

Trade Information Sheet (Sample Apprentice Contract)

Associated Builders & Contractors of WI, Inc.

ELECTRICIAN (CONSTRUCTION)

824.261-010

TRADE INFORMATION

APPROVED: 2/27/2017

TERM OF APPRENTICESHIP: The term of apprenticeship shall be Time Based, which has been established to be **five years of not less than 8400 hours**. Hours of labor shall be the same as established for other skilled employees in the trade.

PROBATIONARY PERIOD: The probationary period shall be the first 12 months of employment, but in no case shall it exceed twelve calendar months. During the probationary period, this contract may be cancel by the apprentice or the sponsor upon written notice to the Department, without adverse impact on the sponsor.

SCHOOL ATTENDANCE: The apprentice shall attend the Wisconsin Technical College System or other approved training provider, as assigned, for **paid related instruction for a minimum of 576 hours** and satisfactorily complete the prescribed course material, unless otherwise approved by the Department. The employer must pay for related instruction hours at the same rate per hour as for services performed.

WORK PROCESS SCHEDULE: In order to obtain well-rounded training and thereby qualify as a skilled worker in the trade, the apprentice shall have experience and training in the following areas. This instruction and experience shall include the following operations but not necessarily in the sequence given. Time spent on specific operations need not be continuous.

<u>Schedule of Processes To Be Worked</u>	<u>Approximate Hours</u>
A. CONDUIT, 2" AND LARGER - Thinwall, rigid, flexible assemblies, aluminum, plastic - may include all layout, drilling, anchoring, digging, channeling, fabricating of hangers and rigging pertaining to the installation of the above, etc.	300
B. CONDUIT, 1.5" AND SMALLER - Thinwall, rigid, flexible assemblies, aluminum, plastic - may include all layout, drilling, anchoring, digging, channeling, fabricating of hangers and rigging pertaining to the installation of the above, etc.	1500
C. OTHER RACEWAYS - Underfloor duct, cable tray, square duct, metal molding, ladder racks, and pull boxes - may include all layout, drilling, anchoring, digging, channeling, fabricating of hangers and rigging pertaining to the installation of the above, etc.	100
D. BUS DUCT, DISTRIBUTION EQUIPMENT UNDER AND OVERS 600 VOLTS AND DISTRIBUTION EQUIPMENT - Trolley duct, service duct, crane rails, and distribution Bus duct, termination and/or splicing of high voltage cable. Installation and connecting of cubicles, transformers, switch gear, service panels, sub panels, fuse panels and transformers - may include all layout, drilling, anchoring, digging, channeling, fabricating of hangers and rigging pertaining to the installation of the above, etc.	600
E. INSTALLATION OF WIRES AND CABLES - Wire, cables, non-metallic sheathed cable, armored cable, in conduit, trays, duct, racks, wiremold, fabricating, rigging, etc.	1000
F. INSTALLATION OF FINISH MATERIALS AND TRIM DEVICES - Assemble and install fixtures, switches, receptacles, electric heating equipment (e.g., baseboard heaters, valance heaters, radiant heaters, etc.)	1500

G.	INSTALLATION AND WIRING OF CONTROL EQUIPMENT - Motor control equipment, relays, thermostats, indicators, tach generators, motion switches, process controls, limit switches, counters, timers, instruments, electronic speed controls, humidity controls, micro switches, voltage controls, current controls, static controls and air conditioning equipment, etc.	400
H.	SPECIALIZED - Wiring of specialized systems to include: sound systems, CRT and data systems, telephones, fire alarm systems, fiber optics, energy management systems, nurse call systems, closed circuit TV and street and highway lighting, etc.	1904
I.	OTHER - Trenching, clean-up, handling of material, stock room, machinery installation, etc.	520
J.	PAID RELATED INSTRUCTION	<u>576</u>
		TOTAL 8400

MINIMUM COMPENSATION TO BE PAID:

1st period of 0 – 12 months of 1 – 1680 hours, satisfactory progress* at 45% of the base skilled wage rate
 2nd period of 13 – 24 months of 1681 – 3360 hours, satisfactory progress* at least 45 hours of unpaid related instruction at 55% of the base skilled wage rate
 3rd period of 25 – 36 months of 3361 – 5040 hours and satisfactory progress* at least 90 hours of unpaid related instruction at 65% of the base skilled wage rate
 4th period of 37 – 48 months of 5041 – 6720 hours and satisfactory progress* at least 135 hours of unpaid related instruction at 70% of the base skilled wage rate
 5th period of 49 – 60 months of 6721 – 8400 hours and satisfactory progress* at least 180 hours of unpaid related instruction at 75% of the base skilled wage rate

Base skilled wage rate _____ per hour.

*Satisfactory progress is defined as completing the minimum on the job hours; satisfactory progress on the job; satisfactory progress in paid related instruction and unpaid related instruction; current in first aid and CPR; current license; and compliance with the record keeping policy.

If at any time the base skilled wage rate rises or falls, the apprentice's wage shall be adjusted proportionately. The wage rate of apprentices employed in this trade and this firm shall be the base skilled wage rate stated above.

If the apprentice does not complete the terms of the contract in the five (5) year period, the apprentice shall be paid at no less than 75% of the skilled rate until completed.

If an apprentice completes the prescribed work hours before completing the required paid related instruction, the apprentice shall be held in the last period of apprenticeship until the apprenticeship is satisfactorily completed.

CREDIT PROVISIONS: The apprentice, granted credit at the start or during the term of the apprenticeship, shall be paid the wage rate of the pay period to which such credit advanced the apprentice.

Work Credit: _____

School Credit: _____

Total Credit to be applied to the terms of the apprenticeship: _____

SPECIAL PROVISIONS: The apprentice shall obtain certification in First Aid and CPR and a minimum of a 10-Hour Safety course during the first 12 months of the contract. First Aid and CPR certifications must be kept current. The apprentice is required to take Arc Flash by the end of the second year and the Transition to Trainer course in the final year of the apprenticeship.

The apprentice must complete satisfactorily 200 hours of unpaid school hours, as prescribed by the ABC of WI Apprenticeship Advisory Committee. **The apprentice shall obtain at least 45 hours per year in unpaid related instruction.** The 200 hours of unpaid related instruction must include Electrical code (30 hours minimum), Arc Flash (4 hour minimum), and an Electrical Exam Prep Course. The remainder of the 200 hours may include such topics as: PLC, Motor Controls, Photovoltaic, Green Energy, Blueprint Reading, Fire Safety, Relay Logic, Computer Skills, Electronics, Instrumentation, Data Communications, Transit & Builders Level, Electrical Circuits, Electrical Safety, Electronic Controls, Fiber Optics, Isometric Drawing, Welding, and Rigging.

Apprentices shall attend at least 90% of scheduled paid related instruction each semester. In the event paid related instruction is missed, the apprentice shall make up the content missed as prescribed by the ABC of WI Apprenticeship Advisory Committee.

Apprentices must obtain a valid credential from the Wisconsin Department of Safety and Professional Services and maintain it throughout the apprenticeship. All registered apprentices in Wisconsin are required to take and pass the State Electrical Journey-Worker exam prior to the completion of his or her Apprentice Contract.

All work shall be performed under direct skilled worker supervision, except fifth year apprentices who can be provided general supervision. Supervision should not be of such a nature as to prevent the development of responsibility and initiative. Under no circumstance shall an apprentice supervise another apprentice. **First year apprentices may not work on or be exposed to live circuits or systems.**

The apprentice is expected to purchase the tools of the trade by the completion of the first year.

The Apprentice must submit an Application for Completion to the ABC of WI Apprenticeship Advisory Committee upon completion of the on-the-job training work hours, paid and unpaid school hours, and passing of the State Journey-Worker Exam. Upon approval by the ABC of WI Apprenticeship Advisory Committee and the BAS, the apprentice will be completed from the apprenticeship program.