

## **Can I apply for all three (3) programs?**

The Committee is requesting that you only apply for the program that you would really like to pursue. It has become difficult when the applicant applies for all 3 programs and they get selected for the program that they did not really want. The Committee does not want to pick your trade they want the applicant to really want the trade that they have applied for.

## **What happens once I turn in my application?**

Nothing happens until your application is returned to our office and you have submitted your transcripts to prove you meet all the minimum requirements. Once we have those items your file goes onto a waiting list for the next available aptitude test if you applied for the Inside or Low Voltage program. If you applied for the Residential program you will go onto a waiting list for the next available interview.

## **How do I find out when I am scheduled for an aptitude test?**

You will receive a letter in the mail & and e-mail from us regarding your test date and time.

## **I have hours in the field already can I still apply?**

Yes, you can still apply. Here is how we handle applicants with hours.

### **If you have 2,000 electrical hours registered with the State in categories 01, 02 or 06:**

- Fill out an application.
- Provide required documentation:
  - Copy of any transcripts or GED.
  - If applicable copy of DD214
  - Proof of hours on file with L&I
- Aptitude Test over Algebra & Reading Comprehension
  - Receive qualifying score (5 or higher)
- 10–15 minute direct interview, placed on Ranking List

### **If you have 4,000 electrical hours registered with the State in categories 01, 02 or 06:**

- Fill out an application.
- Provide required documentation:
  - Copy of any transcripts or GED.
  - If applicable copy of DD214
  - Proof of hours on file with L&I
- 10–15 minute direct interview, placed on Ranking List

## **What if my hours are from another State or Military?**

Your first stop will be to Labor and Industries. You will need to have those hours converted to a Washington Electrical Trainee Card. Our apprenticeship can only recognize hours on file with Labor and Industries. Once you have done that, please refer to the prior question.

## **What if I do not pass the aptitude test on the first try?**

You will have to wait six (6) months before you can re-apply to take the test again. WE will transfer your transcripts to your new file upon re-application.

## **What happens once I am eligible for an interview?**

Once you have turned in your application, transcripts, and if applicable your DD214 and have passed the aptitude test now it is time for your interview with the Committee. Once an interview date has been selected you will be notified by mail on your interview date and time. Enclosed with that letter will be a Questionnaire and Drug Policy. The Questionnaire and Drug Policy must be filled out, signed, and returned to our office by the date requested. The return date will be clearly stated in your paperwork. Failure to turn in your Questionnaire and Drug Policy by the date given will cancel your interview and application.

## **What happens if I miss my interview?**

If you have missed your interview due to being late (yes even if it is only 2 minutes) or not turning in your questionnaire you may re-apply six (6) months after your missed interview.

## **What does my interview score and rank mean?**

Your interview score is the average score (out of 100) given to you by the Committee. That score is then entered onto our Ranking List. The Ranking List is the list that is used to pull applicants for employment. The higher your interview score the higher your rank is on the Ranking List.

Example: Your score is 94 and your rank is 5. That means that you would be the 5<sup>th</sup> person called out for employment.

**OR**

Your score was 90.25 and your rank is 35. That means that you would be the 35<sup>th</sup> person called out for employment. However, keep in mind that your rank can move up and down the Ranking List as people are placed for employment or as new applicants are interviewed. So, a rank of 35 could turn into a rank of 17 or 150.

Your score will be the same for two (2) years, but as mentioned your ranking on the ranking list is in constant motion.

## **What can I do to re-apply to try and increase my interview score?**

To apply for a re-interview, you must first wait six (6) months from your original interview date. By then you must have completed a minimum of 1,000 hours of Electrical Construction work or two (2) or more college credited classes since your last interview date. Classes must be trade related (i.e. math, electrical welding, etc.) also classes must be one (1) quarter in length. Electrical Construction means working as a material handler, working for an electrical wholesale house, or working in the field adding hours to an electrical trainee card.

## **What happens if I have been accepted?**

Congratulations. Now what? First off you will receive a letter telling you that you will have a week of safety orientation. During safety orientation we will cover First Aid, CPR, Electrical Safety, OSHA, expose you to pipe bending, and a few other tricks about surviving on the job site. We will also cover the JATC rules and policies and what to expect now that you are here!!

Once you have completed this week of orientation, you are now eligible to be placed on a job site for employment. You will be dispatched out for work from the JATC one we have a job for you. If we have current apprentices on our Out of Work List, they will need to be placed for work first. WE are not able to place incoming apprentices for work until all existing apprentices are working.

Now for the scary part – Sometimes on the last day of your orientation you will already have a dispatch from us for job placement. Other times you may not. Hopefully by the end of orientation if we do not have a job placement for you, we should have an estimated time that you will be in the field. Keep in mind, construction is very much tied to the economy. WE are unable to predict slow down periods or even boom periods. When you do become an apprentice and you find yourself un-employed, please remember you are able to collect unemployment.

## **Why do I have to have Internet access and a working computer/laptop or table?**

Homework is done on-line to the instructor can see how you are progressing and to help point out any areas that you may need extra help with. Also, by doing your homework on-line it frees up class time so there is more time for labs.

## **What is a Ranking or Eligibility List?**

Once interviewed you are placed on the Eligibility List (Also known as Ranking List). The JATC pulls from the Eligibility List in order of Rank for job placement(s).