

Apprenticeship Application FAQ's

Q: What is an Apprenticeship?

A: An Apprenticeship is a work-based training program allowing individuals to earn wages as they learn a skilled trade through a combination of on-the-job experience and classroom learning.

Q: Which Apprenticeship programs (trades) can I apply for through the FTI of W&CNY?

A: The FTI of W&CNY represents 4 apprenticeship programs. All 4 programs are distinct trades in the construction industry. Click on the links to find out more about each trade.

- Bridge/Industrial Painter: <https://www.youtube.com/watch?v=uAjr4bLquRM>
- Commercial Painter: <https://www.youtube.com/watch?v=wWKXgbhinEs>
- Drywall Finisher: <https://www.youtube.com/watch?v=GUx4NwOXYzw&t=147s>
- Glazier: <https://www.youtube.com/watch?v=Pqs06yHN7I0>

Q: How do I apply for an Apprenticeship through the FTI of W&CNY?

A: There are 2 methods for submitting an Apprenticeship Applications

- 1) Online applications are available on our website. Click on this link to apply today <https://www.dc4.org/apply/>
- 2) Applications are available at our 2 office locations and can be submitted during regular office hours
 - Buffalo Office: 585 Aero Dr. Cheektowaga, NY 14225
 - Cortland/Ithaca Office: 1875 Loring's Crossing, Cortland, NY 13045

Q: Why was my application rejected?

A: There are a few reasons why your application may have been rejected. Entering into an apprenticeship in the construction industry requires an applicant to meet minimum qualification and agree to certain conditions. If you have not met the minimum qualifications or agreed to all required conditions, your application has been rejected. Below are a few common reasons why applicants are rejected.

- 1) Applying for more than 2 trades through the FTI of W&CNY per application.
- 2) Not capable or willing to perform tasks or work in conditions typically found in the construction industry.
- 3) Not willing to work a minimum of 8 hours a day or work overtime.
- 4) Not having your own reliable transportation and be willing to travel beyond a 50 miles radius from your home.
- 5) Not willing to attend mandatory training classes
- 6) Not willing to follow directions from a supervisor

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Q: Can I reapply if my application is rejected?

A: Yes! Applicants are always welcome to reapply if they have made an error on their original application or if their circumstances have changed. **NOTE: Applicants making false statements on applications will be eliminated from the apprenticeship application process.**

Q: What happens after my application has been accepted?

A: After your application has been accepted, you will receive an email that will allow you to book an interview. Carefully read and follow the instructions in the email. It is the responsibility of the applicant to schedule their interview with the FTI of W&CNY.

Q: Why didn't I receive an email after I successfully submitted my application.

A: All application submissions WILL receive an email even if it has been rejected.

All communications will be sent from the domain: @dc4.org

If you have not received an email within 5 days after successful submission, follow these steps:

- Check your Spam/Junk folders and mark any communications sent from the domain: @dc4.org as not Spam/junk.
- Using your search email function, insert the keywords @dc4.org to search for communications from the FTI of W&CNY

If no email communications have been found, then contact our office to confirm your contact details with any of the staff FTI of W&CNY (716)565-0112

Q: How do I schedule an interview?

A: Upon successful submission, the applicant will receive an email explaining the next steps in the process.

- If your application was successfully submitted, you are guaranteed an interview.
- **It is the responsibility of the APPLICANT to schedule their interview**
- Review the email and click the "Book Now" button.
- This will take you to an interview scheduler. Review the options carefully.
- Follow the email instructions and use the link provided to view interview options.
- Confirm your interview day, time & location or video conference through our online scheduling system.

Q: What are the interview options?

A: There are 2 options for interviews.

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- 1) In-person interviews for applicants within a 1 hr. driving distance to one of our 4 interview locations
- 2) Video conference interviews are available for the following;
 - a. Applicants outside a 1 hr. driving distance from an in-person interview location
 - b. Applicants unable to attend an in-person interview at their nearest interview location due to a scheduling conflict.

Q: Where and when are in-person interviews held?

| IN-PERSON INTERVIEW INFORMATION | |
|---|---|
| Region/Dates/Times | Interview Location |
| Western New York (Buffalo) 5:00pm – 9:00pm Date: 2 nd Tuesday of every month | District Council # 4 585 Aero Dr. Cheektowaga, NY 14225 |
| Western New York (Rochester) 5:00pm – 9:00pm 1 st Thursday of every month | District Council # 4 6605 Pittsford Palmyra Rd. Ste E6 Fairport, NY 14450 |
| Central New York (Cortland) 5:00pm – 9:00pm 3 rd Wednesday of every month | District Council # 4 1875 Lorings Crossing Road Cortland, NY 13045 |
| Central New York (Syracuse) 5:00pm – 9:00pm 2 nd Monday of every month | District Council # 4 615 W. Genesee St. Syracuse, NY 13204 |

Q: When are video conferencing interviews held?

A: Time slots available for video conferencing interviews are plentiful and available throughout the month during a variety of daytime, evening and weekend hours.

Q: What should I do if I cannot schedule my interview through the online scheduling system or retrieve the email sent to me?

A: Contact the FTI of W&CNY office at (716)565-0112. Any staff member can schedule an interview for you.

Q: What happens to my application if I do not schedule an interview?

A: After 30 days a staff member will attempt to contact you to schedule an interview. If we cannot reach you, we will terminate your application.

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Q: How will the FTI of W&CNY contact me?

A: Our staff may attempt to contact you via email, text message or phone call. All methods of contact are from details that you have provided. So, ensure they are accurate when you apply. If your contact information has changed since you have submitted your application, Contact the FTI of W&CNY office at (716)565-0112