



**U A LOCAL 350
PIPE TRADES
APPRENTICESHIP**



**1150 GREG STREET, SPARKS, NV 89431
(775) 359-2229 • Fax: (775) 359-3485**

**APPLICATION QUALIFICATIONS
FOR
PLUMBING & PIPE FITTER
HEATING, VENTILATING, REFRIGERATION & A/C**

To qualify for selection applicants must be physically capable of performing the essential functions of the apprenticeship program and subsequent work, must be a minimum of 17 years of age and **submit a completed application with the following required paperwork:**

1. **Birth certificate or proof of legal residence in the U.S. (passport)**
2. **Social Security card**
3. **High school diploma or equivalent**
4. **Transcript of high school grades.**
5. **Current valid driver's license**
6. **Military transfer or discharge form DD-214 (when applicable).**
7. **Must have reliable transportation to and from the work sites and related classroom instruction.**

The applicants who have complied with the above will then be notified when the interview process is being held.

A pool of qualified eligible applicants will be maintained for two years. Unsuccessful applicants who wish to re-apply must submit a new application and re-interview during each selection. The number of applicants selected and indentured is based on local economic conditions in the construction industry and our ability to keep the indentured apprentice employed. The Committee does not guarantee steady employment.

It is the desire of the Apprenticeship Committee that only those genuinely interested in learning the trade and participating in the challenge that the Plumbing, Pipefitting and H.V.A.C. Industry offers in a drug free environment should make applications.

SUCCESSFUL APPLICANTS MUST BE WILLING TO ADHERE TO A STRICT DRUG AND ALCOHOL ENFORCEMENT POLICY THROUGHOUT THEIR APPRENTICESHIP.

No discrimination will be practiced in selection upon race, creed color, age, sex or national origin.

APPLICATION DATES AND TIMES

**PLACE: J.A.T.C. TRAINING CENTER--1150 GREG STREET, SPARKS, NEVADA
DATES: YEAR ROUND (MONDAY THROUGH FRIDAY)
TIME: 8:00 A.M. TO 4:00 P.M. *Applicants must apply in person**

MATH TEST AND BOARD INTERVIEW

**PLACE: J.A.T.C. TRAINING CENTER, 1150 GREG STREET, SPARKS, NEVADA
DATE AND TIME TO BE ANNOUNCED**

APPLICATION FOR APPRENTICESHIP

1. Name of Applicant:

Last First Middle

2. Address:

Street City & State County Zip Code

3. Social Security No. _____ Telephone No. _____

4. Veteran Yes No. Branch of Service _____

5. Length of Service _____ Date of Discharge _____ Type of Discharge _____

6. Currently Employed Yes No.

7. Work Experience

Give jobs in order, starting with your present or latest job. Include military experience, summer jobs and part-time jobs.

EMPLOYER	CITY	TYPE OF WORK	FROM	TO	REASON FOR LEAVING

8. High School Graduate HSE Name and Address of High School _____

9. Additional Educational Background: _____

Date _____

(Applicant's Signature)

Self identifier

Male Female

American Indian or Alaskan Native Black Asian or Pacific Islander Hispanic White Other

Date of Birth _____



Voluntary Disability Disclosure

OMB No. 1205-0223 Expires: 01/31/2020

Please check one of the boxes below:

- YES, I HAVE A DISABILITY (or previously had a disability)
- NO, I DON'T HAVE A DISABILITY
- I DON'T WISH TO ANSWER

Your name: _____

Date: _____

Why are you being asked to complete this form?

Because we are a sponsor of a registered apprenticeship program and participate in the National Registered Apprenticeship System that is regulated by the U.S. Department of Labor, we must reach out to, enroll, and provide equal opportunity in apprenticeship to qualified people with disabilities.^[1] To help us learn how well we are doing, we are asking you to tell us if you have a disability or if you ever had a disability. Completing this form is voluntary, but we hope that you will choose to fill it out. If you are applying for apprenticeship, any answer you give will be kept private and will not be used against you in any way.

If you already are an apprentice within our registered apprenticeship program, your answer will not be used against you in any way. Because a person may become disabled at any time, we are required to ask all of our apprentices at the time of enrollment, and then remind them yearly, that they may update their information. You may voluntarily self-identify as having a disability on this form without fear of any punishment because you did not identify as having a disability earlier.

How do I know if I have a disability?

You are considered to have a disability if you have a physical or mental impairment or medical condition that substantially limits a major life activity, or if you have a history or record of such an impairment or medical condition. Disabilities include, but are not limited to: blindness, deafness, cancer, diabetes, epilepsy, autism, cerebral palsy, HIV/AIDS, schizophrenia, muscular dystrophy, bipolar disorder, major depression, multiple sclerosis (MS), missing limbs or partially missing limbs, post-traumatic stress disorder (PTSD), obsessive compulsive disorder, impairments requiring the use of a wheelchair, intellectual disability (previously called mental retardation).

^[1] Part 30 – Equal Employment Opportunity in Apprenticeship. For more information about this form or the equal employment obligations of Federal contractors, visit the U.S. Department of Labor's Office of Apprenticeship website at <https://www.doleta.gov/OA/eo/>.

How did you hear about the apprenticeship?

_____ Friend/Family in the trade

_____ Newspaper advertisement

_____ Career fair

_____ Helper working at signatory contractor

_____ Other

PLUMBING/PIPEFITTING

PROGRAM OVERVIEW

A Plumbing/Pipefitting Apprentice is required to have 246 classroom hours by the end of each year for a total of 1,230 classroom hours, maintain a C average and a minimum of 8000 on the job work related hours prior to graduating at the end of the fifth year.

PROGRAM QUALITY FACTORS

- Employer driven programs.
- J.A.T.C. Standards, State and Federal certifications
- On-the-job training (1,600 hours each year)
- Related instruction (246+ hours each year)
- Journeyman teacher-trainers
- Curriculum based on national skill standards.

EMPLOYMENT OUTLOOK

The employment future for apprentices and journeymen is exceptionally outstanding. Construction crafts and related fields in Northern Nevada continue to seek out apprentices and journeymen for immediate employment.

WAGES

Depending on the position and level of training, apprentice-to-journeymen wages range from:

\$ 16.10 to \$ 35.78 an hour for the Plumbing/Pipefitters (base wage)

TECHNICAL INSTITUTE

TMCC's Technical Institute, a full-service campus is located on the corner of Energy and Edison Way in Reno, Nevada. The Edison Campus provides an opportunity for students to pursue education and training in one or more industrial and technical career programs, or to upgrade their current job skills with specialized courses.

ADDITIONAL INFORMATION Contact Randy Canale at (775) 359-2229 ext 2

During their five years of training, a plumbing/pipefitting apprentice receive instruction in:

BACKFLOW AND DRAINAGE
BASIC ELECTRICITY
BLUE PRINT READING AND DRAFTING
GAS INSTALLATION
JOB SAFETY-USE & CARE OF TOOLS
MATHEMATICS
MECHANICAL CODE
MEDICAL GAS INSTALLATION
PLUMBER AND FITTER
PIPE WELDING LAY-OUT

PUMPS-STEAM SYSTEM
REFRIGERATION
RESIDENTIAL PLUMBING
RIGGING & SIGNALING
SCIENCE
SERVICE WORK
SPECIAL PURPOSE-PLUMBING FIXTURES
CODE INTERPRETATION
WATER SUPPLY
WELDING AND OXY-ACETYLENE CUTTING

HEATING, VENTILATING, REFRIGERATION & AIR CONDITIONING APPRENTICESHIP

PROGRAM OVERVIEW

An H.V.A.C. Apprentice is required to have 144 classroom hours each year for a total of 576 classroom hours, maintain a C average and a minimum of 6400 on the job work related hours prior to graduating at the end of the fourth year.

PROGRAM QUALITY FACTORS

- Employer driven programs.
- J.A.T.C. Standards, State and Federal certifications
- On-the-job training (1,600 hours each year)
- Related instruction (144+ hours each year)
- Journeyman teacher-trainers
- Curriculum based on national skill standards.

EMPLOYMENT OUTLOOK

The employment future for apprentices and journeymen is exceptionally outstanding. Construction crafts and related fields in Northern Nevada continue to seek out apprentices and journeymen for immediate employment.

WAGES

Depending on the position and level of training, apprentice-to-journeymen wages range from:
\$ 13.85 to \$ 25.18 an hour for the H.V.A.C.

TECHNICAL INSTITUTE

TMCC's Technical Institute, a full-service campus is located on the corner of Energy and Edison Way in Reno, Nevada. The Edison Campus provides an opportunity for students to pursue education and training in one or more industrial and technical career programs, or to upgrade their current job skills with specialized courses.

ADDITIONAL INFORMATION Contact Randy Canale at (775) 359-2229

During their four years of training, a heating, ventilating and air conditioning apprentice receives instruction in:

BASIC REFRIGERATION
BRAZING
CHILLER BRUSH UP
D.D.C.
ELECTRIC CONTROLS
FORK LIFT
HIGH AND LOW PRESSURE BOILER

HYDRAULICS
HYDRONICS
MANOMETER
MECHANICAL CODE
OIL CLASS
TROUBLESHOOTING
WELDING

**NOTICE OF
RIGHT TO REGISTER COMPLAINTS FOR DISCRIMINATION
CFR PART 30.14 Complaints**

(a) Requirements for individuals filing complaints—(1) Who may file. Any individual who believes that he or she has been or is being discriminated against on the basis of race, color, religion, national origin, sex, sexual orientation, age (40 or older), genetic information, or disability with regard to apprenticeship, or who believes he or she has been retaliated against as described in §30.17, may, personally or through an authorized representative, file a written complaint with the Registration Agency with whom the apprenticeship program is registered.

(2) Time period for filing a complaint. Generally, a complaint must be filed within 300 days of the alleged discrimination or specified failure to follow the equal opportunity standards. However, for good cause shown, the Registration Agency may extend the filing time. The time period for filing is for the administrative convenience of the Registration Agency and does not create a defense for the respondent.

(3) Contents of the complaint. Each complaint must be made in writing and must contain the following information:

(i) The complainant's name, address and telephone number, or other means for contacting the complainant;

(ii) The identity of the respondent (the individual or entity that the complainant alleges is responsible for the discrimination);

(iii) A short description of the events that the complainant believes were discriminatory, including but not limited to when the events took place, what occurred, and why complainant believes the actions were discriminatory (for example, because of his or her race, color, religion, sex, sexual orientation, national origin, age (40 or older), genetic information, or disability).

(iv) The complainant's signature or the signature of the complainant's authorized representative.

(b) Requirements of sponsors. Sponsors must provide written notice to all applicants for apprenticeship and all apprentices of their right to file a discrimination complaint and the procedures for doing so. The notice must include the address, phone number, and other contact information for the Registration Agency that will receive and investigate complaints filed under this part. The notice must be provided in the application for apprenticeship and must also be displayed in a prominent, publicly available location where all apprentices will see the notice. The notice must contain the following specific wording:

Your Right to Equal Opportunity

It is against the law for a sponsor of an apprenticeship program registered for Federal purposes to discriminate against an apprenticeship applicant or apprentice based on race, color, religion, national origin, sex, sexual orientation, age (40 years or older), genetic information, or disability. The sponsor must ensure equal opportunity with regard to all terms, conditions, and privileges associated with apprenticeship. If you think that you have been subjected to discrimination, you may file a complaint within 300 days from the date of the alleged discrimination or failure to follow the equal opportunity standards with [INSERT NAME OF REGISTRATION AGENCY, ADDRESS, PHONE NUMBER, EMAIL ADDRESS, AND CONTACT NAME OF INDIVIDUAL AT THE REGISTRATION AGENCY WHO IS RESPONSIBLE FOR RECEIVING COMPLAINTS]. You may also be able to file complaints directly with the EEOC, or State fair employment practices agency. If those offices have jurisdiction over the sponsor/employer, their contact information is listed below. [INSERT CONTACT INFORMATION FOR EEOC AS PROVIDED ON "EEO IS THE LAW POSTER," AND CONTACT INFORMATION FOR STATE FEPA AS PROVIDED ON STATE FEPA POSTER, AS APPLICABLE]

Each complaint filed must be made in writing and include the following information:

1. Complainant's name, address and telephone number, or other means for contacting the complainant;
2. The identity of the respondent (i.e. the name, address, and telephone number of the individual or entity that the complainant alleges is responsible for the discrimination);
3. A short description of the events that the complainant believes were discriminatory, including but not limited to when the events took place, what occurred, and why the complainant believes the actions were discriminatory (for example, because of his/her race, color, religion, sex, sexual orientation, national origin, age (40 or older), genetic information, or disability);
4. The complainant's signature or the signature of the complainant's authorized representative.

(c) Requirements of the Registration Agency—(1) Conduct investigations. The investigation of a complaint filed under this part will be undertaken by the Registration Agency, and will proceed as expeditiously as possible. In conducting complaint investigations, the Registration Agency must:

- (i) Provide written notice to the complainant acknowledging receipt of the complaint;
- (ii) Contact the complainant, if the complaint form is incomplete, to obtain full information necessary to initiate an investigation;
- (iii) Initiate an investigation upon receiving a complete complaint;
- (iv) Complete a thorough investigation of the allegations of the complaint and develop a complete case record that must contain, but is not limited to, the name, address, and telephone number of each person interviewed, the interview statements, copies, transcripts, or summaries (where appropriate) of pertinent documents, and a narrative report of the investigation with references to exhibits and other evidence which relate to the alleged violations; and
- (v) Provide written notification of the Registration Agency's findings to both the respondent and the complainant.

(2) Seek compliance. Where a report of findings from a complaint investigation indicates a violation of the nondiscrimination requirements of this part, the Registration Agency should attempt to resolve the matter quickly at the Registration Agency level whenever appropriate. Where a complaint of discrimination cannot be resolved at the Registration Agency level to the satisfaction of the complainant, the Registration Agency must refer the complaint to other Federal, State or local EEO agencies, as appropriate.

(3) Referrals to other EEO agencies. The Registration Agency, at its discretion, may choose to refer a complaint immediately upon its receipt or any time thereafter to:

- (i) The EEOC;
- (ii) The United States Attorney General;
- (iii) The Department's OFCCP; or
- (iv) For an SAA, to its Fair Employment Practices Agency.

(4) Alternative complaint procedures. An SAA may adopt a complaint review procedure differing in detail from that given in this section provided it is submitted for review to and receives approval by the Administrator.

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1150 GREG STREET
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Governor's Office of Workforce Innovation (OWINN)
NEVADA STATE APPRENTICESHIP COUNCIL
555 E. Washington Ave. (Ste. 4900)
Las Vegas, NV 89101
(702) 486-8197

STATE E.E.O.C.

Nevada Equal Rights Commission (NERC) (FEPA)
1325 Corporate Blvd., Room 115
Reno, NV 89502
Phone: 775-688-1288

Nevada Equal Rights Commission (NERC) (FEPA)
1515 E. Tropicana Blvd., Suite 590
Las Vegas, NV 89119
Phone: 702-486-7161

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