

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

Associated Builders & Contractors of Wisconsin, Inc.

ROOFER AND WATERPROOFER

866.381.010

TRADE INFORMATION

APPROVED: MAY 14, 2015

EXTENT OF PERIOD OF APPRENTICESHIP: The term of apprenticeship shall be a minimum of **four years of not less than 6000 hours**. The probationary period shall be the first 1500 hours of employment but in no case shall it exceed one (1) calendar year. 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 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 qualify as a skilled worker in the trade, the apprentices 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 worker 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: Loading and unloading materials/equipment for roof/ground level; carrying and placing of materials as required; basic safety procedures of "hot" and roof safety; knowledge of tear-off procedures concerning hand tools such as spud bars, forks, pry bars and other small hand tools; removal of gravel, felts, insulation, and clean-up of area of re-roofing; operation of power equipment used for roof removal and transportation of asphalt to work areas; nailing, plastic and fabric application on flashing and materials used for protection of flashing from ultra violet rays; comprehensive idea of all roofing materials	2300
B.	COMPOSITION OF ASPHALTS, GENERAL WORK ABILITIES, ELASTOMERS AND PLASTIMER: Complete asphalt and roof safety; knowledge/heating of asphalts relating to skid kettle work, wheel kettles and transports; primer application for deck preparations; reading knowledge of taper systems and blueprint reading; complete knowledge of all roofing equipment; B.U.R. which includes the following: preparation of surface; applications of vapor barriers, when required; insulation application; taper systems, crickets, cants; applying/cutting all types of roofing asphalt and/or pitch membrane; asphalt applications, hand mopping and mechanical; proper applications and knowledge of all roof penetrations such as: curbs, stacks, drain systems (including modified mop applied); distribution of roof gravels All categories concerning job preparation as well as application of insulation systems; knowledge of all E.P.D.M. or P.V.C. Systems; applying the elastomers or plastimer membrane; application of all detail work, flashing, and penetrations; anchoring and terminations; modified system application (torch applied); detail work of modified system	3100
C.	APPLICATION OF SHINGLING AND WATERPROOFING: All systems involving shingling, tile, slate and other roofing membrane; any/all waterproofing systems involved on commercial or residential buildings	200
D.	PAID RELATED INSTRUCTION	<u>400</u>
	TOTAL	6000

MINIMUM COMPENSATION TO BE PAID:

1st period of 0 –12 months of 1 – 1500 hours and satisfactory progress* at 45% of the base skilled wage rate

2nd period of 13 – 24 months of 1501 – 3000 and satisfactory progress* at 60% of the base skilled wage rate

3rd period of 25 – 36 months of 3001 – 4500 hours and satisfactory progress* at 65% of the base skilled wage rate

4th period of 37 – 48 months of 4501 – 6000 hours and satisfactory progress* at 70% 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 and unpaid 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 the base skilled wage rate stated above.

If the apprentice does not complete the terms of the contract in the four-year period, the apprentice shall be paid at no less than 70% of the 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.

The apprentice must complete satisfactorily 40 hours of unpaid school hours, as prescribed by the ABC of WI Apprenticeship Advisory Committee.

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 an application for completion to the ABC of WI Apprenticeship Advisory Committee. Upon approval by the ABC of WI Apprenticeship Advisory Committee and the BAS, the apprentice will be completed from the apprenticeship program.