



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

Applications will be accepted online only at <https://application.40jatc.org/> during the dates and times indicated below:

Monday, August 22 - Thursday, September 1, 2022

Applicants must meet these minimum requirements:

1. Minimum age of all apprentices shall be 18 years.
2. Educational prerequisites for entry: High School Diploma or GED Certification or High School Proficiency Certification.
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.
4. To qualify for an interview, applicants may be required to 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.

After completing your online application, send the following:

1. An Official/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 Official/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.
2. Photocopy of a valid government-issued photo Identification.

Your documents must be received by 5:00pm on Thursday, September 1, 2022 to:

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.

***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 9/1/22 at 5pm will not be considered. No exceptions.**

This is an equal opportunity apprenticeship program.