

# READING JOINT APPRENTICESHIP TRAINING COMMITTEE

IBEW LOCAL UNION 743 AND READING DIVISION  
PENN-DEL-JERSEY CHAPTER NECA  
APPRENTICESHIP AND EDUCATION JOINT TRUST FUND  
20 MORGAN DRIVE, READING, PA 19608

(610) 777-8388 APPRENTICESHIP & TRAINING OFFICE  
(610) 777-7059 FAX



October 31, 2023

Dear Guidance Counselor please share with your students,

Applications are being accepted for **ELECTRICAL APPRENTICESHIP** for IBEW LU 743 & Reading Penn-Del-Jersey NECA December 1, 2023 through March 31, 2024. Interested students may apply @ [743electricaltraining.org](http://743electricaltraining.org).

## **Please post/share the enclosed information sheet regarding the Electrical Apprenticeship Program of the International Brotherhood of Electrical Workers (IBEW) Local 743.**

Please feel free to post/copy and distribute to any interested students. High school students applying prior to graduation are still required to submit their current transcript for consideration into the program. We are located in the Reading area and select qualifying applicants on a yearly basis from Berks, Lancaster and Schuylkill counties as needed. Currently, we offer apprenticeships in the Inside Electrical Trade. This is the path one would take to become a journeyman electrician.

The apprentices have to complete a five-year program that consists of 8,000 hours of on-the-job training and 1,000 hours minimum of classroom training. The cost of this training is funded by a joint effort from the National Electrical Contractors Association (NECA) and the IBEW. The selected apprentices receive this training at little or no cost to them while receiving excellent wages and benefits.

In the past, it seemed like information on our program only reached the students attending the vocational schools. ***We do not require prior electrical experience and feel that the apprenticeship program might be an excellent CAREER opportunity for all students, not just those that attend a Vo-Tech School. A well-paying TRADE at very little cost compared to college!***

For additional information, please feel free to call 610-777-8388.

Sincerely,  
Ed Bernitsky  
Training Director



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TRAINING COMMITTEE**

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**743electricaltraining.org**

**APPLICATIONS ARE BEING ACCEPTED FOR:**  
**IBEW LU 743 & Rdg Penn-Del-Jersey NECA**  
**ELECTRICAL APPRENTICE PROGRAM**  
*Please apply and submit your transcript between*  
*December 1, 2023 and March 31, 2024*

**THERE ARE TWO (2) WAYS TO APPLY:**

- 1) Visit our website at **743electricaltraining.org** click on **Apply Now**, read the pre-requisites to apply and at the bottom of the page click on **Download Application to Complete and Submit Online**. Upon completion hit submit button; this will automatically send your application to the Apprentice Office and you will receive an automatic confirmation of receipt email.
- 2) Visit our website at **743electricaltraining.org** click on **Apply Now**, read the pre-requisites to apply and at the bottom on the page click on **Download Application to Print and Complete by Hand**. Upon completion please return your application to the Apprentice Office, 20 Morgan Drive, Reading, PA 19068, or email at [jatfan@comcast.net](mailto:jatfan@comcast.net)
- 3) Please check the jurisdictional map on the website before applying. You must live in Local 743's jurisdiction to be potentially selected as an apprentice in the Reading Joint Apprenticeship Program. The map is located on our website under the "About" tab at the top.

**TO QUALIFY FOR AN INTERVIEW YOU MUST:**

- 1) Complete an application
- 2) Provide an official transcript (high school, college, GED) indicating passing grade in algebra **if transcript is not received your application will be archived and not processed. High school students applying prior to graduation *are still required to submit their current transcript for consideration into the program.***
- 3) Be at least 17 years of age
- 4) Be a high school graduate (or graduation pending within year of intake) or have passed the GED
- 5) Have a valid driver's license
- 6) Make a qualifying score on the aptitude test (you will be notified by mail of aptitude test date)

**REQUIREMENTS OF THE INSIDE ELECTRICAL APPRENTICESHIP PROGRAM:**

- 1) Must possess a laptop computer for classroom and homework assignments.

**-OVER PLEASE-**

- 2) Five (5) year program with classroom training
- 3) 8000 hours on-the-job training
- 4) Classes meet 3 hours per night for 2 nights each week for a minimum of 200 hours per school year (please note: there is potential for some mandatory Saturday classes/assignments)
- 5) Required to buy school books each year (varies by school year)
- 6) Pass a urine drug screening (UDS) upon selection into the apprenticeship program.

## **SPECIFIC INSTRUCTIONS:**

### **A. Applications and Transcripts**

You must have your high school and/or the state furnish this office with an official transcript(s)/GED. If you request your transcript online the transcript should be emailed to [jatfan@comcast.net](mailto:jatfan@comcast.net) or mailed to Apprentice Office, 20 Morgan Drive, Reading, PA 19608.

**High school students** applying prior to graduation ***are still required to submit their current transcript for consideration into the program.***

**\*\*\*If your transcript/GED is not received your application will be archived and not processed.**

*It is your responsibility to contact this office to be sure the transcript has been received.  
Preferred method of contact is email at [jatfan@comcast.net](mailto:jatfan@comcast.net)*

### **B. Aptitude Tests**

Those applicants who have completed an application and have submitted their transcripts will be notified by U.S. mail and e-mail to come in for an aptitude test - date to be determined. The aptitude test covers general reading comprehension and math.

**Please note: There is no fee to apply, however, those applicants who qualify for the aptitude test (by submitting their transcripts) will be required to pay a \$10 processing fee for the aptitude test.** Payment must be submitted the morning of the test; cash or checks made payable to IBEW LU 743 Rdg Joint Apprenticeship (we can stamp your check the morning of if preferred.) If payment is not presented you will not be allowed to take the test.

**Voluntary math and reading comprehension courses** are available online at [www.ElectricPrep.com](http://www.ElectricPrep.com). Basic mathematical and reading comprehension skills are essential to qualify for the apprenticeship. Electric Prep offers a refresher course for a fee to review the key mathematical and reading comprehension skills associated with the trade. The refresher courses are optional, not a requirement.

### **C. Notification after All Documents Received**

Upon obtaining a qualifying score on the aptitude test you will be notified by mail of an interview date with the committee.

### **D. Change of Address: Please be sure to notify this office of any change of address.**