



Limited Energy Apprenticeship Program

www.iecoregon.org | 11481 SW Hall Blvd. Suite 100, Tigard, OR | (503) 598-7789

What is apprenticeship?

Apprenticeship is recognized across the United States as a pathway to a lifelong career, a competitive salary, an education, and advancement within an industry. It is occupational training that combines supervised on-the-job training experience with classroom instruction.

What is the Area I Limited Energy apprenticeship program?

The Area I Limited Energy apprenticeship program is a 2 or 3 year program designed to give students the experience and training necessary to earn the status of **limited energy technician**. It is a combination of classroom instruction at Clackamas Community College in Wilsonville and work experience with approved employers.

Earn while you learn.

Starting pay at

\$15.00—\$16.00 per hour

No experience required!

“IEC apprenticeship has been one of the best decisions my partner and I have ever made...Because of the apprenticeship, we have found our life-long, fulfilling careers.”



Ashlee | LEA First Year Apprentice



Benefits of apprenticeship:

- Paid employment during training
- Credit toward an associate's degree
- Development of marketable skills
- Pathway to a secure career
- Background to become a lead person, foreman, or supervisor
- Hands-on learning









How much can I earn?

Apprentices begin at half of the average salary of journey workers and receive pay increases as they progress through the program. Entry level apprentices in the Limited Energy program earn **\$15.00 - \$16.00** per hour to start. Licensed limited energy technicians earn on average **\$30.00 - \$32.00** per hour—that's about **\$62,400 - \$66,560** per year! Apprentice generally receive their first raise after 3 months.

This is a public notice from the Area 1 Limited Energy JATC MA #1099, a registered training program with the Oregon Bureau of Labor & Industries. DATE OF NOTICE: **JANUARY 3, 2019**

What do limited energy technicians do?

Limited energy technicians install, troubleshoot, maintain, replace & repair electrical systems under 100 volts. There are two types of limited energy licenses: **Class A** and **Class B**. Both types of licenses allow technicians to install communications systems, specialized control systems, and audio-visual systems. Class A technicians can also install protective signaling systems.

Class B Class A					Class B Program 2 years 4000 on-the-job hours 288 classroom hours
	TELECOMMUNICATIONS	AUTOMATED CONTROLS	AUDIO-VISUAL	CCTV (MONITOR ONLY)	
Class A only					Class A Program 3 years 6000 on-the-job hours 432 classroom hours
	ACCESS CONTROLS	FIRE ALARM	CCTV (SECURITY)	BURGLAR ALARM	

What working conditions can I expect?

Limited energy technicians perform work both indoors and outdoors in a variety of weather conditions. This work involves standing, bending, reaching, and lifting in confined spaces and at heights ranging up to 160+ feet.

Where do limited energy technicians work?

The variety of jobs and work locations is one of the benefits of choosing a career in the limited energy field. Limited energy technicians work at construction sites, schools, hospitals, hotels, restaurants, grocery stores, commercial office buildings, and residential homes.

“The apprenticeship program has provided me with an extra sense of drive when I get up in the morning because I LOVE what I do.”

Brian | Second Year LEA Apprentice

The Area 1 Limited Energy JATC is committed to nondiscrimination in all aspects of the apprenticeship program, and does not discriminate on the basis of race, color, religion, gender, sexual orientation, marital status, age, national origin /ancestry, disability, family relationship or any other protected status.

Individuals of all ethnicities, genders, and backgrounds are encouraged to apply!

Where and when do I attend school?

Classroom instruction - or **related training** - is conducted at Clackamas Community College in Wilsonville, OR. Classes are one evening per week from 6pm to 10pm in the fall, winter, and spring. You may not start school until you are registered in the program as an apprentice.

What costs can I expect?

Related training tuition and books combined cost around \$1350 - \$1450 per year. This cost is the responsibility of the apprentice, although some employers do assist with expenses and scholarships are available annually.



Veterans may use educational benefits while registered in the program.

How do I receive my on-the-job training?

Apprentices work under the direct supervision of licensed limited energy technicians. After you are registered as an apprentice, you will work for an employer who is approved by the limited energy committee to be a **training agent** through the Bureau of Labor & Industries. Training agents have promised to provide on-the-job training and supervision according to approved industry standards.

What hiring criteria might employers have?

- Valid driver's license & driving record that meets liability insurance carrier requirements
- Pass a background check
- Pre-employment drug screening test
- Access to reliable transportation
- No fear of heights or confined spaces

Where are employers located?

Area 1 employers have offices located in Multnomah, Yamhill, Washington, Clackamas, Wasco, Tillamook, Columbia, Clatsop, and Hood River counties in Oregon and Clark county in Washington. However, you may be required to travel all over Oregon and to other states.

When can employers hire me?

We do not place apprentices with employers. Instead, once you are high enough up on the waiting list, employers may contact you for an interview. Once hired, you will be registered with the state as an apprentice and you can start school.

WHAT IS THE APPLICATION PROCESS?

1) APPLY

Submit an application to our office during an opening period with documentation of min. requirements and other experience.

2) INTERVIEW

Attend a mandatory orientation and interview at the IEC office.

3) SCORE

Your application will be scored based on your interview and documentation.

4) RANK

Based on your score, you will be ranked and placed on a waiting list composed of existing applicants in order of ranking.

All applicants must submit documentation demonstrating that they meet the minimum requirements of the program.

Applicants may include additional materials with their application to receive more points and a higher ranking. For a detailed explanation of our point system, please see page 6. If you don't turn all of your documentation in within the 3-day period that you applied, you will have to wait until the next opening to submit that documentation.

MINIMUM REQUIREMENTS

Must meet to complete application

18 YEARS OLD

At least 17 years old to apply and 18 years old to begin the program.

DIPLOMA or GED

High school diploma, GED, or Associate Degree or higher from an accredited educational institution.

ALGEBRA or PLACEMENT TEST

Completion of one year of high school algebra, Integrated Math II, or equivalent with a grade of "C" or higher or equivalent math placement test scores (Math 65/70 or higher).

ADDITIONAL DOCUMENTATION

Submit the following for more points

EDUCATIONAL EXPERIENCE

- Transcripts, certificates, and degrees from high school, college, military, or trade school

WORK EXPERIENCE

- Letter from employer on company letterhead stating start and end date (points calculated based on months worked), title, and duties
- DD214

Please note that we do not accept resumes for points.

DRIVER'S LICENSE

- Photo copy

CPR & FIRST AID CARD

- Photo copy

Applications Accepted 10am - 4pm at the IEC Office			Orientation & Interview Mandatory at the IEC Office	Notification of Ranking via email
July 30 th	July 31 st	August 1 st	August 13 th at 3pm	On or before August 23 rd
September 3 rd	September 4 th	September 5 th	September 10 th at 3pm	On or before September 20 th
November 5 th	November 6 th	November 7 th	November 12 th at 3pm	On or before November 20 th



Limited Energy Apprenticeship Program

Application Packet Checklist - For Your Reference

APPLICATION PACKET MUST CONTAIN THE FOLLOWING TO BE COMPLETE:

- ☐ Application
- ☐ Zone Map
- ☐ Proof of diploma & algebra



Proof of Minimum Requirements - Required to submit for acceptance

☐ **DIPLOMA or GED**

High school diploma, GED, or Associate Degree or higher from an accredited educational institution. Please **submit a copy** of the diploma or certificate with your application.

AND

☐ **ALGEBRA or PLACEMENT TEST**

Transcripts showing completion of one year of high school algebra, Integrated Math II, or equivalent with a "C" or higher or equivalent placement test scores (Math 65/70 or higher).

Additional Documentation - *Optional for more points*

OFFICIAL TRANSCRIPTS

- ☐ High school
- ☐ College
- ☐ Trade school
- ☐ Military (DD214)

COPY of DEGREE CERTIFICATES

- ☐ College (1, 2, or 4 year degree)
- ☐ Trade school
- ☐ Military trade school
- ☐ Pre-apprenticeship

WORK EXPERIENCE

- ☐ Statement from employer on company letterhead stating start and end dates of employment, title, and duties.
- ☐ DD214

Resumes do not count for points. If the employer letter has no dates you will not receive points.

COPY of LICENSES & CERTIFICATIONS

- ☐ Current valid driver's license
- ☐ Valid CPR/First Aid certification

Submit your complete application packet to the IEC office during an opening period:
11481 SW Hall Blvd. Suite 100, Tigard, OR 97223

Limited Energy Apprenticeship Program Application Point System

Applications will be reviewed and scored according to the following point system. Points will only be awarded if the applicant provides documentation (i.e. letters from employers on company letterhead, transcripts, degrees/certificates, DD214, etc.)

Educational Experience 24 % of overall score		
High school classes – 1 point/semester with a grade of C or better		Maximum Points
Algebra 1 & 2	Statistics	7
Integrated Math	Computer Applications/Programming	
Geometry	Drafting/Auto Cad/Blueprint Reading	
Trigonometry	Building Technology/Shop	
Calculus	Electronics/Electrical	
College/trade school/military classes – 1 point/semester with a grade of C or better		Maximum Points
Algebra 1 & 2	Computer Applications/Programming	7
Integrated Math	Drafting/Auto Cad/Blueprint Reading	
Geometry	Building Technology/Shop	
Trigonometry	Electronics/Electrical	
Calculus	Limited Energy Trade Related	
Statistics	OSHA Safety Courses (30+ hours)	
College/trade school/military program degrees or completions		Maximum Points
<i>Limited energy trade related programs – 6 points per degree/completion certificate</i>		10
Limited energy trade school	Military trade school	
4-year/2-tear/1-year college degree	Pre-apprenticeship program (<i>B-Fit, Youth Builders, Job Corps, etc.</i>)	
<i>General occupation programs – 4 points per degree/completion certificate</i>		
Military trade school	4-year/2-tear/1-year college degree	
Pre-apprenticeship program (<i>B-Fit, Youth Builders, Job Corps, etc.</i>)		
Work Experience 24 % of overall score		Maximum Points
Limited energy related (including military)		24
Limited energy/electrical industry	3 points per month*	
Limited energy/electrical assembly	2 points per month*	
General work experience (including military)		
Construction/labor	1 point per month*	
Computer operations/engineering	1 point per month*	
All other work experience	.5 point per month*	
<i>* One month = 120 hours. Months calculated based on start and end dates on employer statement</i>		
Licenses & Certifications 7% of overall score		Maximum Points
Valid driver’s license	3 points	7
Valid current CPR & First Aid certification	4 points	
Interview 45 % of overall score		Maximum Points
Attitude	15 points	45
Interest	15 points	
Maturity	15 points	

Application Maximum Points: **55** + Interview Maximum Points: **45** = Total Maximum Points: **100**



Limited Energy Apprenticeship Program

Application for Apprenticeship

Which program(s) are you applying for? (Check correct box)

☐ **Class A**

- ☐ 3 years
- ☐ Communications systems
- ☐ Specialized control systems
- ☐ Audio-visual systems
- ☐ Protective signaling/life safety systems

☐ **Class B**

- ☐ 2 years
- ☐ Communications systems
- ☐ Specialized control systems
- ☐ Audio-visual systems

☐ **Both A & B**

- ☐ You will be placed on the waiting list for both programs.

APPLICANT INFORMATION

Last Name		First Name		MI	Social Security Number					
Mailing Address										
City		State		Zip Code						
Email Address (No work email – personal only)				Phone Number (No work number – personal only)						
This information is requested to ensure equal employment opportunity and compliance	Gender		Race/Ethnicity					Birth Date	Are you a veteran?	
	Male	Female	WH	BL	AI	AS	HI		Yes	No
(If applicable) Military Service		Discharge Date			Length of Service					
How did you learn about the program? (Check all that apply)										
<input type="checkbox"/> Family/friend		<input type="checkbox"/> From someone in the trade		<input type="checkbox"/> Job placement		<input type="checkbox"/> Counselor				
<input type="checkbox"/> Other (explain)										

EMPLOYMENT HISTORY

Please list your present employer and three most recent past employers.

Present Employer	Past Employers	
	Employer Name	Start/End Date
Employer:	1.	
Phone Number:	2.	
Reason for Leaving:	3.	

POTENTIAL TRAINING AGENT

Do you have a potential or current employer who is registered as a training agent with this program?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, what is the company name?	

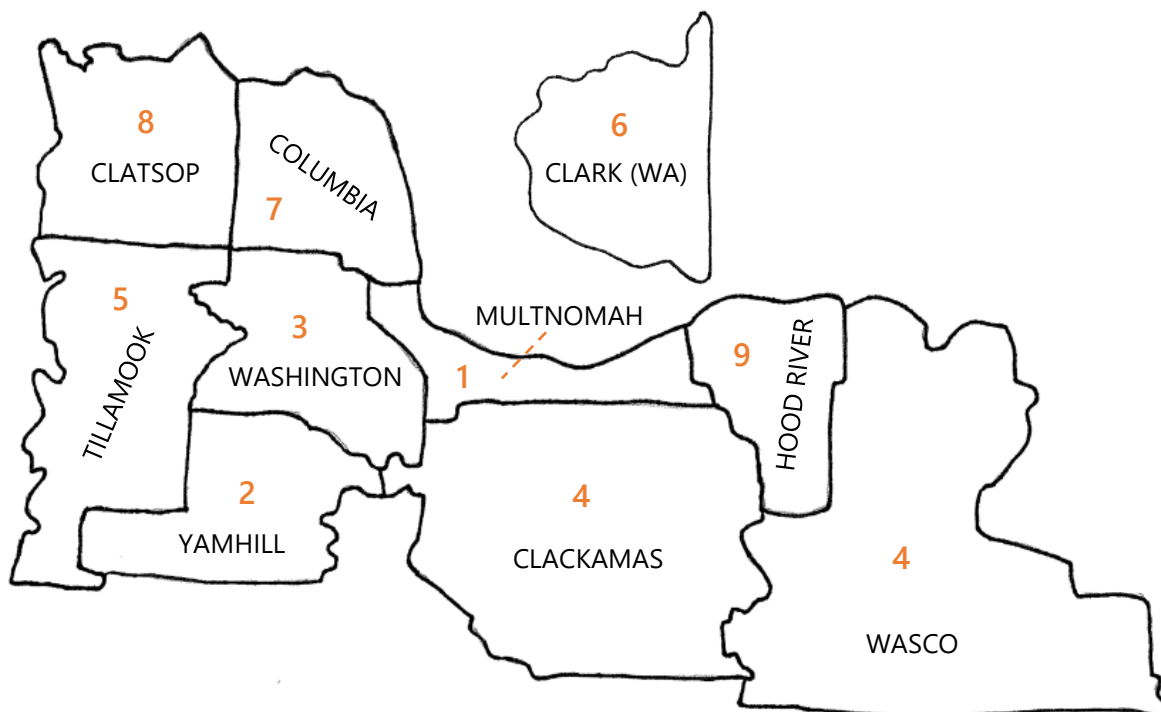
I understand all the above and state that to the best of my knowledge all information provided on this form is true and accurate. I hereby grant permission to all former employers and references listed to disclose any information concerning my past employment and or qualifications. I agree that any false statements made by me in this application shall constitute grounds for disqualification of my selection or grounds for my discharge if false information is discovered after being selected for apprenticeship program. I hereby apply for an apprenticeship indenture with this sponsor and agree that if selected; I will abide by all Standards, Rules, and Policies covered by the indenture (APPRENTICE AGREEMENT).

Prospective Apprentice Signature: _____ Date: _____

Women and minorities are encouraged to apply. This program is approved for VA benefits.

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Zone Map - Area 1 Geographical Area



Please check the zones that you would be willing to commute to daily.

Below are **some** of the cities located in each county. **Important** - you may check as many zones as you like, **but if you turn down a job in a selected zone, you may be removed from the pool.**

- ☐ **Zone 1: Multnomah County**
Portland, Troutdale, Gresham, Fairview, Wood Village
- ☐ **Zone 2: Yamhill County**
Amity, Carlton, Dayton, Dundee, Lafayette, McMinnville, Newberg, Sheridan, Willamina, Yamhill
- ☐ **Zone 3: Washington County**
Hillsboro, Beaverton, Tigard, Forest Grove
- ☐ **Zone 4: Clackamas & Wasco Counties**
Clackamas, Oregon City, Milwaukie, Happy Valley, Estacada, Gladstone, West Linn, Canby, Sandy, Damascus
- ☐ **Zone 5: Tillamook County**
Tillamook, Nehalem, Manzanita, Garibaldi, Rockaway
- ☐ **Zone 6: Clark County** *(only approved county in Washington State)*
Vancouver, Camas, Battle Ground
- ☐ **Zone 7: Columbia County**
St. Helens, Scappoose, Clatskanie, Warren, Rainer, Vernonia, Prescott
- ☐ **Zone 8: Clatsop County**
Astoria, Seaside, Cannon Beach, Warrenton, Gearhart
- ☐ **Zone 9: Hood River County**
Hood River, Cascade Locks, Parkdale, Odell, Mt. Hood