Attachment 3
REQUEST FOR APPRENTICE

The Contractor may use this form to document efforts when recruiting Apprentices.

Request To:

Apprenticeship Committee: _____

Apprenticeship Committee/Dispatcher Name: _____

Apprenticeship Committee Email: _____

Request From:

Company Name (Registered Training Agent): _____

Contact person Name: _____

Email Address: _____

Phone: _____

Date Requested: _____

Apprentice Request:

As a registered Training Agent, I am using this form to request referral of an Apprentice for employment with my company in cooperation with Multnomah County's Workforce training & Hiring program. I would like to continue to diversify my workforce. Therefore, please refer ethnic minorities and women for my consideration. If I am unable to receive a referral from my Apprenticeship program within a reasonable time, and my Apprenticeship program is open for applications or allows direct entry, you may use this form to request a referral to the Apprenticeship program from community recruitment resources.

Apprentice needed by this Date: _____ Date Work Starts: _____

Project Title: _____

Job Site and Address: _____

Expected Length of Employment: _____ (Weeks)

Bid Number: _____

Owner: **Multnomah County**

Number of Apprentices: _____ Trade/Occupation: _____

Number of Apprentices: _____ Trade/Occupation: _____

Minimum Qualifications (if different from Apprenticeship standards): _____

_____

Safety Needs: ☐ Hard Hat ☐ Gloves ☐ Hard-Toed Boots

☐ Other: _____

Please Email this Request for Apprentice form to your Apprenticeship committee.

To document your Good Faith Efforts, please mail – OR – email copies to:

Multnomah County Workforce Training & Hiring program
501 SE Hawthorne Blvd, Suite 400
Portland OR 97214
Email: ***workforcecompliance@multco.us***

For Apprenticeship Program Only

Please check the appropriate box and email to Multnomah County's Workforce Training & Hiring program.

☐ I was able to dispatch an Apprentice to the project listed above.

Name of Apprentice: _____ Race: _____ Gender: _____

☐ I was unable to dispatch an Apprentice to the project listed above because:

_____