

## Questions and answers

**Q: What employers are eligible to start a Registered Apprenticeship?**

**A:** All employers are eligible to start a Registered Apprenticeship. With few exceptions, any business that requires highly skilled employees — a small two-person business to the largest corporations — can benefit from apprenticeship.

**Q: What kinds of occupations are eligible?**

**A:** There are more than 1,000 apprenticeable occupations. Email [apprenticeship@alaska.gov](mailto:apprenticeship@alaska.gov) to receive a list of occupations. Apprenticeable occupations are utilized in multiple industries including oil and gas, healthcare, transportation, construction, forestry, manufacturing and mining.

**Q: As an employer, how do I select my apprentices?**

**A:** Employers can select from current employees or they can recruit and hire new employees through a recruitment process by posting open apprenticeship positions on Alaska's online job bank AlaskaJobs. Employers can also request candidates from the local job center Business Connection staff.



## How do I get started?

Contact an apprenticeship specialist at your local Alaska job center and discover how partnering with the State of Alaska can help you develop your workforce through Registered Apprenticeship.

### Contact your local job center:

#### Anchorage Midtown

[anchorage.employers@alaska.gov](mailto:anchorage.employers@alaska.gov)

#### Fairbanks

[fairbanks.employers@alaska.gov](mailto:fairbanks.employers@alaska.gov)

#### Juneau

[juneau.employers@alaska.gov](mailto:juneau.employers@alaska.gov)

#### Peninsula (Kenai)

[peninsula.jobcenter@alaska.gov](mailto:peninsula.jobcenter@alaska.gov)

### APPRENTICESHIP WEBSITE:

[jobs.alaska.gov/apprentice/index.html](http://jobs.alaska.gov/apprentice/index.html)



**ALASKA DEPARTMENT OF LABOR  
& WORKFORCE DEVELOPMENT**

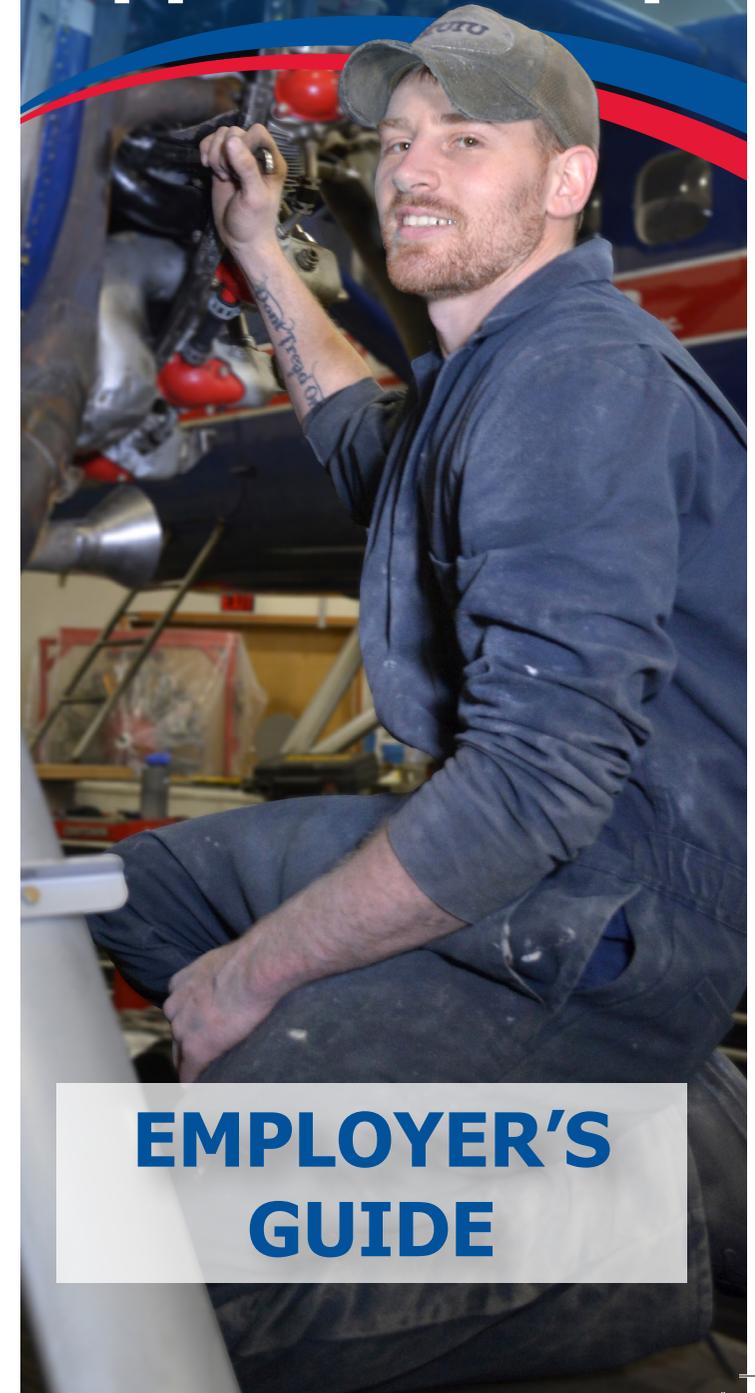
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# Registered Apprenticeship



## EMPLOYER'S GUIDE

## What is Registered Apprenticeship?

**R**egistered Apprenticeship is a skills-based training system that combines structured, on-the-job learning with related technical instruction.

The apprentice works under the guidance of a qualified journeyworker, and attain periodic wage increases while they progress through the apprenticeship.

Apprenticeships allow employers to grow their workforce while establishing standards of proficiency.

Employer benefits include developing a highly skilled and productive workforce and attracting high-quality applicants who are motivated to succeed.



## Benefit to employers

Apprenticeship is a smart business move and has the following benefits:

**Decreased turnover** — By strengthening and developing a more competent workforce.

**Increased productivity** — Knowledge transfer due to well developed on-the-job learning.

**High return on investment** — Apprentices produce while they are learning.

**Improved safety** — Related instruction and on-the-job training ensures apprentices learn while using industry recognized materials and standards.

**Tailored workforce** — Trained to meet the needs and demands of your business.

**Skilled workers** — Trained to industry/ employer specifications to produce quality results.

**Established pipeline** — New apprentices who complete the program while also providing access to the next generation of workers.

With few exceptions, any business that requires **highly skilled employees** — a small two-person business to the largest corporations — can benefit from apprenticeship.



## What are my responsibilities as an employer?

As a Registered Apprenticeship employer, you are responsible for recruiting and training apprentices as they learn on the job and complete their certifications. Apprentices are members of your workforce from day one. Employers agree to follow training standards that include:

- Provide a safe workplace
- Provide on-the-job learning and supervised work experience
- Establish a progressive pay schedule
- Document the training progress
- Support the related instruction
- Option for employer to use their own training program

# Employer Guidance