

# MID-VALLEY HVAC/R APPRENTICESHIP PROGRAM, MA #2026

**Applications accepted:  
August 13 – 27, 2018**

**Veterans, minorities and women are  
encouraged to apply.**

*Date of opening announcement: July 12, 2018*



<b>HVAC/R Apprenticeship</b> <b>Registered with BOLI/ATD OSATC</b>	
<p><b>Job Description</b></p> <ul style="list-style-type: none"> <li>HVAC/R (heating, ventilating and air conditioning and refrigeration) combines sheet metal and electrical work, installation, wiring, service and repair of environmental control systems, and fabrication and installation of ductwork</li> </ul> <p><b>Working Conditions</b></p> <ul style="list-style-type: none"> <li>Work is done indoors and outdoors</li> <li>Work areas vary from outdoor scaffolding to crawl spaces and attics</li> <li>Employers are located in Benton, Lincoln, Linn, Marion, Polk, &amp; South Yamhill Counties</li> </ul> <p><b>Terms of Apprenticeship</b></p> <ul style="list-style-type: none"> <li>Four years</li> <li>576 related-training hours (classes at Chemeketa Community College)</li> <li>8,000 on-the-job training hours with approved training agents</li> <li>Successful apprentices are referred to Oregon Building Codes Division for Limited Electrician Technician, Class B (LEB) exam</li> <li>Opportunity for advancement and pay raises every six months</li> </ul>	<p><b>Minimum Qualifications</b></p> <ul style="list-style-type: none"> <li>18 years old or older</li> <li>High school diploma or GED</li> <li>One year of high school algebra or Integrated Math 2 <b>OR</b> post high school algebra with a grade C or higher <b>OR</b> placement into MTH070 or higher on a Chemeketa math placement test</li> </ul> <p><b>Employers May Require:</b></p> <ul style="list-style-type: none"> <li>Current driver's license</li> <li>Insurability to operate company vehicles</li> <li>Drug test / other tests</li> <li>Ability to frequently lift / move 50-pound materials</li> </ul> <p><b>Earning Potential</b></p> <ul style="list-style-type: none"> <li>Journey-level hourly wage is \$27.95/hour. Apprentices start at a minimum of \$12.58/hour.</li> <li>Opportunity for two pay raises per year during program</li> </ul> <p><b>Orientation</b></p> <ul style="list-style-type: none"> <li>Applicants are required to attend a mandatory orientation after the application period closes</li> </ul>

## Application Information

Applications are available **in person** at:

**Chemeketa Community College  
Apprenticeship Office  
Building 33, Room 101  
4000 Lancaster Ave NE  
Salem OR 97305**

**By phone:** 503.399.5255

**By email:** [apprenticeship@chemeketa.edu](mailto:apprenticeship@chemeketa.edu)

**Web:** [apprenticeship.chemeketa.edu/](http://apprenticeship.chemeketa.edu/)

Applications are only accepted during the scheduled opening: **August 13 – 27, 2018.**

Complete and signed applications may be submitted in-person (mail slot or 9 am – 4:30 pm, Monday-Thursday); mailed; or emailed.

- Applicants must show **proof** of meeting all minimum qualifications (18 years or older, High School diploma or GED and qualifying math score, see first page).
- Applications are reviewed, scored and ranked based on applicant-supplied information.
- Apprentices are selected from the ranked Pool of Eligibles (POE) based on points.
- Information for extra points may be added to the application until the closing date.
- Applicants receive a letter with the results of their application. Mandatory orientation is at 5 pm on September 6<sup>th</sup> in the Building 33 Apprenticeship Office on the Salem Chemeketa campus.
- Applications and materials cannot be returned.
- **LATE APPLICATIONS WILL NOT BE ACCEPTED**

## Documentation for Additional Points

### A. Proof of Education

Submit unofficial transcripts and/or copies of diplomas or certificates from:

- High School or GED Program
- College
- Military
- Trade School
- Post-secondary training

### B. Proof of Work Experience –

- Must be written on company letterhead and include:
  - Total hours worked
  - Work processes performed
  - Verifying signature from employer

### C. Photocopies of –

- Valid driver's license
- Current First Aid and CPR Certification
- Other trade licensure
- HS Diploma / GED
- Military Honorary Discharge - DD214



# APPRENTICESHIP APPLICATION

COMPLETE ALL SECTIONS. If not applicable, indicate NA.

OCCUPATION: **HVAC/R Technician**

Office Use	
Log #	
MA #	2026
DOT #	0637.0

Last Name	First	MI	Social Security Number
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Mailing Address
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City	State	Zip	County
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Phone Number ( ) ( )	Message Number ( ) ( )	Email Address
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GENDER			RACE/ETHNICITY				BIRTHDATE			
MALE	FEMALE		WH	BL	AI	AS	HI	MONTH	DATE	YEAR
VET STATUS			VETERANS: Please Check One			Military Service	Length of Service	Discharge Date		
VET	RESERVES	NON	Plan to apply for GI benefits	Do not plan to apply for GI benefits						

### EDUCATION

Circle highest grade completed in each school category	High School 9 10 11 12	Trade School 1 2 3 4	College 1 2 3 4	GED Yes No					
School	Name	City	State	From		To		Graduated	
				Month	Year	Month	Year	Month	Year
High									
College									
Trade									

### WORK EXPERIENCE

Beginning with your present employer, list the name and address of each employer for whom you have worked, include periods of military service, the nature of work done, the dates of employment and the number of months involved.

Firm Name and Address	Nature of Work	Dates of Employment	# of Months
		From To	
		From To	
		From To	

### GEOGRAPHICAL AVAILABILITY Check One or Both

Lincoln County	
Benton, Linn, Marion, Polk and the South Half of Yamhill Counties	

**Instructions:** Provide documentation to verify your education and work experience and complete the Statement of Understanding.

The documentation you submit will be scored based on the criteria outlined below and then totaled. Your total score will determine your placement in the Pool of Eligibles (POE). In case of a tie, the earliest date of application will break the tie. Scoring will be based on the verifiable documentation you provide (letters on company letterhead from your employer(s), DD214, course certificates, school transcripts, etc.). Resumes are not acceptable for points for work experience, though may be included with the application.

<b>Rating Factors for Points – 70 Possible</b>		<b>Possible Points</b>
1.	High School Diploma GED	6 Points 3 Points
2.	High School classes – 2 points per semester with C or better Courses include drafting, design, integrated math, algebra, shop, geometry, welding, trigonometry, fabrication, calculus, or other HVAC/R related courses.	12 Maximum
3.	College/trade/military classes – 2 points per semester with C or better Math or trade-related courses (see high school list).	8 Maximum
4.	College, military & trade school degrees/certificates – 8 points per degree/completion/AAS degree.	8 Maximum
5.	Pre-apprenticeship - Youth Builders, Oregon Tradeswomen, Job Corps, and other OSATC approved programs.	4 Maximum

<b>Other Rating Factors for Points</b>		
6.	HVAC/R related work experience – 2 points per six months, 8 points maximum All other construction work experience – 1 point per six months, up to 4 points maximum.	12 Maximum
7.	Military Service: 2 points per year of service with DD 214 with Honorable Discharge	8 Maximum
8.	Valid Driver's License	7 Points
9.	Certifications: First Aid/CPR, forklift operator, and other construction related.	5 Maximum

***Applicants must supply supporting documentation for points.***

**STATEMENT OF UNDERSTANDING**  
***Please initial each of the statements below to indicate your knowledge and understanding***

- I am responsible for keeping the program informed of any change in my address or phone number.
- I have read and understand the basic qualifications for entry into the program.
- I meet the minimum qualification for entry into the program.
- I understand I must provide proof I meet the qualifications required for entry into the program.
- I have been provided information detailing how applicants are accepted and placed in the program.
- I understand any intentional false statements or information I have provided on this application form or on any other documents shall be cause for rejection of the application or termination of my registration if I am accepted.

Signature of Applicant	Date:
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