MANUFACTURING 2000—MACHINIST TRAINING

A PA STATE REGISTERED PRE-APPRENTICESHIP PROGRAM

The New Century Careers MANUFACTURING 2000 Machining Training Program offers training and placement assistance to help you begin your manufacturing career.

The Machinist Training Program trains you in the necessary skills to become a machine operator or entry-level machinist.

The MANUFACTURING 2000 (M2K) program, offered in Pittsburgh’s South Side and the Eastern Westmoreland Career & Technology Center in Latrobe, provides 3 levels of training over 250 to 600 hours. These sessions include hands-on experience, as well as special sessions focused on professional development and resume writing.

Quick Train is the first 125 hours of M2K and is also offered as a stand-alone program in McKeesport. Quick Train students learn applied math theory, precision measuring, blueprint reading, layout, benchwork, and more. Trainees wishing to complete M2K training beyond Quick Train may continue with additional training at the South Side location. Please contact us for more information.

Three Levels of Training available:
- Level 1: Manual/CNC Machine Operator
- Level 2: Machine Operator/Machinist Trainee
- Level 3: Manual/CNC Machinist Trainee

WHAT WILL I LEARN?
M2K students learn the basics of operating:
- Lathes
- Vertical Milling Machines
- CNC Machines
- Pedestal Grinders
- Saws
- Drill Presses
- Surface Grinders
- Various Shop Tools

WHAT ARE THE CLASS OPTIONS?
Pittsburgh South Side Day M2K Classes: 9am-3pm, Mon.-Fri.
Pittsburgh South Side Night M2K Classes: 4pm-10pm, Mon. & Wed.
Eastern Westmoreland CTC Night M2K Classes: 4pm-9pm, Mon.-Fri.
McKeesport Quick Train Day Classes: 10am-3pm, Mon.-Fri.

HOW MUCH DOES IT COST?
Training is made possible through a variety of governmental or charitable funding sources, as well as manufacturing employer contributions. There is no cost to qualified students who are accepted into the program.

HOW DO I REGISTER?
Registration is offered on an on-going basis throughout the year. Contact us for the latest seminars, to schedule a visit, or to receive an application.

Start dates may be subject to change depending on enrollment.

Applicants must:
- Be at least 18 years of age
- Have earned a High School Diploma or GED*
- Demonstrate successful performance on an industry-developed aptitude test
- Submit a completed application, including high school diploma/GED, two reference letters, a brief questionnaire, and an application form.

*Some exceptions apply.

WHY MANUFACTURING?
Manufacturing is the second-largest source of private sector employment in southwestern PA. Manufacturing accounts for 15% of regional employment.

The average annual wage for machinists in PA is $40,350* and the vast majority of these jobs do not require a college degree. Instead, most manufacturing jobs require work-related and on-the-job training.

*Source: PA Department of Labor & Industry, 2016

Call us to find out how you can prepare yourself for a career with good wages, benefits and personal satisfaction.

1-800-822-9337
rosenberg@ncsquared.com or zema@ncsquared.com

New Century Careers administers enrollment for all sites (Pittsburgh, McKeesport and Eastern Westmoreland Career and Technology Center).

New Century Careers
Training Innovation Center
305 E. Carson Street
Pittsburgh, PA 15219
MANUFACTURING 2000 Application Process and Training Agreement

The application process consists of four steps. You will need to complete all four steps to be considered for the MANUFACTURING 2000 training program. However, completing an application does not guarantee a spot in our program, as space is limited.

The four steps of the application process are:

1. Complete the Application Packet (attached).

2. Submit Two Letters of Recommendation
   - Letters can be from anyone except a family member
   - Forged letters will disqualify you from the program

3. Submit Your High School or GED Diploma or Transcripts
   - Photocopies may be submitted—certified transcripts are not necessary

4. Take the Aptitude Test- TEST IS GIVEN AT 305 E. CARSON ST. EVERY TUESDAY AT NOON!
   NOTE: TEST CANNOT BE TAKEN UNLESS STEPS 1-3 ARE COMPLETED & TURNED IN
   - No appointment necessary for Tuesday testing. If this day/time does not work for you, please call to schedule another time to take the test.
   - The test will last approximately 1.5 to 3 hours and will consist of 4 parts:
     ■ Mechanical Reasoning
     ■ Problem Solving
     ■ Vocabulary
     ■ Math (Fractions & decimals, basic algebra, geometry and trig at a high school level)

Completed applications may be emailed, faxed or hand delivered. Please be sure to follow up with us to make sure we have received the materials you are submitting. You can contact Matt Zema at 412-258-6624 or Samara Rosenberg at 412-258-6617. When you leave a message, please make sure you leave your first and last name, phone number, and reason for calling.

Contact Information:

If you have any questions during the application process, please feel free to call us at New Century Careers. Please note that regardless of your preferred site (Pittsburgh, McKeesport, Eastern Westmoreland Career and Technology Center), all applications must go to the mailing or email address below.

Matt Zema or Samara Rosenberg
New Century Careers
Office Mailing Address: Training Center and Testing Site Address
New Century Careers Training Innovation Center (TIC)
305 E. Carson St. 305 E. Carson St.
Pittsburgh, PA 15219 Pittsburgh, PA 15219

Phone: 412-258-6624 / 412-258-6617
Fax: 412-258-6625
Email: zema@ncsquared.com or rosenberg@ncsquared.com
Web: www.ncsquared.com

MANUFACTURING 2000 is a program of New Century Careers
www.ncsquared.com
Refresh Your Skills
Before Taking the Aptitude Test!

The websites listed below offer opportunities to review math. Use them to refresh or increase math skills:

- **Khan Academy**
  https://www.khanacademy.org/

- **AAA Math**
  http://www.aaamath.com

- **Purple Math**
  http://www.purplemath.com/modules/index.htm

- **Spark Notes**
  http://www.sparknotes.com/math/

We suggest the following website to refresh your skills in Mechanical Reasoning, Verbal Reasoning, and Numerical Reasoning:

- **Psychometric-Success**
  www.psychometric-success.com

We also suggest using *SAT prep books* from your local bookstore or library to refresh your math skills.
Application for Admission to **MANUFACTURING 2000 MACHINIST TRAINING**

Please complete both sides of this application, using blue or black ink and printing clearly. Bring or mail your completed application to: Admissions Office, New Century Careers, 305 E. Carson St., Pittsburgh, PA 15219. Applications may also be emailed to zema@ncsquared.com / rosenberg@ncsquared.com or faxed to us at (412) 258-6625.

**Personal Information**

<table>
<thead>
<tr>
<th>Name: Last</th>
<th>First</th>
<th>M.I.</th>
<th>Street Address.</th>
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<tbody>
<tr>
<td>City</td>
<td>State</td>
<td>Zip</td>
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Date of Birth
(Mo/Day/Yr)

Social Security No.

Cell Phone No.  Home Phone No.  Work Phone No.
[ ] Day  [ ] Evening  [ ] Day  [ ] Evening  [ ] Day  [ ] Evening

E-mail address:

Are you registered with selective services?  [ ] Yes  [ ] No

Are you authorized to work in the U.S.?  [ ] Yes  [ ] No

I was referred to Manufacturing 2000 by a graduate. Please indicate their name:

I was referred by another individual/organization. Please tell us their name/agency:

[ ] I have state issued I.D. and I am eligible to be present in a public school environment (EWCTC students only).  [ ] Yes  [ ] No

Please check here if you agree that we may share information about your application/enrollment with the referral source you listed.

**Employment History**

Please list your last three employers. Start with your present or most recent employer.

<table>
<thead>
<tr>
<th>Date (Mo/Yr-Mo/Yr)</th>
<th>Employer’s Name and Phone Number</th>
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</thead>
<tbody>
<tr>
<td>From</td>
<td>To</td>
</tr>
<tr>
<td>Position Held</td>
<td>Hourly Rate</td>
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<tr>
<td>Reason for Leaving</td>
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<td>Reason for Leaving</td>
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**Education/Military Experience**

Please provide as much information as possible.

<table>
<thead>
<tr>
<th>HIGH SCHOOL Name</th>
<th>Location (City/State)</th>
<th>Years Attended (Yr-Yr)</th>
<th>Did you Graduate?</th>
<th>List Math, Science, Industrial Arts or similar courses completed.</th>
</tr>
</thead>
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<tr>
<th>COLLEGE Name</th>
<th>Location (City/State)</th>
<th>Years Attended (Yr-Yr)</th>
<th>Did you Graduate?</th>
<th>List Math, Science, Industrial Arts or similar courses completed.</th>
</tr>
</thead>
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<table>
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<tr>
<th>TRADE OR BUSINESS SCHOOL Name</th>
<th>Location (City/State)</th>
<th>Years Attended (Yr-Yr)</th>
<th>Did you Graduate?</th>
<th>List Math, Science, Industrial Arts or similar courses completed.</th>
</tr>
</thead>
</table>

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<tr>
<th>MILITARY Experience (List Branch)</th>
<th>Location (City/State)</th>
<th>Years in Service (Yr-Yr)</th>
<th>Highest Rank Held</th>
<th>List Math, Science, Industrial Arts or similar courses completed.</th>
</tr>
</thead>
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MANUFACTURING 2000, a program of New Century Careers, is made possible through the efforts of area manufacturers, educators, foundations, and the Commonwealth of Pennsylvania. www.ncsquared.com
Demographic Data Sheet

Name: ___________________________ Date: ____________

Please circle the information that applies to you. All information is confidential. Your answers will NOT affect your eligibility for the M2K program and are for data and funding purposes only.

1. Gender __________

2. Ethnicity – Please circle all that apply.
   a. Black/African-American
   b. White
   c. Hispanic/Latinx
   d. Asian
      ___ East Asian
      ___ South Asian
      ___ Southeast Asian
      ___ Central Asian
   e. Pacific Islander
   f. Middle Eastern
   g. Native American/American Indian/Alaskan Native/First Nation
   h. Bi-racial
   i. Multi-racial
   j. None of these apply to me. I identify as __________
   k. Prefer not to answer

3. Which County do you live in?
   __________________________

4. Age
   a. 18-20     e. 52-64
   b. 21-25     f. 65-74
   c. 26-44     g. 75-84
   d. 45-51

5. Are you a veteran of the U.S. Military?
   a. Yes        b. No
   If Yes, please list branch __________

6. Do any of the following apply to you?
   _ English language learner
   _ Have a disability or impairment
   _ Are experiencing homelessness
   _ Have ever experienced incarceration or arrest
   _ Incarcerated within the past 180 days, on probation/electronic monitoring, or in alternative housing
   _ Recently exited foster care

7. Household Income Range
   a. <$15k        d. $30k-40k
   b. $15k-$19k    e. >$40k
   c. $20k-$29k

   Household monthly income: __________

   Source(s) of income: __________

   Are you currently employed?
   a. Yes        b. No

   Have you recently lost your job or experienced a reduction in wages?
   a. Yes        b. No

8. Are you the head of your household?
   a. Yes        b. No
   If no, what is the gender of the head of your household? __________

9. Total number of people in your household: __________

10. Are you a parent to one or more dependent children?
    a. Yes        b. No

11. Do you have dependent children that live in your household?
    a. Yes        b. No
   If Yes, please list number __________

12. Are you a recipient of SNAP (Supplemental Nutrition Assistance Program)?
    a. Yes        b. No

   Are you interested in applying for SNAP?
   a. Yes        b. No

13. Were you on the BotsIQ team at your high school?
    a. Yes        b. No
MANUFACTURING 2000 APPLICATION QUESTIONNAIRE
Please write a few sentences for each question. One word answers will not be accepted.

1. TELL US ABOUT WHO YOU ARE, WHAT YOUR STRENGTHS ARE, WHAT YOUR BACKGROUND IS. INCLUDE ALL CREDENTIALS, DEGREES, AND CERTIFICATES EARNED.

2. DO YOU HAVE ANY BACKGROUND IN MACHINING/MANUFACTURING? IF YES EXPLAIN. IF NO, WHAT IS YOUR IMPRESSION OF MACHINING/MANUFACTURING?

3. WHAT INTERESTS YOU ABOUT MACHINING?

4. WHY DO YOU THINK THIS TRAINING IS THE RIGHT FIT FOR YOU?
Please indicate a first and second choice in the course selection below:

<table>
<thead>
<tr>
<th>Machining Class Options</th>
<th>Please check your class selection</th>
<th>Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DAY PROGRAMS</strong></td>
<td>1&lt;sup&gt;st&lt;/sup&gt; choice 2&lt;sup&gt;nd&lt;/sup&gt; choice</td>
<td></td>
</tr>
<tr>
<td>M2K – Pittsburgh (South Side) New Century Careers Training Innovation Center 305 East Carson Street Pittsburgh, PA 15219</td>
<td></td>
<td>Monday – Friday, 9:00 am – 3:00 pm Class duration: 4-6 months</td>
</tr>
<tr>
<td>Quick Train – McKeesport Tube City Center 409 Walnut Street, 2&lt;sup&gt;nd&lt;/sup&gt; Floor McKeesport, PA 15132</td>
<td></td>
<td>Monday – Friday, 10:00 am – 3:00 pm Class duration: 5 weeks</td>
</tr>
<tr>
<td><strong>EVENING PROGRAMS</strong></td>
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</tr>
<tr>
<td>M2K – Pittsburgh (South Side) New Century Careers Training Innovation Center 305 East Carson Street Pittsburgh, PA 15219</td>
<td></td>
<td>Monday &amp; Wednesday, 4:00 pm – 10:00 pm Class duration: Approximately 1 year</td>
</tr>
<tr>
<td>M2K – Latrobe Eastern Westmoreland Career &amp; Technology Center 4904 Route 982 Latrobe, PA 15650</td>
<td></td>
<td>Monday – Friday 4:00 pm – 9:00 pm Please select the days/times you would like to enroll: □ Monday 4-9 pm □ Tuesday 4-9 pm □ Wednesday 4-9 pm □ Thursday 4-9 pm □ Friday 4-9 pm Class duration depends on hours per week.</td>
</tr>
</tbody>
</table>

**PLEASE READ THE FOLLOWING AND SIGN BELOW:** I certify that the facts contained in this application are true and complete to the best of my knowledge, and I understand that, if accepted into Manufacturing 2000, falsified statements on this application shall be grounds for dismissal. Furthermore, I authorize investigation of all statements contained herein and authorize the information they may have, personal or otherwise, and release New Century Careers from all liability for any damage that may result from utilization of such information. I do hereby agree and authorize that any and/or all information provided on this application may be forwarded to partners associated with New Century Careers and Manufacturing 2000 to determine possible financial aid and/or funding available to cover costs associated with my training in their program.

________________________________________       ____________________________
SIGNATURE OF APPLICANT                  DATE

New Century Careers is an Equal Opportunity Organization