

Re-Interview Request Form

Name: _____

Date of most recent interview: _____

Program Type: ___ Inside ___ Limited Energy ___ Residential

I have completed the following requirements and would like to request a re-interview in an effort to improve my ranking on the eligible for hire list.

I have met the following criteria:

1. ___ It has been at least 6 months (180 days) since my initial interview

2. ___ I have completed 1,000 hours of trade-related work experience*

- or -

2. ___ I have completed 6 or more credits of post-secondary, trade-related classes, at least one of which is electrical in nature

- and -

3. ___ Documentation of the above criteria must be emailed to applications@nietc.org.

Request will be placed before the JATC to determine eligibility and you will be notified by mail of the decision and date of interview, if granted.

Signature _____

Date of request _____

Address _____

*See other side for description of trade-related work experience

Re-Interview Process

Re-interviews are conducted quarterly: **March, June, September, and December**

Paperwork and supporting documentation must be submitted to the front office by the first business day of the month prior (February, May, August, November).

The committee shall consider a request for a re-interview from the Ranked Pool upon the following terms:

At least six months (180 days) has passed since the date of the initial interview, and in the interim the applicant has completed one of the following:

1. Gained at least 1000 hours of trade-related work experience* *OR*
2. Achieved a passing grade in post-secondary trade-related classes from an educational institution accredited by a state education agency. A combination of 2- and 3-credit classes is allowed, as long as the total amount of credits equals or exceeds 6 credits. One of these classes must be electrical in nature.

**Trade-related work involves using tools or working in some sort of construction environment. This could be material handling for an electrical contractor, working for an electrical supply house, building cabinets, etc. Work experience hours should not be a continuation of previous employment in a non-electrical related type of work.*

Once you have met the above listed terms, pick up a Re-Interview Request form at the Training Center's front office. Submit the form with your supporting documentation.

Supporting documentation required:

If worked 1000 hours in a trade-related field:

1. List of hours worked from company payroll (not from Local 48)
2. Letter on company letterhead from a supervisor, listing job duties

If completed 6 credits of credit trade-related classes (one being electrical):

1. Transcripts from the accredited agency listing course, number of credits, and grade achieved; and
2. Copy of course descriptions from college website or from the school, on school letterhead

The committee will consider the request and determine whether or not a re-interview is justified. There is no guarantee that a re-interview will be granted.