

ELECTRICAL EXAMINING BOARD
GENERAL CRITERIA FOR ELECTRICAL LICENSE APPLICANT

An applicant for a certificate of licensing must be at least twenty-one (21) years of age and have, and be able to verify a combination of six (6) years of practical experience installing equipment and associated wiring related to the license applied for.

The practical experience claimed by the applicant shall have been performed consistent with the requirements in the jurisdiction where the work took place, otherwise it will not be considered.

If the Board determines that an applicant has been unable to quantify related experience and/or education or if there is an appearance of deception in the application or supporting documentation, the applicant may be requested to appear before the Board to answer questions concerning the application and supporting documentation. The Board may conduct an oral technical interview to determine the applicant's level of relevant experience and/or knowledge.

If the Board determines an applicant has submitted false or misleading information, the application will be rejected and re-application will be at the discretion of the Board.

Applicant must have completed a recognized code class within the previous two (2) years of application date.

Applicant must have taken the Master's Electrician's Test with Block & Associates, Exporior or Prometric. Applicant must furnish a certified copy of their test scores. Only scores of 75% & above will be considered. (Ord. # 840-A)

In accordance with the ordinance, the electrical official would provide the applicant with an appropriate application. Having completed the application, accompanied by the required transcripts and documents of experience that he or she has completed the following educational training and/or practical experience, the application will be reviewed by the Electrical Examining Board. The Board may review the application and testing procedures on a yearly basis.

An applicant must submit a school transcript from the following:

Accredited college or university, accredited electrical trade school or technical college, or an apprenticeship training program approved by the Bureau of Apprenticeship & Training, U.S. Dept. of Labor for review by the Electrical Board as applicable.

All applicants shall submit written evidence of previous practical experience in the electrical industry. This previous experience must be verified by employer or employment records (such as W-2 records). Resumes are not considered verification.

Applicant may be allowed credit for each year, or fraction thereof, of successful completion of a recognized course which was primarily electrical in nature.

In no case will the applicant have less than two (2) years practical experience in the electrical industry.

The following are acceptable options for qualifications:

- Option A: Verification that the applicant has graduated with an Electrical Engineering Degree from an accredited college or university, plus at least two (2) years of practical experience in the electrical industry.
- Option B: Verification that the applicant has graduated from an accredited two (2) year electrical trade school plus at least four (4) years of practical experience in the electrical industry.
- Option C: Verification that the applicant has at least four (4) years of training in an apprenticeship-training program approved by the Bureau of Apprenticeship & Training, U.S. Dept. of Labor, plus at least two (2) years of practical experience in the electrical industry.



Founded in 1963

APPLICATION FOR ELECTRICAL LICENSE &/OR EXAMINATION
Fee: \$ 50.00

Attach a small head & shoulders photograph in this area →

- A. Which option are you requesting from the bottom of the previous page? _____
- B. Please enclose a business check in the amount of \$50.00; payable to the Village of Pontoon Beach.

Please Type or Print Clearly:

1. Name: _____
(Last Name) (First Name) (M.I.)
2. Home Address: _____
(Street # & Name) (City) (State) (Zip)
3. Company Name: _____
4. Company Address: _____
(Street # & Name) (City) (State) (Zip)
5. Company Phone: () _____ - _____ Cell Phone: () _____ - _____
6. Have you previously held a Village of Pontoon Beach Electrical License? ☐ Yes or ☐ No
7. Do you want to be examined for the Master's Electrician's Test? ☐ Yes or ☐ No
8. If you reside outside of the Village of Pontoon Beach area, describe how you will supervise work done within the Village of Pontoon Beach. (Use a separate piece of paper)

I hereby declare that all work done under permits issued to me and my company will be supervised by me on a full-time basis.

(Signature of Applicant)

Notarized:

State of: _____

County of: _____

Subscribed and sworn to before me this _____ day of _____, 20____

My commission expires: _____

(Notary Public Signature)

(Notary Public Stamp)

