

# INDUSTRY—OCCUPATIONAL EXTENSION

For More Information Contact:

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## CONSTRUCTION TRADES

**NEW!** **INTRODUCTION TO PLUMBING** \$175.00  
This course provides basic instruction in plumbing fundamentals and skills needed in the residential and commercial building trade. Course topics will include fundamentals, proper uses of tool and equipment and workplace safety. The course will include classroom and lab instructions. Students will be evaluated on written and lab demonstrations. This course may lead to employment in the residential/commercial plumbing industry for successful completers. Orientation will be the FIRST day of class. Come prepared to pay the registration fee.

M, W & TH 6:00pm-9:00pm 8/9/10-12/16/10 COMTech Park Lowry's Plumbing  
Pembroke, NC

**NEW!** **INTRODUCTION TO COMMERCIAL & RESIDENTIAL WIRING** \$175.00  
This course provides in-depth training into the principles of electrical wiring as it applies to residential and commercial applications. Emphasis will be given to Ohm's Law, alternating and direct circuits, the use of electrical tools and equipment, wiring materials and workplace safety. Preventive maintenance and troubleshooting will be covered. Students will be evaluated on written and lab demonstrations. This course leads to employment in the commercial/residential wiring industry for successful completers. Orientation will be the FIRST day of class. Come prepared to pay the registration fee.

M, T & TH 6:00pm-9:00pm 8/10/10-12/16/10 COMTech, Room A039 Locklear

### BASIC WELDING \$175.00

This course concentrates on basic welding and cutting procedures. Emphasis is placed on beads applied with gases, mild steel fillers, electrodes and the capillary action of solder. Students will learn safe welding set-up procedures and oxy-fuel equipment. Safety glasses and welding gloves are required. Registration is the first class meeting. Class size is limited.

M & W 12:00 noon-2:00pm 08/16/10-12/06/10 RCC-Room 101 Williams  
M & W 6:00pm-9:30pm 08/09/10-12/15/10 RCC-Room 101 Williams  
T & TH 6:00pm-8:00pm 08/17/10-12/07/10 RCC-Room 101 Williams

### MIG WELDING with AWS CERTIFICATION **NEW!** \$175.00

This course program will certify all successful completers with American Welding Society Certification. Graduates will be ready for entry-level employment opportunities in the welding/construction trades. Courses included are Arc Welding, Gas Metal ARC Welding and Blueprint and Precision Instrument Reading. Safety glasses and welding gloves are required. Class size is limited.

M, T, W & TH 8:00 am - 11:30 am 8/9/10-12/15/10 RCC, Room 101 Dial

### PIPE WELDING \$175.00

This course provides practice in the basic principles of pipe welding. Students will learn to flame cut, level and fit basic pipe joints. Practice will be provided in all positions using the shielded metal arc welding process. Safety glasses and welding gloves are required. Registration is during the first class meeting. Class size is limited.

FRIDAYS ONLY 12:30pm-5:30pm 08/13/10-12/17/10 RCC-Room 101 Dial

### PIPE WELDING \$175.00

This course provides practice in the basic principles of pipe welding. Students will learn to flame cut, level and fit basic pipe joints. Practice will be provided in all positions using the shielded metal arc welding process. Safety glasses and welding gloves are required. Registration is during the first class meeting. Class size is limited.

SATURDAYS ONLY 9:00am-3:00pm 08/14/10-12/18/10 RCC-Room 101 Dial

**COATING TECH. AND ASSESSMENT MANAGEMENT****NO FEE**

This course is designed and presented by NORTH CAROLINA RURAL WATER ASSOCIATION to provide waste and potable water operators with the annual CEU's required to maintain state board certifications.

T 7:30am- 3:30pm 11/30/10 Workforce Development Ctr.  
BB&T Conference Room

**BUSINESS & INDUSTRY-ONLINE COMPUTER CLASSES**

Robeson Community College offers a variety of online Continuing Education classes for busy business and industry individuals. Online classes allow you access to the course materials and assignments from your home or office with access 24 hours a day - 7 days a week. Please go online to <http://www.ed2go.com/robesoncc> and call 272-3630 regarding registration process. All classes begin on the following schedule.

All of the following computer classes will be offered on these dates for your convenience:

August 18, 2010  
September 15, 2010  
October 20, 2010  
November 10, 2010  
December 8, 2010

**Effective Business Writing****\$65.00**

Don't let small gaps in your business writing skills prevent you from reaching your full potential! It doesn't matter whether you're clerical, an engineer or an executive. If you communicate with others in writing, you need this course to help identify and eliminate problem areas. You will be able by the end of the course to develop powerful written documents that draw readers in and keep them motivated.

**Employment Law Fundamentals****\$65.00**

Learn the basics of employment law so you can legally hire, evaluate, and manage employees. Learn the differences between an employee and an independent contractor, the basic types of employee benefits, effective hiring, evaluation and termination procedures, and methods to resolve employment disputes and workplace safety rules.

**Project Management Application****\$65.00**

This course is the follow-up to the Project Management Fundamentals. The course will increase the probability of project success by mastering the tricks and trade: earned value performance measurements, Gantt charts, network breakdown structure and cost-volume analysis.

**Six Sigma: Total Quality Fundamentals****\$65.00**

Learn what quality is and the major elements of a quality system. Master concepts such as the cost of the nonquality, variation and total employee involvement (TEI). Learn the ins and outs of ISO 9000, ISO 14000 and the Malcolm Baldrige National Quality Award.

**Supply Chain Management Fundamentals****\$65.00**

Master the fundamentals of supply chain management, including customer demand forecasting, master production scheduling (MPS), material requirement planning (MRP), capacity planning and production activity control (PAC).

**Understanding the Human Resources Function****\$65.00**

This course is designed for those without human resources experience. It will prepare managers and business owners to handle basic human resources functions in a way that will ensure positive results.

**Fundamentals of Supervision and Management****\$65.00**

Learn how to become an effective supervisor or manager. Master the basics of business and organizations, people skills and problem solving and conflict resolution.

**Leadership****\$65.00**

Leadership skills can help you gain the respect and admiration of others, while also allowing you to enjoy success in your career and more control over your destiny. If you do not currently hold a leadership position, this course will teach you how to use the principles of great leaders to achieve success in almost every aspect of your daily life.