

Northern Industrial Training

Northern Industrial Training, LLC has been awarded a Grant through the State of Alaska, State Training & Employment Program (STEP) to train Alaskans for employment in the following fields: plumbing, electrical conduit bending, pipefitting, roustabout, roughneck, and safety. The oil and gas industry worldwide, specifically in Alaska, has a desperate need for qualified and certified workers in Alaska's High Growth Construction and Oil & Gas Industry. Applicants are encouraged to apply for the following programs:

- NCCER Pipefitting*
- NCCER Plumbing*
- NCCER Conduit Bending
- Roustabout Training*
- North Slope Training (NSTC) Unescorted 6-pack w/ H2S
- Hazardous Materials General Site Worker 40 hour

Programs provide classroom and hands on training. Graduates can advance their skills, learn new skills and gain apprenticeship training hours.

The grant covers tuition, books, and fees. Pre-employment Fitness Physicals AND Pre-employment Drug Tests are the trainee's financial responsibility.

***Programs may have funds to assist with airfare, room and board, daily transportation, and airport transportation if applicable.**



**Contact Jamie Neel
to reserve your spot in class call
1-888-367-6482 or (907) 357-6400**

jamie@nitalaska.com

www.nitalaska.com

Northern Industrial Training

2008/2009 NIT STEP Grant Program Descriptions & Pre-Requisites

- **NCCER Level 1 Plumbing*** – Introduces trainees to the many career options available in today's plumbing profession. Provides a history of plumbing and also discusses the current technology, industries, and associations as well as classroom, lab, and field work.
- **NCCER Level 1 Pipefitting*** – Introduces students to the pipefitting trade, Upon completion of Level I students will be able to: explain hand tool safety, use and care for pipefitting vises, stands, wrenches, fabrication tools; pipe cutting tools; benders and flaring tools.
- **Roustabout Training*** – This course was specifically created for oil field worker in Alaska and covers safety procedures, load securement of pipe, hoisting and lifting operations with slings, ropes and forklifts, scaffolding, cribbing and blocking, hazardous materials awareness, emergency response, offshore survival and fire fighting. This program includes NSTC.

NIT PRE-REQUISITES FOR PIPEFITTING, PLUMBING & ROUSTABOUT PROGRAMS:

1. Pre-employment Drug Screen (*applicant's financial responsibility*)
 2. Pre-employment Fitness Physical (*applicant's financial responsibility*)
 3. GED or High School Diploma
 4. Work History or Resume
 5. Alaska Driver's License
- **Conduit Bending** – This course uses specific modules from the NCCER Electrical Level 1 and 2 for hands-on training. The course covers the techniques for using hand-operated and step conduit benders as well as for cutting, reaming, and threading conduit. Students will learn the safe use of electric and hydraulic benders making offsets, kicks, saddles, segmented and parallel bends.
Pre-requisites: GED or High School Diploma, Alaska Drivers' License
 - **General Site Worker 40hr HAZWOPER** – OSHA 1910.120 Hazardous Waste certification training in Hazardous Waste Site cleanup and the transportation of hazardous waste. Students are trained in the proper methods of sampling, handling, and transporting of hazardous materials. This program is an essential element for workers in the oil and gas industry with suit simulation and hands on training.
Pre-requisites: GED or High School Diploma, Alaska Drivers' License
 - **North Slope Training Co-operative (NSTC) Unescorted 6-pack w/ H2S**– The North Slope Training Co-operative (NSTC) is a collaborative effort between the North Slope unit owners and their contractors to ensure all employees (company and contract) have basic safety, health and environmental policy classes before going to work on the North Slope. This course is a pre-requisite for employment on the North Slope. Students learn basic safety, health & environmental policy before going to work on the North Slope. **Pre-requisites:** GED or High School Diploma, Alaska Drivers' License

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Participant Eligibility for 2008/2009 NIT STEP Grant programs

- **Be STEP Eligible:**
 1. If you are currently **UNEMPLOYED**:
 - a. I am unemployed and receiving Unemployment **Insurance** (U. I.) benefits **OR**
 - b. I am unemployed not collecting UI, but have contributed within the last 3 years.
 2. If you are currently **EMPLOYED** (**You must include Employer Verification: Your employer must place you in one of the 4 categories listed below**)
 - a. Elimination of employee's job **OR**
 - b. Reduction in overall employment **OR**
 - c. The employee must learn new and substantially different skills in order to remain employed **OR**
 - d. The training will lead to employee advancement and/or pay increase within one year of successful completion of training
- Be free of a criminal history that would prevent employment in Alaska's construction or oil & gas industries.
- Be a minimum of 18 years of age
- Have a GED or High School Diploma
- Hold a valid Alaska Driver's license
- Be an Alaskan Resident
- Meet Program Pre-Requisites
- Have a W-2 from 2006 or 2007 or recent Pay Stub or recent UI Stub
- Submit a completed application packet

Please Note: The State of Alaska Department of Labor Division of Business Partnerships will assist NIT in making STEP Eligibility Determination. If you have any questions please contact NIT staff.

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NIT Trainee Survey

PLEASE CIRCLE YES OR NO FOR EACH ANSWER

1. Are you prepared to attend a lengthy 4 – 6 week training program? **YES** **NO**
2. Are you prepared to attend class for at least 8 hours per day for 5 to 6 days per week? **YES** **NO**
3. Do you fully understand that in the construction industry most employers require that you work 10-12 hour shifts 6 to 7 days per week? **YES** **NO**
4. Are you fully committed to working long hours? **YES** **NO**
5. Do you have suitable outdoor work gear such as work boots, warm jacket, pants, coat, hat, gloves, etc? **YES** **NO**
6. Are you prepared to work in harsh weather conditions for long periods of time? **YES** **NO**
7. Do you understand the physical demands of working in the construction industry? **YES** **NO**
8. Do you have any physical ailments that would prohibit you from carrying over 75lbs? **YES** **NO**
9. I understand that a Fitness Physical & Drug Screen are mandatory to participate in the grant program? **YES** **NO**
10. If selected I understand that I will be placed in a random drug testing database and could be called at any time for a retest. I understand that if you fail a drug test I may have to reimburse any grant funds used for travel, room and board, tuition, etc. **YES** **NO**
11. Do you have any of medical conditions that would prevent you from passing the physical? **YES** **NO**
12. Will your wages increase once you are employed with your new skills? **YES** **NO**
13. Do you make under \$38,000 per year? **YES** **NO**
14. Are you currently working? **YES** **NO**
15. Are you currently collecting unemployment benefits? **YES** **NO**
16. Are you eligible to collect unemployment benefits? **YES** **NO**
17. Are there other private, public, or personal resources available to help finance a training program such as this? **YES** **NO**
If yes, please state the funds available to you: _____
18. I have had an Alaskan valid driver's license for at least one year OR I am eligible to receive an Alaskan Driver's license before the beginning of the training program? **YES** **NO**
19. Do you have an original social security card (not a copy)? **YES** **NO**
20. I have an Alaskan W-2 from 2005 or 2006 or 2007 to include with my application packet. **YES** **NO**

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2008/2009 NIT STEP GRANT TRAINING APPLICATION**

****This application is valid *only* for NIT STEP Grant Training Programs. ****

PROGRAM REQUESTED (CHECK ONE PROGRAM)

- 40 HOUR HAZWOPER NSTC
 ROUSTABOUT TRAINING NCCER LEVEL I PLUMBING
 NCCER LEVEL I PIPEFITTING NCCER CONDUIT BENDING

Last Name		First Name	Middle
Mailing Address		City, State	Zip
Home Phone		Cell/Message Phone	Emergency Contact Phone
Email		SSN	Date of Birth
Current Driver's License #		Current Class A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/>	Expiration Date
High School Diploma or GED Yes <input type="checkbox"/> No <input type="checkbox"/>		Male <input type="checkbox"/> Female <input type="checkbox"/>	US Citizen: Yes <input type="checkbox"/> No <input type="checkbox"/>
Race (check only one): Alaskan Native <input type="checkbox"/> American Indian <input type="checkbox"/> African American <input type="checkbox"/> Asian Pacific Islander <input type="checkbox"/> Caucasian <input type="checkbox"/> Hawaiian <input type="checkbox"/> Hispanic <input type="checkbox"/> Other (Specify): _____			

Have you ever had a DWI or DUI conviction? Yes No If so, when?
 Will you consent to a drug screen? Yes No

APPLICANTS **MUST** SUBMIT A **COPY** OF THE FOLLOWING ITEMS TO BE CONSIDERED:

- ALASKA DRIVERS LICENSE NIT STEP APPLICATION PACKET (p.p. 4 – 8)
 W-2 (2006 *or* 2007) CURRENT PAY STUB *or* UI STUB
 HIGH SCHOOL DIPLOMA OR GED RESUME/WORK HISTORY
 PRE-EMPLOYMENT DRUG SCREEN* PRE-EMPLOYMENT FITNESS PHYSICAL

*If applicable to your program.

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I certify that the information provided in this application packet is true and correct to the best of my knowledge

Applicant Signature: _____ Date: _____

Ph: 907-357-6400 :: Fax: 907-357-6430 :: 1-888-367-6482 :: www.nitalaska.com :: 6177 E Mountain Heather Dr. Ste 4 :: Palmer, AK 99645



State Training and Employment Program Application (STEP)

STATE OF ALASKA

Equal Opportunity Employer/Program

Auxiliary aids and services are available upon request to individuals with disabilities.

PRINT CLEARLY

PARTICIPANT INFORMATION		CONTACT INFORMATION	
Social Security #		Provide contact information for someone who usually knows how to contact you, even if you move.	
Last Name:		Last Name:	
First Name:	Middle Initial:	First Name:	Middle Initial:
Street Address:		Street Address: (Only if different from above)	
Mailing Address: (Only if different from above)		City:	
Zip Code:		State: Alaska	
City:		Zip Code:	
State:		Contact Phone:	
Home Phone:		Participant Message Phone Number (if Applicable):	
Election (Hse/Sen) District Code:		Participant Work Phone Number (if Applicable):	
E-Mail Address:		Relationship to Participant:	

Date of Birth: Month Day / /	Are you Hispanic or Latino? (Check one) <input type="checkbox"/> Yes <input type="checkbox"/> No	Race? (Check all that apply) <input type="checkbox"/> White <input type="checkbox"/> American Indian <input type="checkbox"/> Asian <input type="checkbox"/> Alaska Native <input type="checkbox"/> Black/African <input type="checkbox"/> Hawaiian Native
Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	Are you unemployed and receiving ATAP? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are you paying court-ordered child support? <input type="checkbox"/> Yes <input type="checkbox"/> No
Do you need job skills training to become or remain a self-sufficient wage earner? <input type="checkbox"/> Yes <input type="checkbox"/> No	Do you risk losing your job due a downturn in the economy? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are you a veteran? <input type="checkbox"/> Yes Over 180 Days <input type="checkbox"/> Yes, Under 180 Days <input type="checkbox"/> Yes, Other Eligible Person <input type="checkbox"/> No
Can you perform the essential functions of this job or training program, with or without reasonable accommodation? <input type="checkbox"/> Yes <input type="checkbox"/> No		

State Training and Employment Program Application (STEP)

Check the circumstance that applies to you (check only one):

Unemployed

- 01 I am unemployed and receiving Unemployment Insurance (U. I.) benefits.
- 02 I am unemployed, not collecting UI, but I have contributed to U. I. benefits within the last 3 years.

Employed, Employer must provide verification:

- 03 I am employed but likely to lose my job within 6 months due to a reduction in the overall number of employees within the business.
- 04 I am employed but likely to lose my job within 6 months due to the elimination of my current job.
- 05 I am employed but likely to lose my job within 6 months because of a change in job requirements that requires skills substantially different from those I now possess.
- 06 I am underemployed and need training and support to find employment that leads to self-sufficiency.

Applicant Certification

I certify to the best of my knowledge the information in this application is accurate, true, and verifiable. I understand that falsification of information to receive grant benefits may be grounds for removal from the program, and/or I may have to repay benefits received, and/or legal action may be brought against me. I certify that I cannot pay for the training I need to gain or remain gainfully employed without incurring financial hardship upon myself and/or my family.

I certify that I have lived in Alaska continuously for more than thirty days and I intend to stay in Alaska and make it my home. I understand that there is a grievance procedure available that explains how I can appeal all eligibility decisions made with regard to this application for STEP program services. I further agree to the use of my Social Security Number if reflected on the first page.

I hereby certify that I have been provided a copy of the Equal Opportunity Is the Law Notice, have read and understand the contents of this document.

Applicant's Signature _____ Date: _____

OFFICE USE ONLY (must be completed and signed at the time of eligibility determination)

Eligibility Determination Date: _____

Registration Date: _____

Grantee/Contractor Name: _____

Justification for using STEP funds (check at least one): Applicant is a resident and:

- Does not have reasonable access to a Job Center
- Training provider is not on the Eligible Training Provider list
- Federal training funds are exhausted or unavailable at the time of application
- Is ineligible for federal or other public training funds
- Satisfies requirements specified in the respective grant agreement.

Case Manager's Signature: _____ Date: _____

Authorizing Signature (if different) _____ Date: _____

This only applies to applicants that are currently employed. If you are not currently employed, do not submit this form with your application.



**STATE OF ALASKA
STEP GRANT
EMPLOYER VERIFICATION**

To: _____
Name of Employer Federal ID#

Address: _____
City: _____
State: _____ Zip _____

RE: _____
(Employee Name)

(Employee SSN)

The above referenced employee will be laid off due to the following conditions:
(Employer to check appropriate boxes)

- Reduction in overall employment (Application Code 03);
- Elimination of employee's job (Application Code 04);
- The employee must learn new and substantially different skills in order to remain employed (Application Code 05);

OR

- The training will lead to employee advancement and/or pay increase within one year of successful completion of training (Application Code 06).

Authorized Employer Signature Date

Printed name and title of above individual

Telephone number

Industry Type