

# MID-VALLEY SHEET METAL APPRENTICESHIP PROGRAM



*Applications accepted  
August 13, 2018 -  
August 27, 2018*

***Women, minorities, and veterans are encouraged to apply.***

**Sheet Metal Apprenticeship  
JATC MA #1060, Registered with BOLI/ATD OSATC  
Opening announced July 12, 2018**

<p><b>Job Description</b></p> <p>Sheet metal workers design, create, install, and repair sheet metal products. This includes roofing, gutters, and siding. They also fabricate and install fittings and ductwork used in the construction industry for heating, ventilating, and air conditioning systems for residential, commercial, and industrial applications.</p> <p><b>Working Conditions</b></p> <ul style="list-style-type: none"> <li>• Work is done indoors and outdoors</li> <li>• Work areas use scaffolding, ladders, and high lifts in the shop and on site</li> </ul> <p><b>Geographic location</b></p> <ul style="list-style-type: none"> <li>• Employers are located in Benton, Lincoln, Linn, Marion, Polk, and south Yamhill counties</li> </ul> <p><b>Terms of Apprenticeship</b></p> <ul style="list-style-type: none"> <li>• Four years with an opportunity to advance in pay every six months</li> <li>• Apprentices complete 576 related-training hours and 7,200 on-the-job training hours</li> </ul>	<p><b>Minimum Qualifications</b></p> <p>Apprenticeship applicants must provide copies of documents proving:</p> <ul style="list-style-type: none"> <li>• 17 years old or older (18 to register)</li> <li>• High school diploma or GED</li> <li>• One year of high school Algebra with a grade C or higher <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>• 2018 Journey-level wage for Mid-Valley is \$24.41/hour. Apprentices start at a minimum of \$14.65/hour.</li> <li>• Opportunity for two pay raises per year during program</li> </ul>
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## 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

Submit the following documents with your application for additional points.

### Education

Unofficial transcripts from:

- High School
- College
- Military
- Trade School
- Post-secondary training
- Degrees

### Work Experience

**Recorded on company letterhead:**

- Total hours worked
- Work processes performed
- Verifying signature from employer

### Photocopies of:

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





**Instructions:** Provide documentation to verify your education & work experience. **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.

Rating Factors for Points – 70 Possible		Possible Points
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 sheet metal 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
Other Rating Factors for Points		
6.	Sheet metal 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**

<input type="checkbox"/>	I am responsible for keeping the program informed of any change in my address or phone number.
<input type="checkbox"/>	I have read and understand the basic qualifications for entry into the program.
<input type="checkbox"/>	I meet the minimum qualification for entry into the program.
<input type="checkbox"/>	I understand I must provide proof I meet the qualifications required for entry into the program.
<input type="checkbox"/>	I have been provided information detailing how applicants are accepted and placed in the program.
<input type="checkbox"/>	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: \_\_\_\_\_

Date: \_\_\_\_\_