

**JOINT APPRENTICESHIP & TRAINING COMMITTEE  
PLUMBING, PIPE FITTING & REFRIGERATION INDUSTRY OF SAN  
MATEO COUNTY**



1519 ROLLINS ROAD • BURLINGAME, CA 94010-2305 • (650) 692-0442 • FAX: (650) 692-7620 • [www.ualocal467.org](http://www.ualocal467.org)

STEPHAN SCHNELL, DIRECTOR OF TRAINING

**APPRENTICESHIP APPLICATION PROCEDURES**

Plumbing, Pipefitting, Refrigeration & Air Conditioning Apprenticeship  
for San Mateo County

**APPLICATION PERIOD**

**DATES:** Wednesday, October 11th, 2023 from 9am-12:pm

**TIME:** 9am - 12pm

**LOCATION:** Local 467 Training Center, 1519 Rollins Road, Burlingame, California

**FIVE (5) REQUIREMENTS TO ENROLL IN THE APPRENTICESHIP:**

**(1) APPLY & REGISTER FOR THE ENTRANCE EXAM**

All applicants **MUST** submit the following to the training center during the application period in order to register for the entrance exam:

- **Proof of Minimum Age and Permanent US Employment Eligibility.** A current valid state issued driver license or state issued photo ID with a Social Security Card, a US passport, or a Permanent Resident Card (Green Card). Applicants must be at least 17 years old to register and 18 years old by the first day of employment, which can be no later than the first day of the first period apprenticeship class. Applicants must be legally authorized to live and work permanently in the United States.
- **Proof of completion of high school.** High school diploma, certificate of proficiency, General Education Diploma (GED), or equivalent is required.
- **High school and/or college OFFICIAL transcript(s)** Two (2) semesters of mathematics with passing grades of "C" or higher. Unofficial transcripts are not accepted.

**(2) PASS THE ENTRANCE EXAM**

Only qualified and registered applicants will be invited to take the entrance exam. The invitation will include the date, time, and location of the exam. Applicants will be evaluated in part on these qualifying written test results which will be ranked and rated, highest scores – down, for consideration into the apprenticeship program. Registered applicants can only apply once every 12 months.



### **(3) THE INTERVIEW**

Applicants who pass the entrance exam will be notified of a date, time, and location of an interview with union employers and members. Applicants must pass the interview with a score of 70% or higher. Special consideration may be given to applicants that show proof of completion of a pre-apprenticeship program.

### **(4) EMPLOYMENT**

Upon completion of the oral interview, applicants will be evaluated based on their qualifying written test results and oral interview scoring. Applicants who meet all the required criteria will be placed on a ranked and rated eligibility list (highest score and down) for invitation into the apprenticeship.

### **(5) PASS A DRUG AND ALCOHOL TEST**

Applicants who pass the entrance exam, pass the interview, and receive an invitation to begin the apprenticeship may need to pass a drug and alcohol test as condition of employment.

**~ THIS ANNOUNCEMENT DOES NOT GUARANTEE EMPLOYMENT ~**

### **NONDISCRIMINATION POLICY**

The Local 467 apprenticeship does not discriminate against applicants or apprentices based on race, color, religion, national origin, sex, sexual orientation, age, genetic information, or disability. The Local 467 apprenticeship provides equal opportunities and operates the apprenticeship as required by the Code of Federal Regulations, Title 29, Part 30, Equal Employment Opportunity in Apprenticeship and Training.

### **COST**

Total apprenticeship initiation is \$800. \$400 is due prior to employment as an apprentice. The remaining \$400 balance is due at the completion of the apprenticeship. Monthly union membership dues are subject to change, but are currently \$54/month for 1<sup>st</sup> period apprentices and \$31/month 2<sup>nd</sup> through 10<sup>th</sup> period apprentices. Tuition is paid entirely by the Plumbers & Pipefitters Local Union 467.

### **WAGES AND BENEFITS**

Starting wages are 40% of journey-level wages with graduating percentage increases in wages and benefits.



## **STUDY GUIDE FOR THE ENTRANCE EXAM**

Entry Level Assessment consists of 50 multiple choice questions and is divided into the following nine parts;

- Verbal/Critical Reasoning
- Mechanical Reasoning
- Basic Mathematics
- Geometry
- Visual Understanding of Common Tools and Their Uses
- Data Interpretation and Computation
- Understanding the Writing of Basic Mathematic Language
- Determining Dimensions on Typical Piping Diagrams
- Determining Ability to Understand Abstract Shapes and Drawings

All questions on this assessment are at the state of California High School exit examination level. The questions on this assessment are designed to determine if you have the ability to learn the skills needed to complete an apprenticeship program and become a journey level crafts person in the piping industry.

You will have 90 minutes to complete the CLOSED BOOK exam.

### **Plumbing Apprenticeship**

What do plumbers do? Plumbers install, maintain, and repair various types of piping systems and fixtures. The exact responsibilities of a plumber depend on the particular project type. Plumbers work with the various tools and materials to install, remove, maintain, extend, and alter plumbing systems. Plumbing systems include sanitary drainage, storm drainage, special wastes, vent systems, public or private water systems and gas piping within or adjacent to buildings. Plumbers layout and design piping systems, follow blueprints, and must know what types of tools and materials are required for each job. Plumbers cut, thread, solder, weld, and glue pipe and fittings together. Once a piping system is installed, plumbers install fixtures, such as bathtubs, showers, toilets, water heaters, and dishwashers.

### **Pipefitting Apprenticeship**

What do pipefitters do? A pipefitter, also known as a steamfitter, organizes, assembles, creates, and maintains mechanical piping systems that must withstand high pressure. These piping systems are often industrial, including heating and cooling systems, and include steam, ventilation, hydraulics, chemicals, and fuel. Pipefitters install piping of all sizes and in a variety of materials including carbon steel, copper, cast iron, plastic, fiberglass, stainless steel, and other special alloys and types.

### **Heating, Air Conditioning, and Refrigeration Apprenticeship**

What do heating, air conditioning, and refrigeration mechanics do? Heating, air conditioning, and refrigeration mechanics and installers—often called HVACR



technicians—work on heating, ventilation, cooling, and refrigeration systems that control the temperature and air quality in buildings.

Heating and air conditioning systems control the temperature, humidity, and overall air quality in homes, businesses, and other buildings. By providing a climate-controlled environment, refrigeration systems make it possible to preserve food, medicine, and other perishable items.

Some HVACR technicians specialize in one or more specific aspects of HVACR, such as installation, including start, test, and balance, service, maintenance, and repair of residential, commercial, or industrial equipment and systems.

Many HVACR technicians sell service contracts to their clients, providing periodic maintenance of heating, cooling, and refrigeration systems. Services often include inspecting, cleaning, replacing belts and filters, and checking refrigerant levels.

### **DURATION OF THE APPRENTICESHIP**

A minimum of five (5) years, 8,000 hours of on-the-job training, and 1,080 hours of classroom instruction.

### **BENEFITS**

Local 467 members are afforded industry-leading training, job placement, retirement, and family health benefits including medical, dental, vision, and prescription drug coverage. Benefits are jointly managed and administered by a board of trustees consisting of equal members of Local 467 (labor) and employers (management).

### **QUALIFICATIONS / REQUIREMENTS**

- Must be physically able to safely perform the work of the trade which includes long periods of crawling, climbing, digging, and heavy lifting.
- Must read, write, and speak English in order to comprehend instructions on the job and in apprenticeship classes and to ensure personal and co-worker safety on the job.
- Must attend trade related classes.

### **REQUIRED QUALITIES**

- Good health.
- Strong work ethic.
- Familiarity with hand tools.
- Strong mechanical aptitude.
- Familiarity with safe practices.
- Common sense and good judgement.
- Good communication and customer service skills.
- Ability to work productively, individually and in groups.
- Interest in and knowledge of construction and mechanical systems.



**PLUMBERS • STEAMFITTERS • REFRIGERATION FITTERS**  
**LOCAL UNION 467**

1519 ROLLINS ROAD  
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☛ APPRENTICESHIP APPLICANTS MUST ATTACH AN APPRENTICESHIP APPLICATION ☛

PRINT CLEARLY OR TYPE

**Membership Applicant Information**

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First M.I.*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*  
\_\_\_\_\_  
*City State ZIP Code*

Phone: ( ) \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Date Available: \_\_\_\_\_ Social Security No.: \_\_\_\_\_ Desired Salary: \$ \_\_\_\_\_

What classification are you applying for?  Plumber / Pipefitter  HVACR Service Technician

|   |                              |                             |   |                              |                             |
|---|------------------------------|-----------------------------|---|------------------------------|-----------------------------|
| Are you a United States citizen?                                | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If no, are you authorized to work in the U.S.?        | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Have you ever applied for membership to the United Association? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If yes, when?   | _____                        |                             |
| Have you ever been a member of the United Association?          | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If yes, when?   | _____                        |                             |
| Have you ever been convicted of a any crime?                    | YES <input type="checkbox"/> | NO <input type="checkbox"/> | (A conviction will not automatically disqualify you.) |                              |                             |

If yes, explain: \_\_\_\_\_

**Previous Employment**

Company: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Pay: \$ \_\_\_\_\_ Ending Pay: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES  NO

Company: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Pay: \$ \_\_\_\_\_ Ending Pay: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES  NO

**Continued on Next Page**

Company: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Pay: \$ \_\_\_\_\_ Ending Pay: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES  NO

To list additional employment history, attach an extra page.

### Education

High School: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

College: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

### References

Please list three references.

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

### Military Service

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at Discharge: \_\_\_\_\_ Type of Discharge: \_\_\_\_\_

If other than honorable, explain: \_\_\_\_\_

### Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to membership, I understand that false or misleading information in my application or interview may result in my release.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**A CURRENT DMV DRIVING RECORD MAY BE A  
CONDIITON OF EMPLOYMENT**

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☛ APPRENTICESHIP APPLICANTS MUST ATTACH A LU467 MEMBERSHIP APPLICATION ☛

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**Apprenticeship Applicant Information**

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First M.I.*

Date of Birth: \_\_\_\_\_ Gender: \_\_\_\_\_

What training program are you applying for?  Plumbing / Pipefitting  Heating / Air Conditioning / Refrigeration

Are you currently working in the trades? YES NO If yes, provide the contractor's name:

Is your current employer a Local Union 467 contractor member? YES NO If yes, provide the contractor's name:

Why are you applying to become a Local Union 467 apprentice?

\_\_\_\_\_  
\_\_\_\_\_

**Qualifications**

Check all boxes that apply to you:

- A. I can provide the required four (4) items to meet the minimum qualifications to complete this apprenticeship application.
- B. I can provide proof I completed a pre-apprenticeship class based on the nationally recognized Multi-Craft Core Curriculum (MC3) such as the Trades Introduction Program in San Mateo County.
- C. I can provide proof that I have more than 4,000 hours of pipe trades work experience.
- D. I am currently performing pipe trades work for a piping contractor.
- E. I am attempting to transfer into this apprenticeship from another pipe trades apprenticeship.

**Disclaimer and Signature**

I certify my answers are true and complete to the best of my knowledge. I understand that any omissions, misrepresentations, or falsifications of information will result in my immediate rejection or termination from the apprenticeship.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The Local Union 467 Apprenticeship prohibits any form of discrimination, including that of race, color, religion, gender (including gender identity, sexual orientation, pregnancy), national origin, disability, genetic information, or age – except that all applicants and apprentices must meet the minimum age requirement. Retaliation against anyone involved in a discrimination complaint is a violation of apprenticeship policy.

**Please complete the EEOC questionnaire on the next page.**

**Apprenticeship Application**  
**Equal Employment Opportunity Commission (EEOC)**  
**Ethnicity and Race Questionnaire**

The Joint Labor and Management Apprenticeship and Training Program is committed to providing equal opportunities to all applicants and apprentices. Recruitment, selection, training, and employment of apprentices will not include or tolerate any form of discrimination, including that of race, color, religion, gender (including gender identity, sexual orientation, pregnancy), national origin, disability, genetic information, or age – except that all applicants must meet the minimum age requirement.

Please answer the two (2) questions below. The voluntary information is requested to comply with Equal Employment Opportunity Commission (EEOC) regulations and requirements. The information will be kept confidential. It will not be used to identify or determine immigration status and will not be reported to any other authorities. If you choose not to answer the questions, the questions are required to be answered by observer identification.

The first question requests your ethnicity. The second question requests your race.

**Question 1: Are you Hispanic/Latino?** (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.) **Please choose only one.**

No, not Hispanic/Latino

Yes, Hispanic/Latino

The question above is about ethnicity, not race. No matter which answer was selected, continue and respond to the question below by marking one or more boxes to indicate your race.

**Question 2: What is your race? Please choose one or more answers.**

American Indian or Alaska Native (A person having origins in any of the original peoples of North and South America, including Central America, and who maintains tribal affiliation or community attachment.)

Asian (A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.)

Black or African American (A person having origins in any of the black racial groups of Africa.)

Native Hawaiian or Other Pacific Islander (A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.)

White (A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.)