



WORK-STUDY



PROGRAM



2021 PROGRAM OVERVIEW

- ONE-YEAR PROGRAM EFFECTIVE JUNE 2021 – JUNE 2022
- APPLICANTS LIMITED TO HIGH SCHOOL JUNIORS
- MUST BE US CITIZEN – 16 YEARS OLD OR OLDER – FULL TIME STUDENT - HOLD A GPA OF 2.0 OR BETTER – MUST BE ON TRACK WITH SCHOOL CREDITS TO GRADUATE EARLY – MEET PHYSICAL AND SECURITY REQUIREMENTS
- APPLY ONLINE AT [USAjobs.GOV](https://USAjobs.gov) – SEARCH FOR “STUDENT TRAINEE (BUSINESS AND INDUSTRY)”

2021 PROGRAM OVERVIEW (cont.)

- PARTICIPATE IN FOLLOW UP INTERVIEW IF SELECTED
- WHEN HIRED AS A GS-1, YOUR WAGE WILL BE (\$12.01 per hour)
- YOU WILL WORK MON-FRI 40-HOUR WORK WEEKS JUNE 2021 – SEPTEMBER 2021 IN SHIPYARD THEN RETURN TO SCHOOL FOR SENIOR YEAR.
- AFTER COMPLETION OF FIRST SEMESTER OF SENIOR YEAR (FEBRUARY 2022) YOU WILL RETURN TO WORK COMPLETING THE PROGRAM JUNE 2022
- WORK CONSISTS OF TWO WEEK INTERVALS OF TRAINING AND OBSERVATIONS WITHIN SELECTED SHIPYARD TRADES

2021 PROGRAM OVERVIEW (cont.)

- ONCE YOUR TWO-WEEK INTERVAL HAS COMPLETED, YOU WILL SWITCH TO A DIFFERENT TRADE AND REPEAT THE PROCESS
- YOU WILL BE RESPONSIBLE FOR COMPLETING WEEKLY WORK EXPERIENCE LOGS AND LEAVE REQUEST FORMS
- PROGRAM COMPLETION REQUIRES THAT AT LEAST 640 HOURS ARE WORKED DURING THE ONE-YEAR TERM
- FULL TIME WG-1 HELPER JOBS (\$17.53 PER HOUR) MAY BE OFFERED TO THOSE THAT HAVE EXHIBITED A SOLID WORK ETHIC CONSISTING OF A GENUINE INTEREST AND A WILLINGNESS TO PARTICIPATE IN ALL ASPECTS OF THE PROGRAM

WHAT WE ARE LOOKING FOR IN AN EMPLOYEE

WORK ETHIC

PUNCTUALITY
ACCOUNTABILITY
RELIABILITY / DEPENDABILITY
RESPECTFUL
RESPONSIBILITY / INTEGRITY

0720-1602, M-F, 5 DAYS A WEEK
TAKING OWNERSHIP OF ACTIONS
DO IT...DO IT RIGHT THE FIRST TIME
SUPERVISORS-PEERS-SUBORDINATES
DOING THE RIGHT THING EVEN WHEN
NO ONE IS LOOKING

EMPLOYABLE TRAITS

CLEAN RECORD
INDEBTEDNESS
PHYSICALLY CAPABLE
GOOD LISTENER / LEARNER
MOTIVATED
CUMULATIVE KNOWLEDGE
RETENTION
ENGAGED IN THE WORK

NO MIP, DUI, DRUG CHARGE OR FELONY
FISCALLY RESPONSIBLE-CREDIT HISTORY
FOR PERFORMANCE OF DUTY
OPEN TO INPUT, INQUISITIVE
SEEKS OUT LEARNING OPPORTUNITIES
RETAINS LEARNED SKILLS AND TRAINING
WORTH HIRING PERMANENTLY
INTEREST & APTITUDE

RESUME TIPS

- LIST WORK EXPERIENCES PAID OR VOLUNTEER
- SHOW AN APTITUDE RELATING TO INDUSTRIAL WORK
- INCLUDE HOBBIES OR AFFILIATED CLUBS
- INCLUDE EXPERIENCES INVOLVING TEAMWORK, LEADERSHIP, DEPENDABILITY, RESPONSIBILITY, ATTENTION TO DETAIL
- LIST TOOLING / MACHINERY THAT YOU HAVE EXPERIENCE WITH
- INCLUDE DETAILS OF EXPERIENCES SUCH AS WORKING INDEPENDENTLY, ASSISTING OR OBSERVING
- INCLUDE EXPERIENCES WHERE YOU HAVE UTILIZED SAFETY MEASURES AND HAZARD MITIGATION

PARTICIPATING TRADES

SHOP / CODE	TRADE
06	ELECTRONIC INDUSTRIAL CONTROL MECHANIC / PRODUCTION MACHINERY ELECTRICIAN / PRODUCTION MACHINERY MECHANIC
11	SHIPFITTER
17	SHEETMETAL MECHANIC
26	WELDER
31	ELECTROPLATER / MACHINIST / TOOL GRINDER / TOOL MAKER
38	MARINE MACHINERY MECHANIC
51	MARINE ELECTRICIAN
56	MARINE PIPEFITTER
64	COMPOSITE PLASTIC FABRICATOR / FABRIC WORKER / SHIPWRIGHT
99	TEMP SERVICE ELECTRICIAN / GENERAL MAINTENANCE / PIPEFITTER
740	RIGGER

CONTACT YOUR
CAREER COUNSELOR
FOR PARTICIPATION
DETAILS

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