

Pontoon Beach

Mayor Harold "Jim" Denham

A Community of New Beginnings

Village Clerk Susan Dougherty

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, other wise 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.

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 Electrical Examining 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 is 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) year of practical experience in the electrical industry.
- Option B: 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: 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.

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APPLICATION FOR CONTRACTORS LICENSE 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 check or money order, \$50.00, payable to Village of Pontoon Beach.

Please Type, or Print Clearly:

1. Name: _____
(Last Name) (First Name) (M.I.)
2. Home Address: _____
3. City/State/Zip: _____
4. Daytime Phone: () ____ - _____, Cell Phone: () ____ - _____
5. Have you previously held a Pontoon Beach License? Yes ___ or No ___
- 6a. Do you want to be examined on behalf of a business? Yes ___ or No ___
- 6b. If so, what is the name of the company/corporation? _____
(Note: make sure the company name is not too similar to that of an existing licensed contractor.)
- 6c. If so, your job title: _____
(Note: To hold a license, you must be a company officer.)
7. If you reside outside of the Pontoon Beach area, describe how you will supervise work done in Pontoon Beach. Use a separate sheet of paper.

I hereby declare that all work done under permits issued to me 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)