



## **IAM/Boeing :: Joint Programs**

### **Apprenticeship Program - Puget Sound**



## **IAM/Boeing Joint Apprenticeship Frequently Asked Questions**

### **When can I apply?**

You may apply for an apprenticeship only when new apprentice jobs are posted on the [Boeing Careers website](#). If you do not see apprenticeship jobs available on the Boeing Careers website, please check back later or look for updated information at our [Website](#). We advertise in advance when we plan to post for new positions.

### **Can I get help with qualifying to apply for an apprenticeship?**

All of the requirements for a successful application are found in the *Preparing for an Apprenticeship* packet available on this [webpage](#).

Current and eligible former Boeing employees in the Puget Sound area may request help from any IAM/Boeing Joint Programs Career Advisors in Auburn, Everett, Frederickson, Renton, or Tukwila. Please make an appointment in advance.

### **Does everyone need to take an Assessment or Class?**

Yes! All applicants must complete or have proof of assessment or courses at a Community/Technical College, or University, with minimum assessment placement results or equivalent course completions as follows: 1) English 90 or better. 2) Intermediate Algebra or better, taken within the last 5 years.

Current and eligible former Boeing employees may request reimbursement for the Assessment fee.

### **What is Boeing's definition of "US Person Status"?**

A person with US Person status would have to hold one of the following documents to be considered a US Person:

- United States Passport or Passport Card – Current
- Certificate of US Citizenship (Form N-560 or N-561)
- Certificate of US Naturalization (Form N-550 or N-570)
- US Permanent Resident Card (Form I-551) or commonly known as "Green Card"
- Non-US Passport with unexpired temporary I-551 Stamp
- Certification of Birth Abroad (Form FS-545)
- Certification of Report of Birth (Form DS-1350)
- Consular Report of Birth Abroad (Form FS240) issued by the US Department of State
- Original or certified copy of US birth certificate.

**Can I apply if I have previously started or completed an IAM/Boeing apprenticeship?**

No. If you have ever been an apprentice at Boeing in Puget Sound, you are not eligible to apply.

**What should I include with my online application?**

You should be prepared to complete an online resume as part of the application process. Be as thorough and accurate as possible. Be aware that you must be able to prove that you have completed any vocational training noted in your resume. Work experience must be documented in your resume.

Be prepared at this time to provide your Assessment; copies of any documentation for education and training and/or work experience; a copy of your high school diploma or GED; copies of any military service or past apprenticeship training; and any other documents that may provide proof of training or work experience.

If you cannot provide a high school diploma or GED, a 2- or 4-year degree is acceptable. Transcripts do not need to be sealed; copies of official documents are acceptable. Send loose document pages only; do not assemble them into a binder or booklet. All foreign documents must be translated into English.

**Are apprenticeship requirements the same as ERT requirements?**

No. The Boeing Employee Request for Transfer (ERT) system and the Apprenticeship Program have separate requirements. All course completions must be documented on a training transcript. Unsealed transcripts are acceptable.

**How will I know that my online application was successful?**

You will receive an email confirmation notice from Careers at Boeing system to let you know that you have successfully completed the initial step in applying for an apprenticeship at Boeing. If you do not receive this notice, make sure you have typed your email address correctly in your Careers at Boeing account or check to see if your email filter is preventing system communication.

**What happens to my online application once it is received?**

Global Talent Acquisition will serve as the impartial party, not associated with the Apprenticeship Program, to review applicants for each trade and recommend qualified candidates to the apprenticeship program managers for interviews

**Will I be told how my application compares to others in my trade?**

No. This information is considered proprietary.

**How many apprentices are usually hired?**

The number of available new apprentice positions depends upon the requirements of the various Boeing sponsoring organizations. The number of available positions is subject to change at any time.

**What if I am called for an interview but don't attend?**

If you are invited to an interview and accept the interview notice, but do not attend, you must wait for another invitation. It is your responsibility to make every effort to attend a scheduled interview or to request a rescheduled time.

### **Does the interview determine if I become an apprentice?**

Yes and no. The interview is not the last step in the apprentice selection process. The interview will help to reveal your motivation, attitude, skills, knowledge, abilities, desire to learn, and willingness to accept direction. If your interview is successful you will be recommended for hire to Global Talent Acquisition as an apprentice.

Before an apprentice candidate can be hired he or she must confirm their ability to perform the essential functions of the job as defined by the trade specific Career Guide that is provided to applicants scheduled for an interview. Additionally, former Boeing employees and non-Boeing candidates must be eligible for hire or rehire at Boeing.

### **What is the interview like?**

The Apprenticeship Committee uses the structured interview model of open-ended questions to help you to communicate your motivation, attitude, skills, knowledge, abilities, desire to learn, and willingness to accept direction. The Boeing document, "*Structured Interview Preview*" can help you to prepare. This document is available upon request.

### **When will I know if my interview was successful?**

We strive to interview several candidates for each open apprenticeship position and this process takes time to complete. We must interview every selected qualified candidate before a selection is made. Our first-choice candidate may not be able to accept the job offer. It can take several weeks to successfully pass the Boeing Company hiring process.

The Careers at Boeing system provides your status. If you show "Under Consideration" then you are still being considered for the job. If your status shows "Not Under Consideration" then you will know that you have not been selected for this position. Typically, this is because there were others interviewed who were more qualified than you were for this position. If this is the case you should not be discouraged; of the many hundreds of people who typically apply, only a small percentage will be interviewed. The fact that you were interviewed is a significant achievement!

### **Can I accept an apprenticeship job offer if I have been in my current Boeing job for fewer than 12 months?**

Yes. An applicant may accept an apprenticeship job offer no matter how long he or she has been in the current job.

**Note:** Per the contract, it states that employees are considered releasable from their current role after 12 months in their job, OR when it is in the best interest of the employee and the company.

### **How long will my application remain active?**

Your online application may remain valid until the current apprenticeship jobs have been filled. Check your status in the Boeing Careers system to see if you are still under consideration. If you find that you are no longer being considered for a current apprenticeship position, please reapply when new apprenticeship positions are next posted.

### **Does my application remain on file with the apprenticeship program?**

No. Applications are not retained; we do not maintain pools of apprentice candidates once the hiring requirement has been met.

**What if I never receive an interview notice?**

There is a good chance that this will occur when you first apply. Most apprentices have applied more than once before becoming an apprentice. You should add to your education and work experience in areas that will increase your qualifications so that your chance of success is greater when you next apply.

**How do I know what shift I will work if I am offered an apprenticeship?**

Apprentices may be assigned to either 1st shift or 2nd shift at any time, depending upon the requirements of the sponsoring organizations and the apprenticeship program. We do not utilize 3rd shift.

**How do I know what location I will work if I am offered an apprenticeship?**

Apprentices may be assigned to any Boeing Puget Sound area location, including Frederickson, Auburn, Tukwila, Seattle, Renton, Bellevue, or Everett. Typical locations are noted in the [PrepPack](#) for each specific trade.