

Program Outline: Tool & Die Maker

10,000 Hours

Employer Responsibilities for Participation:

- a) Become an AJAC Training Agent by signing the Training Agent agreement and EEO forms.
- b) Grant equal treatment and training opportunities for all apprentices and apply those conditions uniformly.
- c) Determine journey level wage rate and report to AJAC annually.
- d) Determine tuition reimbursement policy for apprentices, if applicable.
- e) Identify (or hire) employees to train through apprenticeship.
- f) Identify experienced employees to mentor apprentice(s), provide well-rounded, structured on-the-job training and maintain the appropriate 1:1 mentor to apprentice ratio. If you need assistance or guidance on how to do this, contact your AJAC Program Developer
- g) Identify all shop equipment and processes, and over the course of the apprenticeship - rotate apprentices in the various processes and equipment of the skilled occupation
- h) Periodically review and evaluate apprentices before advancement to the apprentice's next step and wage progression.
- i) Pay your apprentice(s) the percentage of Journey wage rate for hours worked (see table).

Apprentice Requirements:

- a) Have a High School Diploma or equivalent and be at least 17 years old.
- b) Able to perform the physical requirements of the occupation.
- c) Meet minimum scores on COMPASS test, ASSET test, WOWI assessment or college level math and English classes (90 or greater).
- d) Sign an Apprenticeship Agreement with AJAC and abide by the AJAC Standards of Apprenticeship.
- e) Register for class before the first night.
- f) Pay ½ of community college tuition (depending on company reimbursement policy).
- g) Attend apprenticeship courses, off-hours, for a minimum of 144 hours per year.
- h) Demonstrate progress on the job.
- i) Submit monthly work progress reports through Apprentice Tracking System (ATS).

OJT Tasks & Hours:

Please visit www.ajactraining.org, call 206-764-7940 or e-mail info@ajactraining.org

It is the mission of the Aerospace Joint Apprenticeship Committee that the training of apprentices shall be without discrimination based on race, sex, color, religion, national origin, age, disability, sexual orientation, veteran status or as otherwise specified by law.

Version 1.0 Current as of January 2016

Task Name	Approximate OJT Hours
Bench Work	1,400
Milling Machine	1,600
Engine Lathe	1000
Grinder (surface tool)	1000
Heat Treating	400
Electric Discharge Mach. OPR. (EDM)	800
Tool Layout and Design	1000
CNC Programming & Operations	1,200
Jig Bore and Grinding	200
Drilling Machines	400
Shop Maintenance and Review	800
Tool Steel Welding	200
TOTAL HOURS	10,000

The above schedule of tasks and hours is designed as a guide. Hours will be completed over the course of the apprenticeship. The apprentice shall be instructed and trained in all operations and methods customarily used on the various machines. Each company will adhere to the schedule as closely as facilities will permit in order to provide the apprentice with well-rounded experience and practice on all relevant equipment and processes in the shop.

Base Established Wage for Occupation - \$24.00

Step	Number of Hours	Percentage of Journey Level Rate
1	0000 - 1000	60% (\$14.40)
2	1001 - 2000	65% (\$15.60)
3	2001 - 3000	70% (\$16.80)
4	3001 - 4000	75% (\$18.00)
5	4001-5000	80% (\$19.20)
6	5001-6000	85% (\$20.40)
7	6001-7000	90% (\$21.60)
8	7100-8000	95% (\$22.80)
9	8100-9000	96.25% (\$23.10)
10	9100-10000	97.5% (\$23.40)

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