



# I.B.E.W.

## Apprenticeship Opportunity Spring 2023

Posted: March 9, 2023

We are pleased to announce that we will be accepting applications for BOTH, our **Inside Electrical** and **Telecommunications** divisions through a link that will be posted on the IBEW Local 164 website: [www.ibew164.org](http://www.ibew164.org).

- This link on the IBEW Local 164 website will be activated for 96-hours
- This link will allow prospective applicants to fill out a form adding their name and contact information to a list of potential applicants.
- Applicants will be able to request a voucher for the program they want to apply for:
  - We will be accepting 100 applications for the Inside Electrical Apprenticeship
  - We will be accepting 100 applications for the Telecommunications Apprenticeship
- **Please Note:** You will ONLY be able to request a voucher for ONE of the programs, however if you submit a voucher for Electrical and do not win the lottery there will be an option on the voucher form where you can request the opportunity to apply for the Telecommunications program. We want you to submit for a voucher to the program that you most desire to be in. You will not be allowed to submit an application for both apprenticeship programs during the same application period.
- Every person who adds their name to the list for either division will receive a confirmation email from the Local 164 website containing their lottery voucher number.
- Applicants will also receive a separate email through our 3<sup>rd</sup> Party Vendor Constant Contact email system with all pertinent information including the lottery drawing broadcast date and link.
- A Random Number Generator Lottery process will be used to choose who will be eligible to receive an application during this application period.
- A Third-Party administrator (our website administrator) will host the "YouTube" live feed showing the Random Number Generated sequence which will determine which numbers are randomly selected to receive an application.

- A separate drawing will be held for each division assuming there are more than 100 voucher requests per program.
  - The broadcast date and link will also be posted to the IBEW Local 164 website.
- A voucher entitles the recipient to receive the full application which can be submitted digitally through an application submission portal on the IBEW Local 164 website or if they so choose, receive a physical paper application from the training academy which they can then fill out and return in person via appointment.
- Applicants will only be able to submit their name once for the lottery. If multiple submissions are made for the same application date, only the first submission will be eligible and entered into the voucher lottery.
  - Any additional submissions will be invalid.
  - The local will NOT notify those with multiple submissions that their subsequent submissions are invalid however, we will accept all phone calls and emails for those that wish to confirm receipt or what their lottery number is.
- Persons may submit their name for the lottery each time the lottery is held until such time as they are selected.
- The Spring 2023 application event will take place as follows:
  - The link will be active:
    - From 12 Noon Monday, April 10, 2023
    - Until 12 Noon Friday, April 14, 2023
  - The YouTube Live Random Number Generator drawing will take place at:
    - 4pm Monday, April 17, 2023
    - A separate drawing will take place for each division at that time
    - Inside Electrical will be drawn first
    - Telecommunications will be drawn second
  - Voucher recipients will be notified via email within 24 hours following the Random Number Generator Drawing
  - Applicants can apply for EITHER, our Inside Electrical Apprenticeship OR Telecommunications Apprenticeship, BUT NOT BOTH
  - The voucher recipients will have two ways to submit their application:
    1. Voucher recipients can submit their application online through a link provided to them through the Constant Contact email system.
    2. Voucher recipients can pick up their applications in-person via appointment at the Training Academy, recipients will call (201) 265-7273 x3233 for an appointment.
      - Completed applications and required documents are then to be submitted in-person via appointment, which will be sent by email through “Constant Contact” of the date and time, which will need to be confirmed by the applicant.

- Anyone completing the online application will have to submit, in-person, the required documentation listed in the “Electrical Application Requirement Document” or the “Telecommunications Application Requirement Document” link on the Apprenticeship Applications Information page of our website.
- Once their application is submitted, they will be notified via US Mail of the date and time of the Aptitude Test.