



# Tacoma Water Apprenticeship Training Program

The Tacoma Water Potable Water Supply and Service Worker Apprenticeship Program provides pre-journey-level training consisting of detailed instruction and experience as required to assure adequate training in developing a skilled, competent journey-level worker.

The entry-level position for the Tacoma Water Apprenticeship Program is Water Utility Worker. Once hired as a permanent Water Utility Worker, there is a nine-month probationary period. After three months of probation, candidates are eligible to apply to the apprenticeship program and are accepted pending available space. All permanent Water Utility Workers are required to enter and successfully complete the apprenticeship training within three and a half years from their permanent hire date.

The Tacoma Water Joint Apprenticeship Training Committee (JATC) Program has adopted the Standards of Apprenticeship for "Potable Water Supply and Service Worker". The Washington State Apprenticeship and Training Council is the authority to develop, administer, and enforce apprenticeship program standards for the operation and success of an apprenticeship and training program in the State of Washington. The program is registered with the Apprenticeship Section of Specialty Compliance Services Division/Washington State Department of Labor & Industries. ***As recently approved by the Washington State Higher Education Coordinating Board, eligible veterans can use their G.I. Bill benefits during their apprenticeship training.***

The Tacoma Water Standards of Apprenticeship can be found online at <http://www.lni.wa.gov/TradesLicensing/Apprenticeship/files/standards/0059.pdf>

The Tacoma Water Apprenticeship Program requires 3,000 hours of on-the-job training and 11 after-hours classes which are typically held from 5 pm to 9 pm one night a week. The program requires apprentices to maintain a 2.1 or better grade point average throughout the program for successful completion.

After successful completion of the Apprenticeship Program, apprentices are eligible to apply for journey-level positions within Tacoma Water.

The classes included in the program are described on Page 2.

<u>Class Name</u>	<u>College Credits</u>	<u>No. of Sessions</u>
<p><b>Business Communications</b>            This class includes the theory behind effective interaction on the job. Content includes multi-cultural environments, work adjustment, cooperation, problem solving, active listening techniques, communications, correspondence, adapting to the office environment, and customer relations.</p>	5	13
<p><b>Basic Computer Systems</b>            Learn the basic operations of personal computer systems, specific applications of Tacoma Public Utilities database programs, and their application to Tacoma Public Utilities.</p>	2	5
<p><b>Independent Study/Math Review</b>            Preparatory basic mathematics skills course for successful completion of the follow-up course Water Applied Arithmetic, as well as for other courses in the Tacoma Water Apprenticeship Program.</p>	1	3
<p><b>Water Applied Arithmetic</b>            Application of mathematical principles to potable water problems.</p>	4	10
<p><b>Basic Electricity</b>            An overview of electrical theory and application. Topics include parts of a circuit, basic electrical components, DC and AC sources, types of circuits, resistance, inductance, capacitance, three-phase, distribution, codes, and schematics.</p>	3	8
<p><b>Instruments and Control Systems</b>            Introduction to instrumentation and control systems including motors, process control, programmable logic controllers, and controller systems.</p>	3	8
<p><b>Survey, Construction, and Blueprint Reading</b>            Overview of blueprint water plans, elevations, grades, plans and profiles, water main replacement projects, and disinfection methods for new water mains. Class will include a field trip so students can learn to identify types of pipes and appurtenances.</p>	3	8
<p><b>Water Hydraulics/Pumps and Pumping Systems</b>            Overview of water hydraulics and their application to water transmission systems. Course will also include information on basic pump theory and practices.</p>	5	13
<p><b>Water Distribution</b>            A basic survey course in water distribution system history, types of systems, local, state, and federal regulations, and operating and maintenance procedures.</p>	4	10
<p><b>Water Quality</b>            A basic survey course in water quality including characteristics, criteria, and standards, treatment processes, and water quality system monitoring.</p>	4	10
<p><b>Basic Welding</b>            Basic welding and safety techniques including torch and welding operation.</p>	3	8
<b>Totals</b>	<b>37</b>	<b>96</b>