



Are you interested in applying for a position in an Apprenticeship Program?

Olgoonik can help! Fill out the attached documents and send them back to the Shareholder Services Department. We will review this info, help you determine eligibility, answer questions about the available opportunities and assist you in obtaining required documents you may not already have.

Suggested Document Checklist:

1. ___ APPLICATION (filled out)
2. ___ RESUME (complete work history)
3. ___ COPY OF H.S. DIPLOMA/TRANSCRIPTS/GED
4. ___ COPIES OF ANY ADDITIONAL TRAINING CERTIFICATES/CERTIFICATIONS ETC. (i.e. HAZWOPER, First Aid)

Next steps

After you submit this application you will be contacted by an Olgoonik Employee. Applications can be submitted via mail, fax, email or hand delivered to the OC or Anchorage Offices.

To submit by mail, fax or email, send to:
Olgoonik Shareholder Services
Attention: Apprenticeship Program
3201 C. Street Suite 700
Anchorage, AK 99503
Fax: 907-290-8866
Email: ShareholderServices@olgoonik.com

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED

Apprenticeship Program FAQ

What is an apprenticeship?

Apprenticeship programs allow selected applicants to work and get paid while learning a trade. Apprenticeship programs have two primary components. The first is On-the-Job-Learning (OJL). The majority of an apprentice's time is spent on OJL. They are paid an hourly wage to work on a construction job site learning day to day tasks under the supervision of a journeyman. The second is Related-Technical-Instruction (RTI). RTI is the book learning portion of the program. For each year (or 2,000-hour block of OJL) apprentices are expected to take a class related to fundamental program skills. Classes will include text books, exams and study time. Individuals who successfully complete an apprenticeship will earn a certification from the U.S. Department of Labor.

Who is the apprenticeship for?

Application prep assistance will be provided to candidates and preference will be given to Olgoonik Shareholders.

Is experience required?

No. Experience is not required to become an apprentice. However, candidates may qualify for retroactive program credit by submitting documentation of prior experience at the time of application.

Are apprentices paid for on-the-job learning (OJL) time? How much will I be paid?

Yes. Apprenticeships are jobs and rates of pay will vary depending on the type of job. OJL hours are paid at a percentage of a full journeyman-level rate of pay. Apprentice pay increases as program objectives are completed.

What is the work schedule like?

Schedules vary, but apprentices are expected to work the same hours as journeymen which may be as many as 70 hours per week.

Are apprentices paid for related technical instruction (RTI) time?

Typically, no. Most apprenticeships do not pay for courses or class time. However, as part of a unique opportunity, a partnership between the North Slope Borough and Olgoonik, apprentices selected as part of this partnership will be paid for class time and the cost of courses and books will be covered as well.

How many hours are apprentices required to complete?

Apprentices are required to complete both on-the-job learning (OJL) and related technical instruction (RTI). Hours will vary by program as listed below.

Program	OJL Hours (Job Site)	RTI Hours (classroom)
Plumber Apprentice	8,000 hours	576 hours
Electrician Apprentice	8,000 hours	576 hours
Heavy Equipment Operator Apprentice	6,000 hours	530 hours

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Is the apprenticeship with OC? Will I be employed by OC?

Plumber Apprentices will be employed by Ameresco. Electrician Apprentices will be employed by Tesla Electric. Heavy Equipment Operator Apprentices will be employed by Olgoonik Construction Services.

How many apprentices will be selected?

One apprentice will be hired for each program. At this time there are positions available in the Plumber and Electrician Apprentice Programs. However, additional apprenticeship opportunities may be added in the future. Notices of additional opportunities will be published as they are available.

Will I be required to take a drug test?

Yes. Once an applicant is accepted into a program they become an employee of that company and will be subject to standard hiring practices which will include a urinalysis.

Will a background check be required?

Possibly. Once an applicant is accepted into a program they become an employee of that company and will be subject to standard hiring practices which may include background screening.

Where will the apprenticeship take place? Will I need to travel?

Yes. Selected applicants will be required to travel to Anchorage for orientation and new hire processes. Future travel may be required as well. Current Wainwright based construction jobs are projected to last between 2 and 4 years. Depending on project duration apprentices may be required to travel complete their apprenticeship programs.

Apprenticeship Minimum Qualifications

- High School diploma or GED equivalent
- Valid Driver's License
- Ability to Pass a Drug Test
- Ability to lift over 50 lbs.

Who do I contact if I need help?

Please contact Olgoonik Shareholder Services for assistance with this application.

Email:
ShareholderServices@olgoonik.com

Phone:
(907) 562-8728 (Anchorage)
(907) 763-2613 (Wainwright)

Who do I contact for general questions about apprenticeship programs?

H.E.O Apprenticeship Program Administrator
Joan Bowers
QC, Olgoonik Construction Services
P: (907) 375-4763
Email: jbowers@olgoonik.com

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Last Name:	First Name:	Middle Name:	Date:
Mailing Address:	City:	State:	Zip Code:
Home Phone Number:	Cell or Msg. Number:	E-Mail Address:	

Are you enrolled in a village corporation? Yes No If yes, please list: _____

Do you currently work or have you worked for an Olgoonik Subsidiary? Yes No

Company Name:	Position:	Dates Employed:
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EDUCATION

HIGH SCHOOL	NAME/LOCATION	FIELD OF STUDY	HS DIPLOMA <input type="checkbox"/> GED <input type="checkbox"/>	DATE GRADUATED / DEGREE
VOCATIONAL/TECHNICAL SCHOOL				
COLLEGE/UNIVERSITY				

How did you hear about apprenticeship recruitment? Family / Friend website Other: _____

Have you applied previously for an apprenticeship position? Yes No If so, which program? _____

Do you have a valid driver's license? Yes No

Are willing to work in an environment where there is a zero tolerance for drugs and alcohol? Yes No

Are you willing to work in a remote location for extended periods? Yes No

Are you willing to actively participate in and support the company safety policies and procedures? Yes No

TRADES SKILLS/WORK EXPERIENCE

Please indicate the months/years of experience next to those trades which you have experience:

_____ Electrician _____ Carpenter _____ Plumber
 _____ Mechanic _____ Ironworker _____ Equipment Operator
 _____ Laborer _____ Welder _____ Other _____

MECHANICAL APPITUDE

Check the term(s) which best describes your mechanical skill level:

Small engine Light duty Heavy duty Troubleshooter none

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Equipment and Machinery operated and repaired

In the space below, please list the type(s) of equipment and machinery you have operated and/or repaired.

Equipment/machinery	Formal Training/Self-taught/OJT?	Years/Months of experience
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

TRAINING CERTIFICATES/CERTIFICATIONS/LICENSES

1. Do you have any certifications and/or technical licenses? Yes No
If yes, what kind: _____
2. Have you received any safety training? Yes No
If yes, what kind: _____

MILITARY SERVICE

1. Have you ever served in the United States military? Yes No
Branch of Service: _____
Dates of service: _____
Type of discharge: _____
Occupational Specialty: _____

PERSONAL INFORMATION

1. Have you ever been terminated from a job? Yes No
If yes, why? _____
2. Are there any reasons why you could not work in a remote setting? Yes No
If yes, why? _____

CERTIFICATION OF APPLICATION: I hereby certify that all information given on or in connection with this application is true and complete to the best of my knowledge and belief.

SIGNATURE

DATE

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