



Kettle Moraine Inside APPRENTICESHIP APPLICATIONS

INDIVIDUALS WHO WISH TO PURSUE AN APPRENTICESHIP IN ELECTRICAL AND NEED ASSISTANCE IN MEETING THE (NECESSARY) QUALIFICATIONS LISTED BELOW SHOULD CALL OUR TRAINING CENTER OFFICE AT 414-543-9060 OR VISIT OUR WEBSITE AT WWW.MEJATC.COM FOR ADDITIONAL INFORMATION. THE QUALIFICATIONS NEEDED TO APPLY ARE AS FOLLOWS:

Applications may be mailed or turned in to our office at: 6300 W Layton Ave, Greenfield, WI 53220. Official transcripts proving you have fulfilled the Minimum Requirements as listed below must be submitted at the time you apply. NO EXCEPTIONS will be made. Apprenticeship is an Equal Opportunity Employer M/F.

APPLICATION FEE \$40.00 made payable to "Electrical JATC Trust" if using check, or you can pay with cash or card. Our office hours are Mon-Fri 8:00am-4:30pm.

THE MINIMUM QUALIFICATIONS TO QUALIFY FOR Inside Electrical Apprenticeship

1. AGE Minimum of 18 years of age at the start of the program.
 2. EDUCATION High School Graduate or GED accepted. **ALL** applicants must submit an official high school transcript (sealed in unopened envelope). GED Test Scores and certificate required, if applicable. High school seniors may apply but will not be placed until graduation.
 3. MINIMUM MATH Must have completed two full years of high school or post high school Math. One of the courses **MUST** be a full year of Algebra. Both courses require a minimum grade of "C" in each semester. **Official transcripts are required.**
 4. PHYSICAL CONDITION Must be physically capable of performing the work of the trade with or without reasonable accommodation. Applicants who reach employable status must successfully pass a drug screen test before placement in the field.
 5. APTITUDE TEST As prescribed by the Committee. Scheduled upon receipt of application, transcripts, and fee if all requirements are met. Testing will be held multiple times from August to April. Typically, an applicant needs to apply prior to February/March to be scheduled for an aptitude test and have enough time to complete the application process for that year's apprentice placements.
 6. DRIVER'S LICENSE Must have a valid Wisconsin Driver's License.
 7. TERM OF APPRENTICESHIP 5 Years and 8,000 hours of on-the-job training.
 8. SELECTION PROCESS Apprentices are selected based on the weighted total of the selection procedures (Test, Personal Evaluation Form, and one letter of recommendation). We select new apprentices once per year, generally between May and August.
- The recruitment, selection, employment, and training of apprentices during their apprenticeship shall be without discrimination because of race, color, religion, national origin, sex, age, creed, handicap, marital status, ancestry, sexual orientation, arrest record, conviction record, or membership in the military forces of the United States or this state.

- The sponsor will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required under Title 29 of the Code of Federal Regulations, Part 30, the Wisconsin Fair Employment Law, and all other applicable state laws. Applicants selected to enter the Apprenticeship Program will be required to give the Joint Apprenticeship & Training Committee a letter of authorization, allowing them access to the apprentice's school attendance records and grades.

ADDITIONAL INFORMATION REGARDING THE PROGRAM

<u>Term of Apprenticeship-</u>	5 Years and 8,000 hours of On-The-Job Training.
<u>School-</u>	Each Apprentice is required to attend a minimum of 1,100 hours of related instruction away from the job.
<u>Homework-</u>	Each Apprentice is required to purchase a laptop and have internet access available.
<u>Work-</u>	An Apprentice is required to work for an electrical contractor on various construction projects.
<u>Pay-</u>	Apprentices are paid a percentage of a journeyman's wage rate according to the year of apprenticeship they are in. The starting pay rate for apprentices is \$17.76 per hour.
<u>Cost-</u>	Each apprentice will have to purchase their own hand tools (list will be provided) and pay for all book and tuition costs each semester.

EXAMPLES OF TYPES OF PROJECTS WORKED ON

RESIDENTIAL	-New Homes, Apartments & Condominiums
COMMERICAL	-Office Buildings, Hospitals, Schools & Shopping Centers
INDUSTRIAL	-Small Machine Shops, AC/Delco, Briggs & Stratton & Rexnord

EXAMPLES OF TASKS PERFORMED BY CONSTRUCTION ELECTRICIANS

Bending conduit/pulling of wire and cable/lighting fixture installation/digging a trench for cable or conduit/installing Romex or B.X./wiring & setting of service switch gear/mounting and wiring transformers/reading blueprints.

EXAMPLES OF FACTORS THAT CAN EFFECT JOB CONDITIONS

Stage of construction-open walls, no windows, unsealed roof
 Weather-heat, cold, rain, snow, wind, dampness
 Cleanliness-mud, dust, debris, water
 Noise-tools, equipment, mfg. Lines
 Heavy Lifting-large conduit, large cable, cartons of material

ABOVE THE GROUND

In the electrical construction trade the majority of work is done above the ground. This work is performed using ladders, scaffolding and power lifts. If you have a fear of heights, the construction electrician program is not for you.

COUNTY WORK AREA

When placed with a contractor, you can expect to work anywhere in the 4-county area. This area includes Sheboygan, Fond du Lac, and parts of Calumet, Manitowoc and Dodge counties.

RELIABLE TRANSPORTATION

You must have a reliable car, truck, etc. to get to the construction site, from job-to-job and to classes.

For more information regarding the program or applications, please contact the JATC office at **414-543-9060** or **website: www.mejatc.com** Everyone is invited to submit their schooling transcripts for review.

APPRENTICE PAY RATES

Kettle Moraine AREA INSIDE

Effective 6/1/21 to 5/31/22

Wages:

<u>Period</u>	<u>OJT Hours</u>	<u>Percent</u>	<u>Hourly Pay Rate</u>
1	0-1000	40%	\$15.16
2	1000-2000	45%	\$17.06
3	2000-3500	50%	\$18.96
4	3500-5000	60%	\$22.75
5	5000-6500	75%	\$28.43
6	6500-8000	85%	\$32.22
Journeyman			\$37.91

Benefits for Journeyman

(Apprentices in periods 1 through 3 receive no Annuity contribution. Apprentices' periods 4 through 6 receive 75% of the journeyman hourly Annuity contribution. Wage percentages apply to certain benefits.)

Vacation and Holiday (10%)	\$3.79
Health and Welfare	\$9.20
Local Pension	\$6.70
NEBF Pension (3%)	\$1.14
Annuity	\$1.25
JATC (2.25%)	\$0.66
NEIF	\$0.15
Administrative Maintenance Fund	\$0.27
LMCC	\$0.04
Journeyman Total Wage Package	\$61.11

Minimum Math Requirement Questions & Answers

Q: What if I don't meet the math requirement to apply for the Electrical Apprenticeship?

A: You may take an online course such as the ETA Tech Math Online course listed below, or you may take courses at your local Milwaukee Area Technical College (MATC) or Waukesha County Technical College (WCTC). You can also check with Big Step at 414-937-3600 to see if they are currently offering Modular math. Regardless of where you take a class, all courses must be graded, and you must receive a minimum grade of C in order for the course to be recognized.

Electrical Training Alliance (ETA) TECH MATH ONLINE (This course is equivalent to ONE YEAR of algebra and ONE YEAR of other math).

This course has been designed for individuals unable to meet the math requirement when applying to programs requiring math as a minimum qualification for apprenticeship or for those needing to brush up on the math skills commonly used in the electrical construction industry. The ETA Tech Math Online course offers an inexpensive solution, providing a simpler process of participation in a full-blown math course while not requiring attendance in a formal classroom setting. Individuals can now go online, register for the Tech Math course, and complete it at their own pace from the convenience of a computer connected to the Internet. This course is being offered as a cooperative effort between the ETA and the University of Tennessee's Outreach Distance Education and Independent Study Program. The University of Tennessee is the host of this online site.

The course registration fee is \$125.00 (subject to change.) Included in the registration fee is the ETA's textbook, mathematics Essential for the Electrical Trades and the ETA calculator (referenced throughout the text). Those registering will have 4 months to complete the course.

After registering for Tech Math, participants will receive their log-in information, password, textbook, and calculator in the mail.

To register for the ETA Tech Math, go to: www.electricaltrainingalliance.org, click the Learning Center tab and then "Online Tech Math"

Q: What if I meet the math requirement but it has been a long time since I took a math course, and I am out of practice?

A: You will need to brush up on your math skills before taking our aptitude test. You will be tested on algebraic equations, functions, formulas, and graphing. If you are rusty, you will definitely want to prepare for the test. If you do not pass the test, you must wait 6 months in order to reapply and retest.

Q: Where can I go to brush up on my math skills?

A: Some people prepare for the test using algebra workbooks that can be found at various bookstore or the library. Another way to prepare is to find a tutor. Yet another option is to contact Big Step at 414-937-3600 to arrange for tutoring. **Please be aware that tutoring with Big Step without meeting the math requirement will NOT qualify you to take the NJATC Electrical Apprenticeship aptitude test battery.**

Electrical Apprenticeship Application Process

1. Meet the minimum qualifications
 - a. High School graduate or GED
 - b. 2 full years of high school or post high school math (1 full year of algebra and 1 year of any other math)
 - c. All semesters of algebra/math with a grade of “C” or better (no pass/fail)
 - d. 18 years old at time of placement as apprentice
 - e. Possess valid Wisconsin Driver’s license
 - f. Drug free/able to pass a drug screening test
2. Apply
 - a. Provide official high school transcript (sealed in unopened envelope from school.)
Parchement.com Transcript services are also accepted when Official Transcripts are emailed to info@mejatc.com
 - b. Pay \$40 application fee
 - c. Fill out application
 - d. Optional: submit resume/letters of recommendation
3. Aptitude Test
 - a. JATC schedules aptitude test if applicant meets minimum math requirements
 - b. Prepare for test: Algebra (algebraic equations, functions, formulas, and graphing) and Reading/Comprehension. Tests will be from August to April. When you fill out the Personal Evaluation Form you will be asked at the end if you would like to purchase a practice test. This is a fee paid out of pocket by applicant and is 100% optional. You can also purchase off our website www.mejatc.com at any time under the Apprentice Information tab.
 - c. You will need to fill out a Personal Evaluation Form. This needs to be completed in order to be allowed entry to your test the day of your test. Information on where to do this will be provided when you get your testing date and time.
 - d. Arrive before 8:40a.m. on test date (must reapply and repay the application fee if late-no exceptions)
 - e. Bring your Test Letter and Driver’s License with you on the test date
4. Test Results will be emailed to you 2-4 weeks after you test.
5. If you did not pass the test, you may reapply and retest after waiting 8 months.
6. Your name and score will be placed on our rank list of qualified applicants. Your application is good for one year. This is NOT a waiting list.
7. Apprentices are selected based on the highest test score. We place apprentices once per year, generally between May and August.
8. Wait to be contacted. While waiting to be contacted we suggest the following:
 - a. Consider working in the trade to learn if this is the right career for you.
 - b. Consider filling out an application to add your name to the CW (Construction Wireman) availability-for-work list.
 - c. Consider taking classes that may help you in the trade such as blueprint reading, electricity diploma courses, and/or tech math.
 - d. Maintain your drug-free status. Don’t lose your career by failing a drug test!