

ELECTRICAL CONSTRUCTION JOINT TRUST FUNDS

READING DIVISION, PENN-DEL-JERSEY CHAPTER N.E.C.A. AND
LOCAL 743, INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS

20 MORGAN DRIVE, READING, PA 19608

(610) 777-3150 EMPLOYEE BENEFITS OFFICE
(610) 777-8388 APPRENTICESHIP & TRAINING OFFICE
(610) 777-7059 FAX



Application Intake Date
January 8th and February 5th, 2014
8:00 - 12:00 and 2:00 - 4:30

www.ibewlocal743.org also listed in Reading Eagle

TO QUALIFY FOR AN INTERVIEW YOU MUST:

- 1) Be at least 17 years of age
- 2) Have completed one course in Algebra with a passing grade
- 3) Be a high school graduate (or graduation pending within year of intake) or have passed the GED
- 4) Have a valid driver's license
- 5) Complete an application form
- 6) Make a qualifying score on the aptitude test (held on separate date from application intake)

REQUIREMENTS OF THE INSIDE ELECTRICAL APPRENTICESHIP PROGRAM:

- 1) *Must possess a laptop computer for classroom and homework assignments. Please see reverse side of this document for information on minimum computer requirements.
- 2) Five (5) year program with classroom training
- 3) 8000 hours on-the-job training
- 4) Classes meet 3 hours per night for 2 nights each week for a minimum of 200 hours per school year (please note: there is potential for some mandatory Saturday classes/assignments)
- 5) Required to pay a registration fee (\$150) and to buy school books each year (varies by school year)
- 6) Pass a urine drug screening (UDS) upon selection into the apprenticeship program.

SPECIFIC INSTRUCTIONS:

A. Education and Transcripts

You must have your high school and/or the state furnish this office with an official transcript(s)/GED. Faxed or copied transcripts will not be accepted. The transcript(s) must be in this office (30 days from date of application intake.) It is

over please

your responsibility to contact this office to be sure the transcript(s) have been received. Transcripts mailed to: Apprentice Office, 20 Morgan Drive, Reading, PA 19608. You may pick up your transcript from your school and hand deliver it to the hall if you choose, but it must arrive sealed.

B. Aptitude Tests

Those applicants who have submitted their high school transcripts within the 30 day deadline will be notified by mail to come in for an aptitude test - date to be determined. The aptitude test covers general reading comprehension and math.

C. Notification after All Documents Received

Upon obtaining a qualifying score on the aptitude test you will be notified by mail of an interview date with the committee.

D. Change of Address

Information concerning the status of your application, after all documents are received, will be provided only by mail; therefore, you must notify this office of any change of address.

***Computer Requirements**

- 4GB RAM
- Sound
- Wireless
- Microsoft Windows 7 or 8
- Internet Explorer
- Dual-Core Core minimum
- HD Graphics (Integrated Graphics)
- 15" HD LED-Backlit Wide Screen Display (user preference)
- Camera (optional)
- BlueRay; DVD/CDR Combo Drive (optional)