

## Sheet Metal Workers #12 (Cameron, Clearfield, Elk, McKean, Jefferson)

Updated 5/25/22

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**Local Business Agent:** Todd Dietrich (Cam, Clfd, Elk, Mckean)  
Cell: 412-828-5300  
Work: 412-828-5300  
[info@SMLocal12.org](mailto:info@SMLocal12.org)

**Application Contact:** John Moore  
Work: 412-339-4848  
[JATF@smlocal12.org](mailto:JATF@smlocal12.org)

**Apprenticeship Application Dates:** Applications accepted year round.

### **Apprenticeship Requirements:**

- Must be 18 years of age (proof of age required, valid driver's license must be submitted at time of application and provided for a copy)
- Must be able to perform essential job functions of the trade, with due regard to aptitude, attitude, personal characteristics, and shall be subject to a medical examination and a urinalysis test for drugs prior to being employed. Any applicant who has a positive urinalysis test, or who refuses to take such a test, will not be admitted. The Apprenticeship Fund will pay for the cost of the urinalysis and physical
- Secure a folder to keep all documents to fill out or obtain in. Keep this folder at home until the entire process is complete, and are ready to be interviewed
- Read through the job description thoroughly. Sign off on that document stating that you fully understand the physical demands of the work and are fit and healthy enough to perform them. Place that "Physically Able to Perform Work" document in your folder
- Fill out the "Application for Apprenticeship" section completely
- Provide a Copy of Birth Certificate

**Apprenticeship Process:** Fill out an application for admission to CCAC (the apprenticeship is a certificate program through them). This application will enable the opportunity to obtain credits through the program toward a degree and allow the chance to take the entrance exam (ACT Compass) at no charge. Register at CCAC online at [ccac.edu](http://ccac.edu). Sign up for "General Studies", placement in the program after being accepted. Take the Placement Test. Register and schedule the placement test at their web site: <https://ccac.edu/appointment-central/>. Your scores are important. The program is affiliated with CCAC and students receive college credit for classes. Students need to demonstrate they have the basic mathematics and communication skills necessary for success in a building trade's career. There are no minimum scores for acceptance, but those scores will be added to the overall point totals as an applicant. Once documentation of your scores then begin the next steps. Put that document in the folder. Classroom Hours: 1,000 plus electives in training (4-5 YRS) Hours OJT: Up to 9000 (4-5 YRS).

**Where to Apply:** Either in person at 1200 Gulf Lab Road, Pittsburgh, PA 15238 or mail in completed application from link:  
<http://nebula.wsimg.com/238aee49625cdd69338c29dbefb55011?AccessKeyId=217BC41CB8EC6FAED056&disposition=0&alloworigin=1>

**Website:** <http://www.smlocal12.org/home.html> **Video:** [https://youtu.be/Upu\\_rKhRb1A](https://youtu.be/Upu_rKhRb1A)