

Entry Level Manufacturing Training - Meeting Industry need through Basic Skills Development

Portland Community College

WorkSource *A Bridge to Jobs* Career Center



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Worksystems, Inc. from the U.S. Department of Labor.
Equal Opportunity Employer/Program.*

WorkSource Capital Career Center

- *We are a “One-stop” Career Center funded in part by **Workforce Investment Act, STEM and Portland Community College.***
 - *Our goal is to provide a continuous supply of qualified workers from the **local** community for the **local** industry.*
 - *For businesses we provide: Specialized short term pre-employment training for circuit board, machine bioscience and solar companies*

Short-Term Trainings developed with industry :

- Entry Level High Tech Skills Training for Merix Corp., Vanguard EMS, Precision Wire Components – 7 weeks of contextualized English as a Second Language training and soldering skills
- Manufacturing Foundations for Tosoh Quartz, Solaicx, Clear Edge Power – 6 weeks of contextualized basic skills training
- Bioscience Operator training for Genentech, Precision Wire Components, Hemcon and Welch-Allyn – 13 credit hours – 1 college term
- Solar Voltaic Manufacturing Operator training for SolarWorld – 13 credit hours – 1 college term
- Renewable Energy Systems – 43 credits – 3 college terms

Benefits to the Employers

- *Opportunity to pre-screen who gets trained before hiring.*
- *Established resource for entry level workers streamlined hiring process*
- *Improved employee retention*
- *Faster ramp-up time*
- *Individual student class performance & attendance information.*

Company Member Role

- *Screening interviews*
- *Company Overview*
- *Company tour*
- *Subject Matter Expert*
- *Interviews to hire*
- *Provide Scholarship funds based on retained employees*

Entry Level High Tech Skills Training

6-Week Training Curriculum Outline

Topic	Hours	Topic	Hours
Working in High Tech	15	Safety	4
Industry Overview		Hazard Communication	
Overview of Jobs		Ergonomics	
Employer Expectations		LOTO	
Company Rep Visits		PPE (person protected equipment)	
Company Tours		Violence in the workplace	
Communication	24	Soldering Basics	20
Verbal, non-verbal, Conflict Resolution		Basic concepts of IPC-610 Class 2 workmanship standards. Demonstrate hand-on entry level soldering skills.	
Active listening, Diversity, Cultural Awareness		Component ID	2
Anti-Harassment, Assertiveness			
Educational Skills Review		Technology	
Math Review	6	Diagram Reading	1
Math in the workplace	12	Blueprint Reading	1
Reading and Writing on the Job	5.5	Assembly Skills	1
Reading Work Instructions/Job Traveler	3	Using Measurement Tools	3
Common terminology	8	*Calipers and Micrometers	
Quality		Computer literacy	10
Quality Systems	28	Keyboarding	
*concepts, process, teamwork, problem solving		Windows	
Lean Manufacturing	6.5	Email	
ISO Intn'l Organization for	4		
SPC (Statistical Process Control)	4		
ESD (Electrstatic Discharge)	2		
	Total		160
Job Readiness	10		
Applications, Resumes, Interviewing Workshops			
	Grand Total		170