



MDC Economic Development Corp.

USDOL Registered Apprenticeship Program

PAINTING APPRENTICESHIP

Work Process Schedule & Related Instruction Outline

CLASSROOM TRAINING MANUAL



REGISTERED APPRENTICESHIP PROGRAM



Appendix A

WORK PROCESS SCHEDULE

And

RELATED INSTRUCTION OUTLINE

Adopted by:

PROGRAM SPONSOR LOGO (OPTIONAL)

MDC Economic Development Corp.

8659 S. Ingleside Avenue
Chicago, IL 60619

For the Occupation of:

Painter

O*NET-SOC CODE: 47-2141.00 RAPIDS CODE: 0379



Appendix A

WORK PROCESS SCHEDULE

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This schedule is attached to and a part of these Standards for the above identified occupation.

1. APPRENTICESHIP APPROACH

☒ Time-based

☐ Competency-based

☐ Hybrid

2. TERM OF APPRENTICESHIP

The term of this occupation shall encompass the successful attainment of **6000** On-the-Job Learning (OJL) hours and sufficient demonstration of all the OJL competencies listed in the Work Process Schedule, plus successful completion of a minimum of **452.5** hours of supplementary Related Technical Instruction (RTI) coursework.

3. RATIO OF APPRENTICES TO JOURNEYWORKERS

The Apprentice-to-Journeyworker Ratio is **01** Apprentice(s) to **01** Journeyworker(s).

Adequate or proper supervision of the apprentice means the apprentice is always under the supervision of a fully qualified journeyworker or supervisor who is responsible for making work assignments, providing OJL, and ensuring safety at the worksite.

Proper supervision of an apprentice does not mean the apprentice must be within eyesight or reach of the supervisor, but that the supervisor knows what the apprentice is working on; is readily available to the apprentice; and is making sure the apprentice has the necessary instruction and guidance to perform tasks safely, correctly, and efficiently.

4. APPRENTICE WAGE SCHEDULE

Under this Registered Apprenticeship, apprentices shall be paid a progressively increasing schedule of wages based on an established **Starting Wage** of **\$26.00/ hour** and a **Journeyworker Wage** (the wage an apprentice can expect to receive upon successful completion of their apprenticeship) of **\$52.00/hour**. These are minimum established hourly wages for this apprenticeship; if choosing to do so, an employer may always pay a higher wage.



Apprentice Wage Schedule		
Period/Term	Approximate OJL Hours	Hourly Wage
1	0 – 1000	\$26.00
2	1000 – 2000	\$31.20
3	2000 – 3000	\$36.40
4	3000 – 4000	\$41.60
5	4000 – 5000	\$46.80
6	5000 – 6000	\$52.00
Journeyworker Wage (expected <u>minimum</u> hourly wage upon completion of apprenticeship): \$52.00		

5. PROBATIONARY PERIOD

Every selected apprentice will serve a probationary period comprising the first **90(days) days/months/OJL hours** of this apprenticeship.

6. SELECTION PROCEDURES

MDC Economic Development Corp., as the Registered Apprenticeship Program Sponsor, will adhere to established non-discriminatory and Equal Employment Opportunity (EEO) policies and practices when recruiting and selecting apprentices, as well as administer the apprentice selection process in a fair and consistent manner.

- A. Every person requesting an application will have one made available.
- B. All applications will be identical in form and requirements.
- C. All applicants will be evaluated in the same manner, using identical, non-discriminatory criteria and processes.
- D. As part of the application process, all apprentice applicants may be required to provide supporting documents (driver's license; birth certificate - or other acceptable proof of age, etc.).
- E. Completed applications will be checked for minimum qualifications. Applicants deficient in one or more qualifications or requirements or making false statements on their applications will be notified in writing of their disqualification and of the appeal rights available to them. No further processing of such applications will be taken.



- F. As applicable, applicants who meet the minimum qualifications established for the apprenticeship program and submit all required documents will be notified where and when to appear for an interview.
- G. The Program Sponsor will ensure the interview process is identical for all apprentice candidates.
- H. The Program Sponsor will ensure that applicants selected for the program review the applicable Registered Apprenticeship Program Standards, prior to the start of the apprenticeship.



Appendix A

WORK PROCESS SCHEDULE

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Description:

The following work processes (i.e., professional competencies) are intended as a guide. It is understood that the scope of work and the application of learned skills may vary. Additional skills may be required, and the Sponsor may modify the work processes to meet employer needs.

WORK PROCESS SCHEDULE				
On-the-Job Learning (OJL) Competencies	OJL Hours	Trainer Initials	Apprentice Initials	Date Completed
1. Safety: Tools and PPE				
ID and safely use hand tools and power tools. Describe basic safety measures, Don safety harness, Read prints	200			
ID hazards, symptoms, and procedures in MSDS sheet Demonstrates ladder safety, Erect safe scaffolding.				
2. Surface Preparation				
Demonstrate prep for wood substrate	200			
Demonstrate prep for drywall substrate				
Demonstrate prep for concrete substrate				
Demonstrate use of various masking materials				
3. Paint Selection				
Determine when to use oil-based paint.	50			
Determine when to use water-based paint	50			



On-the-Job Learning (OJL) Competencies	OJL Hours	Trainer Initials	Apprentice Initials	Date Completed
4. Cleaning Procedures				
Demonstrate clean up procedures	100			
5. Paint failures and remedies				
Identify reasons for paint failures	100			
6. Paint Safety				
Demonstrate safe cleaning methods with chemical cleaners	200			
Demonstrate safe stripping methods				
Describe proper PPE for cleaning and stripping				
7. Pressure Washers				
Select proper PPE to be used in low pressure washing	800			
Properly start up a low-pressure washer				
Properly perform operation with low pressure washer				
Properly shut down low pressure washer				
Demonstrate proper cleanup of low-pressure washer				
8. Paint spraying equipment				
Select PPE for use of spray equipment	800			
Demonstrate proper use of paint spraying equipment				
Select proper tips, pressures				
Demonstrate proper cleanup of spray equipment				



On-the-Job Learning (OJL) Competencies	OJL Hours	Trainer Initials	Apprentice Initials	Date Completed
9. Specialty Painting				
Apply a marbles finish	300			
Apply an antiqued finish				
Apply a grained finish				
10. Wall Covering				
Install wall covering and borders	200			
Apply and finish texture materials				
Select finishes by interpreting product data sheets				
11. Print Reading				
Interpret blueprints and schedule for a job	500			
Interpret contract requirements for a job				
Measure surfaces and determine paint requirements				
12. Estimating				
Do take offs on a job	1000			
Calculate costs of materials on a job				
13. Job set up/Leadership				
Calculate cost of labor on a job	1500			
Interpret MSDS sheets for PPE on a job				
Interpret MSDS sheets for hazards on a job				
Demonstrate good supervision/leadership qualities				
Total On-the-Job Learning (OJL) Hours:	6000			



Appendix A

RELATED TECHNICAL INSTRUCTION (RTI) OUTLINE

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Related Technical Instruction (RTI) supplements On-the-Job Learning (OJL) training and contains courses that provide theoretical and technical training related to the occupation. It is through a combination of both OJL and RTI that an apprentice can become fully skilled in the occupation.

At least 144 hours of supplementary RTI is recommended per year. RTI may also include safety courses, organization-specific employee orientation and information sessions, and professional development training. The RTI hours provided denote estimated classroom contact hours.

Training Provider: Choice Construction Services
112 Meadow Oaks Lane
Jackson, MS 39209
Lee Halverson
847-483-4056

Related Instruction Provided: ☐ During Work Hours ☐ During Non-Work Hours ☒ Both

As a key part of apprentice orientation, all apprentices, RI instructors and OJL mentors will complete Anti-Harassment Training, in accordance with CFR 29, Part 30. Guidance and training resources can be found online at:

<https://www.apprenticeship.gov/eeo/sponsors/prevent-harassment>

In addition to available technical assistance from OA staff, anti-harassment and non-discrimination resources are available at <https://www.apprenticeship.gov/eeo>. The website houses a robust suite of resources to inform apprentices, sponsors, and partners about the EEO regulation requirements, and have developed materials for public use to support training and implementation. This includes forms, webinars, and FAQs.

Included among these materials is a new webcast, [Understanding EEO Requirements on Anti-Harassment and Complaints for Registered Apprenticeship Programs \(RAPs\)](#). This 30-minute training helps users: define and recognize unlawful harassment; identify ways to ensure RAPs are free from harassment; and implement complaints procedures.



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RELATED TECHNICAL INSTRUCTION (RTI) CURRICULUM	Classroom Hours
A. CORE: Safety, hand/power tools, math, prints, rigging, mtl., handling	
B. Year 1 Painter: Painting careers, Painting safety, Ladders, Scaffolds	
C. Lifts, fall protection, Identifying surface/substrate materials, conditions	
D. Protecting adjacent surfaces, Basic surface preparation, Sealants and	
E. Repair fillers, Intro to paints/coatings, brush and rolling	155 hours
F. Year 2 Painter: Failures and remedies, Job planning and completion, Chemical	
G. Cleaning and stripping, Low pressure cleaning, Abrasive blasting, drywall	
H. Finishing, stains, clear finish, wood finishing coating II, spray painting	145 hours
I. Year 3 Painter: Painting failures and remedies II, Job supervision, planning and	
J. Control, Coatings III, Color and tinting, Faux finishes, wallcovering	
K. Advanced Stair systems, Introduction to construction equipment	
L. Graphics, Texturing, spraying and special devices	152.5 hours
M.	
N.	
Total Minimum Related Technical Instruction (RTI) Hours:	452.5