

JATC Apprenticeship Selection Process

(Local 392 JATC apprenticeship is a 5-year program)

- Fill out your application, gather your documents (refer to the application for a list of these documents) and obtain a \$35 money order.
- When you have your application, documents, and money order, turn them into our training facility. We will then schedule you for an aptitude test. We do aptitude tests every other month.
- You will know the day of the aptitude test if you passed or failed; you must score a 75 or better to pass.
 - If you fail, you can take the test again, all you need to do is obtain another \$35 money order and bring it back to us so we can schedule you for our next test.
 - If you pass, you will be scheduled for an interview with our board. We will provide you with the time and date of that interview. Interviews are usually held one week after every aptitude test.
- After the interview you will be contacted via email within a few days about where you fall on our ranking list. Here is how it works.....
 - All our interviews are scored by the board members and placed on a ranking list from highest to lowest. With each round of interviews, that list will grow and your place on that list will change. If someone scored higher than you, your rank would go down and if everyone scored lower than you your rank will remain the same. Your rank may go up if people are taken off the list above you (this may happen for different reasons).
 - You will remain on the JATC ranking list for a 2-year ranking term. The only ways to be taken off the list are as follows; you are selected into the program, you are selected for the program and decline, you ask to be taken off the list, your 2-year ranking term expires, or another circumstance dictates you are taken off the list.
 - If you feel you have successfully improved your standards towards the trade of your choice, you may submit documentation, such as transcripts of additional education or payroll documents for related employment. This, however, must be a minimum of 1 year or more of additional experience that has not been previously submitted. This will be reviewed by the JATC committee, and a re-interview may be granted.
- Selections for the apprenticeship are made once a year around April. The number of apprentices we bring in fluctuates each year with the demand of our contractors. If you are selected as an apprentice, you will be notified and given further details.

Please refer any additional questions you may have about the process to the JATC office at (513)671-5282.