



# Notice of Apprenticeship Opportunity for Heating, Ventilation, Air Conditioning Mechanic

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No prior experience is required. This is a fully paid apprenticeship program, with all schooling included free of charge to the apprentice if selected. Upon successful completion of the application, aptitude test, and interview, applicants will be placed on a list for selection by one of the major motion picture studios in the Los Angeles area. You will remain on the list to be selected for the apprenticeship for up to two years.

**You must apply in person at Contract Services, 2710 Winona Avenue, Burbank, CA 91504, ONLY on the dates listed below:**

**Monday, April 1 - Friday, April 5, 2024 from 9:00am – 5:00pm**

**Applicants must meet these minimum requirements:**

1. Minimum age of all apprentices shall be 18 years.
2. Must have a High School diploma or GED or HSE.
3. Successful completion of a minimum of two semesters of High School Algebra or one semester of College Algebra with a grade of "C" or better. If you have completed advance math courses, proof of completing Algebra with a "C" or better is still required.
4. To qualify for an interview, applicants must pass an aptitude test. Applicants will be notified via email of testing dates and times.
5. Prior to being dispatched, candidates will be required to successfully complete a drug test.

**To be considered for this apprenticeship program, applicants must provide the following at the time of applying:**

1. An application must be completed **in person**.
2. A valid government-issued photo identification presented **in person**.
3. An official and **sealed** copy of your High School Transcripts signed by the Registrar's Office or an official GED certificate which must include your graduation date and proof of meeting the algebra requirement. \*
  - a. If you did not take algebra in High School, you must provide an official and sealed College or Adult School Transcripts as proof of meeting the algebra requirement.
  - b. If education was obtained outside of the United States, a certification of equivalency may be required.
  - c. Notarized translations of required documentations in languages other than English will be required to be provided.

**Your documents must be received by 5:00pm on Friday, April 5, 2024 to:**

[apprentice@csatf.org](mailto:apprentice@csatf.org)

or:

**Contract Services, Attn: Skills Training Department**

**2710 Winona Avenue, Burbank, CA 91504**

If you have any questions, please contact 818.565.0550 ext. 1260 or [apprentice@csatf.org](mailto:apprentice@csatf.org).

See <https://www.csatf.org/training/other/apprenticeship-programs/> for more information.

**\*Unofficial or unsealed transcripts may be declined at the discretion of the JAC. We are not responsible for delays in obtaining official transcripts.**

**Applicants who do not have all the required documents as listed above by 4/5/24 at 5pm will not be considered. No exceptions.**

This is an equal opportunity apprenticeship program.