

**Trade Information
Sheet (Sample
Apprentice Contract)**

Associated Builders & Contractors of WI, Inc.

CONSTRUCTION CRAFT LABORER

869.463.580

TRADE INFORMATION

APPROVED: MAY 14, 2015

EXTENT OF PERIOD OF APPRENTICESHIP: The term of apprenticeship shall be **three years of not less than 4400 hours**. The probationary period shall be the first 1100 hours of employment, but in no case shall it exceed nine (9) calendar months. Hours of labor shall be the same as established for other skilled employees in the trade.

SCHOOL ATTENDANCE: The apprentice shall attend the assigned Wisconsin Technical College System for **paid related instruction classes for a minimum of 400 hours** or the equivalent and satisfactorily complete the prescribed course material, unless otherwise approved by the department. The employer must pay for related instruction hours at the same rate per hour as for services performed.

SCHEDULE OF PROCESSES TO BE WORKED: In order to obtain well-rounded training and thereby qualifying as a skilled worker in the trade, the apprentice shall have experience and training in the following areas. This instruction and experience shall include the following operations but not necessarily in the sequence given. Time spent on specific operations need not be continuous. The below schedule of processes to be worked shall include all operations and such other work as is customary in the trade.

<u>Schedule of Processes To Be Worked</u>	<u>Approximate Hours</u>
A. GENERAL SKILLS: - SITE/PROJECT PREPARATION AND MAINTENANCE Clearing bucking, and falling; transportation, dismantling, and stockpiling of scaffolding and work platforms; grading and compaction; layout and staking protocols; rigging and signaling for work traditionally performed by Construction Craft Laborers; site preparation, clean up, and security. - TOOLS, EQUIPMENT, AND MATERIALS: Tools, equipment, material recognition and preparation; hand, electric, gas, pneumatic, and powder tool equipment use and maintenance; material storage and security. - SAFETY: Confined space safety; flagging, signing, and traffic safety awareness; hazard material recognition; trenching and site excavation safety.	2000
B. SPECIFIC SKILLS - ENVIRONMENTAL REMEDIATION: Asbestos abatement, hazardous waste abatement, lead abatement, and petro-chemical abatement; radiation, and radiation remediation. - BUILDING CONSTRUCTION: Concrete (tending, placement, removal), landscaping, mason/plasterer tending, and pipe laying. - HEAVY/HIGHWAY CONSTRUCTION: Asphalt, drilling and blasting; pipe laying for work traditionally performed by Construction Craft Laborers; tunnel and shaft; concrete (tending, placement, removal); bridges; form setting; and line and grade setting.	2000
C. PAID RELATED INSTRUCTION:	400
TOTAL	4400

MINIMUM COMPENSATION TO BE PAID:

1st period of 0 - 12 months of 1 – 1467 hours and satisfactory progress* at 70% of the base skilled wage rate.
2nd period of 13 - 24 months of 1468 – 2934 hours and satisfactory progress* at 80% of the base skilled wage rate.

3rd period of 25 - 36 months of 2935 – 4400 hours and satisfactory progress* at 85% of the base skilled wage rate.

Base skilled wage rate _____ per hour.

*Satisfactory progress is defined as completing the minimum on the job hours; satisfactory progress on the job; satisfactory progress in paid related instruction; current in first aid and CPR; and compliance with the record keeping policy.

If at any time the base skilled wage rate rises or falls, the apprentice's wage shall be adjusted proportionately. The wage rate of apprentices employed in this trade and this firm shall be base skilled wage rate stated above.

If the apprentice does not complete the terms of the contract in the three-year period, the apprentice shall be paid at no less than 85% of the base skilled rate until completed.

If an apprentice completes the prescribed work hours before completing the required paid related instruction, the apprentice shall be held in the last period of apprenticeship until the apprenticeship is satisfactorily completed.

CREDIT PROVISIONS: The apprentice, granted credit at the start or during the term of the apprenticeship, shall be paid the wage rate of the pay period to which such credit advanced the apprentice.

Work Credit: _____

School Credit: _____

Total Credit to be applied to the terms of the apprenticeship: _____

SPECIAL PROVISIONS: The apprentice shall obtain certification in First Aid and CPR and a minimum of a 10-Hour OSHA Safety course during the first 12 months of the contract. The First Aid and CPR certifications must be kept current. The apprentice is required to take the Transition to Trainer course in the final year of the apprenticeship.

Apprentices shall attend at least 90% of scheduled paid related instruction each semester. In the event paid related instruction is missed, the apprentice shall make up the content missed as prescribed by the ABC Apprenticeship Advisory Committee.

All work shall be performed under skilled worker supervision. Supervision should not be of such a nature as to prevent the development of responsibility and initiative. Under no circumstance shall an apprentice supervise another apprentice.

Upon completion of the on-the-job training work hours and the paid and unpaid school hours the apprentice must submit to the ABC Apprenticeship Advisory Committee and application for completion. Upon approval by the ABC Apprenticeship Advisory Committee the apprentice will be completed from the apprenticeship program.