



**Plumbers & Pipefitters Local #125
Apprentice & Journeyman Training Center**

**5101 J Street SW
Cedar Rapids IA 52404
319-362-9259
ua125jatc.com**

**Applying & Qualifying for the
Apprenticeship Training Program**

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Local 125 Contacts

Local 125 Training Center:

5101 J Street SW

Cedar Rapids, IA 52404

319-362-9259

Chip Davis, Training Coordinator

Local 125 Satellite Offices:

1638 Central Ave

Dubuque, IA 52001

563-583-0150

Brian Martin, Business Agent/Organizer

301 Blondeau St

Keokuk, IA 52632

319-524-5454

Bruce Beckman and Pat Ellison, Business Agent/Organizers

1695 Burton Ave

Waterloo, IA 50703

319-233-7551

Steve Petersen, Business Agent/Organizer

Qualifications, Requirements and Abilities

Qualifications:

- Must be 18 years of age
- Must be a high school graduate or have a GED equivalent

Requirements:

Must provide along with completed application form:

- Copy of Birth Certificate
- Official High School Transcript, or
- GED Certificate and Report of Test results
- National Career Readiness Certificate (See Aptitude Testing section)
- Military Form DD214 (Veterans Only)
- Résumé (brief employment history), not required but suggested

Abilities:

Fundamental abilities include:

- **Math Skills**—add, subtract, divide, multiply and use algebraic formulas
- **Read and Understand Technical Documents in English**—graphs, charts, blueprints, etc.
- **Communicate in English**—verbal and written
- **Organizational Skills**—meet deadlines, keep a safe and neat working environment
- **Team Oriented**—work well with others
- **Goal Oriented**—see the big picture, envision the finished project
- **Analytical Skills**—develop and implement alternative solutions to a problem
- **Hear, Read and Understand Instructions and Warnings in English**
- **Coordination and Balance**—operate two-handed equipment, maintain balance while navigating irregular surfaces or while performing tasks from a ladder or scaffold, work from heights up to 25 ft., use tools and equipment in confined spaces (e.g. trenches, manholes, and shafts)

Abilities Continued:

- **Responsible**—show up to work/school on time, every day, all day
 - **Physical Skills**—regularly lift and move objects weighing up to 50 lbs. and occasionally over 50 lbs., use strength when pushing, pulling, moving or holding objects in place during installation or repair
 - **Versatile**—work in noisy environment, work in variable climates (hot to cold)
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If you have many of the abilities previously described, you may be well suited for the plumbing and pipefitting industry. The contrary does not prevent you from applying for the apprenticeship program; however, problems could arise during your training or on the jobsite.

Learning more about the UA and the pipe trades can possibly help you determine whether you are suited for this type of work. Learn more by:

- Log onto our website at: ua125jatc.com
- Check out the Local 125 website at: ualocal125.org
- Accessing the UA website at: ua.org
- Follow us on Facebook: [Plumbers & Pipefitters Local #125](#)
- Contacting the Training Coordinator with your questions

Plumbers & Pipefitters Local #125
Joint Apprenticeship Training Committee
offers equal opportunity employment.
The recruitment, selection, employment and
training of apprentices will be without
discrimination because of race, color, religion,
national origin or sex.

The Training Center is centrally located in Cedar Rapids, Iowa, serving an area from Tama to the Mississippi and Missouri to Minnesota. The new training facility is 50,000 sq. feet of state-of-the-art technology—a welding shop which offers a complete power-piping curriculum and food-grade automatic welding, an impressive refrigeration lab with \$100,000+ in trainers, and a plumbing training technology lab located on the same campus. Additionally, the facility includes a computer lab with distance learning capabilities and conference facilities.

Nature of Work

The United Association of Plumbers and Pipefitters Training Center has been training the most highly qualified piping industry workers in the United States for more than a century. In addition to five-year apprenticeship programs, the United Association (UA) offers continuing education opportunities that include training and certifications, also an associate degree through a partnership with Washtenaw Community College (Ann Arbor, MI) and Kirkwood Community College (Cedar Rapids, IA).

The Local #125 Apprenticeship Program teaches through both classroom and on-the-job training in what is considered a time-honored apprenticeship training tradition. It's a five-year program requiring 1700 hours of on-the-job training and 240-280 hours of related technical and theoretical instruction per year, that motivates apprentices to learn a challenging and rewarding trade while upholding the ideals of trade unionism.

Pipefitting, Refrigeration Fitting, and Plumbing are sometimes considered to be a single trade and many systems such as hydronic heating/cooling, medical gas and welded piping systems are worked on by all. However, journeypersons in this field specialize in either one craft or the other.

Pipefitters fabricate, assemble, install, maintain, and repair piping systems that transport all types of fluids, slurries and gas in the residential, commercial and industrial sectors. Their work is diverse and in fields such as oil refineries, paper mills, nuclear power plants, and in the automotive industry. Pipefitters often work on high pressure and high temperature systems requiring a thorough knowledge of scientific principles to complete the work safely.

Refrigeration Fitters (HVAC-R) install, maintain and repair plumbing, heating, ventilating, air conditioning and refrigeration systems in the residential, commercial and industrial sectors. The demand for this expertise is predicted to grow by more than 30% in the next several years. These technicians also preform essential work in our national goal to improve energy efficiency.

Plumbers perform work that is essential to the health and safety of our citizens. Plumbers install drinking water, waste and ventilating systems, as well as wastewater treatment systems large and small, in homes offices, schools, hospitals and manufacturing facilities. With a growing focus on green technologies, water conservation and energy efficiency, the demand for plumbers will increase significantly in the years ahead.

Application Request Form

Application Fee

Apprenticeship Application Request Form

Please print:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone #: _____ (home)

_____ (mobile)

I hereby request an apprenticeship application form. I understand that I am solely responsible for completing the application form once received, returning it to Local 125 JATC, and submitting all required documentation as instructed by the Local 125 JATC office. I also understand that it is my sole responsibility to keep the JATC apprised of my current mailing address and telephone numbers where I may be reached day or night.

Application Fee

In order to receive an application form from the Local 125 Apprentice Program, an **application fee of \$20 must accompany this apprenticeship application request form.** We accept Cash or Credit card. **Personal checks will NOT be accepted. Application fee is non-refundable.**

Stop at our Training Center location or mail request form & application fee to:

Local 125 JATC Fund, 5101 J Street SW, Cedar Rapids, IA 52404



Application Process

- Applications will be made available during business hours throughout the year at 5101 J St SW, Cedar Rapids, or you may request an application be mailed to you—request form and application fee still apply to applications that are mailed out.
- To receive an application, interested persons must submit an **Apprenticeship Application Request Form and an Application Fee of \$20 (by cash or credit card)** to 5101 J St SW, Cedar Rapids, IA. The Apprenticeship Application Request Form may be picked up at either the Training Center Office in Cedar Rapids, one of Local 125 satellite offices (Dubuque, Keokuk, or Waterloo), visiting our website at: ualocal125.org or you may request the Training Center to mail you one.
- Completed applications **must be hand-delivered** to one of the four locations as listed above by the applicant with a valid photo identification (e.g. driver's license).
- A properly completed application form, along with required supporting documents (birth certificate, official high school transcripts or GED certificate with report of test results, resume, National Career Readiness Certificate, and DD214 if applicable) will constitute the completed application. A list of test sites for the National Career Readiness Certificate will be sent out with each application.
- Completed applications will be checked for minimum qualifications. Applicants deficient in one or more qualifications or requirements or making false statements on their application will be notified in writing of their disqualification. The applicant will also be notified of the appeal rights available to them. No further processing of the application will be taken.
- At the time a completed application is submitted, the applicant will select their JATC interview time slot from the next available interview/time slot dates.

Application Process Continued:

- The JATC will interview the applicant plus review their application and NCRC test scores, whereupon the applicant will be scored and receive their final rating (%). Each part of the application process is considered.
- Applicants will be placed on a “Ranking List” according to their scores (configured as a percentage) at the evaluation session, with the applicant having the highest percentage being at the top of the list, and all applicants then listed in descending order based on percentage.
- Apprenticeship openings: Selected applicants must respond to the notice of selection within 48 hours of notice. If applicants cannot be reached by telephone, their names will be passed and notice sent to their address by “Certified Mail-Return Receipt Requested” to determine if the applicants are still interested. If no response is received in fifteen (15) working days from the written notice, the applicant’s name will be removed from the list. Only one certified notice will be mailed.
- Qualified applicants remaining on a preceding ranking list will automatically be carried forward on the new ranking list and slotted in wherever their rating **percentage** placed them for a period of two (2) years, unless the applicant has been removed from the list by their own written request or following failure to respond to an apprenticeship opening. Applicants who were not placed during the two (2) year period that were on the ranking list, will be required to reapply.
- Regarding re-applying: During the two-year period, applicants who feel that their qualifications have improved since their original rating may submit documented evidence of such additional experience or training and request reevaluation and rating at the next regular processing cycle.
- Openings for apprenticeships are based on the needs of the industry and the future work expectations of the local. Acceptance of applications does not mean that openings exist now or that they necessarily will in the near future. However, an application must be on file for an individual to be considered when openings do become available.

Aptitude Tests

The National Career Readiness Certificate™ (NCRC®) is based on an individual's performance on three WorkKeys® skills assessments: Applied Mathematics, Locating Information, and Reading for Information. Scores on these assessments determine the certificate level—bronze, silver, gold, or platinum—an individual can earn.

These assessments measure a range of essential work skills, including the ability to:

- Perform basic mathematic operations relevant to the workplace
- Read and understand documents commonly found in the workplace
- Find information presented in common workplace graphics
- Set up and solve complex work-related math problems
- Determine the relevance of written information to work-related tasks
- Apply information derived from graphics to work-related problems

NCRC must be submitted along with the application for the application to be complete.

Drug and Alcohol Testing

Testing as a Condition of Admission to the Apprenticeship Program

Pursuant to the Standards of Apprenticeship certified by the US Department of Labor Bureau of Apprenticeship and Training, the Plumbers & Pipefitters Local No. 125 Joint Apprenticeship Training Committee (JATC) has responsibility for establishing and maintaining rules and requirements governing the administration, supervision, and training of apprentices. In the opinion of the JATC, it is imperative to promote a drug-free workplace and to reduce accidents, injuries, and fatalities in the plumbing and pipefitting industry. Accordingly, Plumbers & Pipefitters Local 125 JATC has adopted a Drug and Alcohol Policy.

- **It is an established policy that applicants accepted into the Apprenticeship Program must test negative on a pre-employment drug test. The admission of any applicant into the Program shall be contingent upon the applicant receiving and the JATC being provided a notice of a confirmed negative drug test result.**
- **An applicant who receives a confirmed positive drug test result or who refuses a pre-employment drug test will not be allowed to reapply or be considered for a position in the Apprenticeship Program for a period of one (1) year.**
- **Failure to submit to a pre-employment drug test under this Policy including the failure to report in a timely manner to a collection site, sign any required consent form or otherwise fully cooperate in the collection of any authorized sample is also strictly prohibited and will be considered a refusal to test.**

Questions and Answers

Frequently Asked Questions

When do I start my apprenticeship?

There is no definitive answer to this question. It could be as little as one day, over a year or more, or maybe never.

If I arrive late to my scheduled interview can I reschedule?

No.

What if I become ill or have an emergency on the day of my scheduled interview?

Contact the Training Center immediately at 319-362-9259. However, rescheduling is **NOT** guaranteed.

What can I do to prepare for the NCRC aptitude tests?

Iowa Workforce Development will provide online study materials for the test.

Can I retake the tests in hopes of raising my scores?

Yes, but you will have to reapply to be rescored with your new test scores

Once I have submitted my application can I make changes regarding my choice of area (Burlington, Cedar Rapids or Dubuque) or classification (plumber, pipefitter or refrigeration fitter)?

Yes, at the next interview session.

When can I apply?

Any time during regular business hours.

How often are interviews scheduled?

Quarterly through the year.

More Questions and Answers

Who is the JATC?

JATC stands for Joint Apprenticeship Training Committee. It is a jointly managed board of trustees—three labor and three management, that oversees the operation of the apprenticeship program.

How long will my interview be?

Interviews take less than one-half ($\frac{1}{2}$) hour, but you will need to arrive early to check in.

If/when I become an apprentice, how often do I attend classes at the Training Center?

Six-Seven, 40-hour weeks per year, at intervals about once every two months. The rest of your time will be spent on-the-job training.

If/when I become an apprentice, how long before I get health insurance benefits?

Immediately. From day one, you receive health insurance and pension benefits.

How much does an apprentice earn?

An apprentice starts out at 40% of journeyman rate which is set by current contract, then receives a 5% wage increase approximately every six (6) months if work and school performance are satisfactory.

Are there any college courses that can help increase my chances of getting into the apprenticeship program?

Nothing can guarantee your admittance into the apprenticeship program. However, classes that may prove useful for any trade related progress include: math-related courses, blueprint reading, welding, and any other trade-related courses.

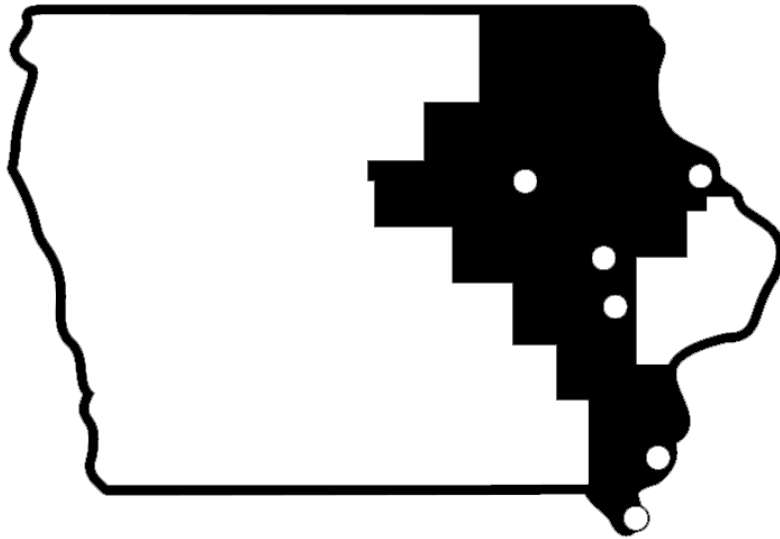


Local Union No. 125 JATC Fund

It is the overall objective of the
Local #125 JATC
to produce the most highly skilled,
competent and productive craftspersons
that can be developed. As well, it is the
obligation of the JATC to provide the
resources and environment necessary
to assure that apprentices achieve that
goal and understand their
personal responsibility in
this endeavor.

ua125jatc.com

PLUMBERS & PIPEFITTERS HVACR SERVICE TECHS



EASTERN IOWA APPRENTICESHIPS