

APPRENTICESHIP APPLICATION

APPLICATION APPLICATION NO.

APPENDIX C

PLEASE SELECT THE PROGRAM YOU ARE APPLYING FOR (CHOOSE ONLY ONE):

- Inside Wireman Residential Wireman Telecommunications

SPONSOR PROGRAM NUMBER: CA0250

Social Security Number

Date of this Application

Last Name

First Name

MI

Street Address

City

State

Zip Code

Home Phone (include area code)

Cell Phone Number (include area code)

Other Phone Number (include area code)

EDUCATION

Highest Year of Education Completed

- 8th Grade or Less 1 Year of College
- 9th Grade or Less 2 Years of College
- 10th Grade or Less 3 Years of College
- 11th Grade or Less 4 or more years of College
- 12th Grade (or GED Certificate)
2. Are you a High School Graduate? YES NO
- If **NO**, do you have a GED? YES NO
3. List Highest College Degree earned (Print below):
- _____
4. Did you satisfactorily complete and receive credit for Algebra 1 (or some higher Math) in high school or in a post high school institution? YES NO
- 4a. NJATC Math Course successfully enrolled/completed? YES NO
- 4b. ALEKS Math Course successfully enrolled/completed? YES NO
5. Did you ever participate in any kind of vocational technical training during or after high school? YES NO
- 5a. If **YES**, how long was the program? Months _____
- 5b. Did you complete the program? YES NO
6. Did you participate in any kind of school-to-career program while you were in high school? YES NO
- If **YES**, did you complete the program? YES NO

BACKGROUND

7. Have you served in the US military? YES NO
- If **YES**, please provide the following:
- Branch: _____
- Entry Date: _____ Discharge Date: _____
- List which military training schools you completed, if any:
-
8. Have you ever been convicted of a felony? YES NO
- (Conviction will not automatically disqualify you)
- If **YES**, explain the conviction.
- _____
9. Do you have any electrical/electronic experience? YES NO
10. Have you applied with this apprenticeship before? YES NO
- If **YES**, how many times? Times _____
11. Have you participated in an apprenticeship of any kind? YES NO
12. Are you currently serving an apprenticeship? YES NO
- If **YES**, list the employer or apprenticeship sponsor:
- _____
13. Do you have a valid Driver's License? YES NO
14. Do you have a Commercial Driver's License (CDL)? YES NO
- If **YES**, list CDL class: _____

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Last Name _____

First Name _____

MI _____

INTEREST & ABILITY

15. List reason(s) why you are applying for this apprenticeship program:

16. Give a brief description of the kind of work you think is involved with this trade:

17. Are you physically and mentally able to safely perform or learn to safely perform the work of this trade, either with or without reasonable accommodations? YES NO18. Are you able to give to and from work at various jobsites anywhere within the geographical area that this apprenticeship program covers? YES NO19. Are you able and willing to attend all related classroom training as required to complete your apprenticeship? YES NO20. Are you able to climb and work from ladders, scaffolds poles or towers of various heights? YES NO21. Can you crawl and work in confined spaces such as attics, manholes and crawl spaces? YES NO22. Are you able to read and understand English? YES NO23. Are you able to hear and understand verbal instructions and warnings given in English? YES NO

WORK HISTORY

You must complete and return, with this application, a Work History Summary Sheet, indicating your present and previous employers.

24. Are you presently employed? YES NO
If YES, do you request that we NOT contact your present employer at this time? YES NO25. Did you have any part-time or summer jobs while attending school? YES NO26. Do you have the legal right to work in the United States of America? YES NO

STATEMENTS OF UNDERSTANDING

You must mark (X) the box for each of the statements (A through M) below to indicate your knowledge and understanding. NOTE: If you need clarification on any item, do not hesitate to ask.

- A. I am aware that it is my responsibility to keep this program informed of any change in my address or phone number.
- B. I have read and understood the basic qualifications for entry into the program.
- C. I have been given specific instructions as to what is required of me to complete this application and to become qualified for oral interview.
- D. I understand that I must furnish documentation to provide evidence that I do meet the qualifications required for entry into the pool of eligible candidates for this apprenticeship.
- E. I understand tht it is my responsibility to see that all OFFICIAL transcripts and other required documents are provided in a timely manner in order to complete my application.
- F. I understand that if I fail to submit ALL of the required information within the specified time frame, my application may be considered incomplete.
- G. I understand that I cannot qualify for interview until I have met the minimum basic qualification and have provided the necessary transcripts and documents required.
- H. I hereby acknowledge that I bear the sole responsibility for completing my application following the instructions provided.
- I. I understand that interviews for qualified applicants will be conducted in the order in which the applications are completed.
- J. I understand that any intentional false statement or information that I provide on this application form or on other documents shall be caused for denial of oral interview or termination of indenture, should I be selected for the program.
- K. I understand that an incomplete or unsigned application form will NOT be processed.
- L. I understand that if selected, I will be required to complete the selection process by qualifying on any examination, including a physical examination or drug testing, if required by the sponsor; either before or after signing an indenture.
- M. I understand that only this ORIGINAL application form will be processed and that photocopies are NOT acceptable.

I have marked all boxes in the Statement of Understanding section (A through M) to indicate my understanding, and state that, to the best of my knowledge, all information provided on this form is true and accurate. I hereby grant permission to all former employers and references listed to disclose any information concerning my past employment and/or qualifications. I agree that any false statements made by me in this application shall constitute grounds for disqualification of my selection or grounds for my discharge, if false information is discovered after being selected for apprenticeship. I hereby apply for apprenticeship indenture with this sponsor and agree that if selected, I will abide by all Standards, Rules and Policies covered by the Indenture (Apprentice Agreement).

SIGNATURE: _____

DATE: _____

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Last Name _____ First Name _____ MI _____

WORK HISTORY SUMMARY SHEET

1. Employer _____
Address _____

Duration From (mm/yy) _____ To (mm/yy) _____

Job Title and Job Description/Duties:

3. Employer _____
Address _____

Duration From (mm/yy) _____ To (mm/yy) _____

Job Title and Job Description/Duties:

2. Employer _____
Address _____

Duration From (mm/yy) _____ To (mm/yy) _____

Job Title and Job Description/Duties:

4. Employer _____
Address _____

Duration From (mm/yy) _____ To (mm/yy) _____

Job Title and Job Description/Duties:

SIGNATURE: _____

DATE: _____

SUPPLEMENTAL INFORMATION FORM

APPLICATION APPLICATION NO.

Social Security Number

Date of Birth (mm/dd/yyyy)

Last Name

First Name

MI

Apprenticeship Application EEOC Supplemental Information Form

THIS APPRENTICESHIP SPONSOR IS COMMITTED TO EQUAL OPPORTUNITY FOR ALL APPLICANTS, THE RECRUITMENT, SELECTION, EMPLOYMENT AND TRAINING OF APPRENTICES DURING THEIR APPRENTICESHIP, SHALL BE WITHOUT DISCRIMINATION BECAUSE OF RACE, COLOR RELIGION, NATIONAL ORIGIN, SEX OR AGE, EXCEPT THE APPLICANT MUST MEET THE MINIMUM AGE REQUIREMENT AS SPECIFIED IN THE STANDARDS. THE JATC DOES NOT AND WILL NOT DISCRIMINATE AGAINST A QUALIFIED INDIVIDUAL WITH A DISABILITY BECAUSE OF THE DISABILTY OF SUCH INDIVIDUAL. WE RESPECTFULLY REQUEST THAT YOU RETURN THIS FORM ALONG WITH YOUR COMPLETED APPLICATION FOR APPRENTICESHIP.

PLEASE COMPLETE THE FOLLOWING:

THE INFORMATION VOLUNTARILY PROVIDED BELOW IS SIMPLY FOR EQUAL EMPLOYMENT OPPORTUNITY COMMISSION (EEOC) PURPOSES. THIS INFORMATION WILL ASSIST US IN OUR EFFORT TO PROVIDE ACCURATE INFORMATION IN COMPLIANCE WITH EEOC REGULATIONS AND REQUIREMENTS.

Please Choose Only One

Ethnicity:

- American Indian or Alaskan Native
- Asian or Pacific Islander
- Black
- Filipino
- Hispanic
- White

Gender

- Female
- Male

Please Choose All That Apply

How did you become aware of this apprenticeship opportunity?

- Career Day
- Website
- Guidance Counselor
- Tradesperson
- Outreach Organization
- TV
- Posted Annoucement
- Newspaper - Name of paper: _____
- Radio
- Other _____
- Word-of-Mouth

THIS FORM WILL NOT BECOME PART OF YOUR PERSONAL FILE. IT WILL BE MAINTAINED IN A SEPARATE FILE, USED ONLY FOR EEOC REPORTING PURPOSES

Apprenticeship Application Process Request for Accommodation Form

If you have a physical or mental impairment (including learning disabilities) that you believe may affect your ability to complete any aspect of the apprenticeship application process, you may be eligible for accommodation. The information requested below, and any documentation regarding your disability or your need for accomodation, will be considered *strictly confidential* and will be be shared with any outside source without your express written permission.

Last Name

First Name

Street Address

City

State

Zip

Home Phone (include area code)

Cell Phone (include area code)

The application process has three parts: (1) an application form, (2) a test battery, and (3) for applicants who qualify (based on their applications and test scores), an oral interview. Which part(s) of the process are you requesting an accommodation for?

Application Form

Test Battery

Oral Interview

Please describe the accommodations that you are requesting:

Applicant's Signature

Date

In most cases, *you* will need to provide: (1) DOCUMENTATION OF YOUR DISABILITY AND (2) DOCUMENTATION OF THE NEED FOR THE ACCOMMODATION YOU HAVE REQUESTED. This documentation should be from a person qualified to render a medical or expert opinion regarding your disability. For example, documentation of learning disabilities might come from psychologists, school I.D. specialists or other school records; documentations of psychological disorders might come from psychiatrists, psychologists or licensed clinical social workers or a physician may be qualified to render opinions on specific conditions. *Please discuss the type of documentation available and needed for your disability with a JATC/AJATC official representative and arrange for said documentation to be provided immediately to the AJATC/JATC.*

Thank you for your interest in our Apprenticeship Program.

You have successfully completed the first step in the application process. The next steps include the NJATC aptitude test, an interview and an orientation. Please refer to your information booklet for details on the application process.

Please note that if you have any electrical work experience and/or vocational/technical training, it would greatly benefit you during your oral interview to bring **in documentation prior to your interview** that proves your experience. Please submit documentation one week prior to your interview so that we can make copies for the interviewers.

Once a test date has been scheduled, you will be notified **BY MAIL**. Please be sure to keep your current address on file with our office.

Please note: Once you are offered a position in the apprenticeship program you will have 30 days to start working as an apprentice. If this is not a possibility for you, please let our staff know during your orientation.

Thank you and good luck!

Want to Increase Your Availability for Work?

You may sign four different Entry Level Available-for-Work Lists:

**Material Handler
Residential Trainee
Sound Trainee
Streetlight Technician**

**At the IBEW Local 569
4545 Viewridge Avenue, Ste. 100
(4 buildings south from here)
(858) 569-8900**

**Call or Stop by from 8:00 am – 11:30 am or
1:00 pm – 3:30 pm, Monday-Friday**

**You May be Able to Gain Valuable Experience on a Construction Site with a Union Contractor
Before Your Apprenticeship Experience!**

JOURNEYMAN SOUND AND COMMUNICATIONS TECHNICIAN

1. Installation of Fixture Boxes

The technician installs fixture boxes which can vary in size and weight. Sometimes the boxes may weigh as little as 8 ounces and at time, they may weigh from 10-50 pounds. The installation of the fixture boxes can be awkward, and it may involve standing on a step ladder while working at 12 ft. heights. This would be with the arms overhead, or it may involve kneeling or crouching on the floor to work on wall plugs located at 12 inches off the floor.

This task involves reaching, stooping, handling, and fingering. Occasionally, it involves lifting and carrying boxes of fixtures weighing as much as 50 pounds for distances between 10 and 100 feet.

2. Drilling Studs

The technician drills studs through the wall with a one inch auger. The sequence of drilling varies according to the product line used. The technician will crouch or stoop when drilling these studs located 18 inches from the floor, and will stand on a step ladder with the arms overhead when drilling at heights of 12 ft. and under.

This tasks involves reaching, stooping, handling, fingering, twisting, and turning.

3. Pulling Wires

This requires the technician, in conjunction with a co-worker (one to feed wire and one to pull) to pull wire to the appropriate fixtures, outlets, or plug receptacles. Pulling the wire may involve, voice communication by way of two way radio, standing on a step ladder while working at 12 foot heights with the arms extended overhead, or it may involve kneeling or crouching on the floor to work at the 12 inch above the floor level.

This task involves pulling, handling, fingering, some twisting, and turning. Occasionally, it may involve lifting and carrying boxes of wire. Each box contains wire weighing anywhere from 5-50 pounds. The size of the wire used and the number of boxes needed, varies from job to job. If the weight of the boxes of wire exceeds 50 pounds, a co-worker would be available to assist the electrician with the lifting and carrying activities.

4. Terminating Wire

The technician takes a small knife in hand and cuts off a piece of the thin outer insulation. He then pushes back the paper fillers and strips the wires. After stripping the wires, he places a scotch lock or wire connector on the end of the individual stripped wire. The technician uses a punch down tool to make connections for telephone and data and specialized tool for terminations CAT 3-5 and coax cables.

This task involves fingering and handling.

5. Installation of Devices

The technician installs switches, outlets or speaker cans and other specialized control devices 12 inches from the floor, 40 inches off the floor or at ceiling height dependent upon the type of device installed. This task involves reaching, stooping or crouching, bending, turning, fingering and handling.

6. Installation of Conduit

The technician first picks up a bundle of conduit weighing anywhere from 35-70 pounds and carries it to the job site. The distance carried varies from job site to job site. The technician may be required to carry these bundles up and down stairs or on uneven surfaces. Installation of the conduit requires the technician to climb a ladder, use the conduit benders, and to work as a team of two on large conduit which requires visual and two-way auditory communication.

This task involves pulling, handling, fingering, some twisting, turning and standing on a step ladder while working with the arms extended overhead. The technician may spend time installing conduit underground in ditches ranging from 12 inches to five feet in depth. This task would require the technician to bend, stoop, and crouch along with the above mentioned physical activities.

7. Installation of Panels

The technician installs speakers, amplifiers, transformers and panels weighing anywhere from 25 pounds to 5,000 pounds. Mechanical assistance such as forklifts, cranes, and levers are available for those objects that weigh between 90 and 5,000 lbs.

The work for an technician involves primarily commercial job sites. The physical activities are varied, depending on the actual job site and the demand for that particular job. Not all job sites are the same. These functions are usual and customary - however, various tasks are dependent upon the particular job. Therefore jobs that vary from usual and customary will be evaluated on a case by case basis. **THE ABOVE DESCRIPTION IS A GENERAL ONE AND MAY VARY FROM CATEGORY TO CATEGORY.**

Summary of Physical Demands:

Lifting:	boxes of fixtures weighing up to 50 pounds, boxes of wire weighing from 5 to 50 pounds, switch gear, transformers and panels weighing from 25 to 5,000 pounds.
Carrying:	boxes of fixtures weighing up to 50 pounds, boxes of wire weighing from 5 to 50 pounds, switch gear, transformers and panels weighing from 25 to 5,000 pounds.
Reaching:	overhead or while standing on a ladder to install fixture boxes, pull wire, drill studs, or install conduit.
Stooping or Bending:	to install fixture boxes, drill studs, or pull wire 18 inches or less off the floor.
Handling & Fingering:	using a small knife to cut off thin insulation, pushing back paper fillers, stripping wires, connecting wires, installing switches, plugs or light fixtures.
Twisting & Turning:	on a step ladder with arms overhead or crouching when drilling, pulling wire, installing switches, plugs or light fixtures.
Visual & Auditory	Two-way communication between partners installing conduit, pulling wire between offices, floors and remote building areas.

JOURNEYMAN WIREMAN ELECTRICIAN**1. Installation of Fixture Boxes**

The electrician installs fixture boxes which can vary in size and weight. Sometimes the boxes may weigh as little as 8 ounces and at times, they may weigh from 10-50 pounds. The installation of the fixture boxes can be awkward, and it may involve standing on a step ladder while working at 12 ft. heights. This would be with the arms overhead, or it may involve kneeling or crouching on the floor to work on wall plugs located at 12 inches off the floor.

This task involves reaching, stooping, handling, and fingering. Occasionally, it involves lifting and carrying boxes of fixtures weighing as much as 50 pounds for distances between 10 and 100 feet.

2. Drilling Studs

The electrician drills studs through the wall with a one inch auger. The sequence of drilling varies according to the product line used. The electrician will crouch or stoop when drilling these studs located 18 inches from the floor, and will stand on a step ladder with the arms overhead when drilling at heights of 12 ft. and under.

This task involves reaching, stooping, handling, fingering, twisting, and turning.

3. Pulling Wires

This requires the electrician, in conjunction with a co-worker (one to feed wire and one to pull) to pull wire to the appropriate fixtures, outlets, or plug receptacles. Pulling the wire may involve, voice communication by way of two way radio, standing on a step ladder while working at 12 foot heights with the arms extended overhead, or it may involve kneeling or crouching on the floor to work at the 12 inch above the floor level.

This task involves pulling, handling, fingering, some twisting, and turning. Occasionally, it may involve lifting and carrying boxes of wire. Each box contains wire weighing anywhere from 5-50 pounds. The size of the wire used and the number of boxes needed, varies from job to job. If the weight of the boxes of wire exceeds 50 pounds, a co-worker would be available to assist the electrician with the lifting and carrying activities.

4. Terminating Wire

The electrician takes a small knife in hand and cuts off a piece of the thin outer insulation. He then pushes back the paper fillers and strips the wires. After stripping the wires, he places a scotch lock or wire connector on the end of the individual stripped wire.

This task involves fingering and handling.

5. Installation of Devices

The electrician installs switches, plugs or light fixtures either 12 inches from the floor, 40 inches off the floor or at ceiling height dependent upon the type of device installed.

This task involves reaching, stooping or crouching, bending, turning, fingering and handling.

6. Installation of Conduit

The electrician first picks up a bundle of conduit weighing anywhere from 35-70 pounds and carries it to the job site. The distance carried varies from job site to job site. The electrician may be required to carry these bundles up and down stairs or on uneven surfaces. Installation of the conduit requires the electrician to climb a ladder, use the conduit benders, and to work as a team of two on large conduit which requires visual and two-way auditory communication.

This task involves pulling, handling, fingering, some twisting, turning and standing on a step ladder while working with the arms extended overhead. The electrician may spend time installing conduit underground in ditches ranging from 12 inches to five feet in depth. This task would require the electrician to bend, stoop, and crouch along with the above mentioned physical activities.

7. Installation of Panels

The electrician installs switch gear, transformers and panels weighing anywhere from 25 pounds to 5,000 pounds. Mechanical assistance such as forklifts, cranes, and levers are available for those objects that weigh between 90 and 5,000 lbs.

The work for an electrician involves primarily commercial job sites. The physical activities are varied, depending on the actual job site and the demand for that particular job. Not all job sites are the same. These functions are usual and customary - however, various tasks are dependent upon the particular job. Therefore jobs that vary from usual and customary will be evaluated on a case by case basis. **THE ABOVE DESCRIPTION IS A GENERAL ONE AND MAY VARY FROM CATEGORY TO CATEGORY.**

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Twisting & Turning:	on a step ladder with arms overhead or crouching when drilling, pulling wire, installing switches, plugs or light fixtures.
Visual & Auditory	Two-way communication between partners installing conduit, pulling wire between offices, floors and remote building areas.