

Apprenticeship Program *at ABC Keystone*



Apprenticeship is a Combination of Classroom Instruction and On-the-Job Training

The ABC Keystone apprenticeship program, operated by the Keystone Chapter Apprenticeship and Training Trust, is registered with the Office of Apprenticeship (federal), as well as Pennsylvania's State Apprenticeship Council.

Benefits of the Program:

Earn College Credit

Through an articulation agreement with the Harrisburg Area Community College (HACC), trainees who attend the ABC Keystone apprenticeship program are automatically earning college credits at HACC.

Apprentice Wage

An apprentice receives on-the-job experience while working. Typically, an apprentice starts at a salary which is 60% of the beginning journey person rate for the shop in which the apprentice is employed. For every 1,000 hours of work, as long as the job performance is satisfactory, the apprentice is entitled to a 5 percent raise.

Veterans Benefits

The ABC Keystone apprenticeship program is approved for veterans training benefits.

Class Format

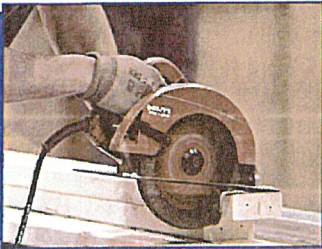
Our classes are held September through May using a blended training format. The blended training format typically includes (a) one daytime class each month, (b) two evening classes each month, and (c) eight hours per month working in the NCCER Connect online training program.



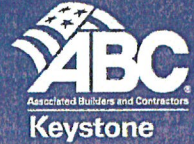
Apprenticeship Trades

- Carpentry
- Construction Craft Laborer
- Electrical
- Heavy Equipment Operator
- HVAC
- Plumbing
- Sheet Metal





Apprenticeship Program at ABC Keystone



Employer Benefits

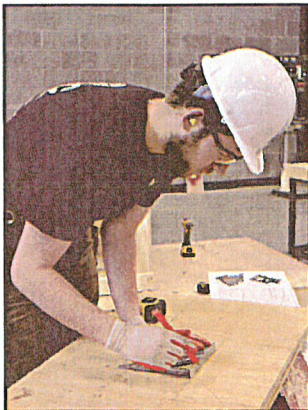
- **Increased productivity.** Motivated and highly trained workers produce better products, have better work habits and are absent less often.
- **Increased worker safety.** Classroom study coupled with on-the-job training helps employees better understand their jobs and their accompanying risks, enabling them to avoid job-related injuries, saving employers time and money.
- **Reduces labor turnover.** Apprentices see the time and energy spent in the classroom as a long term career investment.
- Provides the employer with **employees who can adapt** to new technologies.
- **Creates a versatile workforce** and provides a pool of future supervisors.

Employee Benefits

- Paid employment during training, with regular pay increases as job skills increase.
- Receive related instruction to supplement on-the-job training.
- Learn skills needed by employers throughout an industry.
- Gain background to become a lead person, foreman, or supervisor.

Credentials

Graduates receive a certificate of completion from ABC Keystone, as well as completion of apprenticeship credentials (journeyman papers) from the Pennsylvania Department of Labor & Industry. In addition each graduate has transferable credentials as issued by the NCCER.



For more information on ABC Keystone's Apprenticeship Program, please contact:

Cindy DeWire, Director of Apprenticeship: cindyd@abckeystone.org

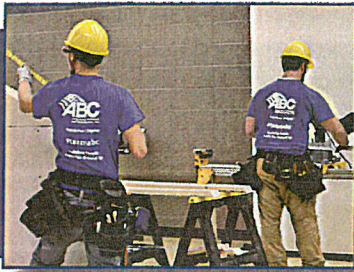
Stephanie Larkin, VP of Education, Safety & Workforce Development: stephanie@abckeystone.org

ABC Keystone

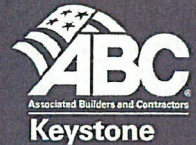
135 Shellyland Road
Manheim, PA 17545-8683
717.653.8106 www.abckeystone.org

The Keystone Chapter of Associated Builders & Contractors, Inc and the Keystone Chapter Apprenticeship and Training Trust are Equal Opportunity Educators
Selection of apprentice applicants under this program shall be on the basis of qualification and without regard to race, color, religion, creed, national origin, gender, or non-job-related disability.

Building Minds. Building Skills. Building Futures.



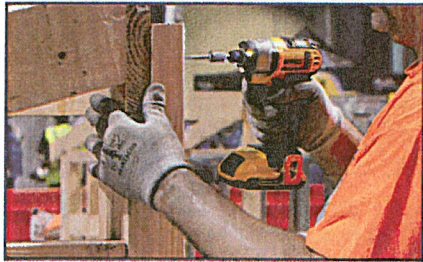
Construction Career Profiles



A career in construction is challenging, exciting, and rewarding all at the same time.

CARPENTER

AVERAGE SALARY: \$56,877 / YEAR

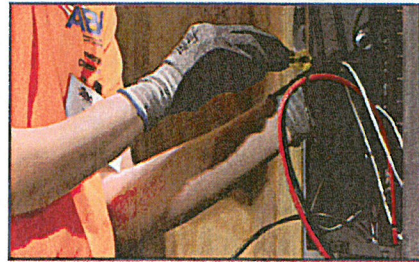


A career in carpentry is perfect for the individual who loves working with both his mind and his hands. Carpenters install and help to fix structures, including office buildings, bridges, industrial facilities, and more. Carpentry requires training in blueprint reading, math, building code requirements, and safety.

SKILLS REQUIRED: Dexterity, physical fitness, sense of balance, math skills

ELECTRICIAN

AVERAGE SALARY: \$67,269 / YEAR



Electricians design lighting systems, install sound systems, repair wiring, and more. Many work with complex systems, requiring mental acuity and attention to detail. Training to become an electrician requires learning how to connect wires, use specialized equipment like voltmeters and oscilloscopes, and education in scientific and math skills and safety.

SKILLS REQUIRED: Hand-eye coordination, physical fitness, good eyesight (color vision)

HVAC TECHNICIAN

AVERAGE SALARY: \$62,472 / YEAR



There are many things HVAC technicians might do, from installing heating and air systems, retrofitting duct work, working with refrigeration, or installing efficient energy systems like photovoltaics and geothermal technology. In order to be a successful HVAC technician, in addition to being handy, one also needs to have good personal relations skills, as talking with home and business owners is likely.

SKILLS REQUIRED: Math skills, dexterity, hand-eye coordination, personable attitude

PLUMBER

AVERAGE SALARY: \$59,627 / YEAR

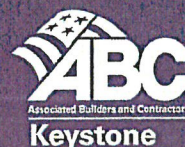


Plumbers have a wide variety of responsibilities. They assemble pipes, fittings, and valves, locate and detect leaks in plumbing systems, and install appliances like water heaters, dishwashers, and oxygen and medical gas in hospitals. Successful plumbers are active listeners, have mathematics skills, and know how to troubleshoot and repair often-complex systems.

SKILLS REQUIRED: Attention to detail, dexterity, math skills, and organizational skills.



Construction Career Profiles



SHEET METAL WORKER

AVERAGE SALARY: \$58,160 / YEAR



For those interested in problem-solving, puzzles, working with their hands, and maybe even a little technical expertise, sheet metal working may be a great fit. These craftpeople cut and form sheets of metal into various types of products, including ductwork. Some sheet metal shops are now automated with computers, so a bit of tech knowledge is helpful to those considering the skilled trade.

SKILLS REQUIRED: Mechanical aptitude, mathematics skills, dexterity, hand-eye coordination

CONSTRUCTION LABORER

AVERAGE SALARY: \$38,890 / YEAR



Construction Craft Laborers (CCL) perform many basic tasks on construction sites and mostly work full time. They must be able to operate many types of tools, instruments, and equipment as they work on jobsites that may change daily. From building bridges to demolition, CCLs will always be in high demand in the ever-expanding construction industry.

SKILLS REQUIRED: Manual dexterity, hand-eye coordination, physical fitness, and a good sense of balance.

HEAVY EQUIPMENT OPERATOR

AVERAGE SALARY: \$61,000/ YEAR



Heavy Equipment Operators drive, operate and maintain dump trucks, bulldozers or other vehicles classified as heavy machinery and learn how to safely use this type of equipment to move construction materials, dirt and other heavy objects at construction sites and mines. This occupation operates equipment that clears and grades land to prepare it for construction of roads, buildings and bridges, as well as airport runways, power generation facilities, dams, levees and other structures.

SKILLS REQUIRED: Hand-eye coordination, quick reflexes, attention to detail, math skills, mechanical aptitude

WELDER*

AVERAGE SALARY: \$71,067 / YEAR



Welding is an exciting career choice that combines scientific principles with manual skill. This career supports the building and maintenance of bridges, power plants, and much more. A knowledge of different types of metal and their physical properties is required for welders, as well as the ability to read and understand drawings and blueprints.

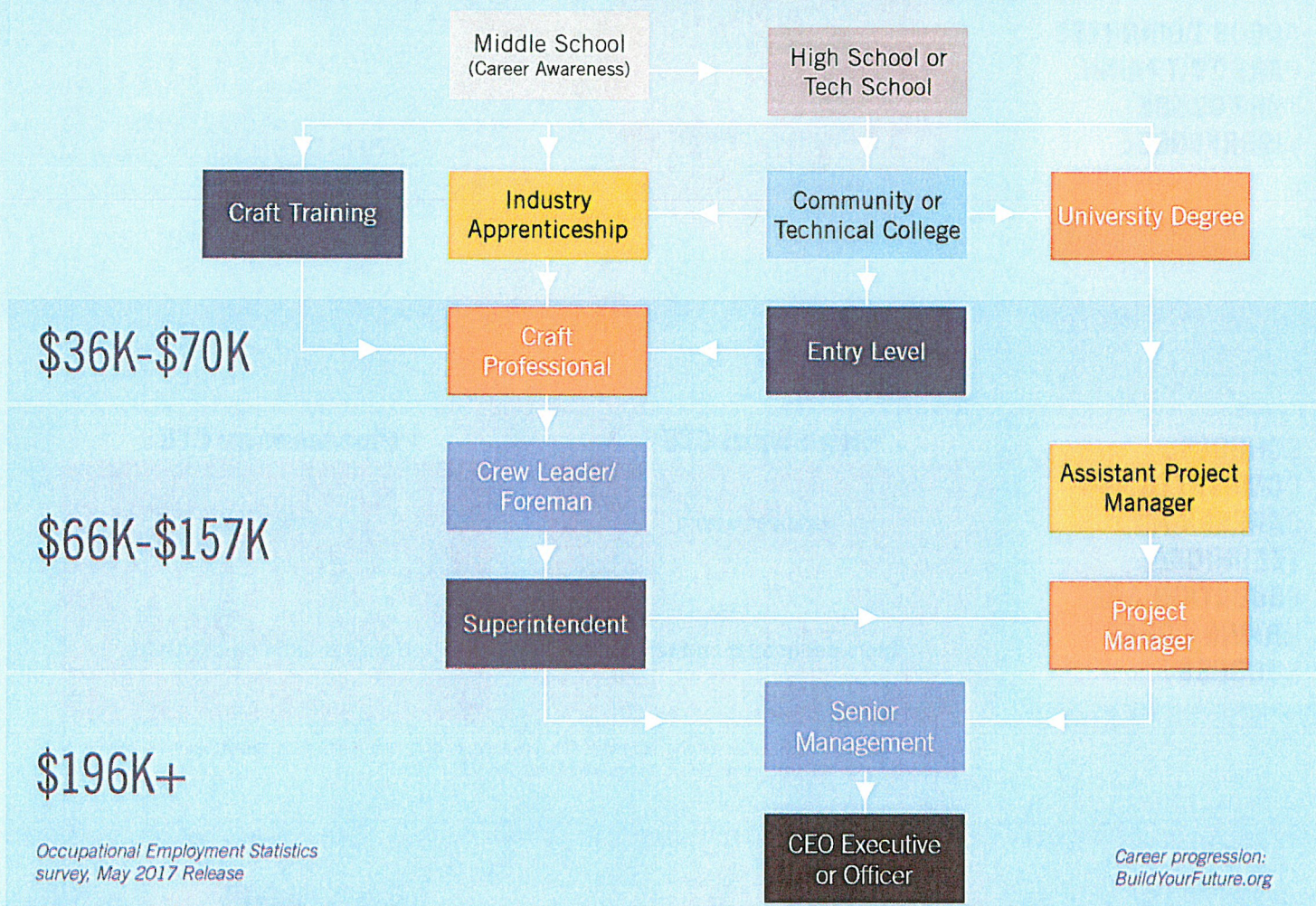
SKILLS REQUIRED: Hand-eye coordination, some science knowledge, dexterity

***Certification only/Non-apprenticeship program**

Associated Builders & Contractors, Keystone Chapter

135 Shellyland Road, Manheim, PA 17545 | (717) 653-8106 | abckeystone.org

Construction is a great career path with limitless possibilities.



The construction industry is rapidly growing...

Employment will grow at an annual rate of

2.6%

ABC's 2017 Construction Economic Forecast Report

More than **70%** of ABC members plan to increase staffing levels over the next six months.

ABC Construction Confidence Index

For the fourth consecutive year, **skilled trade workers** are reported to be the hardest positions for companies to fill.

Manpower Group 2016 Talent Shortage Survey

Average wages for construction professionals are

18%

higher than the typical worker.

U.S. Department of Labor's 2017 Occupational Outlook Handbook

5X

more than five times as fast as the average of all industries.

U.S. Bureau of Economic Analysis

workforce.abc.org



**ABC IS DOING ITS
PART TO TRAIN
THE FUTURE
WORKFORCE**

ABC members
annually invest
\$1.1 billion
in training their
workforce

ABC chapters and training
affiliates offer more than

800

apprenticeship, craft,
safety and management
training programs

**SCHOOLS
COMMITTED TO
CAREER AND
TECHNICAL
EDUCATION ARE
HAVING GREAT
SUCCESS**

High School CTE

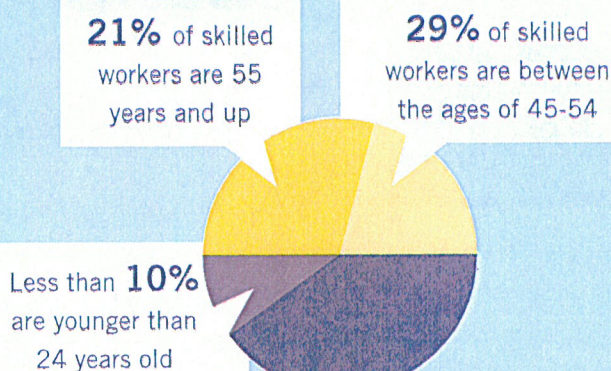
Graduates earn
\$284
more per quarter on average.

Post-secondary CTE

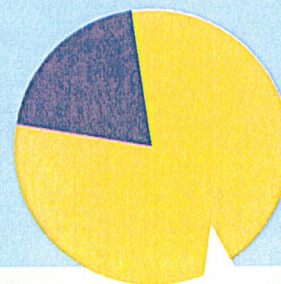
Graduates earn
\$1,000
more per quarter on average.

*National Research Center for Career and Technical Education, conducting return on investment analyses
for secondary and postsecondary CTE: A framework, January 2011*

**AMERICA IS
STILL FACING A
HUGE SHORTAGE
OF SKILLED
CONSTRUCTION
CRAFT
PROFESSIONALS**



U.S. Bureau of Labor Statistics



80% of ABC members report
that their company is facing a
shortage of skilled labor

FMI study of ABC member firms

500,000 There are half a million jobs ready
to be filled in construction today

*ABC, U.S. Bureau of Labor Statistics
and Markstein Advisors*

workforce.abc.org



2019 Apprenticeship Application Procedure FOR NEW APPRENTICES



Keystone Chapter
Apprenticeship and
Training Trust

Keystone Apprenticeship and Training Trust, does hereby give public notice that Applications for its 2019-2020 Apprenticeship Training Program will be taken as follows:

- Any Tuesday – Friday (except holidays) 8:30 a.m. – 4:00 p.m.

Keystone Chapter, ABC
135 Shellyland Road, Manheim, PA 17545
Located in Rapho Business Park, intersection of Rt. 283 & Rt. 772
<http://www.abckeystonecenter.org>

TRADES

Applications will be accepted from individuals interested in becoming an apprentice in one of the following trades*:

Carpenter	Electrician	Plumber	Sheet Metal Mechanic
Heavy Equipment Operator	Ironworker	Construction Craft Laborer	
Air Conditioning & Refrigeration Mechanic (HVAC)			

* Class locations and specific trades offered for 2019-2020 will depend upon enrollment size and job availability

STEP #1 INITIAL APPLICATION

All applicants must apply in person to fill out a brief application and receive required application materials.

- \$75.00 Application Fee. Payment can be made by check, money order or cash. Please make check or money order payable to Keystone Apprenticeship and Training Trust. Note: The Application fee is non-refundable. If an applicant is currently employed by an ABC member, the employer can be invoiced for this fee.
- Applicants will be given a questionnaire, a textbook, 3 study guides to assist in preparation for the entrance exam, and information sheets to complete and bring back when they take their entrance exam.

STEP #2 ENTRANCE EXAM

Applicants must take an entrance exam:

- When applicants complete their initial application, they will be scheduled for their entrance and math exams. All required materials are to be submitted at the time of the exam.
- Individuals that score 90% or higher on math exam; will be excused from the Core Construction Math class. The same for the entrance exam on hand and power tools.

All Entrance tests are conducted at the ABC building, (see above for address)

STEP #3 REQUIRED DOCUMENTS

Applicants are required to submit the following additional application materials at the time they have their entrance exam:

- Proof of Age (copy of driver's license, birth certificate, etc.)
- Copy of High School Diploma or GED certificate. This is not required for acceptance into our apprenticeship program, but it increases the chances of applicant being accepted.
- Three (3) letters of reference from acquaintances other than family.
- Proof of trade work experience, if any (letter from employer noting experience applicant has had in the trade he/she is applying for.) This is in addition to the 3 reference letters listed above.
- Transcript of grades from last year of school completed, from school Guidance Department (including attendance record, if available). Applicant may bring transcript to interview, or the school may mail it to us.
- If graduate of a Career & Technology high school, letter of recommendation from primary instructor.
- Copies of transcripts from any trade school, other post-high school training received, and/or any trade-related military training.
- For veterans applying, we need a copy of applicant's discharge paper, Form 214. We are approved for Veteran Educational Benefits
- Completed NCCER Release Form (given to the applicant at the time of the initial application).
- Completed questionnaire and information sheets (given to the applicant at the time of the initial application).
- Completed math practice test and study guide. (given to the applicant at the time of initial application)

Applications will not be considered until all steps are fully completed. Materials turned in after the due date will result in points being deducted from the applicant's ranking score.

STEP #4 RANKING & ACCEPTANCE INTO THE PROGRAM

Applicants will be ranked by their placement exam scores and other materials submitted during the application process. Applicants will be accepted into the apprenticeship training program in the order of their rank, as openings become available. Applications will be kept on file for two years. For further information, visit our website at www.abckeystone.org

The Keystone Chapter of Associated Builders & Contractors, Inc. is an Equal Opportunity Employer and Educator.

Selection of apprentice applicants under this program shall be on the basis of qualification and without regard to race, color, religion, national origin, gender, or non-job-related disability. This sponsor will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required under Title 29 of the Code of Federal Regulations, Part 30, and the Equal Employment Regulations of the Commonwealth of Pennsylvania.

