



# NORTHERN ONTARIO JOINT APPRENTICESHIP COUNCIL

## Application for an Electrical Apprentice

In Co-operation with:

Electrical Contractors Association of Northern Ontario

International Brotherhood of Electrical Workers, Local 1687

Ministry of Education and Training, Apprenticeship Branch



Ministry of Education  
Ministry of Training, Colleges and Universities

## Introduction

***Please read the all instructions carefully before completing and submitting your Application Form to NOJAC for review.***

Anyone seeking employment as an electrical apprentice with an Electrical Contractor who is a member of the **Electrical Contractors Association of Northern Ontario (ECANO)**, or the **International Brotherhood of Electrical Workers, Local 1687 (IBEW)**, should be aware that all application review and applicant selection, shall fall under the jurisdiction of the **Northern Ontario Joint Apprenticeship Council (NOJAC)**.

***Information provided on this Application Form, will remain confidential, and only used by the NOJAC Council in the Application Review Process.***

## Application Summary

Deadline for applying is December 15 of the current year.

All applications submitted to NOJAC are reviewed by the NOJAC Committee. Applicants who meet, or exceed, the minimum NOJAC educational requirements of this Application will be notified by regular mail that they are invited to write the NOJAC Grade 12 General Knowledge Test (usually scheduled in January after the current year).

Any applicant, who has an application form on file with NOJAC, is responsible for notifying the NOJAC office of any changes to their contact information (i.e. address, telephone number, etc.). This will insure that an applicant does not miss the opportunity to write the next Grade 12 General Knowledge Test.

## Educational Requirements

All NOJAC applicants must have the following education requirements (based on Ontario requirements):

1. successfully attained a **Secondary School Diploma**
2. completed the following subjects:
  - a) Grade 12 English or French
  - b) Grade 12 Mathematics
  - c) Grade 11 or 12 Science (Physics, Chemistry, Biology or other) and/or Trade Course(s)

Applicants are also required to provide photocopies of any other approved post secondary diploma(s).

Applications **will not be considered** without proper photocopies of the applicants Secondary School Diploma or Approved Post-Secondary Diploma, and their Transcript of Marks. Photocopies of any other courses taken, or certificates achieved by the applicant would be considered an asset.

**NOJAC's minimum educational requirements for application exceed the minimum requirements currently dictated by legislation.**

## Grade 12 General Knowledge Test

All applicants that meet or exceed the educational requirements above will be invited to write the NOJAC Grade 12 General Knowledge Test. The results of the Grade 12 General Knowledge Test determine those applicants that proceed in the application process.

Return completed application and support documents to:

**Northern Ontario Joint Apprenticeship Council**

Times Square, 1760 Regent Street South

Sudbury ON P3E 3Z8

Tel: 705-674-1361 Fax: 705-522-1502

nojac@morcominc.com

Your application should consist of:

- Completed NOJAC Application Form
- Copies of High School Transcript and Diploma
- Copies of Post Secondary Transcript and Diploma – if applicable
- Current Resume
- Copy of Contract of Apprenticeship - if applicable
- Any additional information applicable to this application

***Do not submit original transcripts and diplomas!***

Applications (including all documents) are to be submitted either paper clipped or stapled together and should not be submitted within any type of report cover (plastic covers etc.).

**Please complete the following Application Form, honestly and to the best of your ability.**

**Northern Ontario Joint Apprenticeship Application Form**

Office Use Only Reference #
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Name \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone #: Home: \_\_\_\_\_ Cellular: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_  
(please print legibly)

Do you have a valid driver's license: YES \_\_\_\_\_ NO \_\_\_\_\_ Grade \_\_\_\_\_

1) Are you or have you ever been a Registered Apprentice in any trade? Yes \_\_\_\_\_ No \_\_\_\_\_

*If yes, complete the following:*

Trade: \_\_\_\_\_ Country or Province: \_\_\_\_\_

Total Hours of Apprenticeship Contract: \_\_\_\_\_

Contract Hours Completed to Date: \_\_\_\_\_

Please provide a photocopy of your current Contract of Apprenticeship.

2) What experience have you had with the Electrical Trade ...

a) at school?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

b) at home?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

c) at work?

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3) How did you hear about the NOJAC Apprenticeship Program?

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4) Why would you like to become an electrical apprentice?

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5) Education Record

<b>Name of School</b>	<b>Course of Study</b>	<b>Dates Attended</b>	<b>Diplomas or Degrees</b>
High School			
College			
University			
Other			

**Photocopies of ALL transcripts and diplomas must be attached to your application.**

6) Record of Employment

<b>Name and Address of Company and Type of Business</b>	<b>Describe the Type of Work you did.</b>	<b>Part Time</b>	<b>Full Time</b>	<b>Employment Dates</b>

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_