

VRC Toolkit

for the **CONSTRUCTION INDUSTRY**

**APPRENTICESHIPS WITH INHERENT LIGHT DUTY PHYSICAL
DEMANDS AND POTENTIAL PERMANENT VOCATIONAL PLACEMENT**



An aerial photograph of a construction site. In the foreground, a large yellow bulldozer is positioned on a dirt path, facing towards the bottom left. Behind it, a smaller yellow tractor is visible. The ground is uneven and covered in dirt and rocks. In the background, there's a steep, eroded hillside. The entire image has a blue color cast.

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APPRENTICESHIPS

OVERVIEW OF APPRENTICESHIPS

In the following pages you will find each apprenticeship program broken out of the list with greater details on the programs and the individual requirements, application processes, etc.

TABLE 1: Apprenticeships with Inherent Light Duty Physical Demands and Potential Permanent Vocational Placement

Apprenticeship Program	Website	Contact	Information (how to apply, specifics, length of program, Option 1 or 2, etc.
	Program Standards		
Certified Safety Specialist Apprenticeship Program	www.intuitivesafety.com/cssapprenticeship	Brent A. Knight CSP (o) 206-755-1059 apprenticeship@iss-safe.com	Online application and interview process Online classroom training 4500 hours or 2 years Option 1 or Option 2
	https://apps-public.lni.wa.gov/TradesLicensing/Apprenticeship/files/standards/2151.pdf		
IT Apprenti	https://apprenticareers.org/locations/washington/	Apprenti Washington (o) 206-707-0194 apprenti@washingtontechnology.org	Competency Assessment 12 weeks certification program 2000 hours OJT for 1 year Option 1
	https://apps-public.lni.wa.gov/TradesLicensing/Apprenticeship/files/standards/1982.pdf		
WA Construction Teamsters Apprenticeship Program	http://teamsterstraining.org/truck-driving-apprenticeships/	Teamsters CDL (o) 509-545-8297 (f) 509-546-0196 info@teamsterstraining.org	2400 hours in class training 3000 hours OJT training Option 1 or Option 2
	https://apps-public.lni.wa.gov/TradesLicensing/Apprenticeship/files/standards/0231.pdf		
Construction Industry Training Council – Construction Equipment Operator	https://citcwa.org/apprenticeship/	Construction Training Counsel of Washington (o) 877-428-0442 (f) 425-462-7391	6000 hours OJT training Math/Reading Aptitude Test Option 2
	https://apps-public.lni.wa.gov/TradesLicensing/Apprenticeship/files/standards/1810.pdf		
Construction Industry Training Counsel (HEO) Painting Apprenticeship	https://citcwa.org/apprenticeship/	Construction Training Counsel of Washington (o) 877-428-0442 (f) 425-462-7391	480 hours annually RSI (related supplemental instruction) 6000 OJT training Option 2
	https://apps-public.lni.wa.gov/TradesLicensing/Apprenticeship/files/standards/0628.pdf		
Construction Industry Training Counsel (HEO) HVAC Apprenticeship	https://citcwa.org/apprenticeship/	Construction Training Counsel of Washington (o) 877-428-0442 (f) 425-462-7391	200 hours annually RSI (related supplemental instruction) 8000 OJT training Option 2
	https://apps-public.lni.wa.gov/TradesLicensing/Apprenticeship/files/standards/0635.pdf		

Note: The individual physical limitations for each injured worker must be taken into consideration and even the apprenticeships listed above may not meet the physical limitations of some injured workers' needs. Those listed above are options and are not guaranteed solutions. Please defer to a qualified physician or healthcare provider to make qualifying decisions.

certified safety specialist Apprenticeship program

Website:

intuitivesafety solutions.com/cssapprenticeship

Program Standards:

<https://apps-public.lni.wa.gov/TradesLicensing/Apprenticeship/files/standards/2151.pdf>

Contact

Kelly Kasper

(o) 206-397-4283

kkasper@intuitivesafety solutions.com

Information

Online application and interview process; Online classroom; 4500 hours or 2 years; Option 1 or Option 2

PROGRAM DESCRIPTION

The CSS Apprenticeship Program is a first of its kind apprenticeship program that is tailored to the technical field of occupational safety and health. The purpose is to provide an alternative option to either traditional education or pure field experience. This program will provide a mix of on-line classroom training with roughly two years of on-the-job (OJT) training. The OJT will be provided by one of our registered training agents (employers). The goal of the program is to close the gap between field experience and education, providing safety and health professionals to the industry who are both well rounded and trained for success. The apprenticeship program should take approximately 2 years to complete.

RELATED SUPPLEMENTAL INSTRUCTION (RSI)

Also known as formal education

All 11-courses are taught on-line through Edmonds College for a total of 40 credit or 400 RSI hours. Apprentices will receive a 50% tuition break for all courses when accepted into the apprenticeship program. Courses may be taken prior to or in concurrence with OJT.

ON-THE-JOB TRAINING (OJT)

Training Agents will provide a mentoring professional in the occupational health and safety occupation with 3 or more years of experience to guide the apprentice through the 4500 hours of OJT learning objectives outlined in the standards. As the apprentice advances over the course of the apprenticeship, their pay will advance in accordance with step advancements.

PAY RATE

At a minimum, the apprentice must be payed, at an hourly rate of pay, in line with their step progression level. Training Agents (Employers) may pay higher wages, if they choose, however they may not pay below the hourly wages, outlined in the chart below.

Steps 4,500 OJT Hours	% Journey Level Wages	Hourly Rate	Annual Income
Step 1: 1–1,125	60%	\$18.03	\$37,500
Step 2: 1,126–2,250	70%	\$21.03	\$43,750
Step 3: 2,251–3,375	80%	\$24.04	\$50,000
Step 4: 3,376–4,500	90%	\$27.04	\$56,250
Journeyed	100%	\$29.81	\$62,000

MINIMUM QUALIFICATIONS

Age: All applicants shall be at least eighteen (18) years of age.

Education: Applicants shall be a high school graduate or possess a GED or high school equivalency and provide proof of completion. In all cases, proof of graduation or completion of GED or high school equivalency must be provided along with the application prior to acceptance into the Certified Safety Specialist Apprenticeship Program.

Physical: The ability to perform the work of the occupation.

Testing: None.

Other:

- 1 Must have a valid driver's license, auto insurance and access to a dependable means of transportation.
- 2 Applicants must be able to successfully fill out the application for the Apprenticeship and demonstrate their ability to speak the English language during the interview.
- 3 Applicants must be eligible to work in the United States.
- 4 Must register with Edmonds College and declare enrollment in the Occupational Safety and Health Program, AAS-T or OSH Certificate, prior to submitting an apprenticeship application.
- 5 All applicants shall submit to the Certified Safety Specialist Apprenticeship Program copies of the following documents in order for their application to be considered completed:
 - a Document showing proof of age (such as copy of birth certificate or passport).
 - b Copy of valid State Driver License and proof of auto insurance.

- c** Resume including work history.
- d** Any additional relevant information, such as resume, professional references, letters of recommendation, training records and/or other relevant certifications such as OSHA 10, OSHA 30, First Aid and/or CPR.

APPLICATION PROCESS

- 1** Determine if the injured worker is a good candidate by reviewing the skills listed on the CSSAP website at www.intuitivesafetysolutions.com/cssapprenticeship
- 2** Go to the Apply for the CSSAP section on the website to access links guiding you through the application process.
- 3** Once there, you will apply for admission to Edmonds College and complete all entry requirements. **NOTE: You must declare OSH Certificate**
- 4** Download & Complete the Apprenticeship Application.
- 5** Return your completed application to apprenticeship@iss-safe.com or mail to:

→ CSSAP, 8525 – 186th St. SW, Edmonds, WA 98026

PLACEMENT

Ideally, the injured worker's employer would be qualified to provide vocational retraining for the OJT component of the CSSAP. However, if they are unable to hire and mentor the injured worker, the injured worker would be placed in the ranked pool of candidates upon acceptance into the program and would be eligible for placement upon selection by a qualified Training Agent.

i.t. Apprenti

Website:

<https://apprenticareers.org/locations/washington/>

Program Standards:

<https://apps-public.lni.wa.gov/TradesLicensing/Apprenticeship/files/standards/1982.pdf>

Contact

Apprenti Washington

(o) 206-707-0194

apprenti@washingtontechnology.org

Information

Competency assessment; 12-week certification program; 2000 hours OJT for 1 year; Option 1

PROGRAM DESCRIPTION

Apprenti is an initiative of the Washington Technology Industry Association (WTIA) created to address the tech talent shortage in Washington State. The tech industry continues to create jobs at a record rate and our local talent pool isn't keeping pace. The WTIA is working with industry, education, and government professionals to improve investment in higher education and worker re-training to ensure that our region continues as one of the world's most influential technology hubs.

RELATED SUPPLEMENTAL INSTRUCTION (RSI)

Also known as formal education

All RSI is delivered by the Sponsoring agency in a lab/classroom environment. Each area of study is outlined below with their respective hours of RSI.

- | | |
|---|---|
| 1 Network Security Administrator 372 | 6 Cloud Operations Specialist 1 440 |
| 2 Software Developer 1 728 | 7 Cloud Operations Specialist 2 560 |
| 3 Software Developer 2 | 8 IT Business Analyst 360 |
| a Steps 1 and 2, 0 to 2000 hours 728 | 9 Network Operations Developer 520 |
| b Steps 3 and 4, 2000 to 4000 hours 392 | 10 Technical Sales Specialist 200 |
| 4 IT Support Professional 280 | 11 Cybersecurity Analyst 380 |
| 5 Systems Administrators 440 | 12 Software Analyst 480 |

ON-THE-JOB TRAINING (OJT)

The term of apprenticeship for all occupations covered by these standards shall be 2000 hours of reasonably continuous employment and demonstrated competency in the occupational objectives and the following number of OJT Hours:


 Cloud Operations Specialist 1 – 2000 hours

 Cloud Operations Specialist 2 – 2000 hours

 Cybersecurity Analyst – 2000 hours

 IT Business Analyst – 2000 hours

 IT Support Professional – 2000 hours

 Network Operations Developer – 2000 hours


 Network Security Administrator – 2000 hours

 Technical Sales Specialist – 2000 hours

 Software Analyst – 2000 hours

 Software Developer 1 – 2000 hours

 Software Developer 2 – 4000 hours

 Systems Administrator – 2000 hours

MINIMUM QUALIFICATIONS


Age: At least 18 years of age.

Education: None.

Physical: Must be able to perform the work of the occupations that is herein defined, with or without reasonable accommodation.

Testing: Meet the minimum score of 85 on the Apprenti online assessment found at www.apprenticareers.org.

Other: Candidates who are not United States citizens must demonstrate work eligibility through the duration of the term of apprenticeship.

 **Note:** For more information on how to apply for and enter Apprenti apprenticeship program or find information about education and training that is recognized by Apprenti please visit www.apprenticareers.org.

APPLICATION & PLACEMENT PROCESS

- 1** Take the competency assessment. Applicants must be at least 18 years old and eligible to work in the US for the duration of the program.
- 2** Receive information about your assessment test performance. Top ranked candidates will be invited to interview with Apprenti staff when apprenticeship opportunities are available.
- 3** If you interview well with staff, you will be invited to a hiring partner interview based on occupational suitability and hiring partner demand. Prepare for your in-person interview by researching the hiring companies and practicing responses to sample interview questions.
- 4** Attend an interview with one or more hiring partners.
- 5** If you've been selected by a hiring partner for an apprenticeship, Apprenti will notify you with information regarding your apprenticeship onboarding and technical training.
- 6** After successfully completing your technical training, you'll continue to one year of paid on-the-job training.

WA construction teamsters Apprenticeship program

Website:

<http://teamsterstraining.org/truck-driving-apprenticeships/>

Program Standards:

<https://apps-public.ini.wa.gov/TradesLicensing/Apprenticeship/files/standards/0231.pdf>

Contact

Teamsters CDL

(o) 509-545-8297

(f) 509-546-0196

info@teamsterstraining.org

Information

2400 hours in-class training; 3000 hours OJT; Option 1 or Option 2

PROGRAM DESCRIPTION

Other training programs just teach you how to pass a test. Teamsters Training is different since we are motivated to find great drivers for our industry. Other programs simply don't offer the one-on-one training that we do. Not only that we have direct access to local employers and assist with work placement as soon as you graduate. In other words - we teach you to drive and get you a job.

RELATED SUPPLEMENTAL INSTRUCTION (RSI)

Also known as formal education

By the completion of the apprenticeship, apprentices will complete a total of 288 RSI hours. The 288 RSI hours will include 48 hours of Hazardous Waste Worker Training (HAZMAT). The Committee reserves the right to grant an apprentice credit for a portion of the 288 required RSI hours.

In the event an apprentice has completed all of their required RSI (288 hours), but has less than the required OJT, the apprentice will not be required to attend further classes unless directed by the Committee.

ON-THE-JOB TRAINING (OJT)

The Washington Construction Teamsters Apprenticeship Program is a 3000 hour on the job training program covering a variety of Teamster Construction Equipment, including truck and pup, dump trucks, and belly dumps.

Prior to beginning your on the job training, you must attend six weeks (240 hours) of initial training at the Training Center, located in the Tri Cities, to learn the basics of the trade and prepare you to pass the required tests to obtain a Class A Commercial Driver's License with all endorsements

required by the Department of Motor Vehicles. You are not paid for the six weeks of initial training.

Construction employment is somewhat different than most industries. A contractor hires only enough construction hands to complete a project. Upon job completion, and layoff, the apprentice must sign the out-of-work list at the union hall.

PAY RATE

The wages and fringe benefits for journey person teamsters are negotiated with the employers. Apprentice wages are based on a percentage of the current journey person wage rate. A beginning apprentice's wage rate is 70% of a journey person's hourly wage. An apprentice's wage increases in 10% increments as he/she advances through the program.

Steps	Hour Range/Competency Step	% Journey-Level Wage
Step 1	0–1,000 hours	70%
Step 2	1,001–2,000 hours	80%
Step 3	2,001–3,000 hours	90%

MINIMUM QUALIFICATIONS

Age: At least 18 years of age.

Education: Can read and speak the English language sufficiently to converse with the general public, to understand highway traffic signs and signals in the English language, to respond to official inquiries, and to make entries on reports and records. (Federal Motor Carrier Safety Regulations 391.11(b))

Physical: DOT Physical and physical qualifications stated in Subpart E of the Federal Motor Carrier Safety Regulations 391.41.

Testing: None

Other: Valid driver license with ability to obtain a Class A CDL with all required endorsements required by the Department of Motor Vehicles (at applicant's expense). a. Copy of current valid driver's license. b. Copy of current DMV report. Applications must be completed and submitted within thirty (30) calendar days after the application is obtained. Failure to meet the thirty (30) day deadline will void the application.

APPLICATION PROCESS

- 1** Applications will be made available to anyone who is interested regardless of any other considerations. All applicants seeking entrance into the apprenticeship program must follow these selection procedures. This pertains to everyone with or without experience related to the trade.
- 2** Applications will be made available year round at: Teamsters Training Center, 2410 East St. Helens, Pasco, WA 99301, or such other locations as authorized by the Apprenticeship Committee. Interested applicants must personally obtain and complete applications.
- 3** At the time of application, applicants will be required to indicate the geographical area(s) where they will be willing to work. Selection of apprenticeship will be based on geographical Areas.
 - a** Western Washington Including: Whatcom, Skagit, Island, San Juan, Snohomish, King, Pierce, Thurston, Mason, Kitsap, Jefferson, Clallam, Greys Harbor, Lewis, Cowlitz, Skamania, Wahkiakum, Clark and Pacific counties
 - b** Eastern Washington Including: Adams, Asotin, Benton, Chelan, Columbia, Douglas, Ferry, Franklin, Garfield, Grant, Kittitas, Klickitat, Lincoln, Okanogan, Pend Oreille, Spokane, Stevens, Walla Walla, Whitman and Yakima, and Northern Idaho counties including: Benewah, Bonner, Boundary, Clearwater, Kootenai, Latah, Lewis, Nez Perce, Shoshone, and that part of Idaho County north of the 46th parallel
 - c** Either
- 4** Qualified Applicants will be scheduled for the Teamster Orientation Day. Teamster Orientation Day is pass/fail; a passing score of 55 out of 100 is required.
- 5** Applicants who pass the Teamster Orientation Day will be ranked by score and placed on available-for-training list. Individuals on the available for training list must stay active on this list by checking in monthly. Failure to do so could result in removal of application and/or removal from the “available-for-training” list.

The applicant must keep the Apprenticeship Committee office advised of a current phone number and address where they can be reached upon short notice. Failure of the applicant to comply will void the application.

If removed from the list due to the above, the applicant will not be eligible to reapply for 12 months.

- 6** Applicants will be selected from the “available-for-training” list based on geographical area of work selection.
 - a** Western Washington **b**
 - Eastern Washington **c**
 - Either

- 7 Applicants selected by the committee will be required to attend the 240 hours Training/CDL Preparation Course (or show proof of equivalent training) and also be required to obtain a Class A Commercial Drive License with all endorsements required by the Department of Motor Vehicles (at applicants expense) prior to being dispatched to an employer. A current DOT Medical Certificate must be provided prior to training.
- 8 Applicants being accepted into the program will be required to take and pass a pre-employment urinalyses drug screening test before being registered. Expenses of the drug test will be paid by the JATC.

Failure to PASS the Drug test or Refusal to take the drug test, WILL RESULT in application being voided and individual will be unable to reapply for a period of 12 months. Applicant will need to submit a NEGATIVE Drug Test to be able to re-apply.

9 EXCEPTIONS:

- a Applicants of committee approved programs that have an articulation agreement with this JATC may be placed into the program.
- b (Direct Entry) An employee of a non-signatory employer not qualifying as a Journey-level person when the employer becomes signatory, shall be evaluated by the JATC, using consistent, standard, nondiscriminatory means and registered at the appropriate period of apprenticeship based on the skill and knowledge of the applicant. For such applicants to be considered, they must meet the minimum qualifications.
- c (Direct Entry) An individual who signs an authorization card during an organizing effort wherein fifty percent (50%) or more of the employees have signed the authorization cards, whether or not the employer becomes signatory, and is an employee of the non-signatory employer and does not qualify as a journey-level worker, shall be evaluated by the JATC, using consistent, standards, nondiscriminatory means, and registered at the appropriate period of apprenticeship based on previous work experience and related training. When registered, individuals entering through this method must be employed by a participating employer. For such applicants to be considered, they must meet the minimum qualifications.
- d (Direct Entry) Registered Native Americans who have secured work under a TERO Project may receive direct entry into apprenticeship provided: (1) The employer is an approved training agent of these Standards. (2) The applicant has met the minimum qualifications.
- e (Direct Entry) Employees of employers who have secured contracts under a project agreement requiring apprenticeship utilization and who do not qualify as having journey-level skills, may receive direct entry as an apprentice provided that: (1) The employer is an approved training agent of these Standards. (2) The applicant has met the minimum qualifications.

- f** (Direct Entry) Transitioning military, military veterans, or participants in the Helmets to Hardhats program may be given direct entry into the apprenticeship program. Preference will be given based on prior experience, related training, and driving record.

PLACEMENT

Placements are performed through the Local Teamsters Union Hall.

construction industry training council construction equipment operator

Website:

<https://citcwa.org/apprenticeship/>

Program Standards:

<https://apps-public.lni.wa.gov/TradesLicensing/Apprenticeship/files/standards/1810.pdf>

Contact

Construction Training Counsel of Washington

(o) 877-428-0442

(f) 425-462-7391

Information

6000 hours OJT; Math/Reading aptitude test; Option 2

PROGRAM DESCRIPTION

Heavy Equipment Operator (HEO) Apprentices will learn how to operate several types of power construction equipment, such as motor graders, bulldozers, scrapers, compressors, pumps, derricks, shovels, tractors, or front-end loaders to excavate, move, and grade earth, erect structures, or pour concrete or other hard surface pavement through on-the-job training (OJT) and classroom training (related supplemental instruction (RSI)). Work may involve repair and maintenance of equipment in addition to other duties. The HEO Program requires 6,000 OJT hours and 480 RSI hours (160 per year) to complete.

RELATED SUPPLEMENTAL INSTRUCTION (RSI)

Also known as formal education

There are 480 hours of RSI (160/year) to complete the program. To supplement on-the-job training, an apprentice must complete the number of related supplemental instruction (RSI) hours required for their trade. Such instruction may be given in a classroom, through correspondence courses, self-study, or other means of approved classroom training.

ON-THE-JOB TRAINING (OJT)

A total of 6000 hours of OJT must be obtained to journey out of the program.

PAY RATE

The journey-level worker rate for construction equipment operator will be the average journey-level worker rate for all of the employers participating in the construction equipment operator program. Once each year, all participating employers will be surveyed for the average wage rate

of their journey-level workers performing non-prevailing wage work. These average wage rates will then be averaged to determine the minimum journey-level workers rate for the program in construction equipment operator. The survey forms will be signed by the company owner/officer and will become official records of the Committee. Employers reserve the right to pay apprentices more than the wage determined by this average wage, but they may not pay less.

Steps	Hour Range/Competency Step	% Journey-Level Wage
Step 1	0–1,000 hours	65%
Step 2	1,001–2,000 hours	70%
Step 3	2,001–3,000 hours	75%
Step 4	3,001–4,000 hours	80%
Step 5	4,001–5,000 hours	90%
Step 6	5,001–6,000 hours	95%

MINIMUM QUALIFICATIONS

Age: Not less than 18 years.

Education: Applicant must have a high school diploma or equivalent at the time of application. A waiver for high school diploma/equivalent may be granted for applicants who can provide documentation that they have worked two (2) or more years in the constructions industry.

All applicants must submit to the Apprenticeship Committee, a copy of documents showing proof of age, high school diploma or equivalent, DD-214 (if applicable), resume, work history, letters of recommendation, and additional information the applicant feels beneficial, within sixty (60) days after making application.

Physical: The applicant must be physically and mentally able to perform the work of the trade.

Testing: Schieg Utility Worker 1.0 Assessment. Must score a minimum of T-50.

Other: Applicants must have a valid Washington State Drivers License and dependable transportation.

APPLICATION PROCESS

- 1** For applicants residing in Region 1: Applications are accepted at the Construction Industry Training Council's training facility, 1930 - 116th Avenue NE, Bellevue, WA 98004 every Thursday between 9:00 a.m. and 12:00 p.m. year round, except for holidays, or unless otherwise determined by the Committee.
 - a** The applicant will sign a "Record of Apprentice Applicants", which acts as a logbook, then the applicant will be given an "Application for Apprenticeship." The application must be completed on site. In this logbook each line will carry a number corresponding to the serial number of an application. Columns will be provided to show progress, by dates, and final disposition.
- 2** For applicants residing in Region II: Applications are accepted at the Construction Industry Training Council's training facility, 10428 W. Aero Road, Spokane, WA 99224 every Wednesday between 11:00 a.m. and 2:00 p.m. year round, except on holidays, or unless otherwise determined by the Committee.
 - a** The applicant will sign a "Record of Apprentice Applicants", which acts as a logbook, and then the applicant will be given an "Application for Apprenticeship." The application must be completed on site. In this logbook each line will carry a number corresponding to the serial number of an application. Columns will be provided to show progress by dates and final disposition.
- 3** For applicants residing in Regions III: Applications can be obtained by calling (425) 454-2482. All applications submitted must have original signature of applicant. Applications must be hand delivered, delivered via U.S. Post or other courier within 14 days of the applicant's request for application. The application must be sent to: CITC, 1930 116th Ave NE, Bellevue, WA 98004. Faxed or e-mailed applications will not be accepted. Applications are accepted year round except on holidays or unless otherwise determined by the Committee.
- 4** For applicants residing in Region IV: Applications are accepted at the Construction Industry Training Council's training facility, 5804 Road 90 Suite K, Pasco, WA 99301 every Saturday between 9:00 a.m. and 12:00 p.m. year round, except on holidays, or unless otherwise determined by the Committee.
 - a** The applicant will sign a "Record of Apprentice Applicants", which acts as a logbook, and then the applicant will be given an "Application for Apprenticeship." The application must be completed on site. In this logbook each line will carry a number corresponding to the serial number of an application. Columns will be provided to show progress by dates and final disposition.
- 5** After acceptance as an applicant by completing the application and providing the required information relating to meet the minimum requirements, an applicant will be scheduled for an interview. Interviews will be held in January, April, June, and September.
- 6** The Committee will determine the number of applicants to be accepted prior to holding interviews.

- 7 In January and June, applicants will be placed in rank order. Applicants being interviewed in April and September will not be ranked and placed on the Ranked Eligibility Pool until the following January or June, unless there are no available applicants on the list.
- 8 In January and June, any applicants remaining in the Ranked Eligibility Pool will be re-contacted to determine their continued eligibility, willingness and commitment to being registered and referred for work. All applicants will then be re-ranked in the Ranked Eligibility Pool every six months.
- 9 Employers may request women and minority apprentices in order to meet their own contractual affirmative action requirements for public works projects or other projects with affirmative action requirements.
- 10 The order of the pool may be superseded to meet CITC affirmative action goals in conformation with the Washington State Apprenticeship and Council Rules.
- 11 A company who becomes a training agent with CITC must register their non-journey level employees performing the scope of work as defined by these standards as apprentices within 30 days of the Company's registration date as an approved training agent.
- 12 CITC's Training Agents may incorporate their employment practices with applicants and apprentices from the pool.
- 13 The Interview Session:
 - a The interview committee shall have in its possession for review with regard to each applicant: Application form, education transcript, and proof of birth date.
 - b Each applicant shall be interviewed by members or designated representatives of the Committee.
 - c After a brief introduction, the Committee will ask questions of the applicant with the purpose of finding out as much as possible about him/her as an individual and about his/her capacity to participate in apprenticeship.
 - d Questions for the interview and for purposes of evaluation will be on topics related to job performance such as: Work experience, mechanical abilities, and motivation.
 - e Evaluation must be based on a standard of industry needs, and not by a comparison with other applicants.
 - f Evaluation of the interview will be based on Excellent, Good, Fair, Poor, and Unacceptable responses on each topic.
 - g Excellent will be given a numerical range of 16 to 20; Good will be given a numerical range of 11 to 15; Fair will be given a numerical range of 6 to 10; Poor will be given a numerical range of 1 to 5; Unacceptable will be given a zero value. Any applicant who has 50% or more unacceptable responses will not be considered for apprenticeship.
 - h Answers to questions must be recorded during the interview to produce a record for the applicant's file.
 - i All applicants must be asked the same questions.

- 14** Upon acceptance following the interview process, applicants will be asked to complete a “Regional Referral Availability Form” indicating the region(s) in which the applicant is willing to work. A revised/updated version of this form may be submitted by the applicant at any time. Failure to submit a form will result in the applicant committing to employment anywhere within the state of Washington.
- 15** Applicants shall be referred to employment with a Training Agent based on the following criteria: (1) overall ranking based on highest score; (2) the region(s) in which the applicant has defined as an acceptable area for employment; and (3) response to the referral contact within 24 hours of the initial referral. If the applicant does not respond to the employment referral, the applicant will be dropped to the bottom of the Ranked Eligibility Pool.
- 16** If the applicant does not respond to the CITC apprenticeship office within 10 days, the applicant will be removed from the Ranked Eligibility Pool and will need to reapply to the program.
- 17** It is the applicant’s responsibility to keep his or her current address and contact information on file with the Committee.
- 18** Exceptions: Individuals qualifying for Direct Entry under the exception methods described below, may have the minimum qualification requirements waived at the discretion of the committee or designee, unless otherwise stated below.
 - a** Individuals who are currently employed by an approved training agent under an employment category or classification other than the occupation covered by these standards whose position or classification is being revised by the employer to another occupation covered by these standards may receive direct entry into the apprenticeship program. For entry into the program, the applicant must have been employed by the training agent in the original classification a minimum of 6 consecutive months immediately preceding the revision and submit letters of support by their employer. Must have a valid driver’s license.
 - b** Individuals relocating from another SAC/ATELS approved apprenticeship program may receive direct entry into the apprenticeship program providing he or she is in good standing with the program from which they are transferring. The apprentices must formally request by letter that the committee accept their transfer and provide official documentation pertaining to their apprenticeship program from which they are transferring. The Committee will examine all documentation submitted prior to granting the transfer for registration into the apprenticeship program. Must have a valid driver’s license.
 - c** Military veterans who have completed military technical training or who have participated in a registered apprenticeship program or involved with Helmets to Hardhats while in the military in the trade covered by these standards may be given direct entry. Must have a valid driver’s license.
 - d** Registered Native Americans who have secured work under TERO project may receive direct entry into apprenticeship. Must have a valid driver’s license.
 - e** Graduates of committee approved programs such as Job Corps may receive direct entry to direct referral. Must have a valid driver’s license.

construction industry training counsel painting Apprenticeship

Website:

<https://citcwa.org/apprenticeship/>

Program Standards:

<https://apps-public.lni.wa.gov/TradesLicensing/Apprenticeship/files/standards/0628.pdf>

Contact

Construction Training Counsel of Washington

(o) 877-428-0442

(f) 425-462-7391

Information

480 hours annually RSI; 6000 OJT training; Option 2

PROGRAM DESCRIPTION

Painting Apprentices will learn how to paint walls, equipment, building, bridges, and other structural surfaces, using brushes, roller, and spray guns through on-the-job training (OJT) and classroom training (related supplemental instruction (RSI)). Work may involve: removal of old paint to prepare surface prior to painting, and mixing colors or oils to obtain desired color or consistency. The Painting Program requires 6,000 OJT hours and 480 RSI hours (160 per year) to complete.

RELATED SUPPLEMENTAL INSTRUCTION (RSI)

Also known as formal education

Safety instruction is included in every quarter's curriculum of this craft.

Painter - Decorator apprentices will be provided with a minimum of 160 hours of RSI per year, up to a total of 480 hours of RSI over the course of their apprenticeship.

ON-THE-JOB TRAINING (OJT)

A total of 6000 hours of OJT must be obtained to journey out of the program.

PAY RATE

During their apprenticeship, apprentices will be paid a progressively increasing schedule of wages.

For the purpose of federal work where the wage and fringe benefits are separated, apprentices shall be paid a progressively increasing schedule of wages and fringes per their progression period.

Each period shall be 1000 hours.

The journey-level worker rate for painter-decorator will be the average journey level worker rate for all of the employers participating in the painter-decorator program. Once each year, all participating employers will be surveyed for the average wage rate of their journey-level workers performing non-prevailing wage work. These average wage rates will then be averaged to determine the minimum journey-level worker rate for the program in painter-decorator. The survey forms will be signed by the company owner/officer and will become official records of the Committee. Employers reserve the right to pay apprentices more than the wage determined by this average wage, but they may not pay less.

Steps	Hour Range/Competency Step	% Journey-Level Wage
Step 1	0–1,000 hours	65%
Step 2	1,001–2,000 hours	70%
Step 3	2,001–3,000 hours	75%
Step 4	3,001–4,000 hours	80%
Step 5	4,001–5,000 hours	85%
Step 6	5,001–6,000 hours	95%

MINIMUM QUALIFICATIONS

Age: Must be at least 18 years of age (proof of age required).

Education: Applicants must have a high school diploma or equivalent at the time of application. Official transcript must show courses and grades.

Physical: Must be physically able to perform the work of the trade with or without reasonable accommodation.

Testing: None

Other: Applicants shall submit proof of the education and age qualifications to the Committee before their applications will be considered completed. This must be done within sixty (60) days of date of application. Applicants not completing the application within sixty (60) days will be required to reapply.

APPLICATION PROCESS

- 1 For applicants residing in Region 1: Applications are accepted at the Construction Industry Training Council's training facility, 1930 - 116th Avenue NE, Bellevue, WA 98004 every Thursday between 9:00 a.m. and 12:00 p.m. year round, except for holidays, or unless otherwise determined by the Committee.
 - a The applicant will sign a "Record of Apprentice Applicants", which acts as a logbook, then the applicant will be given an "Application for Apprenticeship." The application must be completed on site. In this logbook each line will carry a number corresponding to the serial number of an application. Columns will be provided to show progress, by dates, and final disposition.
- 2 For applicants residing in Region II: Applications are accepted at the Construction Industry Training Council's training facility, 10428 W. Aero Road, Spokane, WA 99224 every Wednesday between 11:00 a.m. and 2:00 p.m. year round, except on holidays, or unless otherwise determined by the Committee.
 - a The applicant will sign a "Record of Apprentice Applicants", which acts as a logbook, and then the applicant will be given an "Application for Apprenticeship." The application must be completed on site. In this logbook each line will carry a number corresponding to the serial number of an application. Columns will be provided to show progress by dates and final disposition.
- 3 For applicants residing in Regions III: Applications can be obtained by calling (425) 454-2482. All applications submitted must have original signature of applicant. Applications must be hand delivered, delivered via U.S. Post or other courier within 14 days of the applicant's request for application. The application must be sent to: CITC, 1930 116th Ave NE, Bellevue, WA 98004. Faxed or e-mailed applications will not be accepted. Applications are accepted year round except on holidays or unless otherwise determined by the Committee.
- 4 For applicants residing in Region IV: Applications are accepted at the Construction Industry Training Council's training facility, 5804 Road 90 Suite K, Pasco, WA 99301 every Saturday between 9:00 a.m. and 12:00 p.m. year round, except on holidays, or unless otherwise determined by the Committee.
 - a The applicant will sign a "Record of Apprentice Applicants", which acts as a logbook, and then the applicant will be given an "Application for Apprenticeship." The application must be completed on site. In this logbook each line will carry a number corresponding to the serial number of an application. Columns will be provided to show progress by dates and final disposition.
- 5 After acceptance as an applicant by completing the application and providing the required information relating to meet the minimum requirements, an applicant will be scheduled for an interview. Interviews will be held in January, April, June, and September.
- 6 The Committee will determine the number of applicants to be accepted prior to holding interviews.

- 7** In January and June, applicants will be placed in rank order. Applicants being interviewed in April and September will not be ranked and placed on the Ranked Eligibility Pool until the following January or June, unless there are no available applicants on the list.
- 8** In January and June, any applicants remaining in the Ranked Eligibility Pool will be re-contacted to determine their continued eligibility, willingness and commitment to being registered and referred for work. All applicants will then be re-ranked in the Ranked Eligibility Pool every six months.
- 9** Employers may request women and minority apprentices in order to meet their own contractual affirmative action requirements for public works projects or other projects with affirmative action requirements.
- 10** The order of the pool may be superseded to meet CITC affirmative action goals in conformation with the Washington State Apprenticeship and Council Rules.
- 11** A company who becomes a training agent with CITC must register their non-journey level employees performing the scope of work as defined by these standards as apprentices within 30 days of the Company's registration date as an approved training agent.
- 12** CITC's Training Agents may incorporate their employment practices with applicants and apprentices from the pool.
- 13** The Interview Session:
 - a** The interview committee shall have in its possession for review with regard to each applicant: Application form, education transcript, and proof of birth date.
 - b** Each applicant shall be interviewed by members or designated representatives of the Committee.
 - c** After a brief introduction, the Committee will ask questions of the applicant with the purpose of finding out as much as possible about him/her as an individual and about his/her capacity to participate in apprenticeship.
 - d** Questions for the interview and for purposes of evaluation will be on topics related to job performance such as: Work experience, mechanical abilities, and motivation.
 - e** Evaluation must be based on a standard of industry needs, and not by a comparison with other applicants.
 - f** Evaluation of the interview will be based on Excellent, Good, Fair, Poor, and Unacceptable responses on each topic.
 - g** Excellent will be given a numerical range of 16 to 20; Good will be given a numerical range of 11 to 15; Fair will be given a numerical range of 6 to 10; Poor will be given a numerical range of 1 to 5; Unacceptable will be given a zero value. Any applicant who has 50% or more unacceptable responses will not be considered for apprenticeship.
 - h** Answers to questions must be recorded during the interview to produce a record for the applicant's file.
 - i** All applicants must be asked the same questions.

- 14** Upon acceptance following the interview process, applicants will be asked to complete a “Regional Referral Availability Form” indicating the region(s) in which the applicant is willing to work. A revised/updated version of this form may be submitted by the applicant at any time. Failure to submit a form will result in the applicant committing to employment anywhere within the state of Washington.
- 15** Applicants shall be referred to employment with a Training Agent based on the following criteria: (1) overall ranking based on highest score; (2) the region(s) in which the applicant has defined as an acceptable area for employment; and (3) response to the referral contact within 24 hours of the initial referral. If the applicant does not respond to the employment referral, the applicant will be dropped to the bottom of the Ranked Eligibility Pool.
- 16** If the applicant does not respond to the CITC apprenticeship office within 10 days, the applicant will be removed from the Ranked Eligibility Pool and will need to reapply to the program.
- 17** It is the applicant’s responsibility to keep his or her current address and contact information on file with the Committee.
- 18** Exceptions: Individuals qualifying for Direct Entry under the exception methods described below, may have the minimum qualification requirements waived at the discretion of the committee or designee, unless otherwise stated below.
 - a** Individuals who are currently employed by an approved training agent under an employment category or classification other than the occupation covered by these standards whose position or classification is being revised by the employer to another occupation covered by these standards may receive direct entry into the apprenticeship program. For entry into the program, the applicant must have been employed by the training agent in the original classification a minimum of 6 consecutive months immediately preceding the revision and submit letters of support by their employer. Must have a valid driver’s license.
 - b** Individuals relocating from another SAC/ATELS approved apprenticeship program may receive direct entry into the apprenticeship program providing he or she is in good standing with the program from which they are transferring. The apprentices must formally request by letter that the committee accept their transfer and provide official documentation pertaining to their apprenticeship program from which they are transferring. The Committee will examine all documentation submitted prior to granting the transfer for registration into the apprenticeship program. Must have a valid driver’s license.
 - c** Military veterans who have completed military technical training or who have participated in a registered apprenticeship program or involved with Helmets to Hardhats while in the military in the trade covered by these standards may be given direct entry. Must have a valid driver’s license.
 - d** Registered Native Americans who have secured work under TERO project may receive direct entry into apprenticeship. Must have a valid driver’s license.
 - e** Graduates of committee approved programs such as Job Corps may receive direct entry to direct referral. Must have a valid driver’s license.

construction industry training counsel (heo) hvAc Apprenticeship

Website:

<https://citcwa.org/apprenticeship/>

Program Standards:

<https://apps-public.lni.wa.gov/TradesLicensing/Apprenticeship/files/standards/0635.pdf>

Contact

Construction Training Counsel of Washington

(o) 877-428-0442

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Information

200 hours annually RSI; 8000 hours OTJ training; Option 2

PROGRAM DESCRIPTION

Heating, Ventilation and Air Conditioning (HVAC) Apprentices will learn how to install, service, and repair heating and air conditioning systems in residential and commercial establishments through on-the-job training (OJT) and classroom training (related supplemental instruction (RSI)). The HVAC Program requires 8,000 OJT hours and 800 RSI hours (200 per year) to complete.

RELATED SUPPLEMENTAL INSTRUCTION (RSI)

Also known as formal education

A minimum of 200 RSI hours must be completed per year.

ON-THE-JOB TRAINING (OJT)

The term of apprenticeship for Heating/Air Conditioning Installer & Servicer shall not be less than 8000 hours of reasonably continuous employment.

PAY RATE

Each period shall be 1000 hours.

The journey-level worker rate for HVAC will be the average journey-level worker rate for all of the employers participating in the HVAC program. Once each year, all participating employers will be surveyed for the average wage rate of their journey-level workers performing non-prevailing wage work. These average wage rates will then be averaged to determine the minimum journey-level worker rate for the program in HVAC. The survey forms will be signed by the company owner/officer and will become official records of the Committee. Employers reserve the right to pay apprentices more than the wage determined by this average wage, but they may not pay less.

Steps	Hour Range/Competency Step	% Journey-Level Wage
Step 1	0–1,000 hours	40%
Step 2	1,001–2,000 hours	45%
Step 3	2,001–3,000 hours	55%
Step 4	3,001–4,000 hours	60%
Step 5	4,001–5,000 hours	70%
Step 6	5,001–6,000 hours	80%
Step 7	6,001–7,000 hours	85%
Step 8	7,001–8,000 hours	90%

MINIMUM QUALIFICATIONS

Age: Must be at least 18 years of age (proof of age required).

Education: Applicants must have a high school diploma or equivalent at the time of application. Official transcript must show courses and grades. **Physical:** Must be physically able to perform the work of the trade.

Testing: None.

Other: Applicants shall submit proof of the education and age qualifications to the Committee before their applications will be considered completed. This must be done within sixty (60) days of date of application. Applicants not completing the application within sixty (60) days will be required to reapply.

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 - d** Registered Native Americans who have secured work under TERO project may receive direct entry into apprenticeship. Must have a valid driver's license.
 - e** Graduates of committee approved programs such as Job Corps may receive direct entry to direct referral. Must have a valid driver's license.



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Ric Burd

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SHIP
Grant Program

Safety and Health
Investment Projects
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