required EPA certification for performing renovations that disturb lead-based paint. Learn techniques to contain the work area, minimize dust, and adhere to appropriate cleanup procedures. *Note: Certification lasts five years.*

*Certifying Body: United States Environmental Protection Agency**Partner: Environmental Education Associates***NEW YORK****Bronx: Monroe College
(East Fordham Road)**

Nov 9, Sat, 9am-5pm

Nov 16, Sat, 9am-5pm

Feb 8, Sat, 9am-5pm

Feb 15, Sat, 9am-5pm

May 17, Sat, 9am-5pm

May 31, Sat, 9am-5pm

Manhattan: 25 West 18th Street

Oct 25, Fri, 8:30am-4:30pm

Nov 6, Wed, 8:30am-4:30pm

Dec 10, Tue, 8:30am-4:30pm

Dec 12, Thu, 8:30am-4:30pm

Jan 24, Fri, 8:30am-4:30pm

Mar 13, Thu, 8:30am-4:30pm

Mar 20, Thu, 8:30am-4:30pm

May 15, Thu, 8:30am-4:30pm

May 16, Fri, 8:30am-4:30pm

May 27, Tue, 8:30am-4:30pm

Lead Safety for Renovation, Repair, and Painting: Renewal

QUICK COURSE: ONE 4-HOUR SESSION

**Prerequisite: Lead Safety for Renovation, Repair, and Painting: Initial**

Prepare to renew the Lead Safety for Renovations, Repair, and Painting EPA Certification. *Note: Certification lasts five years.*

*Certifying Body: United States Environmental Protection Agency**Partner: Environmental Education Associates***NEW YORK****Manhattan: 25 West 18th Street**

May 22, Thu, 9am-1pm

Courses and Quick Courses

Leadership & Supervisory Skills

QUICK COURSE: FOUR 3-HOUR SESSIONS



Recognize leadership strengths and explore how to use them most effectively for career advancement. Understand the qualities necessary for effective leadership and learn methods to put them into practice.

CONNECTICUT

Hartford: Capital Community College

Oct 5-26, Sat, 9am-12pm

Jan 25-Feb 15, Sat, 9am-12pm

Apr 5-26, Sat, 9am-12pm

PENNSYLVANIA

Philadelphia: 32BJ SEIU Office

Feb 22-Mar 15, Sat, 9am-12pm

Pittsburgh: 32BJ SEIU Office

Sep 21-Oct 19, Sat, 12-3pm

Apr 5-26, Sat, 10am-1pm

REMOTE LEARNING (ZOOM)

Sep 27-Oct 25, Fri, 6-9pm

Jan 10-31, Fri, 6-9pm

Leadership Scenarios

QUICK COURSE: FIVE 2-HOUR SESSIONS



Learn the components of a performance mindset and how to use them to effectively lead your team through uncertain situations. Understand the characteristics that make up great leaders and teams, while practicing the tools necessary through hands-on, scenario-based training.

Partner: FRsix LLC

NEW YORK

Manhattan: 25 West 18th Street

Oct 5-Nov 2, Sat, 10am-12pm

Nov 15-Dec 20, Fri, 6:30-8:30pm

Jan 14-Feb 11, Tue, 6:30-8:30pm

Feb 15-March 15, Sat, 10am-12pm

Apr 2-30, Wed, 6:30-8:30pm

May 6-June 3, Tue, 6:30-8:30pm



Locksmith Basics, Bronx, NY

Locksmith Basics

COURSE: 11 WEEKS

Install and repair locks and cylinders, including mortise and key-in-knob locks common in commercial and residential buildings. Learn to impression keys and the functions of card/fob access systems and panic bars. *Note: This class combines the previous Locksmith I and II courses.*

NEW YORK

**Bronx: Monroe College
(East Fordham Road)**

Sat, 9am-4pm (Winter, Spring)

Mon & Wed, 6-9pm (Winter, Spring)

Tue & Thu, 6-9pm (All Trimesters)

Manhattan: 25 West 18th Street

Tue & Thu, 11am-2pm (Fall)

Tue & Thu, 6-9pm (Fall, Spring)

Wed & Fri, 9am-12pm (Spring)

Wed & Fri, 11am-2pm (Winter)

Wed & Fri, 6-9pm (Winter)

Queens: Queens College

Sat, 9am-4pm (All Trimesters)

Mon & Wed, 6-9pm (All Trimesters)

PENNSYLVANIA

Philadelphia: 32BJ SEIU Office

Sat, 8am-3pm (All Trimesters)

Locksmith II

COURSE: 11 WEEKS

Prerequisite: Locksmith I

Practice installing and repairing mortise and key-in-knob locks. Learn how to adjust door closures. Understand the components and function of card/fob access systems and panic bars. *Note: This course will no longer be offered after Fall 2024. We are discontinuing Locksmith I and II and making one course that is twice the length called Locksmith Basics.*

NEW YORK

**Bronx: Monroe College
(East Fordham Road)**

Sat, 9am-12pm (Fall)

Mon, 6-9pm (Fall)

Wed, 6-9pm (Fall)

Log Keeping

QUICK COURSE: ONE 3-HOUR SESSION



Learn about the range of building equipment and services that require log keeping to identify trends, save energy, and improve efficiency. Understand the kind of information that needs recording and different ways of doing it.

NEW YORK

Manhattan: 25 West 18th Street

Jan 22, Wed, 6-9pm

Feb 28, Fri, 6-9pm

REMOTE LEARNING (ZOOM)

Feb 8, Sat, 1-4pm

Apr 19, Sat, 1:30-4:30pm

Key to Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

Mental Health First Aid

QUICK COURSE: TWO 4-HOUR SESSIONS OR ONE 8-HOUR SESSION

Identify and respond to signs of mental illness and substance abuse. Learn to provide support when someone nearby experiences depression, anxiety, psychosis, or other mental health challenges. Obtain Mental Health First Aid Certification.

Certifying Body: National Council for Mental Wellbeing

NEW JERSEY

Dover: The Organization for Hispanic Affairs

Mar 8-15, Sat, 1-5pm (Spanish)

Paterson: Passaic County Community College

Apr 26-May 3, Sat, 1-5pm (Spanish)

Plainfield: Union County College

Nov 16-23, Sat, 1-5pm (Spanish)

NEW YORK

Bronx: Monroe College (East Fordham Road)

Oct 19, Sat, 9am-5pm

May 10-17, Sat, 1:30-5:30pm (Spanish)

Manhattan: 25 West 18th Street

Dec 13, Fri, 9am-5pm

Feb 10, Mon, 9am-5pm

Mar 8, Sat, 8:30am-4:30pm (Spanish)

Apr 15, Tue, 9am-5pm

White Plains: TBD

Nov 2-9, Sat, 1:30-5:30pm (Spanish)

Apr 19, Sat, 9am-5pm

Mold Awareness

QUICK COURSE: ONE 3-HOUR SESSION

Identify mold, understand what causes it, and discover how it may affect your health. Learn how to protect yourself when cleaning and removing mold and recognize when to hire a certified professional.

NEW YORK

Bronx: Monroe College (East Fordham Road)

Oct 26, Sat, 9am-12pm

Feb 22, Sat, 9am-12pm

Jun 7, Sat, 9am-12pm

Manhattan: 25 West 18th Street

Feb 5, Wed, 6-9pm

Apr 24, Thu, 6-9pm

Jun 6, Fri, 6-9pm

White Plains: TBD

Jan 21, Tue, 6-9pm

Jun 14, Sat, 9am-12pm

PENNSYLVANIA

Philadelphia: 32BJ SEIU Office

Feb 8, Sat, 9am-12pm

REMOTE LEARNING (ZOOM)

Oct 29, Tue, 6-9pm

Nov 21, Thu, 10am-1pm

Jan 7, Tue, 10am-1pm

Mar 1, Sat, 10am-1pm

Apr 10, Thu, 10am-1pm

May 9, Fri, 6-9pm



Plumbing Basics, Wayne, NJ

Multimeters

QUICK COURSE: TWO 3-HOUR SESSIONS**Prerequisite: Electricity Basics**

Gain an advanced, hands-on understanding of multimeters and how to use them. Learn to use digital and analog models, including proper device configurations and settings, and how to interpret readings.

NEW YORK

Manhattan: 25 West 18th Street

Oct 8-15, Tue, 6-9pm

Feb 7-14, Fri, 11:45am-2:45pm

May 10-17, Sat 9am-12pm

“32BJ Training has allowed me to be more effective on the job as well as improve things in my home. Take as many classes as you can so that you may accomplish anything!”

Jovon Lee

Job Title: Porter

Location: Manhattan

Employer: Columbia University

Courses Taken: Air Pollution Control; Building Management; Ethics; Electricity Basics;

Online: Tools of the Trade; OSHA 30-Hour General Industry; Plumbing Basics



Courses and Quick Courses

Online

Learn at your own pace! Our online courses can help you keep working toward your education goals, and the best part is that you can take them anytime, day or night. To register, go to the 32BJ Member Portal at 32bjmemberportal.org.

Practice Test Courses: These courses were designed to be used as study guides for the instructor-led courses that we offer. They are not a substitute for the instructor-led courses and no certificates are awarded for these practice sessions, though they have improved test scores for those who have spent significant time using them. The instructor-led FDNY courses that are required for FDNY Certifications of Fitness can be found on pages 24-28.

Online: Air Pollution Control Practice Tests (P-99)

QUICK COURSE: THREE HOURS

Take practice tests for the P-99 exam.

NEW

Online: Appliance Repair

QUICK COURSE: ONE HOUR

Prerequisite: Online: Tools of the Trade

Discover methods for troubleshooting home appliances such as dishwashers, electric stovetops, microwaves, refrigerators, and washing machine and dryer sets using interactive three-dimensional models and videos.

Online: Asbestos Awareness

QUICK COURSE: ONE HOUR

Learn how to identify the presence of asbestos inside and outside a building. Understand the health effects of asbestos and how to handle a situation where it has been disturbed or is damaged. *For an equivalent in-person course see the listing on page 9.*

Online: Basic Budgeting

QUICK COURSE: ONE HOUR

Understand the importance of a financial budget for managing personal expenses. Discover common mistakes and learn how to avoid them. Create and maintain a personal budget.



Online: Business Writing: Letters & Emails

QUICK COURSE: ONE HOUR

Develop techniques for effective communication with customers, employees, and supervisors. Learn how to structure letters or emails and use proper professional tone and language.

Online: Carbon Monoxide Awareness

QUICK COURSE: ONE HOUR

Learn about the hazards of carbon monoxide (CO) in residential buildings and the requirements for installing CO detectors. *For an equivalent in-person course see the listing on page 13.*

Online: Chemical Hazard Communications

QUICK COURSE: ONE HOUR

Recognize the hazards associated with chemical substances, learn how to communicate hazards effectively, and follow procedures to safely handle and store chemicals.

Online: Customer Service

QUICK COURSE: THREE HOURS

Identify the principles of excellent customer service. Using real-life building service worker scenarios, learn strategies to create a professional environment, and navigate complex tenant interactions. *For an equivalent in-person course see the listing on page 21.*

Online: Disaster Preparedness

QUICK COURSE: TWO HOURS

Learn what to do before, during, and after an emergency, loss of power, or weather-related disaster. Examine emergency communication, working with special needs tenants, and portable generator safety.

Online: Basic Principles of Electricity

QUICK COURSE: ONE HOUR

Identify the differences between voltage, current, resistance, power, conductors, insulators, and semiconductors. Perform common conversions using Ohm's law and Watt's law. Calculate resistance, voltage, current, and power for series and parallel circuits.

Online: Bed Bug Awareness

QUICK COURSE: ONE HOUR

Learn to detect, control, and eradicate bed bugs. *Note: For an equivalent in-person course see the listing on page 10.*

Online: Building Management: An Introduction

QUICK COURSE: TWO HOURS

Discover how a management company operates on a day-to-day basis, including back-office procedures, staff management, and building staff hiring practices. *Note: For an equivalent in-person course see the listing on page 12.*

Online: Business Writing

QUICK COURSE: ONE HOUR

Craft purposeful communications by adopting a professional writing process, select the best mode of communication, adjust your writing style to suit your audience, and learn strategies to avoid lawsuits.

Key to Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

Online: Elder Abuse Awareness

QUICK COURSE: TWO HOURS

Understand the concept of healthy aging and misconceptions people commonly hold about the aging process. Gain knowledge about the issue of elder abuse, recognize the warning signs, and how to report suspected abuse.

Partner: The Harry and Jeanette Weinberg Center for Elder Abuse Prevention

Online: English as a Second Language

COURSE: SELF-PACED

Develop English skills to become more successful and confident at work and in daily life. Practice vocabulary and grammar through interactive activities.

Online: FDNY: Citywide Fire Guard for Impairment Practice Tests (F-01)

QUICK COURSE: THREE HOURS

Take practice tests for the FDNY F-01 exam.

Online: FDNY: Coordinator of Fire Safety & Alarm Systems in Homeless Shelters Practice Tests (F-80)

QUICK COURSE: THREE HOURS

Take practice tests for the FDNY F-80 exam.

Online: FDNY: Fire & Emergency Drill Conductor Practice Tests (F-07)

QUICK COURSE: THREE HOURS

Take practice tests for the FDNY F-07 exam.

Online: FDNY: Fire & Life Safety Director Practice Tests (F-89)

QUICK COURSE: THREE HOURS

Take practice tests for the FDNY F-89 exam.

Online: FDNY: Inspection, Cleaning & Testing of Smoke Detectors Practice Tests (F-78)

QUICK COURSE: THREE HOURS

Take practice tests for the FDNY F-78 exam.

Online: FDNY: Refrigeration Operating Engineer Practice Tests (Q-01)

QUICK COURSE: THREE HOURS

Take practice tests for the FDNY Q-01 exam.

Online: FDNY: Standpipe & Sprinkler Systems Practice Tests (S-12, S-13, S-14, S-15)

QUICK COURSE: THREE HOURS

Take practice tests for the FDNY S-12, S-13, S-14, and S-15 exams.

Online: FDNY: Supervision of Fire Alarm Systems Practice Tests (S-95)

QUICK COURSE: THREE HOURS

Take practice tests for the FDNY S-95 exam.

Online: FDNY: Supervision of Stationary Energy Storage Systems Practice Tests (B-28)

QUICK COURSE: THREE HOURS

Take practice tests for the B-28 exam.

Online: FDNY: Supervision of Storage, Handling & Use of Corrosives & Oxidizers Practice Tests (C-42)

QUICK COURSE: THREE HOURS

Take practice tests for the C-42 exam.

Online: FDNY: Supervision of Storage, Handling & Use of Flammable or Combustible Liquids Practice Tests (C-92)

QUICK COURSE: THREE HOURS

Take practice tests for the FDNY C-92 exam.

Online: FDNY: Watchperson at Construction Sites Practice Tests (S-60)

QUICK COURSE: THREE HOURS

Take practice tests for the S-60 exam.

Online: Fire Extinguisher Safety

QUICK COURSE: ONE HOUR

Describe the causes of fires, identify preventive measures, indicate proper fire safety conduct, and properly use and list the different types of fire extinguishers.

Online: Fireman Low Pressure Black Seal Practice Tests and Review

QUICK COURSE: THREE HOURS

Prepare for the Fireman Low Pressure Black Seal state examination by taking practice tests and reviewing basic concepts from the in-person preparation class.

Online: Gas Safety Awareness

QUICK COURSE: ONE HOUR

Learn how to comply with Local Law 157, which requires that buildings have natural gas alarms in homes and buildings. Know what to do during a gas safety event in a residential building. Learn how to minimize the impact to the building and how to work with first responders. For an equivalent in-person course see the listing on page 29.

Courses and Quick Courses

Online: Green Buildings: Solar PV Basics

QUICK COURSE: EIGHTEEN HOURS

Prerequisite: Online: Tools of the Trade

Gain basic knowledge about the technology, industry applications, basic components, and economics of solar photovoltaic systems.

Online: Green Professional I: LEED GA Practice Tests

QUICK COURSE: THREE HOURS

Take practice tests for the LEED Green Associate exam.

Online: Green Residential I: BPI Multifamily Building Operator (MFBO) Practice Tests

QUICK COURSE: THREE HOURS

Take practice tests for the BPI (MFBO) certification.

Online: High School Equivalency (GED)

COURSE: FORTY HOURS

Improve reading, writing, and math skills. Acquire test-taking strategies and practice for the High School Equivalency (GED) test. *For an equivalent in-person course see the listing on page 34.*

Online: Individual Anger Management

QUICK COURSE: ONE HOUR

Manage your anger appropriately and constructively. Apply course core elements to work-specific environments, and beyond.

Online: Integrated Pest Management

QUICK COURSE: TWO HOURS

Develop an integrated pest management (IPM) program for your building. Learn how to prevent and control pest infestations using methods that rely less on pesticides and more on exclusion and sanitation. *For an equivalent in-person course see the listing on page 35.*

Online: Math & Measuring Skills for Carpentry

QUICK COURSE: TWO HOURS

Learn basic math concepts that are fundamental to the carpentry profession. Participants are guided through real-life examples using measurements, fractions, decimals, and more.

Online: Math & Measuring Skills for Electricity

QUICK COURSE: TWO HOURS

Review basic math concepts that are fundamental to the electrical profession. Participants are guided through real-life examples using measurements, fractions, decimals, and more.

Online: Math & Measuring Skills for Plumbing

QUICK COURSE: TWO HOURS

Acquire basic math concepts that are fundamental to the plumbing profession. Participants are guided through real-life examples using measurements, fractions, decimals, and more.

Online: Microsoft Excel: Basics

QUICK COURSE: TWO HOURS

Learn to create worksheets and effectively calculate and present your data. Get familiar with the Excel interface. Learn how to create workbooks and enter data.



Online: Microsoft Excel: Intermediate

QUICK COURSE: FOUR HOURS

Build on your knowledge of Excel with more advanced calculations and specialized actions. Develop an understanding of PivotTables and PivotCharts to analyze and present your data. Learn to filter using Slicers.

Online: Microsoft Excel: Advanced

QUICK COURSE: TWO HOURS

Learn advanced ways of collaborating with others, automate complex tasks, and predict future potential outcomes. Discover how to track, retrieve, and consolidate data. Master advanced auditing tools. Work with macros to automate tasks.

Online: Microsoft PowerPoint: Basics

QUICK COURSE: FOUR HOURS

Practice creating a PowerPoint presentation. Add and edit text and modify slides. Perform more advanced text editing and formatting operations. Use graphics, screenshots, and visual effects to energize your presentation.

Key to Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

Online: Microsoft PowerPoint: Intermediate

QUICK COURSE: FOUR HOURS

Customize the user interface to improve efficiency, create customized templates, and insert SmartArt and animations. Utilize math equations, use collaborative tools, add security, and distribute your presentation in different formats.

Online: Microsoft Word: Basics

QUICK COURSE: THREE HOURS

Practice formatting text and paragraphs, managing lists, adding tables, inserting graphic objects, refining page appearance, and publishing error-free, readable documents.

Online: Microsoft Word: Intermediate

QUICK COURSE: TWO HOURS

Use tables and charts, customize formats with styles and themes, insert content using Quick Parts, automate formatting using templates, controlling document flow, managing long documents, and using mail merge features.

Online: Microsoft Word: Advanced

QUICK COURSE: THREE HOURS

Import and edit images, graphics, and videos. Store work on the Cloud. Remove confidential information or restrict certain access. Add and manage references, bookmarks, and hyperlinks. Create and record macros to automate repetitive tasks.

Online: OSHA 10-Hour General Industry Training

QUICK COURSE: TEN HOURS

Acquire the 10-hour OSHA certificate. Learn to recognize and prevent hazards in general industry settings. Study the OSHA Act and learn to prevent costly accidents, incidents, and OSHA fines at your site, and more. *Note: OSHA certifications do not expire. For an equivalent in-person course see the listing on page 42.*
Certifying Body: United States Department of Labor

Online: OSHA 30-Hour Construction Training

COURSE: THIRTY HOURS

Earn your 30-hour OSHA certificate. Learn all the safety rules and regulations for working on a construction site. *Note: OSHA certifications do not expire, however, New York City Department of Buildings requires them to be current within five years. For an equivalent in-person course see the listing on page 43.*
Certifying Body: United States Department of Labor

Online: OSHA 30-Hour General Industry

COURSE: THIRTY HOURS

Acquire the 30-hour OSHA certificate. Learn to recognize and prevent hazards in general industry settings. Study the OSHA Act and learn to work with hazardous materials, use personal protective equipment, review electrical safety, and more. *Note: OSHA certifications do not expire. For an equivalent in-person course see the listing on page 43.*
Certifying Body: United States Department of Labor

Online: Presentation Skills

QUICK COURSE: ONE HOUR

Discover how to plan and prepare engaging presentations by gathering the right materials, structuring, and practicing the delivery of the talk.

Online: Quick and Practical English Lessons

COURSE: SELF-PACED

Use your mobile device to learn English on-the-go with three-minute lessons. Work at your own pace, receive feedback, and engage with a personalized coach. Use the mobile app or enter through WhatsApp.
Partner: Cell-Ed

Online: Safe Drivers (NJ, NY, FL)

QUICK COURSE: SIX HOURS

Refresh your driving knowledge and reduce points on your license while becoming eligible for a 10% discount on insurance premiums. Must have a valid New Jersey, New York, or Florida driver's license. *For an equivalent in-person course see the listing on page 45.*

Online: Tools of the Trade

QUICK COURSE: TWO HOURS

Discover which tool is appropriate for a given task. Explore the names and uses of a wide range of hand and power tools used for plumbing, electrical, and carpentry. *Note: Test out available.*

Online: Workplace Harassment

QUICK COURSE: ONE HOUR

Identify behaviors that are considered to be harassment by law and understand the consequences of harassment for individuals and organizations. *Note: This course is based on guidance provided by the New York State Department of Labor and the New York City Commission on Human Rights, customized to the building service industry and updated with new scenarios and information on gender identity and expression, third-party contractors, and more. Available in Albanian, Polish, and Spanish.*

Online: Zoom Basics

QUICK COURSE: 15 MINUTES

Learn how to use Zoom video conferencing to attend remote 32BJ Training Fund classes.

Courses and Quick Courses

Opioid Awareness

QUICK COURSE: ONE 2-HOUR SESSION



Recognize the dangers around opioid use and ways to reduce the risk. Examine drug overdose data, understand how Naloxone works, and how it can be obtained.

CONNECTICUT

Hartford: 32BJ SEIU Office

Nov 24, Sun, 9-11am

New Haven: Latinos for Educational Advocacy and Diversity

Oct 19, Sat, 9-11am

Stamford: University of Connecticut (UCONN)

May 17, Sat, 9-11am

REMOTE LEARNING (ZOOM)

May 15, Thu, 6-8pm

OSHA 10-Hour Construction

**QUICK COURSE:
THREE 3.75-HOUR SESSIONS**



Obtain 10-Hour OSHA Construction Certificate. Learn to identify, reduce, eliminate, and report hazards associated with construction sites. *Note: OSHA certifications do not expire, however, New York City Department of Buildings requires them to be current within five years. 100% attendance required.*

Certifying Body: United States Department of Labor

NEW YORK

Manhattan: 25 West 18th Street

Nov 7-21, Thu, 5:15-9pm

Feb 12-26, Wed, 9am-12:45pm

May 3-17, Sat, 12:15-4pm

OSHA 10-Hour General Industry

QUICK COURSE: VARIOUS



Obtain 10-Hour OSHA General Industry Certificate. Learn about the OSHA Act, industry hazards, and safety measures.

Note: OSHA certifications do not expire. 100% attendance required. Note: For an equivalent self-paced course see the listing on page 41.

Certifying Body: United States Department of Labor

CONNECTICUT

Hartford: Capital Community College

Feb 8-22, Sat, 9am-12:30pm (Spanish)

Stamford: University of Connecticut (UCONN)

Nov 24-Dec 1, Sun, 8:30am-2pm (Spanish)

Jun 1-8, Sun, 8:30am-2pm

FLORIDA

Miami: 32BJ SEIU Office

Feb 1-8, Sat, 10am-3:30pm

May 3-10, Sat, 10am-3:30pm (Spanish)

MASSACHUSETTS

Boston: 32BJ SEIU Office

Sep 28-Oct 5, Sat, 10am-3:30pm (Spanish)

Mar 1-8, Sat, 10am-3:30pm (Spanish)

Jun 5-12, Thu, 10am-3:30pm (Spanish)

Waltham: Waltham Community and Cultural Center

Nov 16-23, Sat, 10am-3:30pm (Spanish)

NEW JERSEY

Bound Brook: Bound Brook High School

Feb 22-Mar 1, Sat, 9am-2:30pm (Spanish)

Dover: The Organization for Hispanic Affairs

Oct 26-Nov 2, Sat, 9am-2:30pm (Spanish)

Newark: 32BJ SEIU Office

May 10-17, Sat, 9am-2:30pm (Spanish)

NEW YORK

Manhattan: 25 West 18th Street

Oct 11-18, Fri, 11am-4:30pm

Nov 16-23, Sat, 9am-2:30pm

Jan 24-31, Fri, 11am-4:30pm

Apr 25-May 2, Fri, 11am-4:30pm

PENNSYLVANIA

Pittsburgh: 32BJ SEIU Office

Oct 26-Nov 2, Sat, 11:30am-5pm

Jan 22-24, Wed, Thu & Fri, 9am-12:30pm

May 10-17, Sat, 10am-3:30pm

RHODE ISLAND

Providence: Rhode Island School of Design (Washington Place)

Apr 26-May 3, Sat, 10am-3:30pm (Spanish)

WASHINGTON, D.C.

SED Center

Oct 27-Nov 3, Sun, 9am-2:30pm (Spanish)

Feb 23-Mar 2, Sun, 9am-2:30pm (Spanish)

Apr 27-May 4, Sun, 9am-2:30pm (Spanish)



“I’m happy that the Training Fund is in Pittsburgh!”

Yvette Smith

Job Title: Cleaner

Location: Pittsburgh

Employer: St. Moritz Building Services Inc.

Courses Taken: Excited to take her first course!

Key to Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

OSHA 30-Hour Construction

COURSE: 11 WEEKS



Obtain a 30-Hour OSHA Construction certificate. Learn to identify, reduce, eliminate, and report hazards associated with construction sites. *Note: OSHA certifications do not expire, however, New York City Department of Buildings requires them to be current within five years. 100% attendance required. Note: For an equivalent self-paced course see the listing on page 41. If you complete both this course and the OSHA NYC DOB Site Safety Training course (See listing below) you will receive the NYC DOB Site Safety Card and Certificate.*

Certifying Body: United States Department of Labor

NEW YORK

Manhattan: 25 West 18th Street

Fri, 10am-1pm (Spring)

Fri, 6-9pm (All Trimesters)

OSHA 30-Hour General Industry

COURSE: 11 WEEKS



Obtain 30-Hour OSHA General Industry Certificate. Study safety rules and regulations governing residential or commercial buildings. *Note: OSHA certifications do not expire. 100% attendance required. Note: For an equivalent self-paced course see the listing on page 41.*

Certifying Body: United States Department of Labor

NEW YORK

Bronx: Monroe College (East Fordham Road)

Tue, 6-9pm (All Trimesters)

Manhattan: 25 West 18th Street

Sat, 1:30-4:30pm (All Trimesters)

Tue, 6-9pm (Fall)

Wed, 11am-2pm (Fall)

Wed, 12-3pm (Winter)

Wed, 6-9pm (Spring)

Fri, 1-4pm (Spring)

Queens: Queens College

Mon, 6-9pm (All Trimesters)



English as a Second Language, Hyattsville, MD

OSHA NYC DOB Site Safety Training: 8-Hour Fall Prevention/ 2-Hour Drug & Alcohol

QUICK COURSE: TWO 5.5-HOUR SESSIONS



Formerly known as NYC DOB Site Safety Training: 8-Hour Fall Prevention/ 2-Hour Drug & Alcohol

Learn how to avoid accidents and injuries while working on roofs, leading edges, and ladders. Understand OSHA and NYC Department of Buildings regulations.

Note: Certification must be renewed after five years. 100% attendance required. If you complete both this course and the OSHA 30-Hour Construction course (See listing above) you will receive the NYC DOB Site Safety Card and Certificate.

Certifying Body: NYC Department of Buildings

Partner: Hostos Community College

NEW YORK

Manhattan: 25 West 18th Street

Nov 5-12, Tue, 9am-2:30pm

Feb 6-13, Thu, 9am-2:30pm

May 3-10, Sat, 9am-2:30pm

Pest Control Fundamentals: Core/ 7A Extermination

COURSE: EIGHT 4-HOUR SESSIONS



Prepare for the NYS DEC Certified Pesticide Applicator license examination for Category 7A - Structural and Rodent Control. *Note: Certification must be renewed after three years. 100% attendance required.*

Certifying Body: New York State Department of Environmental Conservation

Partner: Pest Lane Management LLC

NEW YORK

Manhattan: 25 West 18th Street

Oct 23-Dec 18, Wed, 5-9pm

Apr 23-Jun 11, Wed, 5-9pm

Pest Control Fundamentals: Core/ 7G Cooling Towers

QUICK COURSE:

EIGHT 4-HOUR SESSIONS



Prepare for the NYS DEC Certified Pesticide Applicator license examination for category 7G - Cooling Towers, Pulp & Paper Process. *Note: Certification must be renewed after three years. 100% attendance required.*

Certifying Body: New York State Department of Environmental Conservation

Partner: American Water Treatment Company

NEW YORK

Manhattan: 25 West 18th Street

Oct 16-Dec 11, Wed, 9am-1pm

Apr 10-May 29, Thu, 5-9pm

FDNY Exam Prep!

Want to practice before you go to the FDNY and take a Certification Exam?
See page 39.

Courses and Quick Courses

Plumbing Basics

COURSE: 11 WEEKS

Prerequisites: Math Assessment, Reading Assessment

Install and make repairs to faucets, toilets, flushometers, valves, and basins. Work with piping and gain experience in various plumbing techniques. *Must provide high school diploma or its equivalent or pass reading and/or math assessment and successful completion of, or concurrent enrollment in, Online: Tools of the Trade. Note: Test out available.*

MARYLAND

Camp Springs: Prince George's Community College

Sat, 9am-4pm (All Trimesters)

NEW JERSEY

Bayonne: Bayonne High School

Sat, 9am-4pm (Fall)

NEW YORK

Bronx: Monroe College (East Fordham Road)

Sat, 9am-4pm (All Trimesters)

Mon & Wed, 6-9pm (All Trimesters)

Tue & Thu, 6-9pm (All Trimesters)

Manhattan: 25 West 18th Street

Sat, 9am-4pm (All Trimesters)

Tue & Thu, 8:30-11:30am (All Trimesters)

Tue & Thu, 11:45am-2:45pm (All Trimesters)

Tue & Thu, 2:45-5:45pm (Spring)

Tue & Thu, 6-9pm (All Trimesters)

Wed & Fri, 8:30-11:30am (Fall, Spring)

Wed & Fri, 11:45am-2:45pm (Winter)

Wed & Fri, 6-9pm (All Trimesters)

Queens: Queens College

Sat, 9am-4pm (All Trimesters)

Tue & Thu, 9am-12pm (All Trimesters)

Tue & Thu, 6-9pm (All Trimesters)

White Plains: TBD

Sat, 9am-4pm (All Trimesters)

Mon & Wed, 6-9pm (Fall, Winter)

Tue & Thu, 6-9pm (Spring)

PENNSYLVANIA

Philadelphia: 32BJ SEIU Office

Sat, 8am-3pm (All Trimesters)

Mon, Tue & Thu, 6-9pm (Spring)



Plumbing Basics, Philadelphia, PA

Plumbing: Troubleshooting

QUICK COURSE: SIX 3-HOUR SESSIONS

Prerequisite: Plumbing Basics

Diagnose plumbing issues in kitchens and bathrooms. Locate, clear, and perform job follow-up for regular local and basement plumbing stoppages. Understand requirements for basic alterations in existing buildings. Learn techniques for alternative fittings and photosensors.

NEW YORK

Manhattan: 25 West 18th Street

Nov 11-Dec 16, Mon, 11am-2pm

Nov 11-Dec 16, Mon, 6-9pm

Jan 27-Mar 10, Mon, 6-9pm

Apr 14-May 19, Mon, 11am-2pm

Apr 21-Jun 2, Mon, 6-9pm

White Plains: TBD

Oct 10-29, Tue & Thu, 6-9pm

Pool Operation

QUICK COURSE: TWO 8-HOUR SESSIONS

Prepare to take the exam for the New York State Department of Health Approved Certification as a Pool and Spa Operator.

Certifying Body: New York State

Department of Health

Partner: Aquatic Pool Management

NEW YORK

Manhattan: 25 West 18th Street

Oct 12-19, Sat, 8:30am-4:30pm

Mar 18-25, Tue, 9am-5pm

May 3-10, Sat, 8:30am-4:30pm

Professionalism in the Workplace

QUICK COURSE: TWO 3-HOUR SESSIONS

Learn how to maintain strong professional relationships with coworkers, residents, and managers. Gain an understanding of appropriate workplace behavior, cultural diversity, harassment, conflict resolution, effective communication, and stress management.

PENNSYLVANIA

Philadelphia: 32BJ SEIU Office

Mar 8-15, Sat, 9am-12pm

Public Speaking for Building Service Workers

QUICK COURSE: FOUR 2-HOUR SESSIONS

Develop the skills to communicate effectively in public settings. Present to owners, management, tenant and vendor meetings, staff trainings and safety briefings. Identify various delivery techniques, practice effective non-verbal communication, and overcome public speaking anxiety.

NEW YORK

Manhattan: 25 West 18th Street

Oct 3-24, Thu, 6-8pm

Jan 14-Feb 4, Tue, 1-3pm

Apr 17-May 8, Thu, 12-2pm

REMOTE LEARNING (ZOOM)

Nov 15-Dec 13, Fri, 10am-12pm

Jan 25-Feb 22, Sat, 9-11am

May 16-Jun 13, Fri, 6-8pm

46%

of our members took classes online or remotely via Zoom in the 2023/24 school year.

Key to Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

Reading & Writing

QUICK COURSE: 11 WEEKS

Improve reading and writing skills necessary to communicate effectively in the workplace. Develop the reading level required for industry skills courses and High School Equivalency (GED) test. Students will be assessed to ensure placement in the correct level. *Must have proven ability to speak and write English. Practice test available in the online class listings.*

MARYLAND

Hyattsville: Prince George's Community College

Sat, 9am-2pm (Fall)

NEW JERSEY

Union City: Hudson County Community College

Sat, 9am-1pm (All Trimesters)

NEW YORK

Bronx: Monroe College (East Fordham Road)

Sat, 9am-1pm (All Trimesters)

White Plains: TBD

Sat, 9am-1pm (All Trimesters)

Refrigerator Repair

QUICK COURSE: TWO 7-HOUR SESSIONS



Learn to troubleshoot, diagnose, and repair refrigerators. You will see demonstrations of typical repairs and then get hands-on experience in making the various repairs yourself. *Partner: New York City Housing Authority*

NEW YORK

Brooklyn: New York City College of Technology (Pearl Street)

Oct 15-22, Tue, 9am-4pm

Jan 14-21, Tue, 9am-4pm

Feb 27-Mar 6, Thu, 9am-4pm

Renovation Projects: How to Manage

QUICK COURSE: TWO 3-HOUR SESSIONS OR ONE 7-HOUR SESSION



Learn how to supervise apartment renovations so that they are on schedule and within budget.

NEW YORK

Manhattan: 25 West 18th Street

Oct 11-18, Fri, 6-9pm

Nov 8-15, Fri, 9am-12pm

Apr 29, Tue, 10am-5pm

REMOTE LEARNING (ZOOM)

Feb 21-28, Fri, 6-9pm

Roof Fan Maintenance

QUICK COURSE: TWO 7-HOUR SESSIONS

Learn the principles of roof fan operations and acquire the skills to repair and maintain them.

Partner: New York City College of Technology

NEW YORK

Brooklyn: New York City College of Technology (Pearl Street)

Dec 6-13, Fri, 9am-4pm

Mar 21-28, Fri, 9am-4pm

Apr 25-May 2, Fri, 9am-4pm

Safe Drivers

QUICK COURSE: ONE 7-HOUR SESSION



Refresh your driving knowledge and reduce points on your license while becoming eligible for a 10% discount on insurance premiums. *Must have a valid New Jersey, New York, or Florida driver's license. Note: For an equivalent self-paced course see the listing on page 41. Email onlinetraining@32bjfunds.com for more information.*

Partner: American Safety, Inc.

NEW JERSEY

Paterson: Passaic County Community College

Feb 8, Sat, 9am-4pm (Spanish)

Trenton: Mercer County Community College

May 31, Sat, 9am-4pm (Spanish)

Union City: Hudson County Community College

Nov 23, Sat, 9am-4pm (Spanish)

NEW YORK

Manhattan: 25 West 18th Street

Sep 21, Sat, 9am-4pm

Sep 28, Sat, 9am-4pm

Oct 5, Sat, 9am-4pm

Oct 12, Sat, 9am-4pm

Nov 16, Sat, 9am-4pm

Dec 7, Sat, 9am-4pm

Jan 18, Sat, 9am-4pm

Mar 15, Sat, 9am-4pm

Jun 13, Fri, 9am-4pm

Jun 14, Sat, 9am-4pm

Jun 21, Sat, 9am-4pm

Queens: Queens College

Oct 19, Sat, 9am-4pm

Feb 15, Sat, 9am-4pm

May 17, Sat, 9am-4pm



High School Equivalency Preparation, Hyattsville, MD

Safety: Protecting Building Occupants During Construction or Renovation

QUICK COURSE: ONE 2-HOUR SESSION



Learn about construction processes, related hazards, and ways to minimize their effects on building occupants.

Partner: New York Committee for Occupational Safety & Health

REMOTE LEARNING (ZOOM)

Nov 9, Sat, 10am-12pm

Dec 6, Fri, 12-2pm

Feb 7, Fri, 12-2pm

Mar 14, Fri, 6-8pm

Apr 11, Fri, 6-8pm

Apr 25, Fri, 9-11am

Security Awareness

QUICK COURSE: ONE 3-HOUR SESSION



Improve observational skills and learn how to recognize indicators of a terrorist event. Understand the role of building workers at emergency scenes and how to communicate effectively with emergency personnel.

NEW YORK

Manhattan: 25 West 18th Street

Oct 24, Thu, 5:30-8:30pm

May 2, Fri, 9am-12pm

REMOTE LEARNING (ZOOM)

Oct 25, Fri, 5:30-8:30pm

Mar 6, Thu, 5:30-8:30pm

May 3, Sat, 9am-12pm

Courses and Quick Courses

Security Officers

The role of Security Officers has evolved in recent years.

Security classes will help you learn the skills needed to handle the added responsibilities of today's security professionals. With the training, licenses, and certificates acquired in these courses you will be able to respond to and manage critical incidents, learn safe and effective verbal and physical tactics to resolve conflicts, handle noncompliance in unusual circumstances, and ultimately be more marketable/valuable in your field.

Security Officer: 8-Hour Annual

QUICK COURSE: ONE 8-HOUR SESSION



Refresh your knowledge of security protective methods and mandated security protocols.

Renew your New York State 8-Hour Annual certification. A valid New York State Security License must be presented during class.

Certifying Body: New York State Department of Criminal Justice Services

NEW YORK

Manhattan: 25 West 18th Street

Sep 25, Wed, 9am-5pm
Sep 27, Fri, 9am-5pm
Sep 28, Sat, 8:30am-4:30pm
Oct 2, Wed, 9am-5pm
Oct 4, Fri, 9am-5pm
Oct 5, Sat, 8:30am-4:30pm
Oct 9, Wed, 9am-5pm
Oct 11, Fri, 9am-5pm
Oct 12, Sat, 8:30am-4:30pm
Oct 16, Wed, 9am-5pm
Oct 19, Sat, 8:30am-4:30pm
Oct 23, Wed, 9am-5pm

Oct 25, Fri, 9am-5pm
Oct 26, Sat, 8:30am-4:30pm
Oct 30, Wed, 9am-5pm
Nov 1, Fri, 9am-5pm
Nov 2, Sat, 8:30am-4:30pm
Nov 6, Wed, 9am-5pm
Nov 8, Fri, 9am-5pm
Nov 13, Wed, 9am-5pm
Nov 15, Fri, 9am-5pm
Nov 16, Sat, 8:30am-4:30pm
Nov 20, Wed, 9am-5pm
Nov 23, Sat, 8:30am-4:30pm
Dec 4, Wed, 9am-5pm
Dec 6, Fri, 9am-5pm
Dec 7, Sat, 8:30am-4:30pm
Dec 11, Wed, 9am-5pm
Dec 13, Fri, 9am-5pm
Dec 14, Sat, 8:30am-4:30pm
Dec 18, Wed, 9am-5pm
Dec 20, Fri, 9am-5pm
Dec 21, Sat, 8:30am-4:30pm
Jan 8, Wed, 9am-5pm
Jan 10, Fri, 9am-5pm
Jan 11, Sat, 8:30am-4:30pm
Jan 15, Wed, 9am-5pm
Jan 17, Fri, 9am-5pm
Jan 18, Sat, 8:30am-4:30pm

Jan 22, Wed, 9am-5pm
Jan 24, Fri, 9am-5pm
Jan 25, Sat, 8:30am-4:30pm
Jan 29, Wed, 9am-5pm
Jan 31, Fri, 9am-5pm
Feb 1, Sat, 8:30am-4:30pm
Feb 5, Wed, 9am-5pm
Feb 7, Fri, 9am-5pm
Feb 8, Sat, 8:30am-4:30pm
Feb 12, Wed, 9am-5pm
Feb 14, Fri, 9am-5pm
Feb 15, Sat, 8:30am-4:30pm
Feb 19, Wed, 9am-5pm
Feb 21, Fri, 9am-5pm
Feb 22, Sat, 8:30am-4:30pm
Feb 26, Wed, 9am-5pm
Feb 28, Fri, 9am-5pm
Mar 1, Sat, 8:30am-4:30pm
Mar 5, Wed, 9am-5pm
Mar 7, Fri, 9am-5pm
Mar 8, Sat, 8:30am-4:30pm
Mar 12, Wed, 9am-5pm
Mar 14, Fri, 9am-5pm
Mar 15, Sat, 8:30am-4:30pm
Mar 19, Wed, 9am-5pm
Mar 21, Fri, 9am-5pm
Mar 22, Sat, 8:30am-4:30pm
Apr 5, Sat, 8:30am-4:30pm
Apr 9, Wed, 9am-5pm
Apr 11, Fri, 9am-5pm
Apr 12, Sat, 8:30am-4:30pm
Apr 16, Wed, 9am-5pm
Apr 18, Fri, 9am-5pm
Apr 19, Sat, 8:30am-4:30pm

**“Thank you to the Training Fund for
all the opportunities it has offered me!”**

DreamTaya McCray

Job Title: General Cleaner

Location: Philadelphia, PA

Employer: Philadelphia School District

Courses Taken: Building Engineer Trainee; BET Entrance Exam Preparation;

Online: Basic Budgeting



Key to Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

Apr 23, Wed, 9am-5pm
Apr 25, Fri, 9am-5pm
Apr 26, Sat, 8:30am-4:30pm
Apr 30, Wed, 9am-5pm
May 2, Fri, 9am-5pm
May 3, Sat, 8:30am-4:30pm
May 7, Wed, 9am-5pm
May 9, Fri, 9am-5pm
May 10, Sat, 8:30am-4:30pm
May 14, Wed, 9am-5pm
May 16, Fri, 9am-5pm
May 17, Sat, 8:30am-4:30pm
May 21, Wed, 9am-5pm
May 23, Fri, 9am-5pm
May 28, Wed, 9am-5pm
May 30, Fri, 9am-5pm
May 31, Sat, 8:30am-4:30pm
Jun 4, Wed, 9am-5pm
Jun 6, Fri, 9am-5pm
Jun 7, Sat, 8:30am-4:30pm
Jun 11, Wed, 9am-5pm
Jun 13, Fri, 9am-5pm
Jun 14, Sat, 8:30am-4:30pm
Jun 18, Wed, 9am-5pm
Jun 20, Fri, 9am-5pm
Jun 21, Sat, 8:30am-4:30pm
Jun 25, Wed, 9am-5pm

REMOTE LEARNING (ZOOM)

Sep 21, Sat, 8:30am-4:30pm
Sep 23, Mon, 9am-5pm
Sep 28, Sat, 8:30am-4:30pm
Sep 30, Mon, 9am-5pm
Oct 5, Sat, 8:30am-4:30pm
Oct 7, Mon, 9am-5pm
Oct 12, Sat, 8:30am-4:30pm
Oct 15, Tue, 9am-5pm
Oct 19, Sat, 8:30am-4:30pm
Oct 21, Mon, 9am-5pm
Oct 26, Sat, 8:30am-4:30pm
Oct 28, Mon, 9am-5pm
Nov 2, Sat, 8:30am-4:30pm
Nov 4, Mon, 9am-5pm
Nov 9, Sat, 8:30am-4:30pm
Nov 11, Mon, 9am-5pm
Nov 16, Sat, 8:30am-4:30pm
Nov 18, Mon, 9am-5pm
Nov 23, Sat, 8:30am-4:30pm
Nov 25, Mon, 9am-5pm
Dec 2, Mon, 9am-5pm
Dec 7, Sat, 8:30am-4:30pm
Dec 9, Mon, 9am-5pm
Dec 14, Sat, 8:30am-4:30pm
Dec 16, Mon, 9am-5pm
Jan 6, Mon, 9am-5pm
Jan 11, Sat, 8:30am-4:30pm
Jan 13, Mon, 9am-5pm
Jan 18, Sat, 8:30am-4:30pm
Jan 25, Sat, 8:30am-4:30pm

Jan 27, Mon, 9am-5pm
Feb 1, Sat, 8:30am-4:30pm
Feb 3, Mon, 9am-5pm
Feb 8, Sat, 8:30am-4:30pm
Feb 10, Mon, 9am-5pm
Feb 15, Sat, 8:30am-4:30pm
Feb 22, Sat, 8:30am-4:30pm
Feb 24, Mon, 9am-5pm
Mar 1, Sat, 8:30am-4:30pm
Mar 3, Mon, 9am-5pm
Mar 8, Sat, 8:30am-4:30pm
Mar 10, Mon, 9am-5pm
Mar 15, Sat, 8:30am-4:30pm
Mar 17, Mon, 9am-5pm
Mar 22, Sat, 8:30am-4:30pm
Mar 24, Mon, 9am-5pm
Apr 7, Mon, 9am-5pm
Apr 12, Sat, 8:30am-4:30pm
Apr 14, Mon, 9am-5pm
Apr 19, Sat, 8:30am-4:30pm
Apr 21, Mon, 9am-5pm
Apr 26, Sat, 8:30am-4:30pm
Apr 28, Mon, 9am-5pm
May 3, Sat, 8:30am-4:30pm
May 5, Mon, 9am-5pm
May 10, Sat, 8:30am-4:30pm
May 12, Mon, 9am-5pm
May 17, Sat, 8:30am-4:30pm
May 19, Mon, 9am-5pm
May 27, Tue, 9am-5pm
May 31, Sat, 8:30am-4:30pm
Jun 2, Mon, 9am-5pm
Jun 7, Sat, 8:30am-4:30pm
Jun 9, Mon, 9am-5pm
Jun 14, Sat, 8:30am-4:30pm
Jun 16, Mon, 9am-5pm
Jun 21, Sat, 8:30am-4:30pm
Jun 23, Mon, 9am-5pm

**Security Officer:
40-Hour**

COURSE: FIVE 8-HOUR SESSIONS



Learn to protect and serve tenants and assist emergency personnel. Includes the Security Officer: 8-Hour Annual and CPR/AED certifications. 100% attendance is required to receive certificate. Note: By employer request. Certifying Bodies: American Heart Association, New York State Department of Criminal Justice Services

**Experienced
Security Officer I
Incentive Program**

Security Officers working under the RAB Security Agreement terms and other contracts, including prevailing wage sites, with less than 36 months of experience, may be eligible for a pay increase of over \$3.00 per hour, to advance to the full Security Officer I rate, by completing these four courses and obtaining applicable FDNY certifications:

- FDNY: Citywide Fire Guard for Impairment (F-01)
- FDNY: Indoor/Outdoor Place of Assembly Safety Personnel (F-03 & F-04)
- Fire Safety: Evacuation Supervisor
- Security Officer: Professionalism & Customer Service

See the listings for each class in this catalog. For questions and to confirm eligibility, please call (888) 284-3225 or email training@32bjfunds.com. For questions regarding your work sites eligibility for the Incentive Program, contact your Security Division representative.

**Security Officer:
40-Hour Private Shelters**

COURSE: FIVE 8-HOUR SESSIONS



Learn to protect and assist shelter residents. Students completing this course will also receive the Security Officer: 8-Hour Annual and CPR/AED certifications. 100% attendance is required to receive certificate. Note: By employer request. Certifying Bodies: American Heart Association, New York State Department of Criminal Justice Services, NYC Department of Homeless Services

Courses and Quick Courses



Electricity Basics, Manhattan, NY

Security Officer: Basic Tips You Can Use During Difficult Encounters

QUICK COURSE: ONE 1.5-HOUR SESSION

Explore strategies and basic tips for dealing with difficult personalities and situations.

Partner: Monroe College

REMOTE LEARNING (ZOOM)

Oct 15, Tue, 6-7:30pm
Nov 20, Wed, 6-7:30pm
Jan 16, Thu, 11am-12:30pm
Feb 19, Wed, 6-7:30pm
Apr 17, Thu, 6-7:30pm
May 8, Thu, 1:30-3pm
Jun 3, Tue, 1:30-3pm

Security Officer: Bomb Threat Awareness

QUICK COURSE: ONE 3-HOUR SESSION

Discover how to x-ray property for prohibited items using facility scanners. Learn how to handle a telephone threat or a suicide bomber and how to search for a bomb or other improvised explosive device (IED).

NEW YORK

Manhattan: 25 West 18th Street

Oct 19, Sat, 1-4pm
Oct 22, Tue, 1:30-4:30pm
Jan 17, Fri, 9am-12pm
Mar 22, Sat, 9am-12pm
Apr 19, Sat, 1:30-4:30pm
May 17, Sat, 1:30-4:30pm

Security Officer: Crisis Intervention and De-Escalation Techniques

QUICK COURSE: ONE 1.5-HOUR SESSION

Learn via role-plays how to safely communicate and interact with emotionally distressed persons.

Partner: Monroe College

REMOTE LEARNING (ZOOM)

Oct 9, Wed, 6-7:30pm
Nov 9, Sat, 1:30-3pm
Jan 9, Thu, 11am-12:30pm
Feb 15, Sat, 11am-12:30pm
Apr 10, Thu, 6-7:30pm
May 13, Tue, 1:30-3pm
Jun 13, Fri, 6-7:30pm

Security Officer: Diversity & Cultural Competence

QUICK COURSE: ONE 1.5-HOUR SESSION

Develop a higher level of diversity appreciation and cultural competence based on valuing and respecting all people. Explore the stereotypes that may lead to implicit bias and the ways to remove barriers to diversity.

Partner: Monroe College

REMOTE LEARNING (ZOOM)

Oct 31, Thu, 6-7:30pm
Nov 23, Sat, 1:30-3pm
Jan 23, Thu, 11am-12:30pm
Feb 22, Sat, 11am-12:30pm
Apr 24, Thu, 6-7:30pm
May 20, Tue, 1:30-3pm
Jun 20, Fri, 6-7:30pm

Security Officer: Emergency & Disaster Management

QUICK COURSE: TWO 1.5-HOUR SESSIONS

Explore the importance of a comprehensive emergency preparedness plan and become familiar with the Department of Homeland Security's National Incident Management System (NIMS) components. Identify responses to possible emergencies and disasters in the work environment.

Partner: Monroe College

REMOTE LEARNING (ZOOM)

Oct 17-24, Thu, 6-7:30pm
Nov 12-19, Tue, 1:30-3pm
Jan 23-30, Thu, 11am-12:30pm
Mar 1-8, Sat, 11am-12:30pm
Apr 24-May 1, Thu, 6-7:30pm
May 20-27, Tue, 1:30-3pm
Jun 20-27, Fri, 6-7:30pm

Security Officer: Ethics for the Security Professional

QUICK COURSE: ONE 1.5-HOUR SESSION

Explore the ethical and moral challenges an officer may encounter while working. Learn the importance of professional value systems, ethical standards, and ethical decision-making.

Partner: Monroe College

REMOTE LEARNING (ZOOM)

Oct 25, Fri, 6-7:30pm
Dec 3, Tue, 1:30-3pm
Mar 14, Fri, 11am-12:30pm
Apr 30, Wed, 6-7:30pm
May 27, Tue, 1:30-3pm
Jun 6, Fri, 6-7:30pm

Key to Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

Security Officer: Event Risk Management

QUICK COURSE: ONE 1.5-HOUR SESSION



Learn how to improve strategies for managing risk and liability at public and private events. Explore crowd control, traffic management, unpredictable weather, fire hazards, aggressive and violent behaviors, staff and participant safety, and more.

Partner: Monroe College

REMOTE LEARNING (ZOOM)

Oct 16, Wed, 6-7:30pm

Nov 7, Thu, 1:30-3pm

Feb 12, Wed, 11am-12:30pm

Mar 12, Wed, 11am-12:30pm

Apr 11, Fri, 6-7:30pm

May 30, Fri, 1:30-3pm

Jun 10, Tue, 6-7:30pm

Security Officer: NJ SORA (Initial)

QUICK COURSE:
THREE 8-HOUR SESSIONS

Learn the duties and responsibilities of a Security Officer in the State of New Jersey. Receive certification required to be a Security Officer in New Jersey. Note: For more information call 212-388-3701 or 888-284-3225. Certifying Body: New Jersey State Police Partner: New Jersey Guard Training Academy

NEW JERSEY

Newark: Guard Training Academy

Nov 9-23, Sat, 8am-4pm

Mar 8-22, Sat, 8am-4pm

May 3-17, Sat, 8am-4pm

Security Officer: NJ SORA (Renewal)

QUICK COURSE: ONE 8-HOUR SESSION



Renew certification required to perform duties as a Security Officer in the State of New Jersey.

Certifying Body: New Jersey State Police

Partner: New Jersey Guard Training Academy

NEW JERSEY

Newark: Guard Training Academy

Dec 14, Sat, 8am-4pm

Mar 22, Sat, 8am-4pm

Jun 7, Sat, 8am-4pm

Security Officer: Professionalism & Customer Service

QUICK COURSE: ONE 2-HOUR SESSION

Explore the security officer's role in creating a hospitable environment. Learn how to welcome and communicate effectively with tenants, employers, co-workers, and members of the public.

NEW YORK

Manhattan: 25 West 18th Street

Nov 20, Wed, 6-9pm

Dec 14, Sat, 9am-12pm

Mar 20, Thu, 9am-12pm

Mar 25, Tue, 12-3pm

Jun 14, Sat, 1-4pm

Jun 20, Fri, 6-9pm

Security Officer: Report Writing

QUICK COURSE: ONE 3-HOUR SESSION

Learn how to properly write and complete incident reports. Practice recording the basics of who, what, where, why, and how in security documents.

NEW YORK

Manhattan: 25 West 18th Street

Oct 17, Thu, 6-9pm

Nov 26, Tue, 1:30-4:30pm

Jan 10, Fri, 12-3pm

Feb 22, Sat, 12-3pm

May 27, Tue, 1:30-4:30pm

Jun 6, Fri, 6-9pm

Security Officer: Resilience Training for Mental Wellness

QUICK COURSE: ONE 1.5-HOUR SESSION



Learn why resilience training is important for mental wellness. Explore how vicarious and cumulative trauma affect security professionals. Discuss stigmas associated with mental stress and why support mechanisms and assistance for mental wellness are important.

Partner: Monroe College

REMOTE LEARNING (ZOOM)

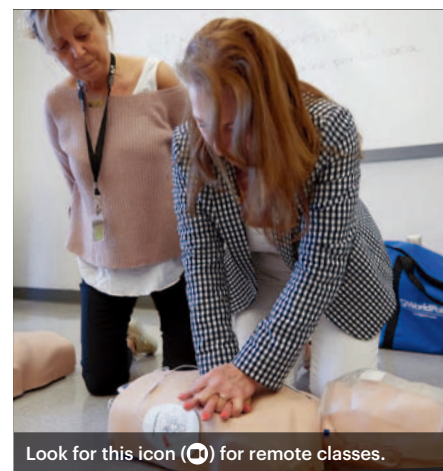
Oct 8, Tue, 6-7:30pm

Nov 12, Tue, 1:30-3pm

Jan 17, Fri, 11am-12:30pm

Apr 22, Tue, 6-7:30pm

May 29, Thu, 1:30-3pm



Look for this icon for remote classes.

Security Officer: Security Control Room

QUICK COURSE: TWO 3-HOUR SESSIONS



Understand core principles of closed-circuit television (CCTV) surveillance, including system components, camera types, installation best practices, control interfaces, and operational procedures. Analyze footage and respond appropriately to security incidents. Note: Must have a New York State Security License.

NEW YORK

Manhattan: 25 West 18th Street

Oct 4-11, Fri, 10am-1pm

Nov 2-9, Sat, 1:30-4:30pm

Jan 25-Feb 1, Sat, 10am-1pm

Feb 20-27, Thu, 1:30-4:30pm

May 10-17, Sat, 1:30-4:30pm

Security Officer: Terrorism Awareness & Prevention Strategies

QUICK COURSE: ONE 1.5-HOUR SESSION



Learn how to become more aware of domestic and international terrorist threats and activities. Explore prevention and intervention strategies.

Partner: Monroe College

REMOTE LEARNING (ZOOM)

Oct 26, Sat, 6-7:30pm

Nov 18, Mon, 1:30-3pm

Feb 5, Wed, 11am-12:30pm

Feb 14, Fri, 11am-12:30pm

Apr 15, Tue, 6-7:30pm

May 30, Fri, 6-7:30pm

Jun 10, Tue, 1:30-3pm

Courses and Quick Courses

Self-Defense

QUICK COURSE: TWO 4-HOUR SESSIONS OR ONE 8-HOUR SESSION

Practice strategies to defuse potentially confrontational situations. Develop defensive skills and techniques through instructor demonstration and role-play for those instances where de-escalation efforts are unsuccessful. *Note: Although there is no contact involved, the class is physical so wear comfortable clothing and shoes.*

Partner: Center for Anti-Violence Education; Ryer Martial Arts Academy (Pittsburgh)

CONNECTICUT

Bridgeport: University of Bridgeport

Feb 1, Sat, 9am-5pm

Hartford: 32BJ SEIU Office

Nov 23, Sat, 9am-5pm

Feb 2, Sun, 9am-5pm

Apr 6, Sun, 9am-5pm

New Haven: Latinos for Educational Advocacy and Diversity

Nov 16, Sat, 9am-5pm

Stamford: University of Connecticut (UConn)

May 18, Sun, 9am-5pm

NEW YORK

Manhattan: 25 West 18th Street

Oct 18-25, Fri, 11:30am-3:30pm

Dec 7-14, Sat, 11:30am-3:30pm

Feb 3-10, Mon, 11:30am-3:30pm

Apr 17-24, Thu, 11:30am-3:30pm

PENNSYLVANIA

Pittsburgh: 32BJ SEIU Office

Oct 12-19, Sat, 9am-1pm

Jan 25-Feb 1, Sat, 9am-1pm

Apr 5-12, Sat, 9am-1pm

Spanish for the Workplace I & II

COURSE: 11 WEEKS

Communicate more effectively with Spanish-speaking coworkers and tenants. Engage in a variety of conversational activities ranging from small talk to job-specific discussions, and learn to read and write basic Spanish. *Note: Students will be assessed to ensure placement in the correct level.*

CONNECTICUT

Hartford: Capital Community College

Sat, 9am-1pm (All Trimesters)

NEW YORK

Manhattan: 25 West 18th Street

Tue & Thu, 6-8pm (Winter, Spring)

PENNSYLVANIA

Philadelphia: 32BJ SEIU Office

Sat, 9am-1pm (All Trimesters)

Pittsburgh: 32BJ SEIU Office

Sat, 12-4pm (Fall, Winter)

Tue & Thu, 10am-12pm (Spring)

REMOTE LEARNING (ZOOM)

Sat, 9am-1pm (All Trimesters)

Tue & Thu, 6-8pm (Fall, Winter)

Steam Distribution

QUICK COURSE: TWO 7-HOUR SESSIONS

Review the basics of steam distribution and learn the proper procedures to operate a steam system safely.

Partner: New York City College of Technology

NEW YORK

Brooklyn: New York City College of Technology (Pearl Street)

Jan 11-18, Sat, 9am-4pm

May 10-17, Sat, 9am-4pm

Steam I: Theory

QUICK COURSE: ONE 4-HOUR SESSION

Prerequisite: Reading Assessment

Learn how Con Edison delivers steam to buildings in New York City. Identify piping and equipment found in a steam room and discuss workplace safety. *Must provide high school diploma or its equivalent or pass reading and/or math assessment.*

Partner: Con Edison

NEW YORK

Manhattan: 25 West 18th Street

Nov 5, Tue, 4:30-8:30pm

Feb 20, Thu, 4:30-8:30pm

May 22, Thu, 4:30-8:30pm

Steam II: Hands-On

QUICK COURSE: ONE 4-HOUR SESSION

Prerequisite: Steam I: Theory

Gain hands-on experience at a Con Edison facility and understand how a steam system operates by observing cut-away examples of equipment found in a steam room.

Partner: Con Edison

NEW YORK

Queens: Con Edison Learning Center

Nov 12, Tue, 4:30-8:30pm

Feb 27, Thu, 4:30-8:30pm

May 29, Thu, 4:30-8:30pm

“I feel good when I am in class.”

Irving Picado

Job Title: Cleaner

Location: Norwalk, CT

Employer: United Services of America (USA)

Course Taken: English as a Second Language



Key to Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

Stress Management

QUICK COURSE:
FOUR 2-HOUR SESSIONS

Formerly Stress Management I & II

Understand the difference between good and bad stress and the physical effects of stress. Learn strategies to deal with stress in workplace environments. Understand the science behind how and why a mindful approach reduces stress and improves health, communication, and relationships. By practicing exercises that cultivate awareness of actual present realities, learn to respond effectively rather than react impulsively.

Partner: 32BJ Health Fund

NEW YORK

Manhattan: 25 West 18th Street

Oct 5-26, Sat, 10am-12pm

Feb 1-22, Sat, 10am-12pm

Apr 5-26, Sat, 10am-12pm

REMOTE LEARNING (ZOOM)

Nov 5-26, Tue, 6-8pm

Jan 15-Feb 5, Wed, 6-8pm

Feb 19-Mar 12, Wed, 6-8pm

May 8-29, Thu, 6-8pm

Superintendent: Habits of Highly Effective Supers

QUICK COURSE: TWO 3-HOUR SESSIONS



Identify best practices to succeed in the superintendent position, including juggling priorities, supervising staff, and interacting with residents.

NEW YORK

Manhattan: 25 West 18th Street

Oct 3-10, Thu, 6-9pm

Apr 24-May 1, Thu, 6-9pm

REMOTE LEARNING (ZOOM)

Feb 26-Mar 5, Wed, 9am-12pm

Apr 26-May 3, Sat, 1:30-4:30pm

Superintendent: How to Become One

QUICK COURSE: ONE 3-HOUR SESSION



Explore various paths and advancement strategies in the building service industry that can lead to becoming a superintendent/resident manager.

NEW YORK

Manhattan: 25 West 18th Street

Oct 4, Fri, 6-9pm

Nov 8, Fri, 6-9pm

Jan 9, Thu, 6-9pm

Mar 13, Thu, 6-9pm

May 7, Wed, 6-9pm

White Plains: TBD

May 27, Tue, 6-9pm

Yonkers: SUNY Westchester

Community College

Dec 10, Tue, 6-9pm

REMOTE LEARNING (ZOOM)

May 17, Sat, 1:30-4:30pm

Theaterworks!: Communication Workshop

COURSE: 11 WEEKS

Learn the foundations of playwriting. Gain public speaking confidence and develop communication skills through storytelling and performance exercises led by teaching artists from Off-Broadway's Working Theater. The class culminates in an evening of public performances with professional actors. *Note: Extra class dates will be added for rehearsal at end of session.*

Partner: Working Theater

NEW YORK

Manhattan: 25 West 18th Street

Sat, 10am-12pm (Fall)

Time Management

QUICK COURSE: TWO 2-HOUR SESSIONS

Increase productivity by learning how to manage time more effectively.

NEW YORK

Manhattan: 25 West 18th Street

Nov 14-21, Thu, 6-8pm

Feb 18-25, Tue, 6-8pm

May 7-14, Wed, 2-4pm

Understanding How to Support Students with Disabilities

QUICK COURSE: TWO 3-HOUR SESSIONS

Learn how to identify, work with, and manage students with disabilities through effective communication and by understanding various impairments and cognitive challenges.

Acquire de-escalation and bullying prevention techniques to support students with disabilities during transport.

PENNSYLVANIA

Philadelphia: 32BJ SEIU Office

Jun 7-14, Sat, 9am-12pm

Vacuum Tank & Pump

QUICK COURSE: TWO 7-HOUR SESSIONS

Review pump, motor, and tank overhaul procedures and learn to troubleshoot tank parts. Get hands-on experience with various equipment models.

Partner: New York City College of Technology

NEW YORK

Brooklyn: New York City College of Technology (Pearl Street)

Nov 16-23, Sat, 9am-4pm

Jun 7-14, Sat, 9am-4pm

Violation Removal

QUICK COURSE: ONE 3-HOUR SESSION



Understand the different types of New York City Notices of Violations (NOV), Violation Certifications, what happens after certification is received, and how to have violations removed from property records after conditions have been corrected.

NEW YORK

Manhattan: 25 West 18th Street

Mar 7, Fri, 6-9pm

REMOTE LEARNING (ZOOM)

May 7, Wed, 9am-12pm

Visual Assessment & Local Law 1

QUICK COURSE: ONE 3-HOUR SESSION



Learn about New York City Local Law 1 and how to manage lead-based paint hazards, including notifying residents, proper documentation, and methods of remediation.

NEW YORK

Manhattan: 25 West 18th Street

Nov 13, Wed, 6-9pm

Nov 21, Thu, 6-9pm

Feb 19, Wed, 6-9pm

Mar 11, Tue, 10am-1pm

White Plains: TBD

Dec 14, Sat, 1:30-4:30pm

May 8, Thu, 6-9pm

REMOTE LEARNING (ZOOM)

Apr 16, Wed, 6-9pm

Apr 24, Thu, 10am-1pm

May 20, Tue, 6-9pm

Courses and Quick Courses

Window Cleaners

To take any Window Cleaning courses, you must be currently employed in the Window Cleaning Division and/or have completed the Apprenticeship Program. All Quick Courses listed are by employer request.

Window Cleaners: NYS DOL Multi-story Window & Building Surface Cleaners Apprenticeship

COURSE: 18 MONTHS

Acquire the skills and knowledge of safety procedures necessary to operate in this highly specialized industry through combined classroom and on-the-job training. Window Cleaner Apprentices complete 216 hours of classroom training over 18 months and 3,000 hours of hands-on training. *Must provide high school diploma or its equivalent or pass reading and/or math assessment and the ability to speak English fluently or proof of concurrent enrollment and satisfactory completion in English classes throughout the program. For more information call 212-539-2906. Note: This is a full-time program. If you are a union member in another job title, you must resign from your current position and complete all prerequisites to participate.*
Certifying Body: New York State Department of Labor

On-Site Classes!

Interested in having one of our classes held at your place of work? Let your supervisor or HR department know and have them email employer-request@32bjfunds.com

Window Cleaners: 4-Hour Supported Scaffold User Refresher

QUICK COURSE: ONE 4-HOUR SESSION

Review the basic rules and regulations for supported scaffolds. Reexamine the hazards of working above ground level.
Certifying Body: New York City Department of Buildings

Window Cleaners: 32-Hour Supported Scaffold Installer & Remover

QUICK COURSE: EIGHT 4-HOUR SESSIONS

Learn the basic rules and regulations to obtain the license for 32-Hour Supported Scaffold Installer & Remover.
Certifying Body: New York City Department of Buildings

Window Cleaners: 8-Hour Supported Scaffold Installer & Remover Refresher

QUICK COURSE: ONE 8-HOUR SESSION OR TWO 4-HOUR SESSIONS

Re-examine the basic rules and regulations for 8-Hour Supported Scaffold Installer & Remover. *Must have 32-Hour Supported Scaffold Installer & Remover license.*
Certifying Body: New York City Department of Buildings

Window Cleaners: 16-Hour Suspended Scaffold User

QUICK COURSE: FOUR 4-HOUR SESSIONS

Learn the basic rules and regulations to obtain the license for 16-Hour Suspended Scaffold Safety.
Certifying Body: New York City Department of Buildings

Window Cleaners: 32-Hour Suspended Scaffold Supervisor

QUICK COURSE: EIGHT 4-HOUR SESSIONS

Learn the basic rules and regulations to obtain the license for 32-Hour Suspended Scaffold Supervisor.
Certifying Body: New York City Department of Buildings

Window Cleaners: 8-Hour Suspended Scaffold User Refresher

QUICK COURSE: ONE 8-HOUR SESSION OR TWO 4-HOUR SESSIONS

Review the basic rules and regulations for suspended scaffold supervisors. Re-examine the hazards of working above ground level. *Must have 16-Hour Suspended Scaffold User license.*
Certifying Partner: New York City Department of Buildings

Window Cleaners: 8-Hour Suspended Scaffold Supervisor Refresher

QUICK COURSE: ONE 8-HOUR SESSION OR TWO 4-HOUR SESSIONS

Review the basic rules and regulations for suspended scaffold supervisors. Re-examine the hazards of working above ground level. *Must have 32-Hour Suspended Scaffold Supervisor license.*
Certifying Body: New York City Department of Buildings

Key to Symbols

Available in Spanish



New Course/Location



Testing Fees Paid by Student



Equivalent Course Available



Remote Learning (Zoom)



Third Party Certificate

REGISTER AT
32BJMEMBERPORTAL.ORG

Window Cleaners, Manhattan, NY

Workplace Harassment



QUICK COURSE: ONE 3-HOUR SESSION

Available in Albanian, Polish, and Spanish. For an equivalent self-paced course see our online listings on page 41.

Florida

Learn about various forms of workplace harassment and the steps workers can take if they believe they are victims of harassment. Topics include hostile workplace environment and the reporting process. Created with different scenarios and interactive exercises.

New Jersey

Learn about various forms of workplace harassment and the steps workers can take if they believe they are victims of harassment. Topics include hostile work environment, workplace accommodation, and the reporting process. Created with different scenarios and interactive exercises with the guidance of the New Jersey Department of Civil Rights.

New York City

Learn about various forms of workplace harassment and the steps workers can take if they believe they are victims of harassment. Course based on guidance provided by the New York State Department of Labor and Division of Human Rights.
Note: By employer request.

Washington, D.C.

Identify behaviors that are considered to be harassment by law, and understand the consequences of harassment for individuals and organizations. This course is based on guidance provided by the D.C. Office of Human Rights, customized to the building service industry.

Window Cleaners: Aerial Lift Safety Awareness Training

QUICK COURSE: ONE 4-HOUR SESSION



Prerequisite: Window Cleaners: NYS DOL Certified Apprenticeship Program

Learn the basic rules and regulations for operating an Aerial Lift, including all controls, preoperational inspection, and evaluation of the surrounding area and ground level.
Note: This course does not provide ANSI A92 certification.

Certifying Partner: New York City Department of Buildings

Window Cleaners: 4-Hour Flagger

QUICK COURSE: ONE 4-HOUR SESSION



Learn how to limit the general public's and workers' exposure to workplace hazards caused by equipment and vehicles. Understand New York State flagging procedures and regulations.

Certifying Body: New York City Department of Buildings

Window Cleaners: Rope Safety

QUICK COURSE: ONE 4-HOUR SESSION



Learn the rules and regulations concerning rope safety including the life expectancy of nylon rope, and the tying of knots and planning for anchorage points.

Window Cleaners: General Cleaning & Safety Procedures

QUICK COURSE: ONE 4-HOUR SESSION

Learn the rules and regulations regarding the use of belt, ladder, scaffold, chemicals, and PPE. Develop a greater understanding of supported and suspended scaffolds and aerial lift safety.

We are continually adding
to and refining our course
offerings. Visit the

32BJ Member Portal

for updated courses!

Locations

Registration

Fall Trimester

Tue, August 13, 2024

Winter Trimester

Tue, November 5, 2024

Spring Trimester

Wed, February 19, 2025

Online Registration

Log in to 32bjmemberportal.org

Connecticut

Site Manager: Raquel Mercado

ctraining@32bjfunds.com

(203) 721-5732

**Phone Registration: (203) 721-5732 or
(888) 284-3225 (toll-free)**

Bridgeport

University of Bridgeport

230 Park Avenue, Bridgeport, CT 06604

Danbury

Western Connecticut State University

181 White Street, Danbury, CT 06810

Hartford

32BJ SEIU Office

885 Wethersfield Avenue, Hartford, CT 06114

Capital Community College

950 Main Street, Hartford, CT 06103

New Haven

Latinos for Educational

Advocacy and Diversity

100 Crown Street, New Haven, CT 06510

Norwalk

SONO 50

50 Washington Avenue, Norwalk, CT 06854

Stamford

University of Connecticut (UConn)

1 University Place, Stamford, CT 06901

Florida

Site Manager: Maggie Cruz-Ledon

fltraining@32bjfunds.com

(305) 807-8467

**Phone Registration: (305) 807-8467 or
(888) 284-3225 (toll-free)**

Fort Lauderdale

Nova Southeastern University

6 SW 75th Avenue, Davie, FL 33314

Miami

32BJ SEIU Office

1313 NW 36 Street, Suite 501, Miami, FL 33142

Maryland

Site Manager: Rafael Bósquez

mdtraining@32bjfunds.com

(202) 557-1226

**Phone Registration: (202) 557-1226 or
(888) 284-3225 (toll-free)**

Baltimore

Baltimore City Community College

710 East Lombard Street

Baltimore, MD 21202

Camp Springs

Prince George's Community College

6400 Old Branch Avenue

Camp Springs, MD 20748

Hyattsville

Prince George's Community College

6505 Belcrest Road, Hyattsville, MD 20782

Rockville

Montgomery College

51 Mannakee Street, Rockville, MD 20850

Silver Spring

Montgomery College

930 King Street, Silver Spring, MD 20910

Massachusetts

Site Manager: Ana Zambrano

matraining@32bjfunds.com

(617) 878-7483

Staff: Jude Travers

(617) 878-7454

**Phone Registration: (617) 878-7483 or
(888) 284-3225 (toll-free)**

Boston

32BJ SEIU Office

26 West Street, Boston, MA 02111

Brockton

Arnone Elementary School

135 Belmont Street, Brockton, MA 02301

Framingham

Framingham State University

93 State Street, Framingham, MA 01701

Lawrence

Northern Essex Community College

414 Common Street, Lawrence, MA 01840

Lowell

First United Baptist Church

99 Church Street, Lowell, MA 01852

Lynn

Lynn Vocational Technical Institute

80 Neptune Boulevard, Lynn, MA 01902

Marlborough

Assabet Valley Collaborative

28 Lord Road, Marlborough, MA 01572

Waltham

Waltham Community and Cultural Center

510 Moody Street, Waltham, MA 02453

Worcester

Worcester State University

486 Chandler Street, Worcester, MA 01602

New Jersey

Site Manager: Jhoanna Campos

njtraining@32bjfunds.com
(973) 733-9670

Staff: Glenda Moreno

(973) 733-9670, extension 2280

Staff: Eduardo Bristol

(973) 733-9670, extension 2282

**Phone Registration: (973) 733-9670 or
(888) 284-3225 (toll-free)**

Bayonne

Bayonne High School

669 Avenue A, Bayonne, NJ 07008

Bound Brook

Bound Brook High School

111 West Union Avenue
Bound Brook, NJ 08805

Camden

Camden County College

200 North Broadway, Camden, NJ 08102

Dover

The Organization for Hispanic Affairs

95-97 Bassett Highway, Dover, NJ 07801

Elizabeth

Union County College (Kellogg)

40 West Jersey Street, Elizabeth, NJ 07202

Hackensack

Bergen County Technical Schools

190 Hackensack Avenue
Hackensack, NJ 07601

Jersey City

Hudson County Community College

2 Enos Place, Jersey City, NJ 07306

Lincroft

Brookdale Community College

765 Newman Springs Road, Lincroft, NJ 07738

Morristown

Morristown High School

50 Early Street, Morristown, NJ 07960



Plumbing Basics, Bayonne, NJ

New Brunswick

Middlesex County College

140 New Street, New Brunswick, NJ 08901

Newark

32BJ SEIU Office

494 Broad Street, 3rd Floor, Newark, NJ 07102

Guard Training Academy

23 Branford Place, Newark, NJ 07102

Paterson

Passaic County Community College

1 College Boulevard, Paterson, NJ 07505

Plainfield

Union County College

232 East 2nd Street, Plainfield, NJ 07060

Trenton

Mercer County Community College

102 North Broad Street, Trenton, NJ 08608

Union City

Hudson County Community College

4800 John F. Kennedy Boulevard
Union City, NJ 07087

New York

Bronx

Site Managers:

Joe Cunningham (Industry)

bronxtraining@32bjfunds.com
(845) 494-9297

**Jesus Jhoni Puerta Lopez
(Academic/Computer)**

bronxtraining@32bjfunds.com
(718) 612-5708

**Phone Registration: (845) 494-9297 or
(888) 284-3225 (toll-free)**

Monroe College (East Fordham Road)

29 East Fordham Road
Bronx, NY 10468

Brooklyn

Site Manager: Donald Wingate

brquli@32bjfunds.com
(347) 638-3482

**Phone Registration: (347) 638-3482 or
(888) 284-3225 (toll-free)**

**New York City College of
Technology (Jay Street)**

300 Jay Street, Brooklyn, NY 11201

**New York City College of
Technology (Pearl Street)**

172 Pearl Street, Brooklyn, NY 11201

Locations

Long Island

Site Manager: Donald Wingate

brquli@32bjfunds.com

(347) 638-3482

**Phone Registration: (347) 638-3482 or
(888) 284-3225 (toll-free)**

Garden City: Nassau Community College

1 Education Drive, Garden City, NY 11530

Manhattan

Site Managers:

Emmanuel Cantres & Jason Lucas

training@32bjfunds.com

(212) 388-3701

**Phone Registration: (212) 388-3701 or
(888) 284-3225 (toll-free)**

25 West 18th Street

25 West 18th Street, New York, NY 10011

Queens

Site Manager: Donald Wingate

brquli@32bjfunds.com

(347) 638-3482

**Phone Registration: (347) 638-3482 or
(888) 284-3225 (toll-free)**

Con Edison Learning Center

4382 Vernon Boulevard, Queens, NY 11101

Queens College

65-30 Kissena Boulevard, Queens, NY 11367

Westchester

Site Manager: Johni Puerta Lopez

westchestertraining@32bjfunds.com

(718) 612-5708

**Phone Registration: (718) 612-5708 or
(888) 284-3225 (toll-free)**

New Rochelle: Monroe College

434 Main Street, New Rochelle, NY 10801

White Plains: New Location

Coming Soon

NEW

Yonkers

Site Manager: Johni Puerta Lopez

westchestertraining@32bjfunds.com

(718) 612-5708

**Phone Registration: (718) 612-5708 or
(888) 284-3225 (toll-free)**

SUNY Westchester Community College

843 Kimball Avenue, Yonkers, NY 10704



Pennsylvania

Philadelphia

Site Manager: Ty-Jamar Ryan

patraining@32bjfunds.com

(215) 907-2611

**Phone Registration: (215) 907-2611 or
(888) 284-3225 (toll-free)**

32BJ SEIU Office

455 North 5th Street, Philadelphia, PA 19123

Pittsburgh

Site Manager: Serena Rivera

pittsburghtraining@32bjfunds.com

(412) 639-1329

**Phone Registration: (412) 639-1329 or
(888) 284-3225 (toll-free)**

32BJ SEIU Office

307 Fourth Avenue, 3rd Floor

Pittsburgh, PA 15222

Rhode Island

Site Manager: Ana Zambrano

matraining@32bjfunds.com

(617) 878-7483

**Phone Registration: (617) 878-7483 or
(888) 284-3225 (toll-free)**

Providence

Rhode Island School of Design

(Washington Place)

20 Washington Place, Providence, RI 02903

Virginia

Site Manager: Jose Gonzalez

vatraining@32bjfunds.com

(202) 658-8282

**Phone Registration: (202) 658-8282 or
(888) 284-3225 (toll-free)**

Arlington

Syphax Adult Education Center

2110 Washington Boulevard

Arlington, VA 22204

McLean

International Language Academy

8000 Westpark Drive, Suite 160

McLean, VA 22102

Washington, D.C.

Site Manager: Jose Gonzalez

dctraining@32bjfunds.com

(202) 658-8282

**Phone Registration: (202) 658-8282 or
(888) 284-3225 (toll-free)**

Washington D.C.

SED Center

4110 Kansas Avenue NW

Washington D.C., 20011

Advisory Committee

The Advisory Committee is composed of both labor and management representatives.

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Orlando Marin

Technology Analyst

Kresheena Moore

Safety Instructor & Coordinator

Michael Mortimer

Industry Clerk

Margot Osborne

Curriculum Development
Specialist

Jilisa Piedra

Shortman
Services Representative

Denis Ramos

Industry Coordinator

Joe Roland

Curriculum Development
Specialist

Thomas Santiago

Operations Assistant

Yanirel Severino

Supervisor, Member Relations

Frederick Terry

Operations Assistant

Patricia Tudosa

Communications Analyst

Anthony Urena

Operations Analyst

Godwin Veerapathran

Senior Software Engineer

Albert White

Professional Development
Coordinator

Paul Zurawski

Curriculum Development
Specialist

SITE MANAGERS

Site Manager names and
contact information are listed
on pages 54-56.

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