

Fact SHEET



What is Apprenticeship?

Apprenticeship is a time-honored approach to training skilled workers through a combination of on-the-job training and classroom instruction. Apprentices are full-time employees who produce high-quality work while they learn skills that enhance their employment prospects. An apprentice operates under the close supervision of a skilled worker on the job and takes related classroom instruction at night or on weekends. A graduated pay scale assures that salary reflects the degree of skill achieved.

Who may operate an Apprenticeship Program?

Apprenticeship programs are conducted by employers, jointly by employers and unions, or by groups of employers. The State Department of Labor registers apprenticeship programs, working with forward-looking businesses across the state to develop the skilled workforce of the future. Training funds may be available for some programs.

What are the advantages of operating a registered Apprenticeship Program?

Ready Source of Trained Workers - You know that there is a steady supply of competent workers because you have invested in their future by training them in-house.

Economical - Apprentice Training Programs cost businesses very little because the participants work while they learn. Sponsors incur the costs associated with classroom learning.

Apprenticeship Program

Reduced Turnover - Being an apprentice assures workers that their jobs have a future. Their satisfaction helps keep them on the job for you.

Better Employee Relations - You establish a mutually beneficial association with the apprentices who work for you.

Public Recognition - Apprenticeship training programs approved by New York State enjoy the respect of industry and labor alike, and are nationally recognized and therefore portable.

What jobs are appropriate for Apprenticeship Programs?

Apprenticeship opportunities are available for a wide range of positions, from skilled crafts to health care to information technology. Call your Apprentice Program representative to see if your job functions fit the bill, or look online at www.labor.ny.gov/apprenticeship/appindex.shtm for a list of apprenticeable occupations in New York State.

Who can help me set up an Apprentice Program?

The State Department of Labor staff can provide, free of charge, complete details and technical assistance in setting up your own apprentice training program. Program offices are listed on the back; or call 1-800-HIRE-992.

FIELD OFFICES	COUNTIES	PHONE	FAX
Long Island 303 W. Old Country Rd. Hicksville, NY 11801	Nassau, Suffolk	516-934-8525	516-934-8557
New York City 75 Varick Street 7th Floor New York, NY 10013	Bronx, Kings, New York, Queens, Richmond, Orange, Putnam, Rockland, Sullivan, Ulster, Westchester	212-775-3354	212-775-3507
Albany State Office Campus Bldg. 12, Room 288 Albany, NY 12240	Albany, Clinton, Columbia, Essex, Franklin, Fulton, Greene, Hamilton, Montgomery, Rensselaer, Saratoga, Schenectady, Schoharie, Warren, Washington, Dutchess	518-457-7745	518-458-5057
Binghamton Glendale Technology Park 2001 Perimeter Road East Suite 3 Endicott, NY 13760	Broome, Chemung, Chenango, Delaware, Otsego, Schuylar, Steuben, Tompkins, Tioga	607-741-4577	607-741-4529
Syracuse 450 S. Salina Street, Room 203 Syracuse, NY 13202	Cayuga, Cortland, Jefferson, Lewis, Onondaga, Oswego, Herkimer, Madison, Oneida, St. Lawrence	315-479-3228	315-479-3217
Rochester 276 Waring Road Rochester, NY 14609	Genesee, Livingston, Monroe, Ontario, Orleans, Seneca, Wayne, Wyoming, Yates	585-258-8885	585-258-8882
Buffalo 290 Main Street Room 213 Buffalo, NY 14202	Allegany, Cattaraugus, Chautauqua, Erie, Niagara	716-851-2726	716-851-2797

PROTECT *all Workers*
 ASSIST *the Unemployed*
 CONNECT *Employers and Workers*

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 Auxiliary aids and services are available upon request to individuals with disabilities.

www.labor.ny.gov

