



LOCAL 285 APPRENTICESHIP COMMITTEE

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APPRENTICE INTAKE PROCESS

The Intake Process Is A Four-Stage Process As Follows:

Stage 1: The Application

Stage 2: The Aptitude Test*

Stage 3: The Interview*

Stage 4: Mandatory 2 Week Safety Training & Orientation*

Complete details will be provided to applicants at the time of application.

NOTE: Applications **MUST** be completed in person at the Local 285 Training Centre between the hours of 9:00 AM and 3:00 PM Monday through Friday. Deadline for applications will be 3:00 PM on Friday November 1st, 2019

Stage 1: The Application

The following are the requirements for a valid submission.

- You **must** have your Social Insurance card or an official document with proof of SIN
- You **must** provide an acceptable form of government issued Photo ID
- You **must** submit your high school transcript, diploma, or provide a copy of a valid Sheet Metal Worker Apprenticeship Training Agreement as proof of education
- You **must** have a minimum of grade 10 education. If schooling was completed abroad, equivalency in education must be recognized by a regulatory body
- You **must** be able to complete a Mandatory 2-week Safety Training and Orientation Course, ensuring punctual attendance each day
- Applications **must** be filled out by the individual applying and must be completed in person at the Local 285 Training Centre. Applications are not to leave the premises
- You **may** submit a letter of recommendation from your parent/grandparent or family member who is a member of Local 285 and/or a Local 285 signatory contractor
- You **may** submit other post secondary transcripts, other related course certificates, and a resume to be included with your application
- A driver's license is an asset, G2, M2 or better

*** DATES AND TIMES FOR STAGE 2, 3 & 4 WILL BE PROVIDED AT THE TIME OF APPLICATION.**

[LAC Committee Members](#)

Association: Domenic Di Battista Co-Chair, Stephen Martino Member, Tony Di Clemente Member
Local Union: Bob Gougeon Co-Chair, Bruno Mittica Member, Alex Petricca Member