

Apprenticeship Expression of Interest Form

Name: _____ Employee ID: _____

Apprenticeship Name: _____ Today's Date: _____

This form will be used as a part of the screening process to find the most qualified (Insert Apprenticeship Occupation here) candidate. The most qualified candidates will move forward with an interview with the Hiring Manager & team. If you have any questions, please feel free to reach out to (Insert Name of HR Apprenticeship Program Supervisor).

Please return this form to _____ by _____.

PART 1: Please check Yes or No		Yes	No
1.	Do you possess a high school diploma or equivalent?		
2.	Do you have technical coursework that might be applicable to this apprenticeship program? If yes, please provide a transcript of your coursework.		
3.	Are you willing to work ___ shift which can begin as early as _____ (a.m., p.m.)?		
4.	Are you willing to work an _____ hour shift (insert appropriate length of shift)		
5.	Are you willing to work a rotating schedule, if applicable?		
6.	Are you willing to work weekends and holidays when required?		
7.	Are you willing to work in a position that requires you to use computers to locate information, input details regarding the job, and work performed?		
8.	Are you willing to work in a position that requires you to train and support other employees?		
9.	Are you willing to work in a position that requires you to participate in continuous improvement initiatives?		
10.	Are you willing to participate in a program that requires attendance at the local Technical School/educational institution?		
11.	Do you acknowledge that if you are not accepted in the technical school/local educational institution, you will be unable to remain in the program?		
12.	Do you acknowledge that you may be expected to earn certifications specific to the position?		

(Continues on back)

PART 2: Short Answer

Why do you want to become a (Insert Apprenticeship Occupation)?

Describe two examples of skills that would apply to this apprenticeship position – either work-related skills or skills learned outside of work.

Describe a situation where you overcame a challenge in your work. Be specific.

How would you describe your ability to work with a team? Provide an example.

List any licenses or certifications that might be applicable to this apprenticeship position. You will be asked to provide a copy of each license or certification listed below.

