



# Application for Apprenticeship – Installer Technician

Upon completion of the attached application you can scan and email the application and required documentation to [julie@etcjetc.org](mailto:julie@etcjetc.org) or you can mail to: The Electrical Trades Center – 947 Goodale Blvd., Columbus, Oh 43212.

**\* NO PICTURES OF APPLICATION OR TRANSCRIPTS WILL BE ACCEPTED.**

All of the required documentation listed below must be submitted before you can be scheduled to take the ALEKS math assessment.

## Minimum Qualification Criteria

- 18 years old at the time of indenture
- High School graduate or Ohio GED equivalent
- Credit in Algebra (1 credit year at secondary level, 3 semester hours post- secondary level or ETC Technical Math course)
- Must have the legal right to work in the United States
- Must be able to understand verbal and written instructions in American English

## Application Requirements

**\* NO PICTURES OF APPLICATION OR TRANSCRIPTS WILL BE ACCEPTED.**

- **Completed application** – Scan and email to : [Julie@etcjetc.org](mailto:Julie@etcjetc.org)- or mail to The Electrical Trades Center, 947 Goodale Blvd., Columbus, Oh 43212
- **Official High School Transcript** – Transcripts **MUST** be **OFFICIAL**
- **High School Diploma or GED certificate and scores**
- **Official Post-Secondary Transcript** – If applicable
- **Birth Certificate** – copy
- **\$50 application fee** – Accepted at the time of the ALEK test
- **Qualifying score on the ALEKS Math Assessment** – 20 – This is a proctored test given at The Electrical Trades Center – once you have submitted the required documentation you will be scheduled for the test.

**IF YOU HAVE NOT COMPLETED THE APPLICATION PROCESS OR YOUR APPLICATION IS INCOMPLETE AFTER 60 DAYS YOUR FILE WILL BE CLOSED AND ARCHIVED.**



# APPLICATION FOR APPRENTICESHIP

ALL INFORMATION MUST BE LEGIBLY PRINTED IN INK  
INCOMPLETE AND/OR UNSIGNED APPLICATIONS WILL NOT BE PROCESSED  
APPLICATIONS MUST BE SUBMITTED WITH ORIGINAL SIGNATURE

## INSTALLER TECHNICIAN

### PERSONAL INFORMATION

Name \_\_\_\_\_

Last: \_\_\_\_\_

First: \_\_\_\_\_ Middle: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

County \_\_\_\_\_

Cell Phone: area code \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Email Address: \_\_\_\_\_

Did you ever participate in any kind of vocational - technical program in high school or post secondary school?

Yes  No

If yes, how long? \_\_\_\_\_ Months

If yes, describe the program: \_\_\_\_\_  
\_\_\_\_\_

### BACKGROUND

Have you served in the U.S. Military?  Yes  No  
If yes, now long? \_\_\_\_\_ Months

What branch? \_\_\_\_\_

What Military Schools did you complete? \_\_\_\_\_  
\_\_\_\_\_

Have you been convicted of a felony?  Yes  No  
(Convictions will not automatically disqualify you)  
If yes, explain the conviction: \_\_\_\_\_  
\_\_\_\_\_

Do you have any experience in any kind of construction work?  Yes  No

Do you have any experience in electrical construction?  Yes  No

Do you have experience in any electrical related field?  Yes  No

Have you applied for an electrical apprenticeship with another sponsor?  Yes  No

Have you applied for an apprenticeship in another trade or occupation?  Yes  No

Have you ever participated in an apprenticeship of any kind?  Yes  No

If yes, what kind? \_\_\_\_\_

Are you currently serving an apprenticeship?  Yes  No

Do you have a valid Drivers License?  Yes  No

Do you have a valid CDL?  Yes  No  
If yes, what class? \_\_\_\_\_

Please provide the name(s) that will appear on documents or transcripts that you submit, if it is different from your present name:

Have you applied for this apprenticeship program in the past?  Yes  No

If yes, when? \_\_\_\_\_

### EDUCATION

Circle to indicate years of formal education you have completed:

Less than 10 10 11 12 13 14 15 16 More than 16

Are you a High School Graduate  Yes  No  
If no, do you have a GED  Yes  No

Did you satisfactorily complete and receive credit for Algebra I (or higher) in High School or College?  Yes  No

**INTEREST**

How did you learn about our apprenticeship programs?

- School Counselor
- Newspaper
- From someone in the Trade
- Word of Mouth
- Electrical Trades Center Outreach Activities
- Other \_\_\_\_\_
- Radio/TV
- Job Placement
- WIA One-Stop
- Current Apprentice

List some reasons you are applying for this program:

Describe some of the work you believe is involved with this trade?

**ABILITY**

Are you physically and mentally able to learn to safely perform the work of this trade, with or without reasonable accommodations?

- Yes  No

Are you able to get to and from the various worksites anywhere within the geographical area covered by this apprenticeship?

- Yes  No

Are you willing and able to attend all related classroom training as required?

- Yes  No

Are you able to work and climb ladders, scaffolds, poles, towers of various heights?

- Yes  No

Are you able to work in confined spaces such as attics, manholes and crawl spaces?

- Yes  No

Are you able to read and understand English?

- Yes  No

Are you able to hear and understand verbal instructions and warnings given in English?

- Yes  No

**WORK HISTORY**

Are you presently employed?  Yes  No

If yes, may we contact your current employer?

- Yes  No

Did you have part-time of summer jobs while attending school?

- Yes  No

Do you have the legal right to work in the United States of America?

- Yes  No

List all employers. Begin with your most recent employer. Provide dates to show terms of employment.

Employer \_\_\_\_\_ From : \_\_\_\_\_ To: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Give job title, job duties and reason for separation:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Employer \_\_\_\_\_ From : \_\_\_\_\_ To: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Give job title, job duties and reason for separation:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Employer \_\_\_\_\_ From : \_\_\_\_\_ To: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Give job title, job duties and reason for separation:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If more space is required attach a separate sheet of paper

**Statement of Understanding**

I am aware that it is my responsibility to keep this program informed of any change in address or phone number.

I have read and understand the basic qualifications for entry I understand what is required to complete my application and become qualified for my application to be reviewed.

I understand that it is my responsibility to furnish documentation to prove qualification.

I understand that I must submit all official documentation in a timely manner.

I understand that if I fail to submit the required documentation in a timely manner my application will be considered incomplete.

I acknowledge that I bear sole responsibility for completing the application.

I understand that application reviews for will be held in the order in which the applications are returned and completed.

I understand that any false statement or information I have provided shall be cause for termination of apprenticeship application.

I understand that if selected, I will be required to complete a physical examination that includes a drug screen before beginning my apprenticeship.

I understand that I may contact The Electrical Trades Center with any question that may arise concerning this application.

Signed \_\_\_\_\_ Date \_\_\_\_\_

I understand all the above and state that, to the best of my knowledge, all information provided on this form is true and accurate. I hereby grant permission to the ETC to contact all former employers and references listed and grant permission to the employers and references to disclose any information concerning my past employment and/or qualifications. I agree that any false statements made by me on this application shall constitute grounds for disqualification.

I hereby apply for an apprenticeship opportunity with the Columbus Joint Apprenticeship and Training Committee for the Electrical Industry and agree if selected I will abide by all standards, rules and policies adopted by the sponsor.

Signed \_\_\_\_\_ Date \_\_\_\_\_