Service Careers



Starting Salary Range: \$6 - \$10 per hour

Who Can Enroll:

High School Juniors and Seniors

Post-Secondary Students



Education and training at the eneed of husiness

3921 34th Street Woodward, OK 73801 580-256-6618 www.hptc.edu

Career Opportunities

- Customer Service Representative
- Child Care
- Custodial Services-Residential/Commercial
- Horticulture/Grounds Keeping
- Continuing Education and Training

Service Careers

Service Careers is designed to teach students the various skills necessary to be successful in the of Child Care. Building / Grounds field Maintenance and Horticulture. Students have the opportunity to explore various occupational areas that enable them to make informed career Through this exploration, students choices. develop a positive self-image, which enables them to gain the insight needed to develop in other career areas. By offering a "hands on" learning environment similar to that found in the work force, students learn job skills required for employment. Students also learn safety. communication, human relations, work ethics, and leadership skills. Eligible students are given the opportunity to participate in on the job training. This course includes Basic Skill Enhancement for all students who have not mastered a core academic area. These basic requirements are necessary to succeed in this program.

> Karen Rogers, Instructor Service Careers krogers@hptc.edu

Service Careers

Course Information

Child Care

- Indoor/Outdoor Safety
- Child Development Concepts
- Providing Learning Environments
- Nutrition
- Licensing Standards

Horticulture

- Hand and Power Tools
- Plant Propagation
- House Plant Care
- Landscaping
- Grounds Keeping

Life Skills

- Employability
- Leadership
- Office Skills
- Skills USA

Power Product

- Auto Care & Detailing
- Hand and Power Tools
- Electrical Safety

Helpful Attributes

Analytical Skills, Computer Knowledge, Communication Skills, Reading and Writing Skills, Math Skills

ADULT TUITION INFORMATION

TUITION In District \$2.25 an hour

Out of District \$4.50 an hour

OTHER Certification/Testing

ADULT FEES Book/ Material Use Fee

Career Majors

- Teacher Prep (525 hours)
- Horticulture Assistant (750 hours)
- Building & Grounds
 Maintenance Assistance (975 hours)



Education and training at the speed of business.