

1st-4th Year Electrical Apprentice/Electrician

Location

Front Range, CO

WEIFIELD: WORK FOR THE BEST, BE TREATED THE BEST

Successful electricians at Weifield can become foremen, supervisors, estimators, project managers – and move into upper management positions; **your drive and abilities determine how far you go!**

Weifield is a national leader in cutting-edge construction with nearly 700 employees across all our regions; more than 70% of the General Contractors in Colorado, Wyoming, Tennessee, and Texas rely on our expertise to provide quality electrical projects.

Weifield's company values are our PACT: People, Advancing, Community, and Trusting Relationships. Because People is Weifield's #1 company value – we show our appreciation with more than just a competitive salary.

General Job Description

The electrical apprentice is responsible for installing high-quality electrical field work and taking measures to increase the company's effectiveness and efficiency. The position reports directly to the field foreman.

**** Disclaimer: Apprentice eligibility for promotion through apprenticeship periods is August and February each year ****

Role Responsibilities

- *Safety and Health:* Use and take care of the protective equipment and safety gear provided, follow safety procedures; do not undertake work which is unsafe or involves unsafe practices; promptly inform your supervisor if you identify a unsafe act or condition; attend and complete all safety and health training.
- *Install Quality Electrical Workmanship and Process:* Work as a WGC team member as directed by field foreman. Assist others where needed and follow a neat and process-oriented work style. Be efficient with your time and materials while ensuring top quality electrical installation to meet the NEC.
- *Identify Solutions for Improvement in the Organization:* Through process analysis, this individual shall determine areas of improvement in terms of efficiency and company effectiveness and bring them to the attention of the field foreman.
- *Identification and Tools:* Supply and carry your own small tools (drill, wire stripper, screwdriver, levels, hammer, side cutters, channel locks, etc.) and electrical apprentice card during all WGC work hours. Any large tools are provided by WGC and checked out to each field apprentice. Misuse or abuse of equipment is not allowed.
- *Company "Craftsman":* We are all part of the WGC team with a common mission in mind; provide high quality electrical workmanship while making the client happy. We are all "Craftsman" with no task being too small or too large – we pay attention to the smallest detail and handle every client request with professionalism.

- *Training/Mentoring:* Continually pursue and attend opportunities for career/training development via IEC programs.
- *Recruiting:* Continually seek and refer potential employees to the WGC management team.
- *Industry Awareness:* Continually seek industry and market information to provide WGC with the information necessary for successful business development.
- *Work Hours and Time Sheets:* Arrive to the designated field site ready to work at 7:00 am – 3:30 pm with a 10-minute break at 9:30 am and ½ hour lunch at noon. You are responsible to coordinate with your field foreman to complete and submit your weekly timesheets. These time sheets are required to process your weekly payroll check.

Job Specific Responsibilities

- Track apprenticeship OJT hours & submit monthly.
- Handle materials required for the job.
- Install raceways, pull wire, and mount equipment.
- Assemble and install small to large electrical parts & pieces.
- Trim outlets, recessed cans and other repetitive finish work.
- Dig trenches as needed.
- Perform duties as assigned by foreman/lead

Measurements

The electrical apprentice's success is measured by the following criteria:

- start and manage projects as layout and direction from field foreman
- work efficiently and produce clean electrical workmanship to NEC
- complete projects without a safety incident, recordable injury, or safety violation
- complete OSHA 10-Hour and CPR/1st Aid/AED Training during the first 30 days of employment
- bring answers to the table and implement solutions quickly
- yearly evaluation
- training and grades through IEC Apprenticeship program of 75 hours for every 1000 hours OJT

Qualifications/Skills Required

- Demonstrate mechanical ability.
- Be at least 18 years of age.
- Pass background check and drug screen.
- Possess basic understanding of the electrical industry.
- Candidate must have a proactive approach to problem solving.
- Punctual, motivated, detail oriented and will not accept second best.
- Possess strong interpersonal skills to work in a diverse and fast-paced environment.
- High School Diploma/GED required for schooling.
- Self-motivated and flexible to accommodate changes in Weifield Group's business strategies.
- Willing to travel as needed.

Physical Demands

- Standing – Remaining on one's feet in an upright position at a workstation without moving about,

for extended period of time.

- Walking – Moving about on foot.
- Sitting – Remaining in the normal seated position for extended periods.
- Lifting – Raising or lowering an object (~50 lbs.) from one level to another (includes upward pulling).
- Carrying – Transporting an object, usually holding it in the hands or arms, or on the shoulder, e.g., tools equipment, and materials up to 500 lbs. up to 10 feet.
- Pushing – Exerting force upon an object so that the object moves away from the force (includes slapping, striking, kicking and treadle actions)
- Pulling – Exerting force upon an object so that the object moves toward the forces (includes jerking).
- Ascending or descending ladders, lifts, stairs, scaffoldings, ramps, poles and the like. Body agility is emphasized.
- Maintaining body equilibrium to prevent falling when walking, standing, crouching or running on narrow, slippery, or erratically moving surfaces.
- Bending body downward and forward by bending spine at the waist. This factor is important if it occurs to a considerable degree and requires full use of the lower extremities and back muscles.
- Bending legs at knees to come to rest on knee or knees.
- Bending body downward and forward by bending legs and spine.
- Crawl over, under and into equipment as necessary to perform job duties. Moving about on hands and knees or hands and feet.
- Extending hand(s) and arm(s) in any direction.
- Seizing, holding, grasping, turning, or otherwise working with hand or hands. Fingers are involved only to the extent that they are an extension of the hand.
- Picking, pinching, or otherwise working primarily with fingers rather than with the whole hand or arm as in handling.
- Perceiving attributes of objects, e.g., size, shape, temperature, or texture, by touching with skin, particularly that of fingertips.
- Work environments may be noisy, congested, and/or in confined spaces.
- Must be able to read and understand technical documents, blueprints, and work orders.
- The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Working Conditions

- Ability to perform duties in extreme varying temperatures, e.g., exposure to hot, cold, wet, humid, or windy conditions, on your feet, 8 to 10 hours daily up to 6 days a week.
- Job requires employee to wear required personal tools and belt with them at all times.
- Work from all types of ladders, stepladders up to 14', "A" frame ladders and all size extension ladders.
- Carry and relocate extension ladders up to 20' stepladders up to 12' by yourself.
- Employee's personal weight with personal tools cannot exceed weight limit of ladder (Class 1 - 250 lbs., Class 1A - 300 lbs.).
- Perform work at various heights, up to 50' from ladders, scaffolds, aerial lifts, catwalks or other safe work areas.

- Work in restricted areas, switchgear room, manholes, utility tunnels, crawl spaces, attics and vaults, following proper procedures.
- Wear personal protective equipment, e.g., hard hats, safety shoes, safety glasses, gloves, masks, and earplugs at all times, and when applicable, respirator.
- Follow special procedures including contamination control, noise control, vibration, building systems awareness and procedures.
- Candidate must be able to work night shifts and mid shifts, as required by customers.
- Respond to short notice overtime requirements.

Dress Code

Field employees will wear appropriate shirts with sleeves, long pants and sturdy work shoes or boots (OSHA standard). All clothing will be of a proper fit and condition so as not to constitute a safety hazard. Clothing may not have any derogatory, offensive, sexually suggesting or degrading writing, symbols, pictures, language, or logos of other contractors. Employees may wear jewelry as long as the jewelry is appropriate and does not constitute a safety hazard. Body piercing (other than earrings) should not be visible. Similarly, employees will keep their hair and facial hair groomed to avoid safety hazards; or they will secure their hair to avoid safety hazards.

Starter Kit

- Knife
- Tape Measure
- Side Cutting Pliers (Kleins) 8" Channel Locks 10"
- 10 in 1 Screwdriver
- Flat Head Screwdriver Large Phillips Head Screwdriver Straight Claw Hammer Tick Tracer
- Keyhole Saw
- Hacksaw w/Blade
- Torpedo Level
- Wire Strippers
- Diagonal Pliers 8" Adjustable Wrench 10" Tool Pouch
- Belt
- Hammer Holster

At 90 Days

- Channel lock set second pair
- 18v drill
- 18v sawzall
- Roto split

By End of 1st Year

- Long nose pliers
- Cold chisel
- Center punch
- Tap wrench and taps thru 3/8 Chain wrench or strap wrench Voltage tester 600V
- Drill index thru 1/2"
- Plumb bob
- Std allen wrench set thru 1/2"
- Crimp tool for stake on crimps

- Nut driver set thru 1/2"
- Tn snips str
- Chalk box
- Flash light
- 1/2" bender
- 3/4" bender

Weifield Group offers this kit to new employees in need of the tools. The kit can be purchased and paid for with monthly payments taken from employee's paycheck. See Tool Agreement form for further details.

We offer our employees a comprehensive, people-focused benefits program:

- **Physical [Stay Well] | Emotional [Be Supported]**
 - Weifield-sponsored Medical, Dental, and Vision
 - Cigna Medical HDHP
 - Cigna Medical Buy-Up
 - Cigna Dental
 - Eyemed Vision Insurance
 - Weifield covers 100% of the medical HDHP plan + preventative screenings
 - Gym memberships
 - Ongoing employee athletic events
 - Tough Mudder, 5K/10K races, truck pulls, & more
 - Employee Assistance Program through Mines & Associates
 - 5 free sessions per family member for counseling, career coaching, financial/legal guidance
 - Cigna mental health & lifestyle programs
 - Flexible time off & paid time off
 - Sabbatical eligibility at 15 years
 - Crisis event support
 - Helping Hands financial assistance program, HR Return to Work assistance, PPE
 - Future betterment committees
 - Open door policy
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- **Fiscal [Plan My Future]**
 - Financial planning assistance
 - Outside referral options for personal life/property insurances and legal assistance
 - Ability to become eligible to purchase company shares
 - Referral bonus & company incentive plans
 - Employee discounts
 - Mortgage assistance
 - Verizon Wireless
 - Weifield-sponsored 50K life and ADD plans
 - 401K program
 - 4% match after one year
 - Financial literacy training
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- **Social [Enjoy My Work]**
 - Teambuilding events
 - 7 paid holidays/year
 - Nonprofits: Company match to employee-supported charities
 - Company communications
 - Ongoing events

- Tickets and numerous company and family events per year
 - Holiday celebrations & contests
 - Philanthropy events supporting our charities

- **Knowledge [Grow My Career]**
 - Continuing education credits
 - OSHA and NICET/Blue Card trainings
 - Testing prep assistance
 - Electricians/apprenticeship graduates for Journeyman’s test
 - 4-year paid apprenticeship including books
 - Tuition reimbursement for college coursework related to position
 - Weifield University
 - Ongoing training program

- **Recognition [Be Rewarded]**
 - Employee anniversary awards & gifts
 - Cash for anniversary tenure
 - \$10K at 10-year anniversary
 - Employee of the Month recognition & awards
 - Apprenticeship graduation gifts
 - Project of the Year trip with Weifield leadership
 - Crew of the Month lunches with Red Wing Boots truck gift
 - Holiday gifts
 - Recognition/gifts for Journeyman’s license/field achievements

In addition to our amazing people, we take pride in our innovation, our legacy of excellence in our industry, our strong community focus, and our fantastic family-oriented work culture – as evidenced by our Top Workplaces recognitions in our regions (10 years running in Colorado, achieved by less than 5% of all companies)!

We’re seeking the best talent to build an unstoppable team – and we hope you will become a part of it.

We look forward to meeting you!

Compensation Package

Start Date	TBD
Status	Full-time
Pay Rate	Non-Exempt Status Pay Range \$19 – 29/hr DOE
Employee Health Insurance	Healthcare 100% of the employee medical “Base Plan” by WGC 1 st of the month after 60 days of employment, not to exceed 90 days of employment
Voluntary Dental/Vision Insurance	Portion paid by employee based on coverage selection 1st of the month following 60 days, not to exceed 90 days of employment

Disability & Accident Insurance	Portion paid by employee based on coverage selection 1st of the month following 60 days, not to exceed 90 days of employment
Life Insurance	50K Life and ADD policy for employee only, paid by employer 1st of the month following 60 days, not to exceed 90 days of employment
HSA Plan	Employee can set aside \$3600 pre-tax dollars /\$7200 for Family 1st of the month following 60 days, not to exceed 90 days of employment
HSA Company Contribution	Up to a max of \$600 annually, contributed through four quarterly contributions. The employee must have active work hours on the week of assistance to be eligible. This amount is inclusive in the calculation of the max contributions allowable under an HSA plan.
PTO	Accrued 10 days per year 1-2 years, 12 days per year 2-5 years, 14 days per year 5-7 years, 16 days per year 7-10 years and 20 days per year 10+ years. Seven paid holidays per year.
401k/Safe Harbor	Participate after 60 days. Weifield matches 100% of investment up to 4% after one year of consistent employment.
Pension	Paid on prevailing wage projects
Cell Phone	No
Car Allowance	No
Background Check/ Drug Test Required	Yes
Work Schedule	Varies by jobsite. This position may require nighttime, weekend, holiday, and overtime work which will be compensated at adjusted rates.

The company has reviewed this job description to ensure that essential functions and basic duties have been included. This is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by management as deemed appropriate. Nothing in this job description restricts management's rights to assign or reassign duties and responsibilities to this job at any time.

Weifield Group Contracting Inc. is an Equal Opportunity Employer.