zSystems Apprenticeship Program

MEMORANDUM

Date	:	October 17, 2022
To	:	Prospective zSystems Apprenticeship Applicants
From	:	zSystems Apprenticeship Program Joint Apprenticeship Committee Partners: SEIU Local 1000, American River College, and Division of Apprenticeship Standards, Department of Industrial Relations, California Department of Human Resources
Re	:	zSystems Apprenticeship Program and Application Process

Program Description

The Division of Apprenticeship Standards (DAS) at the Department of Industrial Relations, Service Employees International Union Local 1000 (Local 1000), American River College (ARC), and the State of California Department of Human Resources (CalHR) are pleased to announce the third application period for the zSystems Apprenticeship Program. It is designed to provide upward mobility opportunities for state employees who meet specific criteria and allow them to obtain industry-valued skills for IT occupations.

The zSystems Apprenticeship Program is funded by a California Apprenticeship Initiative grant and administered by ARC. Cohorts are comprised of incumbent state employee apprentices who enter a Training and Development ("T&D") Assignment in an Information Technology Associate classification. The T&D assignment will last up to two years and consist of on-the-job training along with the completion of related supplemental instruction offered by ARC. Upon successful completion of the program, apprentices will meet the minimum qualifications to apply for a civil service IT classification.[1] This classification may vary depending on the apprentice's individual background, education, and experience. This program has been

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[1] To receive an appointment to an IT position/classification at the end of the apprenticeship, the apprentice must apply for the position and be selected as the top candidate.

developed by subject matter experts to provide apprentices with the education, experience, and skills necessary to be a highly competitive candidate.

While there is no cost to apprentices for tuition, books, or instruction, those applying must be prepared to work hard and make personal sacrifices. Apprentices should expect to attend class during the week in the evenings after work and continue coursework year-round. Apprentices are also encouraged to continue employment with the State of California for a minimum of two years after program completion.

The program is currently limited to applicants in the participating departments specified below, along with the occupation and location associated with each opportunity of each opportunity.

- California Department of Technology (CDT) – Mainframe System Administrator; Sacramento *(*telework option available; subject to department needs and policies)*
- Employment Development Department (EDD) – Mainframe System Administrator & Application Developer Specialist; Sacramento *(*telework option available; subject to department needs and policies)*

Application Process

Classes are scheduled to begin as early as March 2023, and **applications must be submitted no later than 5:00 p.m. on October 31, 2022.** Incomplete applications will not be considered. In order to apply, you must do the following:

1. Apply to American River College for the Spring 2023 semester at: https://www.arc.losrios.edu/admissions/get-started-and-apply

2. Complete the Online Apprenticeship Application at: https://search.seiu1000.org/apprenticeship.php

Application Review

The Joint Apprenticeship Committee, with the assistance of the respective departmental human resources offices, will conduct a review of each application packet to ensure applicants meet the following minimum criteria by the final filing date of October 31, 2022:

Each applicant MUST:
- Be in a classification represented by SEIU Local 1000;
- Work in the geographic area/location defined by the participating department(s) for which the applicant is eligible or relocate to that area at the applicant's own cost;
- Have permanent, full-time, civil service status in a participating department (listed on page 2).
- Be eligible to participate in and able to perform the essential duties of the T&D assignment, with or without reasonable accommodation;

- Not have formal written discipline within the last 12 months;
- Not have unapproved dock within the last 12 months;
- Not currently be on probation, a T&D, or a limited term assignment;
- Not be in a negative academic standing status at the partnering educational institution (ARC/Los Rios);
- Not have other commitments that conflict with completing the requirements of this apprenticeship program.

Applications will be evaluated and screened based on the criteria above. Additional screening tools (i.e. an aptitude exam) may be required. Applicants will be ranked, and those ranked highest within their department will be invited to interview for the apprenticeship. Applicants who are accepted into the program will be notified by the Joint Apprenticeship Committee. Additional steps will be defined at that time, and class enrollment will follow.

Should you have questions or require more information, please contact SEIU Local 1000 at (866) 471-7348 or via email at grow@seiu1000.org.

cc: zSystems Joint Apprenticeship Committee Members