

Apprenticeship Recruitment 2017



NOTICE TO PROSPECTIVE STUDENTS REFRIGERATION & AIR CONDITIONING SERVICE DIVISION UA - NJ EDUCATION FUND

APPLICATIONS: For five-year apprenticeship program in the Air Conditioning & Refrigeration field will be available from **January 3rd, 2017** to **January 16th, 2017**. Applications may be filled out, **IN PERSON**, at the following times and locations:

Local Union **274**
205 Jefferson Road
Parsippany, NJ 07054
8:00 AM to 12:00 PM

Local Union **9** Training Center
450 Rt. 33 & Iron Ore Rd.
Englishtown, NJ 07726
8:00 AM to 12:00 PM

Local Union **475**
136 Mt. Bethel Rd.
Warren, NJ 07059
7:00 AM to 12:00 PM

Local Union **322**
534 South Route 73
Winslow, NJ 08095
10:00 AM to 2:00 PM

REQUIREMENTS: A COPY OF BIRTH CERTIFICATE AND HIGH SCHOOL DIPLOMA OR EQUIVALENCY (GED), COPY OF HIGH SCHOOL TRANSCRIPT AND 3 LETTERS OF REFERENCE, COPY OF DRIVERS LICENSE must be presented to receive an application. (**Prior applicants must resubmit the above documents**). You must be **18** years of age and have **a valid driver's license without major infractions**. Successful applicants will be required to pass a drug screening. **Veterans please include a copy of your DD-214.**

NOTE: There will be **75*** applications available at each Local. The applications will be distributed on a first-come, first-served basis. Applications will be filled out by the applicant at the Local. **Please be sure to have the documents mentioned: (3) THREE LETTERS OF PERSONAL REFERENCE, BIRTH CERTIFICATE, H.S. DIPLOMA or GED, copy OF DRIVERS LICENSE WITH PHOTO, and a copy of HIGH SCHOOL TRANSCRIPT. Incomplete applications will not be considered.** None will be mailed and only **one** per applicant.

Workkeys Tests: Applicants will be required to complete the Workkeys Test which examines the skill level for Applied Mathematics and Reading for Information. Practice exams can be found at: www.act.org/workkeys

NON-DISCRIMINATION: The Refrigeration Division Education Fund, in the conduct of the Edward R. Gehm Training Center at 7 Crown Plaza, Hazlet, NJ 07730, admits students of any sex, race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students. The school does not discriminate on the basis of sex, race, color, national and ethnic origin in the administration of its educational policies and school administered programs.