

2nd – 4th Year Apprenticeship Job Opportunity

About Carlton Electric:

Carlton Electric exists to power possibilities and enhance lives. We believe that who we are and who we are looking to hire can be summed up by our five core values:

BE SAFE

It is our moral obligation to keep our co-workers and customers safe. From the job site to the office nothing comes before safety.

BE A GOOD PERSON

We admit and own our mistakes even if it hurts the bottom line. We keep our promises and treat others how we want to be treated. We look out for the best interest of our co-workers and our customers. We know good people make good businesses which make good communities.

DO THE RIGHT THING

We believe transparency and honesty breed trust. Trust is the foundation of a great relationship with our co-workers and our customers. We will never commit to something we cannot do.

STRIVE FOR EXCELLENCE

We are ambitious and competitive. We constantly challenge and innovate our own processes fostering personal and professional growth. We believe in never ending education as every level of the organization. We aim to improve ourselves every day. Aim high. Think big. Take risks.

WHATEVER IT TAKES

We never settle for “I don’t know.” We overcome obstacles, find solutions, and provide results. Everyone at any time is willing to be a broom pusher, a ditch digger, or a wire puller. We will get it done. Guaranteed.

NOTICE: Experienced apprentices are required to provide an affidavit of hours from previous of employers to be compensated accurately. It is the employee’s responsibility to collect this documentation and provide it to Carlton Electric, Inc.

General Overview

A second – fourth year electrical apprentice is responsible for various electrical installation tasks including installing raceways, pulling wire, mounting equipment, installing and completing finished electrical products such as lights and switches and more. All tasks are to be completed under the guidance of a licensed journeyman electrician and on the job training will be provided. Second-fourth year apprentices are expected to work diligently both on the job and on their schooling to gather the proper and required knowledge and experience for becoming a qualified journeyman electrician.

Responsibilities

- Maintains compliance with all OSHA, Carlton Electric and other customer safety requirements and policies.
- Actively works to acquire the skills and knowledge required to be a successful electrician via on the job training, mentoring and classroom work.
- Completes work with a focus on safety, quality, and a sense of urgency.
- Performs semi-skilled and unskilled laboring duties related to the installation, maintenance, and repair of a wide variety of electrical systems and equipment.
- Uses various hand tools, site tools and safety equipment as needed on the job site.
- Maintain tools and equipment and keep parts and supplies in order.
- Develops a working understanding of blueprints.
- Develops a working knowledge of circuitry and electrical theory.
- Develops a basic understanding and working understanding of the national electrical code, depending on previous experience.
- Develops a basic understanding and working understanding of lighting control systems depending on previous experience.
- Develops a basic understanding and working understanding of fire alarm systems depending on previous experience.
- Dig trenches for running underground electrical systems.
- Performs with wire and cable pulls.
- Assists with material handling duties on the jobsite.
- Troubleshoot electrical issues with wiring and equipment, depending on level of knowledge and experience.
- Performs other related duties as required and assigned.

Qualifications

- Must have at least 2,000 recorded hours for a second year apprentice; at least 4,000 recorded hours for a third year apprentice; at least 6,000 recorded hours for a fourth year apprentice.
- Must be OSHA 10 certified.
- Must be at least 18 years of age.
- Must have a valid driver's license and reliable transportation method.
- Must be able to pass a drug screen at any given point in time.
- Must be able to pass a background check.
- Must possess a high school diploma or GED.
- Must possess mechanical and technical aptitude and a passion for working with your hands.
- Must demonstrate a focus on safety, quality, and goal attainment.
- Must be self-motivated, teachable, punctual, respectful, able to follow directions and be an ideal team player.
- Must be able to acquire all necessary required tools and proper clothing before the first day on the job. Tool investment for the first day averages around \$250. Additional tool investment within 30 days averages around \$500. Additional tool investment within first 60 days averages around \$275. Final tool investment within 90 days averages around \$375. Total tool investment

for first year averages around \$1,400. Initial clothing investment averages around \$400. Employees can expect to spend around \$200-\$700 per year in replacement tool and clothing expenses.

Physical Demands

- Sitting – ability to remain in normal seated position for prolonged period.
- Standing – ability to stand on one’s feet with little to no movement for a prolonged period.
- Walking – ability to move around on one’s feet for long period of time, often without breaks.
- Lifting – up to 50 pounds.
- Carrying – up to 50 pounds.
- Bending- ability to bend at waist, hips, and knees, sometimes for a prolonged period.
- Pushing – up to 50 pounds.
- Pulling – up to 50 pounds.
- Ability to work on and maneuver a ladder safely, both 3 legged and extension ladders for a prolonged period.
- Possess the ability to talk.
- Possess the ability to hear well either naturally or with correction.
- Possess the ability to see well either naturally or with correction.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job.

Working Conditions

- Working conditions can vary greatly depending on job site and time of year. You must be able to perform your work in hot, cold, muddy, wet, humid, windy, and dry conditions.
- Field employees are always required to wear required personal tools while working.
- Ability to work from different heights including, but not limited to, on step ladders, A-frame ladders, extension ladders, and ariel lifts.
- Potential to work in restricted areas such as manholes, utility tunnels, crawl spaces, trenches, attics, vaults, switchgear rooms and more.
- All employees must always wear personal protective equipment on the job site including, safety boots, hard hats, safety glasses, gloves, masks, and ear plugs.
- Potential to work overtime and night shifts, sometimes on short notice.
- Must be okay with working in areas ranging, but not limited to Colorado Springs to Fort Collins.

Compensation Package

Location: Denver, Colorado

Start Date: TBD

Status: Full-Time

Schedule: Normal working hours of Monday-Friday 7AM – 3:30PM. This position may offer or require overtime, weekend, or holiday work, all of which are to be compensated at adjusted rates.

Pay Rate: \$17-\$22.50 per hour, depending on experience.

Other financial benefits: This position is not eligible for bonuses, commission, or any other financial compensation.

Health Insurance: 100% of employee premiums are covered by Carlton Electric and coverage may be available to employee's family as well.

Dental Insurance: 100% of employee premiums are covered by Carlton Electric and coverage may be available to employee's family as well.

Vision Insurance: 100% of employee premiums are covered by Carlton Electric and coverage may be available to employee's family as well.

Paid Holidays: After a 90 probationary period, employees enjoy (6) paid holidays including New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

Paid Time Off: Employees accrue 1 hour per 24 hours worked, capped at 120 hours. Accrual begins immediately after beginning of employee's employment with Carlton Electric.

401K: Employees are eligible for a 3.5% match on the first 6% of their 401K contributions.

Trade School Tuition: Second-fourth year apprentices are eligible for paid apprentice schooling for all remaining years of their trade schooling through Independent Electrical Contractors Rocky Mountain region (IECRM) if they maintain a passing grade each semester.

Carlton Electric is an equal opportunity employer.