

Electrical Training Partnership - Grand Island

Partnership: Nebraska VR, Six (6) Grand Island Electrical companies, and Central Community College (Grand Island) have partnered to provide electrical skill training and work experience. The students will attend a special class that provides hands-on training in electrical. On completion of the course, the students receive a certificate in electrical. The Electrical Companies provide paid employment (part-time or full-time) during the day. The participants graduated from high school and are eligible for VR services.

VR Contacts:

Terri Sautter terri.sautter@nebraska.gov (308-385-6076)

Michael Hruska:

michael.hruska@nebraska.gov

(308-385-5591)

Electrical Company Contacts are channeled through VR Placement Specialists Julie Shively.

CCC Contact: Guy Suganuma

VR Roles and Responsibilities:

VR's core responsibilities are student recruitment (including marketing the program to school personnel) and VR career planning (including assessment and plan development). VR also provides training support, job seeking skills, work adjustment counseling, and job retention while the students are on the worksites. Once the program is completed, VR will provide all aspects of the placement process if required. VR representatives meet regularly with students, employers, and CCC staff to monitor progress.

CCC Responsibilities: Central Community College's main responsibilities are to provide a classroom, a curriculum, and a qualified instructor. The electrical companies provide paid competitive work sites while the students are in training.

Electrical Companies Responsibilities: The electrical companies provide paid competitive work sites while the students are in training.

It is recommended the students possess the following skills to enter the program:

- Ability to read a tape measure
- Pass a color vision test
- Pass a drug screen
- Pass a background check
- Possess effective communication and team player skills
- Ability to climb ladders, scaffolds, and poles

- Stand and walk for long periods of time
- Work in a variety of extreme climate conditions
- Good manual dexterity
- Ability to multi task
- Ability to self initiate and ask questions
- Ability to maintain focus and concentration

It is strongly encouraged that the students have the following:

- 7th grade reading level
- Math skills (addition, subtraction, multiplication, and division of fractions and decimals)
- Ability to read and interpret basic electrical blueprints

VR Program Cost/Authorizing:

Nebraska VR is responsible for paying for the skill training including tuition, fees, books, tools, and necessary clothing. The electrical companies pay the salaries at the work sites. Vocational Assessment is provided by Michael Hruska.

Partnership Certificate Program

Welder: Nebraska VR, Grand Island Welding Companies, and Central Community College (Grand Island) have partnered to provide entry level welding training and work experience. The students will attend a special class that provides hands-on machining and welding training as defined by the business partners. Upon completion of the course, the students will receive twelve (12) hours of college credit and have the skills to work as an entry level Welder. The employer partners may be offering employment upon successfully completing the program based on availability of openings.

Electrical Helper: Nebraska VR, Grand Island Electrical companies, and Central Community College (Grand Island) have partnered to provide electrical skill training and work experience. The students will attend a special class that provides hands-on training in electrical. On completion of the course, the students receive a certificate as an Electrical Helper and have the skills as an Electrical Helper. The employer partners may be offering employment upon successfully completing the program based on availability of openings.

Para Educator: Nebraska VR, Grand Island Public Schools, Hastings Public Schools, Central Nebraska Support Services Program (CNSSP), Educational Service Unit #9 (ESU-9), Head Start, and Central Community College (Grand Island) have partnered to provide entry level Teacher's Aid/Para Educator training and an Internship. The students will attend a special class that provides training as defined by the business partners. Upon completion of the course, the students will receive twelve (12) hours of college credit and have the skills to work as a Para Educator. The employer partners will provide Internship as they attend class during the Spring semester. The employer partners may be offering employment upon successfully completing the program based on availability of openings.

Partnership Certificate Program Adult

Welder: Nebraska VR, Grand Island Welding Companies, and Central Community College (Grand Island) have partnered to provide entry level welding training and work experience. The students will attend a special class that provides hands-on machining and welding training as defined by the business partners. Upon completion of the course, the students will receive twelve (12) hours of college credit and have the skills to work as an entry level Welder. The employer partners may be offering employment upon successfully completing the program based on availability of openings.

Welder: Nebraska VR, York Welding Companies, and South East Community College (Milford) have partnered to provide entry level welding training and work experience. The students will attend a special class that provides hands-on machining and welding training as defined by the business partners. Upon completion of the course, the students will have the skills to work as an entry level Welder. The employer partners may be offering employment upon successfully completing the program based on availability of openings.

Electrical Helper: Nebraska VR, Grand Island Electrical companies, and Central Community College (Grand Island) have partnered to provide electrical skill training and work experience. The students will attend a special class that provides hands-on training in electrical. On completion of the course, the students receive a certificate as an Electrical Helper and have the skills as an Electrical Helper. The employer partners may be offering employment upon successfully completing the program based on availability of openings.

Para Educator: Nebraska VR, Grand Island Public Schools, Hastings Public Schools, Central Nebraska Support Services Program (CNSSP), Educational Service Unit #9 (ESU-9), Head Start, and Central Community College (Grand Island) have partnered to provide entry level Teacher's Aid/Para Educator training and an Internship. The students will attend a special class that provides training as defined by the business partners. Upon completion of the course, the students will receive twelve (12) hours of college credit and have the skills to work as a Para Educator. The employer partners will provide Internship as they attend class during the Spring semester. The employer partners may be offering employment upon successfully completing the program based on availability of openings.

Community Health Care Worker: Nebraska VR, Saint Francis Medical Center Grand Island, Mary Lanning Hospital Hastings, Good Samaritan Medical Center Kearney, Sentinel Health , CAAMS, & other area employment, and Central Community College (Grand Island) have partnered to provide entry level Certified Nursing Assistant and Medication Aid included in the Community Health Care Worker staff training and work experience. The students will attend a special class that provides training as defined by the business partners. Upon completion of the courses, the students will receive twelve (12) hours of college credit and have the skills to work as an Community Health Care Worker. The employer partners will provide Internship as they attend class during the

Partnership Certificate Program Adult

summer semester. The employer partners may be offering employment upon successfully completing the program based on availability of openings.

**Interview Questions for the Central Community College
Grand Island Electrical Helper Program**

1. Why do you want to be part of this program?
2. Where do you see yourself in one year? five years?
3. Tell me about yourself (talk about your education, work history, and skills?)
4. Why should we select you for this program?
5. What high school courses have you taken that would support the Electrical career?
Other courses or education?
6. What's the most difficult work task or work situation you've faced?
7. What is your greatest strength?
8. What is your greatest weakness? How have you been working on overcoming it?

To be completed by a current or past employer

I confirm that _____
 (Past or current employee's name)

	Circle one		
Seventh grade reading level	yes	no	don't know
Math Skills (addition, subtraction, multiplication, division, Fractions, and decimals)	yes	no	don't know
Pass a drug test and background checks	yes	no	don't know
Can Read a tape measure	yes	no	don't know
Has strong communication and team player skills	yes	no	don't know
Has dexterity and physical skills	yes	no	don't know
Use logic and reasoning to identify strengths and weaknesses and ability to troubleshoot.	yes	no	don't know
Can identify basic tools and symbols	yes	no	don't know
Can complete a job shadow	yes	no	don't know

How many absences/tardies has this currant/past employee has since the beginning of their employment.

Absences _____

Tardies _____

Comments _____

Please rate the employee's skills, which will be important for success during their training at CCC and on the job. Please check a rating: 1 being low and 4 being high. Please provide any additional comments as appropriate.

Follow rules and procedures?	1	2	3	4
Do what is being asked, follow and accept directions?	1	2	3	4
Get along with supervisor?	1	2	3	4
Get along with others?	1	2	3	4
Follow time lines and complete work in a timely manner?	1	2	3	4
Stand for long periods of time?	1	2	3	4
Lift, push, pull, and carry 50 pounds or more?	1	2	3	4

Comments: _____

Pre-employment Electrical Certificate

The pre-employment electrical certificate is critical in educating and training Vocational Rehabilitation (VR) eligible individuals. This program only serves individuals eligible for VR services. Several Grand Island electrical companies, Central Community College/Grand Island Campus, and Nebraska VR (Vocational Rehabilitation) are co-sponsoring training for Seniors interested in an electrical career.

This certificate program will include training at Central Community College/Grand Island campus and is designed to train the technical knowledge to the participants, track the technical instruction, and required the participant to perform a technical skills demonstration to be authenticated by an experienced and qualified instructor. Students who successfully complete the training will be offered work experience with an electrical company after completing 3 credit hours.

At the end of the successful training, employers will offer paid work experience to qualified participants.

To be considered for this training program the applicant need to meet the following criteria:

18 years old
Basic Math skills including add, subtract, multiply, divide, fractions & decimals
Basic Read skills and interpret basic blueprints (electrical preferred)
Basic Tape Measure Reading
Attendance & interpersonal skills
COMPASS Test Results
Have transportation
Valid driver's license
Pass drug screening and background check
Citizenship or documented individual
Need to obtain Electrical Apprenticeship Card before hiring
Pass an interview with the Electrical company
Previous work experience important

Additional Assessments will be performed at the Nebraska VR office to insure the participants have the skills to become successful in the training.
Bennett Mechanical Comprehension Test: assesses spatial perception, tool knowledge & basic mechanical operation.
Valpar 2 Nuts & Bolts: measures visual size discrimination.
Valpar 6 Independent Problem Solving: measures visual comparisons & proper selection of abstract designs.
CareerScope measures interests and aptitudes via computer activity.
The student will also complete a ruler reading activity.

For more information or any interests toward the application for this program please call **Nebraska VR** office at (308) 385-6200.

ELECTRICAL CERTIFICATE APPLICATION

This training is supported by several Grand Island electrical companies, Central Community College/Grand Island, and Nebraska Vocational Rehabilitation (VR) for senior students interested in an electrical career. Eligible students are those who have an active file with Nebraska VR.

The Certificate training program will occur during the fall 2014 semester and spring 2015 semester at Central Community College/Grand Island Campus. College will begin in August 2014. Successful students will complete the training by May 2015. Students will be offered work experience with an electrical company after completing 3 credit hours.

Please **TYPE** or **PRINT** with **BLACK INK**.

Name					
Address					
City		State		Zip Code	
Email		Phone			
Cell					
What time is best to reach you?		What phone # is best?			
School:					
Contact person at school who would get information to you from Nebraska VR or employer:					
Have you worked before? If yes, please describe.					

In a short paragraph, summarize your experience with electricity and your interest in an electrical career.

STEPS IN SELECTION PROCESS

1. Thoroughly review the job duties.
2. Return Certificate Training Program Application to Nebraska VR, and you and/or your teacher contact the VR Specialist to schedule the electrical assessments **No later than April 15, 2014.**
3. Selected candidates will be invited by electrical businesses for an interview and tour.
4. Final Certificate Training recipients will be selected by electrical companies.
5. Students selected must apply for Adult Vocational Rehabilitation to qualify for funding through this partnership.
6. Businesses will provide each candidate with an onsite mentor and basic safety training.
7. Student will need Electrical Apprenticeship card prior to hiring.

TO BE COMPLETED BY A SCHOOL STAFF PERSON

I confirm that _____ has:
(student)

Check (✓) Yes or No	Yes	No	NA
Seventh grade reading level.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Math skills (addition, subtraction, multiplication, division of fractions/ decimals).....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pass color vision test.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pass drug test and background check.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Can read a tape measure.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has strong communication and team player skills.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has dexterity and physical skills to do electrical work including use of tools, ladders, scaffolds, and poles.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Can read and interpret basic blueprints.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Can identify electrical wires, hand tools, and conduit.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Complete required job shadow.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Signature		Date	
Title			

How many absences/tardies has the student had since the beginning of the school year?

Absences		
Tardies		
Comments:		

Please rate the student's skills, important for success during training at CCC and at work. Please check a rating, with 1 being low and 4 being high, and include additional comments as appropriate.

	Check (✓) Rating			
	1	2	3	4
Stand and walk for long periods of time.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Willing to work in a variety of climate conditions.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Follow rules and procedures.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Get along with supervisors and coworkers.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is a self starter.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Can multi task.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintain attention and concentration on work to be done.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				

Please briefly state why you would recommend this person for the Electrical Certificate Program, including information about the student's experience with electrical coursework or related courses and tasks.

Signature		Date	
Title			

To submit your application, return to Nebraska VR, 203 E. Stolley Park Rd, Ste B, Grand Island, NE 68801 by **April 15, 2013**. For additional information, contact Nebraska VR at (308) 385-6200.

APPLICATION FOR EMPLOYMENT

We are an equal opportunity employer, and will not permit discrimination on the basis of race, color, sex, age, national origin, ancestry, religion, citizenship, veteran status, marital status, sexual orientation or disability. Employment related decisions, such as hiring, promotion, training, and discipline will be made for legitimate business reasons based upon qualifications and other non-discriminatory factors. We further comply with all federal, state, and local laws, rules and regulations pertaining to equal employment opportunity.

PLEASE PRINT

Today's Date: _____

Position(s) Applied for: _____

Desired Salary: _____

Last Name: _____

First: _____

Middle: _____

Address: _____

Email Address: _____

City: _____

State: _____

ZIP Code: _____

Telephone: _____

Social Security Number: _____

Do you have a legal right to work in the US? Yes No Proof of birth if under 40

Have you been convicted of a crime other than a minor traffic violation? Yes No

If yes, please explain: _____

Are you willing to work? Mark all that apply.

Full-time (40 or more hours each week)

Temporary

Evenings

Overnights

Part-time (Less than 40 hours each week)

Weekends

Holidays

Days

What date are you available to start? _____

Mark the days and hours of availability:

Day Monday Tuesday Wednesday Thursday Friday Saturday Sunday

From

To

Do you have any physical limitations that would prohibit you from performing any of the job functions with or without reasonable accommodations of the position(s) for which you are applying? Yes No

If yes, please specify: _____

Do you have any other names by which your records would be found? _____

EDUCATIONAL BACKGROUND:

	School Name	Location	# of Years Completed	Degree/Diploma	Area of Study
High School					
College					
Other					

SKILLS AND QUALIFICATIONS:

Write Out Your Employment History
 (Make copies if additional sheets are necessary)
EMPLOYMENT HISTORY WORKSHEET

Employer	Address	
<hr/>		
Position Held	Duties/Skills	
<hr/>		
Hired	Left	Salary
<hr/>		
Reason for Leaving		
<hr/>		
<hr/>		

Employer	Address	
<hr/>		
Position Held	Duties/Skills	
<hr/>		
Hired	Left	Salary
<hr/>		
Reason for Leaving		
<hr/>		
<hr/>		

Employer	Address	
<hr/>		
Position Held	Duties/Skills	
<hr/>		
Hired	Left	Salary
<hr/>		
Reason for Leaving		
<hr/>		
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REFERENCES

Work Reference

Name (Mr. Mrs. Ms. Dr.): _____

Job Title: Company Address: _____

City/State: Zip: _____

Phone# Day: _____

Phone# Evening or Mobile: _____

Email Address: _____

Work Reference

Name (Mr. Mrs. Ms. Dr.): _____

Job Title: Company Address: _____

City/State: Zip: _____

Phone# Day: _____

Phone# Evening or Mobile: _____

Email Address: _____

Personal Reference

Work Reference

Name (Mr. Mrs. Ms. Dr.): _____

Job Title: Company Address: _____

City/State: Zip: _____

Phone# Day: _____

Phone# Evening or Mobile: _____

Email Address: _____

Electrician Helper 47-3013 SOC

VR Specialist: Please review application and duties that may be performed as an electrician helper.

- Maintain tools and equipment and keep parts and supplies in order
- Transport equipment, tools, materials, and supplies to work site
- Measure, cut, and bend wire and conduit
- Drills holes for wiring and pull or push wiring through openings
- Assists in lifting, positioning and fastening objects such as wiring conduit and motors
- String cables or wires through conduit
- Use calibrated instruments to measure electrical current and voltages
- Mount and install assigned conduit, boxes, wires and strapping as directed
- Must be capable of digging trenches, either by use of hand tools or equipment
- Perform all duties in a safe and efficient manner, utilizing required safety equipment
- Tolerate extreme environmental changes from 0° F to 100° F
- Disassemble defective electrical equipment such as motors using hand tools
- Measures distance using tape measure
- Tolerate high noise environmental conditions
- Perform a variety of duties which may change often
- Splices wires by stripping insulation from terminal leads with knife or pliers, twisting or soldering wires together, and applying tape or terminal caps
- Be open to change; flexibility—willing to accept new duties and responsibilities; respond well to sudden change (i.e. work hours fluctuating according to production); willing to help where needed most; cross train
- Demonstrate safe work habits and proper care of tools and equipment
- Read basic blueprints
- Break up concrete with jackhammer, dig trenches, and trim trees

There will be an Information Night at CCC/Grand Island to visit with CCC staff and participating electrical companies during the month of April.