

Minneapolis Electrical JATC

Pre-Apprentice Hiring Procedure

1. The Pre-Apprentice must have a current apprenticeship application on file with the JATC.
 - a. Apply on-line at www.mplsjatc.org. Application fee is \$25.
2. The contractor must submit a Pre-Apprentice Information Sheet to the JATC, either by email (office@mplsjatc.org) or fax (763-497-0076). *Note: There are 4 types of pre-apprentices (Metro, 12-County, Residential, Solar). Use the information sheet based on the type hired.*
3. The Pre-Apprentice must have a physical and drug exam prior to going to work. The Contractor is responsible for all costs of the exam, however the JATC shall be authorized to receive the results.
If the Pre-Apprentice is indentured to the Minneapolis Electrical JATC Apprenticeship program while employed, the current Contractor may submit an invoice to the JATC for reimbursement of the exam.
4. The pre-apprentice must have a current unlicensed registration card through the State of Minnesota Department of Labor and Industry. The pre-apprentice is responsible for applying and paying for an unlicensed registration card.

After completion of the above requirements:

The JATC will process a job assignment, send it to the 292 Hiring Hall and notify the Contractor when the request has been completed. It is the responsibility of the Contractor to notify the Pre-Apprentice that the job assignment has been sent to the Hiring Hall for pick-up.

******The pre-apprentice will be required to join the union and pay for initiation fees and union dues.
The cost may vary depending on the union's quarterly billing cycle.

The Pre-Apprentice is cleared to report to the contractor after all the above requirements have been met.

Contractor must notify Local Union 292 & JATC of any termination.

Be advised, if you have 50 or more full-time employees and meet the requirements of an applicable large employer (ALE) under the Affordable Care Act (ACA), you are responsible for offering or providing Healthcare for pre-apprentices and any other full-time individuals in your company you may not be currently offer healthcare coverage to as discussed in the Affordable Care Act.

Note: The pre-apprentice is an un-indentured employee, therefore, if assigned to a prevailing wage project, shall be paid at journeyman rate.