

CAPITAL AREA TECHNICAL CENTER

PROGRAM OF STUDIES

2020 - 2021



Address: 40 Pierce Drive, Augusta, ME 04330

Phone: 207-626-2475

Capital Area Technical Center



Our school is made up of students from 8 area high schools that include: Cony, Erskine, Gardiner, Hall-Dale, Maranacook, Monmouth, Richmond and Winthrop.

Our programs are geared toward preparing students for business and industry. Many students find they like the hands-on nature of our programs, but this doesn't mean the programs are not rigorous or challenging. You will be challenged, you will be required to work hard, you will have the opportunity to earn certifications and college credit.

And through operating in a close to a real-world work environment, you'll also gain important professionalism and employability skills that are of equal importance to the technical skills that you will learn.

Please take advantage of the opportunity to see if one of our programs would be a good fit for your future plans. If you would like to schedule a visit to one of our programs, please see your school counselor for more information. We want to help you make the best informed decision about a program that might be right for you.

Our programs are both physically and academically rigorous. All programs require strong reading and writing skills. Many programs require an ability to read and write at a level appropriate for college coursework. All programs require strong math skills and the ability to work quickly through basic computations and work with fractions and ratios.

All programs include topics such as workplace ethics, resume writing, job interviewing, and include intensive safety or workplace appropriateness programs.

Professionalism and developing work readiness skills are highly emphasized in each program and of equal importance to technical skills and knowledge.

A student interview and references may be required.

All programs are designed to prepare a student for work or further education in the field. While we welcome students with a variety of levels of interest, please note that successful completion of a program requires an effort that extends beyond a hobby or personal use of skills.

Capital Area Technical Center



2020 - 2021 PROGRAM OF STUDIES

Capital Area Technical Center offers diverse, safe, and innovative learning experiences in which highly skilled educators empower students in developing the competencies needed to achieve their future goals.

CAPITAL AREA TECHNICAL CENTER

40 Pierce Drive

Augusta, ME 04330

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Table of Contents

Automotive Collision.....	3
Automotive Technology.....	4
Building Construction.....	5
Business Academy	6
Certified Nursing Assistant	7
Computer Technology.....	8
Culinary Arts	9
Early Childhood Education.....	10
Electrical Technology	11
Firefighting.....	12
Graphic Design & Printing	13
Law Enforcement Academy.....	14
Machine Tool with Welding.....	15
Medical & Veterinary Terminology	16
Plumbing & Heating	17



Automotive Collision



DESCRIPTION

Auto Collision is a one or two year program providing instruction in all phases of automotive refinishing and non-structural repair.

Students will cover the basics of Automotive Repair and Refinishing. Students will work with spray guns and related equipment while in the spray booth and mixing room. During the school year, students will be assigned to projects on donor vehicles along with repair panels that will enhance their skill level.

Students will also cover surface preparation, receiving hands on training on both steel and plastic exterior panel repair and replacement. Students will learn how to work with movable glass and hardware/trim removal and replacement. Students will learn about the use of plastics and adhesives in the repair procedure.

For the 2nd year student, the program reinforces previous skills learned and introduces a more individual learning plan. This is achieved through more complex projects and skill refinement.

Instructor: Romeo Roy

Certifications Offered:

- NATEF/ASE Student Certification Program
- OSHA 10 Hour General Industry Course
- SP/2 Safety Program

College Credit Opportunities:

- New England Institute of Technology

Sample Wage Potential: AUTO BODY

(2018 O*Net estimates)

- Maine: Median \$28,390; Top 90% \$51,590
- National: Median \$42,730; Top 90% \$71,970

Qualities of a Successful Student

- Ability to work with fractions and ratios
- Willing to learn and be responsible
- Hard Working with lots of hands on projects
- Work SAFELY
- Ability to Read and Write at Grade level



Automotive Technology



DESCRIPTION

The Automotive Technology is a two year program consisting of Automotive Technology I and Automotive Technology II.

The Automotive Technology I program will prepare students for entry level positions in the automotive field. The Maintenance and Light Repair curriculum is approved by The National Automotive Technicians Education Foundation (NATEF), and the program is NATEF certified in the following areas: brakes, electrical, engine performance, steering and suspension, engine repair, automatic and manual transmissions, manual drive train and axle, and heating and air conditioning. Industry standards are used and incorporated as well as up to date equipment to prepare a student for today's work environment.

In the Automotive Technology II program, students will continue the work started in Automotive Technology I by advancing their knowledge of automotive electronics, engine performance, and steering and suspension.

Instructors: Joe Rabideau and Keith Hart

Certifications Offered:

- NATEF Brakes
- NATEF Electrical
- NATEF Engine Performance
- NATEF Steering and Suspension
- SP/2 Safety Program

College Credit Opportunities:

- Central Maine Community College
- Southern Maine Community College
- Washington County Community College

Sample Wage Potential: AUTO TECHNICIAN

(2018 O*Net estimates)

- Maine: Median \$36,690; Top 90% \$57,670
- National: Median \$40,710; Top 90% \$66,950

Qualities of a Successful Student

- Knowledge of Algebra I concepts
- Ability to work formulas and equations
- Ability to read and write at grade level



Building Construction



DESCRIPTION

The Building Construction program provides instruction and practice in the principles of residential construction. Students build scale and full-size buildings, perform building tasks in the Augusta community, and study related information in the classroom. They learn to work independently and with groups. Students successfully completing the Building Construction course of instruction and work activities will be qualified for entry-level positions in construction, retail lumber, and related fields. Second year if qualified can study in fine carpentry which includes basic trim and cabinetry and furniture. This program helps build a firm foundation for furthering education in building technology programs at community colleges.

Qualities of a Successful Student

- Ability to perform calculations using fractions and decimals
- Ability to work with carpentry hand tools
- Ability to perform measurements and basic computations
- Ability to function in a wood shop using the latest tools stationary and hand held with confidence and safety

Instructor: Tom Holzwarth

Certifications Offered:

- OSHA 10 Hour Construction Industry Course

College Credit Opportunities:

- Central Maine Community College
- NOCTI

Sample Wage Potential: CARPENTER

(2018 O*Net estimates)

- Maine: Median \$41,420; Top 90% \$57,480
- National: Median \$46,590; Top 90% \$82,750



Business Academy



Instructor: Angela Dostie

College Credit Opportunities:

- Northern Maine Community College
- Thomas College
- University of Maine at Presque Isle

Sample Wage Potential: (2018 O*Net estimates)

- ME/National: VARIABLE AND UNLIMITED
The Business Academy Program can lead to many high skill and high wage careers.

DESCRIPTION

The Business Academy is a dual enrollment program that enables high school students to develop their knowledge and skills in the field of business. Dual enrollment students are able to earn college credits while completing their high school graduation requirements. In Business Academy, students have the opportunity to earn up to 30 college credits (15 credits each year they are enrolled in the program). The program is an excellent foundation for students who want to pursue a business-related career. The early introduction to college courses can help make the transition from high school to college easier. Topics include: Marketing, Management, Entrepreneurship, Personal Finance, and Communications.

Qualities of a Successful Student

- Must be a junior or senior
- Ability for college level work
- Willingness to learn



Certified Nursing Assistant



Instructors: Deborah Belanger-Warnke RN, Karen Parker RN, Bethany Sherman RN

Certifications Offered:

- State of Maine Certified Nursing Assistant
- OSHA 10 hour Healthcare Certification

Sample Wage Potential: NURSING ASSISTANT (2018 O*Net estimates)

- Maine: Median \$13.63/hr; Top 90% \$17.77/hr
- National: Median \$13.72/hr; Top 90% \$19.02/hr

Sample Wage Potential: REGISTERED NURSE (2018 O*Net estimates)

- Maine: Median \$65,630; Top 90% \$91,790
- National: Median \$71,730; Top 90% \$106,530

DESCRIPTION

The CNA program provides students with the opportunity to acquire knowledge and to learn the skills necessary to become a Certified Nursing Assistant (CNA). Students learn how to give basic nursing care to patients and residents. This includes assisting with personal hygiene, movement, nutrition, elimination, communication and emergency situations.

In the classroom, students learn about anatomy and physiology, diseases, illnesses and conditions of the human body, and they practice tasks in the skills lab. Working in the local nursing homes and hospital is required. Qualified students who successfully complete the program have the opportunity to take the State of Maine Certified Nursing Assistant exam in the spring and to become a Certified Nursing Assistant. Students are prepared to work as a CNA and/or further their education in nursing or other medical fields.

Qualities of a Successful Student

- Ability to read and write at a level appropriate for college coursework
- Good attendance - students must meet the state mandated hour requirements prior to taking the CNA exam.
- Must be 16 years of age to be eligible for a State of Maine Board of Nursing CNA license.
- Criminal background checks are required by the State in order to complete the CNA certification.
- It is recommended that students take the Medical Terminology course at CATC to provide a solid foundation of the medical language and before enrolling in the CNA program as a senior.



Computer Technology



Instructor: Michael Fraser

Certifications Offered:

- Testout Certifications - PC Pro, Network PRO, Linux PRO, Routing & Switching PRO, Security PRO, Ethical Hacker PRO

College Credit Opportunities:

- Central Maine Community College
- University of Maine - Augusta

Sample Wage Potential: (2018 O*Net estimates)

- ME/National: VARIABLE AND UNLIMITED
- The Computer Tech Program can lead to many high skill and high wage careers.

DESCRIPTION

Computer Technology 1: Students will prepare for the A+ Certification. Students will have classroom work and hands-on experience that will prepare them for entry-level positions and/or a post-secondary computer related programs. Testout PC Pro Course: Provides the fundamental objectives to support and maintain Computing devices to meet the growing demand for entry-level information and communication technology (ICT) professionals.

Computer Technology 2: Students will prepare for the CompTIA Net+ Certification. Students gain the knowledge and skills they need to install, configure and maintain a network for a small business. Students will further their knowledge and resume with the additional networking skills. This is an accelerated class with the second half of the school year open to the possibilities of additional certifications, college credit, student projects, and internships.

Qualities of a Successful Student

- Patience, Empathy, and Active listening. Computer problems can be incredibly frustrating
- Time Management Skills
- A Drive to succeed.
- Consistency of an online world
- Task oriented mindset.



Culinary Arts



DESCRIPTION

The Culinary Arts program trains students that are serious about a career in the foodservice industry. Students learn about food preparation & safety, the pastry arts, and proper dining room service techniques through daily lab work. Students will participate in a variety of functions, banquets and outside catering events. Employment potential after graduation is excellent or it can better prepare students for post-secondary culinary education. Lesson plans coordinate with National Restaurant Association standards.

Students can be enrolled in the program for two years. Year one, level one is all about the basics of the foodservice industry. Year two, level two reinforces these basics while implementing critical thinking and leadership roles for these students.

Whether a student wants to ultimately own their own restaurant, have a food truck, become an inn keeper, work as a private yacht chef, start their own brewery, or be a hospital dietitian this program will help launch students in the right direction.

Qualities of a Successful Student

- Basic math skills especially with fractions, have average reading and writing skills
- Basic knowledge of French vocabulary
- Good attendance is a must, be self-motivated, the desire to pursue a career in the Foodservice Industry
- Be able to stand for long periods of time, have the ability to work in individual and team settings, and have the ability to comprehend oral instruction
- Good hygiene practices

Instructor: Heidi Parent

Certifications Offered:

- ServSafe Foodhandler
- ServSafe Manager
- SkillsUSA/NOCTI

College Credit Opportunities:

- Central Maine Community College
- Culinary Institute of America
- Eastern Maine Community College
- Southern Maine Community College
- Kennebec Valley Community College
- York County Community College

Sample Wage Potential: CHEF

- (2018 O*Net estimates)
- Maine: Median \$48,780; Top 90% \$75,440
- National: Median \$48,460; Top 90% \$81,150

Extracurricular Activities:

- SkillsUSA competitions
- ProStart team competitions
- Community events



Early Childhood Education



DESCRIPTION

Early Childhood Education offers 2 one-year programs based on the standards put forth by the National Association for the Education of Young Children. All students, regardless of year of enrollment, will assist in operating an on-site preschool program and will interact with local teachers and daycare providers when completing student teaching opportunities in the community. Students will work to develop a professional portfolio constructed on the preparation standards from the National Association for the Education of Young Children (NAEYC).

During the 2020-21 school year, students will focus on healthy, safe classroom environments, as well as curriculum development. They will design a classroom layout, learn how to choose safe materials for children, receive training around safety and child abuse and develop curriculum based on standards.

During the 2021-22 school year, students will become acquainted with professional opportunities and expectations related to the early childhood field, learn about child development, prenatal to age eight, and receive instruction regarding assessment and how to measure if children are growing and learning.

Qualities of a Successful Student

- Students should have excellent reading and writing skills and be strong communicators
- Students must be 16 to participate in this program

Instructor: Erin Sirois

Certifications Offered:

- OSHA Start Safe. Stay Safe Industry Course
- First Aid/CPR
- ServSafe Food Handler
- Mandated Reporter
- Certified Early Childhood Assistant (after 2 years)

College Credit Opportunities:

- Northern Maine Community College
- Thomas College
- NOCTI

Sample Wage Potential: PRESCHOOL TEACHER

(2018 O*Net estimates)

- Maine: Median \$34,060; Top 90% \$49,630
- National: Median \$29,780; Top 90% \$55,350



Electrical Technology



DESCRIPTION

A two year program covering AC electrical theory, residential and commercial wiring. All students will receive a State of Maine Electrical Helper license and will be required to complete the OSHA 10 hour safety course.

Class time is split between class instruction, practical wiring, labs and real world projects. The National Electrical Code pertaining to residential wiring is covered in detail. Electrical work is physically demanding; standing climbing, crawling, and using various hand and power tools, along with lifting heavy loads. It is also mentally challenging; applying math skills, reading and interpreting electrical code and blueprints, and visualizing uncompleted work. Students have an opportunity to compete in SkillsUSA at the local, state, and national level. Students will leave the program with the skills needed to work for an electrical contractor at an entry level position and/or continue their education.

The CATC Electrical Technology program is recognized by the State of Maine Electricians' Examining Board in satisfying the 576 education hour requirement to be eligible to take the Journeyman Electrician's Exam. The board also awards 1000 working hours for completing the two year program.

Qualities of a Successful Student

- Maturity and desire to work towards developing valuable job skills.
- Ability to perform calculations using fractions and decimals
- Ability to perform basic computations
- Ability to read and write at grade level and interpret technical texts.
- Attendance - students must meet the state mandated hour requirements in order to get licensing credit. Missed time must be made up

Instructor: Michael Parent

Certifications Offered:

- OSHA 10 Hour Construction Safety Course
- 576 hour program of study requirement towards the State of Maine Journeyman License
- 1000 working hours towards Journeyman license
- National Association of Home Builders Certification
- Maine State Electrician Helper License
- NOCTI

College Credit Opportunities:

- Central Maine Community College
- Eastern Maine Community College
- Kennebec Valley Community College
- Northern Maine Community College
- Southern Maine Community College
- Washington County Community College

Sample Wage Potential: ELECTRICIAN

(2018 O*Net estimates)

- Maine: Median \$54,850; Top 90% \$71,420
- National: Median \$55,190; Top 90% \$94,620



Firefighting



DESCRIPTION

This program is a combination of in-class theory, fitness training, and hands-on experiences. The program's home base is Capital Area Technical Center, but a portion of time is spent at the Augusta Fire Department's Western Avenue station participating in real-world, live experiences. Reading and written work is also required.

The goal of this program is to provide the knowledge, skills and abilities to the students to prepare them for a career in the fire service or to support their local volunteer fire departments, which is in great need of volunteers.

For those pursuing furthering their Firefighting education, these certifications can be applied to Fire Science programs through the Maine Community College System. These programs work in conjunction with area Fire Departments providing live-in opportunities which allow the students to live at the firehouse and work along with career personnel, giving a hands on experience of living the life in the Fire Service.

Most importantly, students will learn the importance of the fire service community, the worldwide family of brothers and sisters working towards providing a service of life safety, property conservation and environmental protection, the importance of teamwork, of assisting their teammates, confidence in their teammates and in themselves.

Instructor: Lt. Rick Johnson

Certifications Offered:

- Maine State Firefighter 1 & 2
- Haz-Mat Operations

College Credit Opportunities:

- Southern Maine Community College
- Eastern Maine Community College

Sample Wage Potential: FIREFIGHTER

(2018 O*Net estimates)

- Maine: Median \$34,210; Top 90% \$53,660
- National: Median \$49,620; Top 90% \$88,920

Qualities of a Successful Student

- Desire to serve the Public
- Desire to work hard to gain required knowledge, skills and abilities.
- Respect for yourself and others
- Physically fit
- Work well in a team environment



Graphic Design & Printing



DESCRIPTION

In this course, students will use their creativity and problem-solving skills to create original graphic art projects from concept, sketch to design, to implementation. Students utilize Macintosh computers using the Adobe Creative Suite of products such as: Photoshop, Illustrator and InDesign to learn the fundamentals of layout and design through hands on projects. Sample topic areas include Principles & Elements of Design, Typography, Logo Design, Digital Photography, etc. Students are also introduced to basic printing and finishing operations. An emphasis is placed on professional conduct and work ethic. Hands-on experience is gained through participation in live jobs throughout the school year, as long as the student is in good standing.

Second year Graphic Design students will improve their design and printing skills through the production of jobs for non-profit organizations and schools. Students will complete higher level projects that have been built on the basic skills learned in Graphic Design I. Additional coursework will be tailored to individual interests. Students in Graphic Design II will also apply and demonstrate their skills by assisting first level students as mentors.

Instructor: Jaime Clark

Certifications Offered:

- OSHA 10 Hour General Industry Course
- SkillsUSA Advertising and Design

Sample Wage Potential: GRAPHIC DESIGNER

(2018 O*Net estimates)

- Maine: Median \$42,260; Top 90% \$70,230
- National: Median \$50,370; Top 90% \$85,760

Qualities of a Successful Student

- Professionalism, respect, self-motivation and honesty.
- Basic reading/writing skills and be able to communicate with other students and instructor on a daily basis.
- Ability to work at a computer station for extended periods of time.
- Basic computer skills and knowledge.
- A like and willingness to sketch and draw!
- Creative thinking skills and an appreciation for art and design



Law Enforcement Academy



DESCRIPTION

Students enrolled in the Law Enforcement Academy will gain a head start in this increasingly competitive field. The broad range of topics include Maine criminal law, traffic law, criminal investigations, report writing, defensive tactics, use of force options, ethics, legal subjects and human relations. The course is designed to help students make a career choice in the main occupations available in the field and to prepare them for further training or education in the criminal justice/law enforcement field.

Students in this program are expected to display high standards of ethical and moral behavior, in and out of the classroom, that reflect professionalism, respect, commitment, dedication, pride, self-discipline and teamwork. The curriculum is delivered through lecture, videos, hands-on applications, demonstrations and practical scenarios. Major topics in the course include: MARC Training, physical fitness, drill & ceremony, situational use of force options (pepper spray, taser, baton, firearms), low/high risk stops, crime scene processing and weekly report writing assignments. Students in the course are expected to be clean shaven, to keep their hair well groomed. Uniforms, boots and equipment will be provided.

Second Year students will participate in Ride Alongs /Work Studies. The Law Enforcement Academy is a valuable experience to prepare those considering a career in the military.

Instructor: Peter Couture

Certifications Offered:

- Handgun Safety
- First Aid/CPR/AED
- CTECT

College Credit Opportunities:

- Husson University

Sample Wage Potential: POLICE OFFICER

(2018 O*Net estimates)

- Maine: Median \$49,860; Top 90% \$64,130
- National: Median \$61,380; Top 90% \$101,620

Qualities of a Successful Student

- Communication
- Compassion & empathy
- Integrity / Ethics
- Critical thinking
- Physical fitness
- Self-control



Machine Tool with Welding



DESCRIPTION

The first year course will introduce students to both basic machining and welding. Activities include: lathe operations, milling machines, drill presses, blueprint reading and other tools found in the metal industry. Students will also be introduced to aspects of Shielded Metal Arc Welding (Stick), Metal Inert Gas Welding (MIG), Plasma Cutting, Oxy/Fuel Torch operation and Tungsten Inert Gas Welding (TIG). All students will be expected to obtain a certification in NOCTI (National Occupational Competency Testing Institute) and/or AWS (American Welding Society) certification. These credentials are universally recognized in each of the respective industries.

The second year course is an extension of the Machine Tool/Welding Technology I program with an increased level of expertise in machining and welding. The machinist projects assigned are more complex. Students will be exposed to computer numerical control (CNC), four jaw chucking, and other advanced processes. The welding criteria will expand to include a more comprehensive skill set in the various test positions required by the AWS (American Welding Society). The students will expand their knowledge in Tig welding, blueprint reading and other advanced aspects of welding.

Instructor: Darryl Nadeau

Certifications Offered:

- NOCTI
- American Welding Society (AWS)

College Credit Opportunities:

- Southern Maine Community College
- Kennebec Valley Community College
- Central Maine Community College

Sample Wage Potential: MACHINIST

(2018 O*Net estimates)

- Maine: Median \$49,780; Top 90% \$68,800
- National: Median \$43,630; Top 90% \$65,360

Sample Wage Potential: WELDER

(2018 O*Net estimates)

- Maine: Median \$49,560; Top 90% \$61,480
- National: Median \$41,380; Top 90% \$63,740

Qualities of a Successful Student

- Professionalism, respect, self-motivation and honesty (Work Ethics).
- Basic reading/writing skills and be able to communicate with other students and instructor on a daily basis.
- Ability to work with basic math, fraction conversion to decimal and basic geometry.
- Basic blueprint reading, knowledge to sketch a drawing.
- Safety awareness and follow (PPE) instructions



Medical & Veterinary Terminology



DESCRIPTION

The first three quarters of the course will cover medical terminology. Students in this program are dual enrolled and have the opportunity to earn 3 college credits upon successful completion of the course. The last quarter of the course will cover veterinarian terminology.

Students will learn about human anatomy and physiology and companion animal anatomy and physiology, veterinarian terminology, and infection control procedures. Students will practice skills related to human and animal studies, such as obtaining pulses, grooming, bathing, and other various human and animal nursing procedures. There will be opportunities to learn from various speakers in industry about career opportunities in the medical/veterinarian fields.

Students enrolled in the program will attend a week of Career Exploration at the Togus VA. There will also be a clinical rotation at the local animal shelter during the second semester. Students who successfully complete the program may be eligible to become employed in a medical office setting and/or veterinary clinic. This is an excellent course to begin education in the health field because students will learn the terminology that will be a good foundation for any medical career.

Instructor: Karen Parker RN and Bethany Sherman RN

Certifications Offered:

- OHSA 10 Hour Healthcare Certification
- Serve Safe Basic Food Handler Certification
- American Red Cross Pet First Aid and CPR certification

College Credit Opportunities:

- Central Maine Community College

Sample Wage Potential: PHYSICIAN

(2018 O*Net estimates)

- Maine: Median \$208,000+; Top 90% \$208,000+
- National: Median \$200,890; Top 90% \$208,000+

Sample Wage Potential: VETERINARY TECH

(2018 O*Net estimates)

- Maine: Median \$36,390; Top 90% \$48,040
- National: Median \$34,420; Top 90% \$50,010

Qualities of a Successful Student

- Positive attitude and willingness to learn a new language!
- Excellent reading and writing skills!
- Strong communication skills
- Time management skills
- Ability to work with others and step outside your comfort zone.



Plumbing & Heating



DESCRIPTION

Plumbing and Heating offers 2 one-year programs providing instruction in all phases of plumbing and heating technology. The students will learn installation, repair, and maintenance of plumbing and heating equipment.

In the plumbing year (2020-2021), students will learn the types of piping and fittings and the tools required for their proper installation. Domestic water heating by electricity, gas, oil and solar will be understood. Upon completion of the course, students will have the opportunity to receive credit for Plumbing Fundamentals in the Energy Services Technology program at Kennebec Valley Community College.

In the Heating year (2021-2022), students will learn the basics of oil and gas heating systems. They will learn to use the tools to maintain, install and troubleshoot heating systems. Boilers and furnaces will be worked on in our lab. Students will be involved in the installation, maintenance, and adjustment of equipment. This will require skills learned in piping, wiring, control circuitry, and sheet metal. Hot air ductwork and hydronic heat distribution units, such as baseboard and radiant, will be installed as zone of heat in our shop. Solar, wood and refrigeration will be explored as heating sources in the trades.

Both courses use a nationally recognized curriculum with a national registry for qualified students. Graduates have basic entry-level skills to enter the workforce or continue their education in Plumbing & Heating at a technical college.

Instructor: Nick Smith

Certifications Offered:

- National Association of Home Builders Plumbing
- National Oilheat Research Alliance Bronze Course
- OSHA 10 Hour Construction Industry Course

College Credit Opportunities:

- Kennebec Valley Community College

Sample Wage Potential: PLUMBERS

(2018 O*Net estimates)

- Maine: Median \$51,090; Top 90% \$68,730
- National: Median \$53,910; Top 90% \$93,700

Qualities of a Successful Student

- The ability to work well with others
- Willingness to learn
- Reading and comprehension skills
- A strong interest in the trade



