



3911 Heritage Dr.
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Qualifications for Apprenticeship Entry

Applicants accepted and registered as Apprentices shall meet the following basic qualifications:

- 1) Age: Shall be at least 18 years of age. Apprentices must not be less than 16 years of age.
- 2) Physical: Shall be physically able to perform the essential functions of the occupation, with or without reasonable accommodations, without endangering the health and safety of themselves and/ or fellow workers. Physical qualifications will be determined by the employer through visual examination and discussion when the applicant is evaluated.
- 3) Education: A High School Degree or GED equivalency is required. Proof of high school degree or GED records must be submitted when applicable.
- 4) Aptitude: Shall possess the basic aptitude essential for acquiring the skills and proficiency of the occupation and be required to satisfactorily pass an approved entry level aptitude test if required.

Terms of Apprenticeship

The term of apprenticeship shall be a period of reasonably continuous employment and training on the job. The term for this occupation is no less than eight thousand (8,000) hours and 4 years.

Probationary Period

All applicants selected for apprenticeship will serve a probationary period. The probationary period cannot exceed twenty five (25) percent of the length of the program or one year (1) whichever is shorter.

The first two thousand (2,000) hours of employment for the apprentice, after signing the apprenticeship agreement, shall be a probationary period.

During this period either party may request the termination or cancellation of the Apprenticeship Agreement to the agreement without stated cause by notifying the other party in writing. The records for each probationary apprentice will be reviewed prior to the end of the probationary period. Records may consist of periodic reports regarding progression made in both the OJL and related instruction and any disciplinary action taken during the probationary period. After the probationary period, the agreement may be cancelled at the request of the Apprentice, or may be suspended, cancelled, or terminated by the Sponsor, for good cause, with due notice to the Apprentice and a reasonable opportunity for corrective action, and with written notice to the Apprentice and to the Registration Agency of the final action taken. Any probationary Apprentice evaluated as satisfactory after a review of the probationary period will be given full credit for the probationary period and continue in the program. The probationary period shall be part of the term of apprenticeship.

Responsibilities of the Apprentice

- 1) Perform diligently and faithfully the work of the occupation and other pertinent duties assigned by the sponsor in accordance with the provisions of these standards.
- 2) Respect the property of the Sponsor and abide by the working rules and regulations of the Sponsor.
- 3) Attend and satisfactorily complete the required house in the on-the-job-learning and in related instruction in subjects related to the occupation as provided under these standards.
- 4) Maintain and make available such records of work experience and training received on-the-job and in related instruction as may be required by the Sponsor.
- 5) Develop and practice safe working habits and work in such a manner as to assure his/her personal safety and that of other fellow workers.

Ratio of Apprentices to Journeyman

A numeric ratio of apprentices to journey-workers consistent with proper supervision, training, safety and continuity of employment throughout the apprenticeship will be maintained by the Sponsor. The ration for this occupation will be stated: One (1) apprentice may be employed in each shop or department employing a qualified journeyman and one (1) additional apprentice for each three (3) additional journeyman regularly employed. The ratio applies to both the shop and the job site.

Apprentice Wage Schedule – For State Prevailing Wage and Federal Davis – Bacon Public Works Projects

Apprentices shall be paid a progressively increasing schedule of wages based on the recognized State Prevailing Wage and/or Federal Davis – Bacon rates applicable to those projects. Apprentices wage rates will be based on the recognized journeyman wage as stated in the applicable contract, which also would include any obligations to the stated benefits. The progressive wage schedule is as follows:

- 1st Period __ Months or 0-1,000 Hours \$ __ Per __ or 40% Journeyman Wage
- 2nd Period __ Months or 1,001-2,000 Hours \$ __ Per __ or 50% Journeyman Wage
- 3rd Period __ Months or 2,001-3,000 Hours \$ __ Per __ or 60% Journeyman Wage
- 4th Period __ Months or 3,501-5,000 Hours \$ __ Per __ or 70% Journeyman Wage
- 5th Period __ Months or 5,001-6,500 Hours \$ __ Per __ or 80% Journeyman Wage
- 6th Period __ Months or 6,501-8,000 Hours \$ __ Per __ or 90% Journeyman Wage

The recognized journey-worker wage rate for this occupation is \$29.68 per hour. If the apprentice performs labor which is subject to a higher wage rate either by contract or by law than that specified herein, the higher wage rate shall be paid by the employer. If the Apprentice performs labor in a locality

where the recognized journey-worker wage rate is high than that specified herein, the progressive wage schedule shall be based on the higher rate.