



## **IMPORTANT INFORMATION**

### **ABOUT APPLYING TO THE WECA APPRENTICESHIP PROGRAM**

In order to be eligible to apply for our apprenticeship program, you must submit your **completed application** along with a **clear and legible copy** of the following documents:

1. **Education prerequisites for entry:** A High School Diploma or an equivalent General Educational Development Certificate, a High School Proficiency Certificate, a College Diploma or equivalent education.
2. **Proof of age. You must be at least 18 years of age.** A passport, birth certificate, or a valid state-issued identification card/driver's license is sufficient to show proof of age.

### **ALL INCOMPLETE APPLICATIONS WILL BE RETURNED!!!**


Mail, email or fax your completed applications and supporting documentation to: **WECA – Apprenticeship Application Processing**  
**3695 Bleckely Street**  
**Rancho Cordova, CA 95655**  
**Fax number: (916) 452-7011**  
**Email: info@goweca.com**

Upon receiving your information, we will review and, if complete, accept your application. **When we have apprenticeship opportunities available, you will be scheduled for a color deficiency test, basic skills test (measurement, reading & arithmetic) and a multi-craft aptitude test.** If you pass the color test, basic skills test and multi-craft aptitude test, an oral interview will be scheduled for you. Once you have passed all required testing and oral interviews, you must complete an orientation session and pass a drug test. All scores (basic skills test, multi-craft aptitude test and oral interviews) are blended for ranking. Applicants will then be contacted when work is available. Once you begin working with a Member Contractor you become an “**Indentured Apprentice**” and are registered with the State of California and the Federal Office of Apprenticeship Training Employment & Labor Services.

### **Free Online Resume Service**

While you wait to become an apprentice you may post your resume on-line with us in order to make yourself accessible to our member contractors. If hired, you will need to enroll with an Electrician Trainee (ET) Program to legally work as an electrician until you become an indentured apprentice in our program.

As of January 1, 2006 in order to work legally as an electrician in California, you must be a certified Journeyman, or be indentured as an apprentice in a state-approved apprenticeship program, or enrolled in a state-approved Electrician Trainee program and registered with the state as an Electrician Trainee (ET). WECA offers both apprenticeship and ET programs. You can enroll as an ET with WECA at any time. Simply visit our website at [www.goweca.com](http://www.goweca.com) and click on “Electrician Trainee Program”. If you have any questions or need additional information, contact WECA at toll free (877) 444-9322.

NAME: FIRST		MIDDLE	LAST	SOCIAL SECURITY NUMBER	PROGRAM FOR WHICH YOU ARE APPLYING?
				- -	COMMERCIAL <input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> VDV <input type="checkbox"/>
<b>APPLICATION FOR STATE AND FEDERAL APPRENTICESHIP</b> <b>AN EQUAL OPPORTUNITY PROGRAM</b> <b>WECA's Apprenticeship Programs qualify for VA Education Benefits</b> Please print or write legibly in ink. Applications submitted without the required documentation will be rejected for incompleteness.				If accepted into this program, can you present proof of U.S. Citizenship or proof of your legal right to live and work in the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No	
 <b>WESTERN ELECTRICAL CONTRACTORS ASSOCIATION, INC.</b> 3695 Bleckely Street, Rancho Cordova, CA 95655				If you have ever applied for apprenticeship training before, give name of apprenticeship program, location, and date(s) applied.	
STREET ADDRESS					
CITY/STATE/ZIP CODE				Are you currently employed with a WECA Member? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, who?	
<b>CONTACT NUMBERS</b>					
PRIMARY PHONE		SECONDARY PHONE		Are you related to the owner of the Company? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please state relationship:	
<input type="checkbox"/> Home <input type="checkbox"/> Cell <input type="checkbox"/> Other: Please specify _____		<input type="checkbox"/> Home <input type="checkbox"/> Cell <input type="checkbox"/> Other: Please specify _____			
<b>PREFERRED CONTACT METHOD FOR CORRESPONDENCE</b> (If you do not select your preferred correspondence method, the default is set for regular mail)				<b>WHERE ARE YOU WILLING TO WORK?</b> (Counties Listed) Please indicate your top three (3) choices by numbering 1, 2, 3.	
<input type="checkbox"/> Regular Mail <input type="checkbox"/> E-mail _____ <input type="checkbox"/> Fax _____				___ Del Norte, Humboldt & Trinity ___ Yolo, Yuba, Butte, Sutter, Colusa & Glenn ___ Sacramento, Placer, Nevada, El Dorado, Amador, & Alpine ___ San Francisco, San Mateo, Santa Cruz, Contra Costa, Alameda, & Santa Clara ___ Marin, Napa & Solano ___ Sonoma ___ San Joaquin, Stanislaus, Tuolumne & Calaveras ___ Fresno, Madera, Merced & Mariposa ___ Kings, Tulare & Kern ___ San Luis Obispo & Santa Barbara ___ Los Angeles & Ventura ___ San Bernardino, Orange & Riverside ___ San Benito & Monterey ___ San Diego & Imperial Other _____	
<b>REFERRAL SOURCE:</b> How did you find out about this opportunity?					
<input type="checkbox"/> Friend/co-worker _____ <input type="checkbox"/> Web search _____ <input type="checkbox"/> Career Fair/Trade Show _____ <input type="checkbox"/> Contractor or employer _____ <input type="checkbox"/> Newspaper Ad _____ <input type="checkbox"/> Received mail from WECA _____ <input type="checkbox"/> Contacted by WECA employee _____ <input type="checkbox"/> Referred by another WECA student _____ <input type="checkbox"/> Radio ad _____ <input type="checkbox"/> Other (please specify) _____					



## ELECTRICIAN PHYSICAL REQUIREMENTS

Below is a list of tasks that electrician apprentices are required to do. These tasks require different levels of physical exertion.

The tasks include, but are not limited to:

1. Identifying and separating wires by color.
2. Digging trenches and working in trenches.
3. Breaking concrete with jackhammer or other power tools.
4. Assisting in the moving of heavy electrical equipment.
5. Lifting, positioning and fastening objects such as wire, conduit, and motors.
6. Carrying material and tools from location to location or floor to floor.
7. Working from A-Frames, extension ladders and scaffolds at various heights.
8. Crawling under floors and working in attics where space is limited.
9. Working under hot and cold weather conditions, indoors and outdoors.
10. Lifting and working with tools and equipment above head.

I acknowledge that I have read the above physical requirements. I have reviewed in my own mind the types of conditions and physical exertion that may be required. By signing below, I certify that I can do the tasks listed above with or without reasonable accommodation.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

## AGREEMENT

If accepted as a WECA Electrical Apprentice, I agree to attend school on my own time, pursue the prescribed course of study related to the electrical trade, and comply with the local standards of apprenticeship for the electrical trade. I will abide by the decisions, rules and regulations of the persons responsible for conducting the apprenticeship program.

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for apprenticeship, as it may be necessary in arriving at a selection decision.

I understand that omissions, misrepresentations or falsifications of information will result in rejection or termination from the WECA Apprenticeship Program. I also understand that I am required to abide by all rules and regulations of the companies for which I may work.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date





## Equal Opportunity Pledge

Western Electrical Contractors Association and the Apprenticeship Training Committee (ATC) will not discriminate against apprentice applicants or apprentices based on race, color, religion (including religious dress and grooming practices), religious creed, sex (including pregnancy, childbirth, breastfeeding and related medical conditions), sexual orientation, gender, gender identity, gender expression/gender identity/transgender, national origin or ancestry, marital status, registered domestic partner status, age (40 years old or older), physical or mental disability, medical condition (including cancer or a record or history of cancer and genetic characteristics), genetic information, military and veteran status, or any other status protected by law. The Sponsor and Administrators of this program will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required by the California Plan for Equal Opportunity in Apprenticeship, by the California Code of Regulations, Title 8, Chapter 2 and/or by Title 29 of the Code of Federal Regulations, part 30, as applicable.

Further, the ATC is committed to prohibiting unlawful sexual harassment and other unlawful harassment related to race, color, religion (including religious dress and grooming practices), religious creed, sex (including pregnancy, childbirth, breastfeeding or related medical conditions), sexual orientation, gender, gender identity, gender expression/gender identity/transgender, national origin or ancestry, marital status, registered domestic partner status, age (40 years old or older), physical or mental disability, medical condition (including cancer or a record or history of cancer and genetic characteristics), genetic information, military and veteran status, or any other status protected by law. This policy applies to all persons involved in the apprenticeship program, including WECA Staff, Supervisors, Instructors, Contractors, Journeypersons, Apprentices and Trainees. Unlawful harassment in any form, including verbal, physical and visual conduct, threats, demands or retaliation will not be tolerated by the ATC.

## Your Right to Equal Opportunity

It is against the law for a sponsor of an apprenticeship program to discriminate against or harass an apprenticeship applicant or apprentice based on race, color, religion, religious creed, sex (including pregnancy, childbirth or related medical conditions), sexual orientation, gender, gender identity, gender expression, national origin or ancestry, marital status, registered domestic partner status, age (40 years or older), physical or mental disability, medical condition, genetic information, military and veteran status. If you think that you have been subjected to discrimination or harassment, you may file a complaint within 300 days from the date of the alleged discrimination or failure to follow the equal opportunity standards with: U.S. Department of Labor, Office of Apprenticeship, 200 Constitution Ave., NW, Washington, DC 20210, Atten: Apprenticeship EO Complaints, Joe Velasquez, 202-693-2909, ApprenticeshipEEOcomplaints@dol.gov. Applicants and apprentices may also be able to file complaints directly with the Equal Employment Opportunity Commission (EEOC) or the California Department of Fair Employment and Housing (DFEH). If those offices have jurisdiction over the apprenticeship program sponsor/employer, their contact information is listed below:

**Equal Employment Opportunity Commission:** 1-800-669-4000 (toll-free) or 1-800-669-6820 (toll-free TTY number for individuals with hearing impairments). EEOC field office information is available at [www.eeoc.gov](http://www.eeoc.gov) or in most telephone directories in the U.S. Government or Federal Government section.

**California Department of Fair Employment & Housing:** (800) 884-1684; TTY (800) 700-2320; videophone for the hearing impaired (916) 226-5285; [contact.center@dfeh.ca.gov](mailto:contact.center@dfeh.ca.gov); or [www.dfeh.ca.gov](http://www.dfeh.ca.gov).

1. Complainant's name, address, and telephone number, or other means for contacting the complainant;
2. The identity of the respondent (i.e. the name, address, and telephone number of the individual or entity that the complainant alleges is responsible for the discrimination);
3. A short description of the events that the complainant believes were discriminatory, including but not limited to when the events took place, what occurred, and why the complainant believes the actions were discriminatory (for example, because of his/her race, color, religion, religious creed, sex (including pregnancy, childbirth or related medical conditions), sexual orientation, gender, gender identity, gender expression, national origin or ancestry, marital status, registered domestic partner status, age (over 40), physical or mental disability, medical condition, genetic information, or military and veteran status);
4. The complainant's signature or the signature of the complainant's authorized representative.

The ATC will not intimidate, threaten, coerce, retaliate or discriminate against any applicant or apprentice because he/she has filed a complaint alleging discrimination or harassment; opposed a practice prohibited under this provision or any other Federal or State equal opportunity law; furnished information to, or assisted or participated in any manner, in any investigation, compliance review, proceeding or hearing under this provision or any Federal or State equal opportunity law; or otherwise exercised any rights and privileges under these provisions. In addition, the ATC will not knowingly permit such actions by others. If an applicant or apprentice is subjected to such retaliation, a report of the incident should be submitted in writing immediately to the ATC in accordance with the Internal Complaint Procedures outlined above.