



April 14, 2016

Dear Industry Friend:

The Northeast Florida Builders Association Apprenticeship Program will be:

**Accepting Applications
For Apprentices in the Following Trades:**

Carpentry ■ Electrical ■ HVAC ■ Plumbing

Future Job Placement & Employer Paid Tuition

By time of application, applicants must:

- Be at least 18 years of age
- Be a High School Graduate or have a G.E.D.
- Have a Valid Florida Driver's License
- Have a Social Security Card
- Have Reliable Transportation
- Two Letters of Recommendation

Applications accepted

Weekdays May 15 – July 15

Between 9:00 a.m. and 4:00 p.m.

Applicant must bring completed application & required documents to:

**Northeast Florida Builders Association
103 Century 21 Drive, Suite 100
EOE**

For more information contact Thompson Taylor at thompson.taylor@nefba.com, or call 904-421-0296.

Sincerely,

Thompson Taylor

Thompson Taylor
Training Coordinator, Apprenticeship Programs
Northeast Florida Builders Association
103 Century 21 Drive, Suite 100
Jacksonville, FL 32216



Northeast Florida Builders Association
Apprenticeship Program

103 Century 21 Drive, Suite 120 * Jacksonville, Florida 32216
(904) 421-0296 Fax (904) 721-3372

Applications for apprenticeship training through the Northeast Florida Builders Association will be accepted in the following trades:

CARPENTRY, ELECTRICAL, PLUMBING, AND HEATING & AIR CONDITIONING

Apply in person as follows:

WHERE: Northeast Florida Builders Association
103 Century 21 Drive, Suite 120
Jacksonville, FL 32216

WHEN: Electrical, HVAC, Carpentry & Plumbing applications are accepted weekdays between 9:00 a.m. and 4:00 p.m., May 15 – July 15.

Applicants **MUST PROVIDE DOCUMENTATION** verifying they meet the following minimum qualifications. Applicants must have these documents with them at the time of application.

APPLICANTS, CHECK YOUR DOCUMENTATION OF THE FOLLOWING REQUIREMENTS:

- ___1. Be at least 18 years of age by time of application. Exceptions can be made for graduates of high school vocational education programs. (Driver's license will document)
- ___2. Be a high school graduate and provide diploma or G.E.D. certification by time of application.
- ___3. Provide two written letters of recommendation from two persons who have known applicant for more than three years and who are not related to the applicant. Letters must be hand signed and must document the number of years the person has known the applicant.
- ___4. Provide proof of residency in jurisdictional area. (Driver's license will document)
- ___5. Be physically able to perform the work of the trade as detailed in job descriptions. (Read the job description)
- ___6. Have transportation. (Provide copy of vehicle registration to verify)
- ___7. Have and maintain a valid Florida Driver's License. (Provide copy of driver's license)
- ___8. Provide valid Social Security Card.

For the trades of electrical, heating & air, and plumbing, an oral interview will be conducted with each applicant. In order to better your chance of being selected, if you do not have previous work experience, you must provide high school or college transcripts showing grades in Math and English or any construction related classes.

- ___9. Veterans must provide a copy of their DD-214 (discharge paper).
- ___10. To receive credit for previous experience and/or training in the trade, the applicant must verify by means of written references that experience or training (at least three months).
- ___11. To receive credit for high school math & English, the applicant must verify by submission of high school transcripts.

All documentation of the above requirements should be submitted at the time of application.