

# Mechanical Contracting Industry Council of New Jersey

211 Mountain Avenue, Springfield, New Jersey 07081 0390

Tel: 973 912 0042 Fax 973 912 0043 Email: mcanjinfo@mcanj.org

## MCIC Educational Offerings - Spring 2020

### **\*Basic Computerized Estimating – limited to one attendee per member company**

6 Sessions—Tuesdays – February 25, March 3, 10, 17, 24, 31

Instructor: John Corallo, Binsky & Snyder

*This course will focus on computer estimating for Mechanical Contracting, using software from Viewpoint (Formerly Maxwell). This course is limited to 12 people who are estimators or those who have completed the Blueprint Reading & Estimating Class.*

### **Advanced Commercial HVAC/R**

6 Sessions—Wednesdays – February 26, March 4, 11, 18, 25 and April 1

Instructor: Frank Raimondi, United Cooling and Refrigeration

*This course is advanced in nature, and the enrollment will be restricted to allow only those individuals who are journeymen technicians. In addition to concepts in the industry, there will be a troubleshooting section of the course, if requested by the students.*

### **\*Basic Computerized Scheduling – limited to one attendee per member company**

5 Sessions—Thursdays – February 27, and March 5, 12, 19, 26

Instructor: Keith Brown, Brown Engineering

*Successful project execution requires adequate planning and tracking. This allows you to minimize job site inefficiency, accurately predict workforce requirements, and provide documentation to allow you to get paid for changes and claims caused by others. This course will make you more aware of the time-related costs that impact all of your projects, and by using Microsoft Project 2013 scheduling software, how to accurately schedule your jobs. You will learn how to document and recover your real costs caused by delays, changes, etc., thereby improving the profitability of all your projects. This course is limited to 12 people.*

### **American Red Cross Standard**

1 Session—Monday, May 4 from 4:00 to 10:00 pm

AED, CPR and First Aid

Instructor: American Red Cross

*This course, taught by a Red Cross instructor, will cover all aspects of First Aid, CPR & AED. Due to American Red Cross regulations, space in this class is limited.*

REMINDER: Attendees must be journeymen, must be employed by a contributing contractor to the Mechanical Contracting Industry Council and must be in good standing with their Local Union.

**On-line registration is available: <http://www.mcicnj.org/night-classes/>**

(\*) NOTE: The Basic Computerized Estimating and Basic Computerized Scheduling classes are limited to one attendee per member company. If you have additional registrations, they will be placed on a waitlist. MCANJ will notify those on the waitlist a week before the start of class if there is space available.

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## Enrollment Application

### ELIGIBILITY

Attendees must be journeymen, must be employed by a contributing contractor to the Mechanical Contracting Industry Council, and must be in good standing with their Local Union to participate in this program.

### ENROLLMENT

Select the course(s) you would like to attend by checking the box placed before the session. You must obtain your employer's approval with his signature. Send your completed form by fax (973-912-0043) or e-mail (mcanjinfo@mcanj.org). Online registration is also available at <http://www.mcicnj.org/application/>

### TUITION/FEES, ATTENDANCE, AND CERTIFICATES

Tuition (and fees) paid by the Mechanical Contracting Industry Council. Accepted applicants are **REQUIRED** to attend all scheduled sessions. Should an attendee expect to miss any class, he/she **MUST** either call (973-912-0042) or email (pshaughnessy@mcanj.org) before the start of that particular class (You may be asked by MCIC to provide documentation). Those applicants meeting the attendance requirement will be handed a certificate of completion on the last day of class.

### CLASS LOCATION AND TIME

Class Location: MCIC office, 211 Mountain Avenue (Side entrance), Springfield, NJ 07081-0390 from 7:00-9:30 p.m., unless otherwise specified in the course description.

Email your completed Enrollment Application to [mcanjinfo@mcanj.org](mailto:mcanjinfo@mcanj.org) or fax to 973-912-0043.  
All fields below are REQUIRED. All correspondence, including class confirmation, will be sent via email.  
You may also register on-line: <http://www.mcicnj.org/night-classes/>

### Please select the course(s) you are applying for:

Basic Computerized Estimating \*: 6 Sessions—Tuesdays – February 25, March 3, 10, 17, 24, 31

Advanced Commercial HVAC/R: 6 Sessions—Wednesdays – February 26, March 4, 11, 18, 25 and April 1

Basic Computerized Scheduling \*: 5 Sessions—Thursdays – February 27, and March 5, 12, 19, 26

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### Required Information:

Full Name:

Email Address:

Preferred Number:

Employer's Name:

Employer's Address:

Employer's Phone:

Your Present Position:

How Long:

Approved by (Your Employer's Name and Title):