

KANSAS CITY ASSOCIATED EQUIPMENT DISTRIBUTORS

638 West 39th Street P.O. Box 419264 Kansas City, MO 64141

816-561-5323 FAX 816-561-1249

November 2011

Dear Counselor:

In our continuing effort to increase interest in the areas of Heavy Equipment and Diesel Engine Repair as a career, the Kansas City Associated Equipment Distributors (KCAED) has developed a scholarship for students with an interest in pursuing a post-secondary education in either of these fields. Included in this packet is a scholarship application as well as general information about the Associated Equipment Distributors (AED).

Information provided:

- A brochure providing information about a future in the field of construction equipment repair;
- A detailed job description for a service technician position;
- A listing of all post-secondary schools offering a program in Heavy Equipment Repair or Diesel Mechanics. Both AED-accredited and non-accredited schools within a 300-mile radius of the Kansas City area are included and the list also provides information about the program(s) offered at the schools and contact information for each program;
- A listing of the members of KCAED;
- KCAED scholarship application.

If you have questions, or would like any of this information in an electronic format, please feel free to contact me by email (skscroggins@swassn.com) or by phone at 816-561-5323.

Thank you for your time and your assistance in the promotion of this field of study.

Best regards,



Sara Scroggins
Kansas City Associate Equipment Distributors

Kansas City Associated Equipment Distributors Members

Central Power Systems and Services
9200 Liberty Dr.
Liberty, MO 64068
Phone: 816-781-8070
Fax: 816-781-2207

Coleman Equipment Inc.
P.O. Box 456
Bonner Springs, KS 66012
Phone: 913-422-3040
Fax: 913-422-3044

Cummins Central Power
8201 N.E. Parvin Road
Kansas City, MO 64161
Phone: 816-414-8200
Fax: 816-414-8298

Dean Machinery Co.
5701 East 87th Street (64132)
P.O. Box 419176
Kansas City, MO 64141
Phone: 816-200-5402
Fax: 816-753-6005

K.C. Bobcat, Inc.
2209 W 40 Hwy
Blue Springs, MO 64015
Phone: 816-229-4006
Fax: 816-229-7631

Murphy Tractor and Equipment Co.
1601 N Corrington
Kansas City, MO 64120
Phone: 816-483-5000
Fax: 816-483-5721

Road Builders Machinery & Supply Co.
1001 S 7th St.
Kansas City, KS 66105
Phone: 913-371-3822
Fax: 913-371-3870

The G.W. Van Keppel Company
1801 N 9th St
Kansas City, KS 66101
Phone: 913-281-4800
Fax: 913-281-4815

Vermeer Great Plains
15505 S Hwy 169
Olathe, KS 66062
Phone: 913-782-3655
Fax: 913-829-6709

The Victor L. Phillips Company
4100 Garner Ave
P.O. Box 4915
Kansas City, MO 64120
Phone: 816-241-9290
Fax: 816-241-1738

**Non-AED Accredited
Post Secondary Schools**
(offering Diesel Mechanics or Heavy Equipment Repair)

<p>Fort Scott Community College</p> <p>1029 N Hwy 69 Frontenac, KS 66763 P: (620) 231-3839 www.fortscott.edu</p>	<p>Grand River Technical School</p> <p>1200 Fair Chillicothe, MO 64601 P: (660) 646-3414 www.grts.org</p>	<p>Indian Hills Community College</p> <p>525 Grandview Avenue Ottumwa, IA 52501 P: (641) 683-5242 www.ihcc.cc.ia.us</p>
<p>Iowa Western Community College</p> <p>2700 College Road , Council Bluffs, IA 51503 P: (712) 325-3369 cmeyer@iwcc.edu www.iwcc.edu</p>	<p>Kaw Area Technical School</p> <p>5724 SW Huntoon Topeka, KS 66604 P: (785) 273-7140 www.kats.tech.ks.us</p>	<p>Metropolitan Community College – South Omaha</p> <p>10407 State Street Omaha, NE 68122 P: (402) 763-5817 www.mccneb.edu</p>
<p>North Central Kansas Technical College</p> <p>P.O. Box 507; 3033 US Hwy 24 Beloit, KS 647420 P: (785) 738-9046 www.ncktc.edu</p>	<p>Northeast Kansas Area Technical School</p> <p>1501 W Riley Atchison, KS 66002 P: (913) 367-6204 x 139 www.nekatech.net</p>	<p>Northland Career Center</p> <p>1801 Branch Street Platte City, MO 64079 P: (816) 858-5505 www.northlandcareercenter.com</p>
<p>Ozark Technical Community College</p> <p>1001 E. Chestnut Expressway Springfield, MO 65802 P: (417) 447-8138 www.otc.edu</p>	<p>Pittsburg State University</p> <p>1701 S Broadway Pittsburg, KS 66762 P: (620) 231-7000 www.pittstate.edu</p>	<p>Pratt Community College</p> <p>348 NE SR 61 Pratt, KS 67124 P: (620) 450-2175 Www.prattcc.edu</p>
<p>St. Louis Community College– Forest Park</p> <p>5600 Oakland Ave St. Louis, MO 63110 P: (314) 644-9100 www.stlcc.edu</p>	<p>Salina Area Vocational-Technical School</p> <p>2562 Centennial Road Salina, KS 67401 P: (785) 309-3100 www.salinatech.com</p>	<p>Southeast Community College</p> <p>600 State Street Milford, NE 68520 P: (402) 761-8281 www.southeast.edu</p>
<p>Southwest Area Career Center</p> <p>2 David Sippy Drive Monett, MO 65708 P: (417) 235-7022 www.swacc.monett.k12.mo.us</p>	<p>Western Iowa Community College</p> <p>4647 Stone Avenue P.O. Box 5199 Sioux City, IA 51102 P: (712) 274-6409 www.witcc.edu</p>	

AED Accredited
Post Secondary Schools
(offering Diesel Mechanics or Heavy Equipment Repair)

<p>Des Moines Area Community College</p> <p>2006 South Ankeny Blvd., Building 14 Ankeny, IA 50023 P: (515) 964-6239 www.dmacc.edu/programs/diesel</p>	<p>Illinois Central College</p> <p>One College Drive East Peoria, IL 61635 P: (309) 694-8445 www.icc.edu</p>
<p>Linn State Technical College</p> <p>One Technology Drive Linn, MO 65051 P: (573) 897-5229 www.linnstate.com</p>	<p>Oklahoma State University– Okmulgee</p> <p>1801 East 4th Street Okmulgee, OK 74447 P: (918) 293-4724 www.osuit.edu</p>
<p>Parkland College</p> <p>2400 West Bradley Ave Champaign, IL 61821 P: (217) 373-3768 www.parkland.edu</p>	

Service Technician Position Description

Position Summary

Construction equipment service technicians maintain and repair the heavy equipment used in all forms of construction, agriculture, mining, logging, materials handling and related industries. This equipment can range from gasoline-powered light construction vehicles to giant, diesel-powered earthmovers, mining trucks, cranes and pavers. These machines can carry price tags in the hundreds of thousands or millions of dollars.

Construction equipment today is very high-tech and sophisticated. Working on this equipment requires a sound knowledge of math, science, computer and language skills; as well as advanced knowledge in engines and fuel systems, electrical and electronics, hydraulics and hydrostatics, power trains, air conditioning and climate control, and safety practices. Efficient and accurate work, done right the first time, is essential. Construction equipment dealers must meet customers' needs for proper repair and minimal downtime. Machine downtime, and any associated project delays, can cost an equipment owner many thousands of dollars.

The service technician is a front-line employee with direct customer contact; and is a valued, essential element of dealer success. In addition to technical skills, people skills are vital for effective customer relationship management and decision-making. Training for this job doesn't stop with the conclusion of formal education. Employers invest in continuous learning for their technicians, who require the latest knowledge in new product technology, management, and other job-related skills.

The position offers a career path that provides interesting high-tech work responsibilities, high employer demand for qualified technicians, job and income stability, and advancement potential. Many technicians have the opportunity to advance into sales positions, product support, parts management, service management, branch management and corporate management.

Responsibilities

- Ensures that all service to customer or company-owned equipment is completed efficiently, on time, and correctly according to specifications. Repairs are commonly completed either at the dealer's service facility or in the field at a customer site.
- Responsible for diagnosing problems, estimating repair costs, ordering parts, minimizing re-work, proper use and care of tools and equipment, on-the-job safety practices, and proper job documentation including technical report writing.
- Completes repairs within performance standards guidelines as set by the dealer: repair time, quality of repairs / amount of rework, quantity of repairs / labor efficiency and other measures.
- Contributes to building excellent company/customer relationships.
- Stays up-to-date with current heavy equipment technology.

Educational and Other Requirements

- Strong interest in equipment technology as well as mechanical ability.
- Strong high school academic record in science, advanced mathematics, computers and English.
- High school diploma and/or technical school program in: diesel engines and fuel systems, hydraulics and hydrostatics, power trains, electrical and electronics, air conditioning and climate control systems, and proper safety and environmental practices.
- Highly recommended is a two-year or four-year degree in heavy equipment technology from a well-qualified technical school, such as a college that has achieved AED accreditation.
- The ability and desire to approach technical education as a life-long process in order to stay current in the field and maintain a high level of job performance.
- The people skills to work effectively with company personnel and customers, and promote excellent customer relationships at all times.

The AED Foundation
An affiliate of Associated Equipment Distributors

**Kansas City
Associated Equipment
Distributors
Scholarship Application
2012**

General Description:

The Kansas City Associated Equipment Distributors awards up to four annual scholarships in the amount of \$1,000 each (\$500 per semester) to up to four full-time students. Both men and women, attending a vocational/technical school, and pursuing a certificate or associates degree in Diesel Mechanics or Heavy Equipment Repair, are eligible to apply. The recipients will be chosen based on their interest in entering one of these fields of study, upon completion of their certificate or associates degree. Selection is based on the individual's general aptitude and personal traits that are conducive to success in these fields of study. To remain eligible the recipient must be enrolled full-time starting the fall semester of the year in which the scholarship is awarded. Once a student has completed the first year of school, they may reapply for the scholarship for their second year, but must meet all qualifications.

Eligibility Requirements:

- Applicant **must** be enrolled as full-time student (12 hour minimum per semester).
- Applicant **must** be enrolled for the fall semester for the year in which the scholarship is awarded.
- Applicant **must** be pursuing an associate of applied science degree or certificate in either Diesel Mechanics or Heavy Equipment Repair.
- Applicant **must** be in good academic standing with a minimum 2.5 high school cumulative GPA, or a GED minimum score of 260.

Selection and Award of Scholarship:

- To be considered, applicant must have the complete application packet *postmarked* by the scholarship application deadline of **March 1, 2012**.
- The criteria used to evaluate applicants will be:

30% Essay	15% High School GPA
25% Short Answer Responses	15% Involvement and Activities
15% Attendance	
- All applicants will be notified of the decision by the Kansas City Associated Distributors Scholarship Committee.
- Alternates will be selected and notified of this decision. In the event a student is unable to fulfill the requirement of full-time enrollment for the fall semester in the year the scholarship is awarded, the scholarship will be awarded to the next available applicant.
- The scholarship provides \$1,000 per year (\$500 per semester), which is paid directly to the recipient's school, upon verification of full-time enrollment. The scholarship may be applied toward the cost of tuition, fees, books, tools and/or other cost associated with the recipient's education.
- If, during the first semester of the awarded scholarship school year, the student does not maintain a 3.0 GPA, they will **not** receive the additional \$500 for the second semester.

Regulations for Renewal of Scholarship:

- Student may renew the scholarship only twice, for a total award of \$2,000, over a two-year period.
- The student must have a 3.0 GPA in their post-secondary class work.
- The student must be in good standing with their current school.
- Students applying for the second time will need to submit the renewal application and consideration will be given. The KCAED Scholarship Committee has the right to deny the renewal of any applicant.

Application Procedures:

Deadline for application to assure consideration for the next academic year is **March 1, 2012**. Applicants must follow the procedures outlined below, and consideration will not be given to any application if the below steps are not completed as specifically stated. All applicants will be notified of the decision made by the KCAED Scholarship Committee.

- Complete the Scholarship Application on page 4 of this document.
- Fill out all short-answer questions on page 5-6 of this document.
- Attach the required essay (750-1000 words) included on page 6 of this document.
- Forward a copy of your high school transcript or official GED score to the KCAED Scholarship Committee.
- Include one letter of recommendation from each category:
 - Personal
 - Counselor or former teacher
 - Previous Employer (if applicable)
- The applicant and appropriate school official(s) must sign the scholarship application.
- Finally, all additional pages that are included in the application must include the full name of the applicant in the upper right hand corner.

Application and Transcript should be sent to:
Kansas City Associated Equipment Distributors
Attention: Sara Scroggins
638 W 39th Street
P.O. Box 419264
Kansas City, MO 64141
Questions? Please Call: 816-561-5323

Expectations of Scholarship Recipients:

1. Be enrolled full-time at a technical or vocational school and successfully complete an associate or certification in Diesel Mechanics or Large Equipment Repair.
2. Maintain a 3.0 GPA while completing this program.
3. If a 3.0 GPA is not met the 1st semester of the school year, the recipient will **not** receive the 2nd semester scholarship award.

In submitting this application, the applicant or applicant's legal guardian grants authority for the release of information contained in the application packet to their chosen vocational or technical school.

To assure consideration, application and all listed information must be *postmarked* by **March 1, 2012**. Kansas City Associated Distributors is an equal opportunity organization and encourages applications from all individuals.

KCAED Scholarship Form

(Please return by **March 1, 2012**)

On all additional attached sheets please include your complete name in the top right hand corner.

Section One: Personal/ Demographic Information (required of all applicants)

Last Name: _____ First Name: _____ Middle Initial: _____

Street Address: _____

City: _____ County: _____ State: _____ Zip: _____

Phone: _____ Email: _____

SSN: _____ Date of Birth: _____ Circle One: M or F

High School Name: _____

Street Address: _____

City: _____ County: _____ State: _____ Zip: _____

Graduation date: _____

Counselor's Name: _____ Counselor's Phone Number: _____

Name of Post-Secondary School you plan to attend: _____

Degree that will be pursued at above school: _____

Address of Post-Secondary School: _____

Section Two: Verification of Academic Records (to be filled out by High School Counselor)

High School GPA: _____

Ranking in Graduating Class: _____ out of: _____

Number of Absences: 9th _____ 10th _____ 11th _____ 12th _____

If from the State of Missouri, is your school currently an A+ certified school? (please check one)

Yes _____ No _____

If Yes, is this student currently qualified for A+ funding? (please check one)

Yes _____ No _____

I affirm that all the information provided above is accurate to the best of my knowledge.

Signature: _____ Title: _____ Date: _____

Please Return to:
Kansas City Associated Equipment Distributors
Attention: Sara Scroggins
638 W 39th Street
P.O. Box 419264
Kansas City, MO 64141
Postmarked by: March 1, 2012
Questions? Please Call: 816-561-5323

Section Three: Activities (feel free to attach additional pages for more space)

1. List all career experience pertaining to diesel and heavy equipment repair. (Include work experience and any classes taken.)

2. List all extracurricular activities that you have participated in and positions held, if applicable.

Section Four: Short Answer (Answer questions to the best of your ability; additional pages may be added.)

1. Please explain the reason for your interest in pursuing a post-secondary education in diesel or heavy equipment repair.

2. Please explain your career goals, in detail, after you graduate.

Please Return to:
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Attention: Sara Scroggins
638 W. 39th Street
P.O. Box 419264
Kansas City, MO 64141
Postmarked by: March 1, 2012
Questions? Please Call: 816-561-5323

Section Four: Short Answer (Continued)

3. What companies are you interested in working for after you graduate?

4. Upon graduation, where (state/country) would you like to work?

Section Five: Essay

In 750-1,000 words, please explain why you feel you should receive this scholarship, and how you would use the scholarship, if awarded. (Please type this section and include as an attachment.)

Section Six: Certification

I certify that the answers I have given on this application are accurate to the best of my knowledge. I understand that furnishing false information may result in not being considered or revocation of scholarship. I have read and understand the rules and regulations on pages 2 and 3 of this scholarship application.

Applicant's Signature: _____

Date: _____

Please Return to:
Kansas City Associated Equipment Distributors
Attention: Sara Scroggins
638 W 39th Street
P.O. Box 419264
Kansas City, MO 64141
Postmarked by: March 1, 2012
Questions? Please Call: 816-561-5323