



NYS DOL Use Only: Sponsor No. [redacted]
[checked] New Program [ ] Reactivation [ ] Revision [ ] Recertification

New York State Registered Apprenticeship Training Program

NYS Department of Labor Apprenticeship Training

Sponsor Information Sheet and Instructions

JUL 15 2016

Form AT 9 is used to collect data regarding sponsors and signatories for the New York State (NYS) Registered Apprenticeship Training Program. Please read the instructions on pages 3 and 4 before completing this form.

Section I

- A. Sponsor name: Quad Graphics, Inc.
B. Trade(s): Plant Maintenance - Mechanic
C. Type of Apprenticeship Training Program (check one):
1. [checked] Individual Non-Joint 2. [ ] Individual Joint 3. [ ] Group Non-Joint\* 4. [ ] Group Joint (JAC/JATC)\*
\*For sponsors of group programs only (3 and 4) - See instructions for signatory list submission information.
D. Name of entity completing this form: Same as above
E. Entity completing this form (check one):
[checked] Individual Employer/Sponsor [ ] Union [ ] JAC/JATC [ ] Association
[ ] Employer/Signatory company serving on the JAC/JATC, Board of Directors, or other governing body
F. Mailing address: Street: 56 Duplainville Road
City/Town: Saratoga Springs State: NY Zip Code: 12866
G. Email: H. Phone: (518) 581-4000 I. Fax: (518) 581-4874
J. Federal Employer Identification Number (FEIN): [redacted]
K. NYS Unemployment Insurance Employer Registration (ER) Number: [redacted]
L. Is this entity required to report any employee wages under this FEIN to the NYS Department of Tax and Finance? [checked] Yes [ ] No
M. Type of Entity (check one and provide attachments as noted in the instructions):
[checked] Corporation [ ] Partnership [ ] Sole-Proprietor [ ] LLC [ ] LLP [ ] Other
N. How many years has your organization been in business? 45
O. Within the past five (5) years, have you done business under a different name? [ ] Yes [checked] No
If 'Yes', provide attachments as noted in the instructions.
P. If this is part of a new program application or if your entity is new to an existing program, within the past five (5) years, has your organization, any substantially owned-affiliated entity,\*\* any predecessor company or entity, any owner of 10% or more of the entity's shares, any director, any officer, any partner, or any proprietor been a sponsor of, or signatory to, a NYS Registered Apprenticeship Program? [ ] Yes [checked] No
If 'Yes', provide attachments as noted in the instructions.

Section II

Complete all questions, (1 - 10), in this section and provide attachments as noted in the instructions.

Within the past five (5) years, has your organization, any substantially owned-affiliated entity,\*\* any predecessor company or entity, any owner of 10% or more of the entity's shares, any director, any officer, any partner, or any proprietor been the subject of:

- 1. Any conviction for a crime under state or federal law? [ ] Yes [checked] No
2. Any indictment or pending indictment for conduct constituting a crime under state or federal law? [ ] Yes [checked] No
3. Any grant of immunity for conduct constituting a crime under state or federal law? [ ] Yes [checked] No

\*\* For the definitions of a 'substantially owned-affiliated entity' see the end of Section I in the instructions.





Apprentice Training Program Registration Agreement

Revision

Nature of Change: New Program

State Use Only	
AT Sponsor No.	[REDACTED]
ATP Code	<b>66-378A</b>
Effective Date of AT Program	

NYS Department of Labor  
Apprentice Training

JUL 15 2016

- Name of Sponsor: Quad/Graphics Inc. Central Office
- Mailing Address: 56 Duplainville Rd. Saratoga Springs NY 12866 Saratoga  
(number & street) (city) (state) (zip code) (county)
- Actual Address: same as above  
(number & street) (city) (state) (zip code) (county)
- Telephone No.: 518-581-4000 Ext. \_\_\_\_\_ Fax No.: 518-581-4874
- E-mail Address: [REDACTED]
- Trade/Occupation: Plant Maintenance Mechanic [REDACTED]
- No. Employees: 802 No. Apprentices: 0 No. Journeyworkers: 9 8. Ratio: 1:1;1:1
- DOT Code: 899.261-014 10. Length of Program: 48 months
- Apprentice Probationary Period: 12 months 12. Work process: Standard  or Revised
- Minimum Journeyworker Rate: \$ 24.00 per hr 14. Effective Date of Wages: 07/08/2016

15. Apprentice wage progression for each period – in months (M) or hours (H)

	1	2	3	4	5	6	7	8	9	10
M <input checked="" type="checkbox"/>	M <input type="checkbox"/>	M <input type="checkbox"/>								
H <input type="checkbox"/>	H <input type="checkbox"/>	H <input type="checkbox"/>								
0-6	7-12	13-18	19-24	25-30	31-36	37-42	43-48			
\$15.60	16.32	16.80	18.00	19.20	20.40	21.60	22.80			

16. The sponsor agrees to comply with the provisions on this side and on the reverse of this agreement.

17. Steve R. Barkowski 7/8/16 18. \_\_\_\_\_  
Signature of Official Sponsor Representative Date Signature of Union Representative Date

Steve R. Barkowski Master Electrician / Apprentice Coordinator  
Print Name and Title

Shawntel Wood Human Resources  
shawntel wood, 718116  
Print Name, Title, and Union Name

19. \_\_\_\_\_ Date  
Signature New York State Department of Labor



NEW YORK STATE DEPARTMENT OF LABOR  
RELATED INSTRUCTION AVAILABILITY

Department of Labor  
Apprentice Training

JUL 15 2016

Central Office

Trade Plant Maintenance - Mechanic [REDACTED]		
Sponsor Name Quad Graphics Inc		
Sponsor's Representative Steve Borkowski		
Sponsor Address (No. & Street) 56 DuPlainville Rd		(City) Saratoga Springs
(County) Saratoga	(State) NY	(Zip Code) 12846
Sponsor Telephone No. 518-581-4000		
Proposed Number of Apprentices -		

RELATED INSTRUCTION IS NOT AVAILABLE

RELATED INSTRUCTION IS AVAILABLE AT:

Name of School Hudson Valley Community College

Address 80 Vandenburg Ave

Address Troy, NY 12180

School Representative:

Brian Wickham

AT Office Name and Address:

NYS DOL  
Building 12  
[REDACTED]  
Albany NY 12240

Apprentice Training Representative: [REDACTED]

Date Prepared:

Name and Address of DLEA:

Nancy Jones  
Capital Region BOCES  
Adult Ed.  
1015 Waterkill Shaker Road  
Albany, NY 12205

Signature of DLEA: [REDACTED]

Date Prepared:

3/22/16



NEW YORK STATE DEPARTMENT OF LABOR  
RELATED INSTRUCTION AVAILABILITY

NYS Department of Labor  
Apprentice Training  
JUL 15 2016  
Central Office

Trade	Plant Maintenance - Mechanic [REDACTED]	
Sponsor Name	Quad Graphics Inc.	
Sponsor's Representative	Steve Borkowski	
Sponsor Address (No. & Street)	56 Duplainville Rd.	
(City)	Saratoga Springs	
(County)	(State)	(Zip Code)
Saratoga	NY	12846
Sponsor Telephone No.	518-581-4000	
Proposed Number of Apprentices	-	

RELATED INSTRUCTION IS NOTAVAILABLE

RELATED INSTRUCTION IS AVAILABLE AT:

Name of School CTCNYS - ENY

Address 878 Old Shaker RD

Address Latham NY 12110

School Representative:

Josh Reap

AT Office Name and Address:

NYS DOL  
Building 12  
[REDACTED]  
Albany NY 12240

Apprentice Training Representative: [REDACTED]

Date Prepared:

Name and Address of DLEA:

Nancy Jones  
Capital Region BOCES  
Adult ED.  
1015 Waterlick Shaker Road  
Albany, NY 12205

Signature of DLEA: [REDACTED]

Date Prepared:

3/22/16



NYS Department of Labor  
Apprentice Training

JUL 15 2016

- New Program
- Amended
- Renewal

Sponsor Code

Central Office

Trade Code(s)

67-372
66-378A

NEW YORK STATE DEPARTMENT OF LABOR  
APPRENTICE TRAINING PROGRAM  
AFFIRMATIVE ACTION PLAN

NYS Department of Labor  
Apprentice Training

JUL 15 2016

To be Administered by:

Quad Graphics Inc.

*Sponsor's Name*

Central Office

Address :

56 Duplainville Rd.

Saratoga Springs

NY

12866

*City*

*State*

*Zip Code*

Plan is Effective From :

02,23,15

*Date*

To:

02,22,20

*Date*

On behalf of the above named sponsor , I certify that it is our intent to fulfill this Affirmative Action Plan.

Signature of Sponsor :

*Daniel Frankowski*

*The above signature must be employer's Chief Executive Officer or the  
Chair of the Joint Apprenticeship Committee or their authorized representative.*

7,8,2016

*Date*

Print Name :

Daniel J. Frankowski

Title :

Operations Director

**PART I - EQUAL OPPORTUNITY STANDARDS**

**A. Provide a brief description of the nature and extent of the Sponsor's business , the geographic area or jurisdiction where the business is performed , and the county or counties where the sponsor will recruit.**

Print Industry - Magazines, catalogs, retail inserts, premedia

Capabilities - platemaking, full service premedia, web offset printing, saddle stitching, perfect binding, co-mailing, distribution

Location - Saratoga Springs, NY

Recruitment Counties - Albany, Moreau, Schenectady, Fulton, Rensselaer, Warren, Montgomery, Saratoga, Washington

**B. Equal Opportunity Pledge**

The sponsor recognizes that all qualified persons shall have equal opportunity in apprenticeship training . agrees that the commitments contained in the Affirmative Action Plan shall not be used for discriminatory purposes . and agrees to adhere to the following

**EQUAL OPPORTUNITY PLEDGE :**

"The recruitment , selection , employment , and training of apprentices during the apprenticeship shall be without discrimination because of race , color , religion , national origin , age , sex , disability or marital status . The sponsor will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required under Title 29 of the Code of Federal Regulations , Part 30 , and Title 12 of the Official Compilation of Codes, Rules and Regulations of the State of New York , Part 600."

**C. Affirmative Action Policy Statement / 1**

Attach a statement of the sponsor's affirmative action policy . This statement must be the official policy available for public and internal distribution . be on sponsor letterhead and signed and dated by the Chief Executive Officer or the Chair of the Joint Apprenticeship Committee.



If responsibility for plan implementation has been delegated to other than the individual signing the Affirmative Action Policy Statement , that individual must be named in the Policy Statement.

**D. Sexual Harassment Policy Statement / 1**

Attach a statement of the sponsor's sexual harassment policy . This statement must be the official policy available for the public and internal distribution . be on sponsor letterhead and signed and dated by the Chief Executive Officer or the Chair of the Joint Apprenticeship Committee.

**LL** Sponsors needing assistance in developing an Affirmative Action and / or Sexual Harassment Policy Statement should contact the New York State Department of Labor's Division of Equal Opportunity Development.



JUL 15 2016

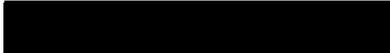
Central Office

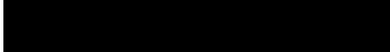
**PART II - LABOR FORCE ANALYSIS / UTILIZATION STUDY**

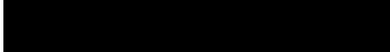
A. The total labor force is 940,985 in the following county ( counties ) of :

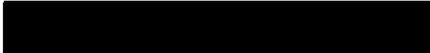
<u>Albany</u>	<u>Montgomery</u>	<u>Schenectady</u>
<u>Fulton</u>	<u>Rensselaer</u>	<u>Warren</u>
<u>Monroe</u>	<u>Saratoga</u>	<u>Washington</u>

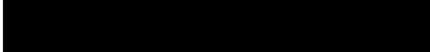
The labor force includes 11

African American  %

Hispanic  %

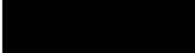
Other Minorities 12  %

Total Minorities  %

Women  %

B. The total minority and women staffing goals of this program are the percentage of these groups in the labor force in the county ( counties ) of recruitment.

Women Participation Goals: 

Minority Participation Goals: 

11 Data on labor force is supplied by the New York State Department of Labor Research and Statistics Division, Bureau of Labor Market Information, State Office Bldg Campus Bldg. # 12, Room 488, Albany, NY 12240, telephone: 

12 Other Minorities: Native Americans; Alaskan Natives; Pacific Islanders; Asians.

**PART III - CURRENT AND PROJECTED STAFFING AND ANNUAL GOALS**

Title of Trade Plant Maintenance - Mechanic [REDACTED]

**A. CURRENT STAFFING IN THE ABOVE TRADE**

Total	<span style="background-color: black; color: black;">[REDACTED]</span>
Active Journeyworkers	<u>16</u>
Registered Apprentices	<span style="background-color: black; color: black;">[REDACTED]</span>

**B. PROJECTED NUMBER OF APPRENTICE INDENTURES**

YEAR	20	15	16	17	18	19	TOTALS
New Positions	<span style="background-color: black; color: black;">[REDACTED]</span>						
Vacancies From Turnover	<span style="background-color: black; color: black;">[REDACTED]</span>						
Total Indentures	<span style="background-color: black; color: black;">[REDACTED]</span>						

**C. ANNUAL GOALS**

Based on the data and projections above, the sponsor's annual goals are to indenture minorities and women in apprentice programs as follows: 11

YEAR	20	15	16	17	18	19	TOTALS
African American	<span style="background-color: black; color: black;">[REDACTED]</span>						
Hispanic	<span style="background-color: black; color: black;">[REDACTED]</span>						
Other Minority	<span style="background-color: black; color: black;">[REDACTED]</span>						
Women	<span style="background-color: black; color: black;">[REDACTED]</span>						
Total Indentures	<span style="background-color: black; color: black;">[REDACTED]</span>						

The sponsor's good faith efforts to meet these annual goals will be evaluated based on whether the sponsor is following the Affirmative Action Program. The sponsor understands that if the annual goals are not being met, it may be necessary to re-evaluate and change the Affirmative Action Program in order to increase the effectiveness of the program.

**11.** Where no apprentice indentures are planned for a particular group or year, enter "0".

**12.** Includes program graduates and non-graduates, (e.g. voluntary quits, dismissals prior to completion).

**PART III - CURRENT AND PROJECTED STAFFING AND ANNUAL GOALS**

NYS Department of Labor  
Apprentice Training

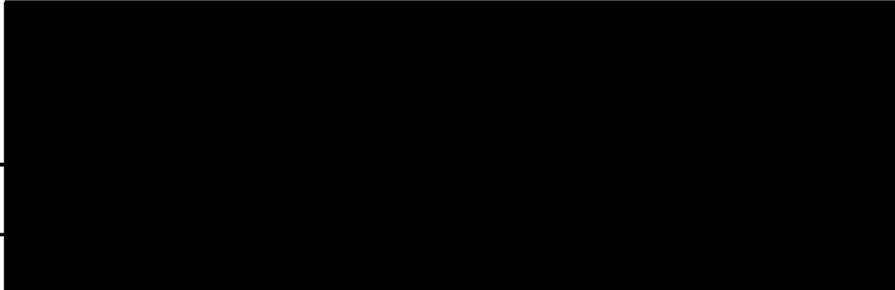
Title of Trade Plant Maintenance - Electrician

JUL 15 2016

Central Office

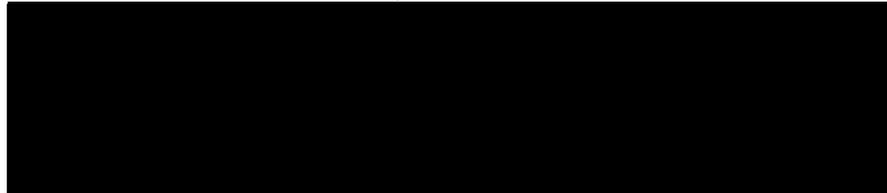
**A. CURRENT STAFFING IN THE ABOVE TRADE**

	Total	
Active		
Journeyworkers	<u>11</u>	
Registered		
Apprentices	<u>5</u>	



**B. PROJECTED NUMBER OF APPRENTICE INDENTURES**

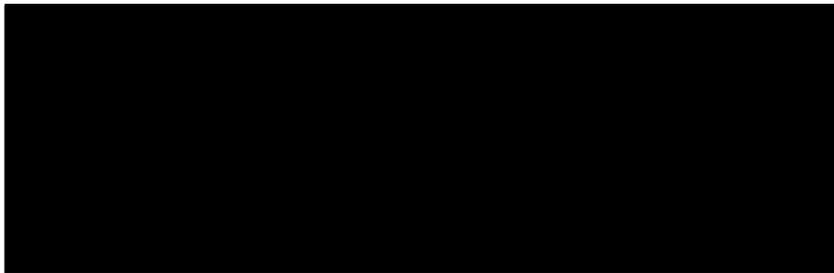
YEAR	20	15	16	17	18	19	TOTALS
New Positions							
Vacancies From Turnover							
Total Indentures							



**C. ANNUAL GOALS**

Based on the data and projections above, the sponsor's annual goals are to indenture minorities and women in apprentice programs as follows: /1

YEAR	20	15	16	17	18	19	TOTALS
African American							
Hispanic							
Other Minority							
Women							
Total Indentures							



The sponsor's good faith efforts to meet these annual goals will be evaluated based on whether the sponsor is following the Affirmative Action Program. The sponsor understands that if the annual goals are not being met, it may be necessary to re-evaluate and change the Affirmative Action Program in order to increase the effectiveness of the program.

- 1. Where no apprentice indentures are planned for a particular group or year, enter "0".
- 2. Includes program graduates and non-graduates, (e.g. voluntary quits, dismissals prior to completion).

## **PART IV - ACTION PLANS AND REQUIREMENTS**

### **A. Outreach and Positive Recruitment Plan**

Detail all the specific activities the sponsor will undertake to expand the opportunities for minority and female participation in the apprenticeship program. (Attach additional sheets if necessary). The extent of outreach and recruitment activities may vary with the size and type of program and its resources. Refer to Equal Employment Opportunity in Apprenticeship Training Regulations Section 600.5 (c) for examples of outreach and positive recruitment.

Quad/Graphics will be recruiting from its current workforce for apprentice positions. The company will encourage all female and minority employees to apply for any openings in the program. The company will actively make all female and minority employees aware of the program and the opportunities it creates throughout the year.

#### **Considerations of Minorities and Females not Currently in the Workforce**

Quad/Graphics reaches out to minorities and women not currently in the workforce through the following:

- Maintaining a relationship with state employment service;
- Advertise openings in the local media;
- Recruit at local area high school and college institutions;
- Work with organizations that have access to these individuals;
- Conduct on-site job fairs inviting the local community;

#### **Other Good Faith Efforts**

- Quad utilizes SmartPost (a job board aggregator) in conjunction with our on-line application system. SmartPost has the ability to analyze and recommend possible diverse websites for recruitment based on position requirements and also provide metrics on the success of such recruitment avenues for women and minority candidates. Professional positions are posted to a recommended diversity website for recruitment.
- The EEO/AA policy is included in our Employee Services Guideline
- The EEO/AA Policy is posted on Company bulletin boards
- The EEO/AA policy is included in new employee orientation
- All advertisements contain a phrase indicating that we are an equal opportunity employer
- Both minority and non-minority men and women are pictured on our internet site, intranet site (Inside Quad) and recruitment materials
- The Talent Management team has researched diversity niche websites to enhance our current diversity recruitment and provide a better web presence and brand for recruitment.
- The Company encourages all employees to refer qualified applicants.
- The Company participates actively in local job fairs, specifically minority career fairs when available.
- The Company actively recruits at high schools, secondary schools, junior colleges and colleges; many of which may have strong minority and/or female enrollment.
- Whenever possible, the Company undertakes and/or participates in special employment programs such as technical and non-technical internship programs with minority and women's schools.
- The Company will continue to post every job opening at all free diversity websites statewide.

JUL 15 2016

Central Office

**PART IV - ACTION PLANS AND REQUIREMENTS** (continued)

**B. Recruitment**

It is agreed that the sponsor will recruit applicants for apprenticeship by (Check One)

- ( ) 1. Requesting the NYS Department of labor's approval to conduct an area-wide public recruitment in accordance with the Department Regulations on Equal Employment Opportunity in Apprentice Training (Part 600).  
An area-wide public recruitment will publicize the following information:
- a. Estimating number of apprentice job openings to be filled.
  - b. Eligibility requirements
  - c. Where and when applications may be obtained.
  - d. When applications are to be submitted.
  - e. Affirmative Action policy of the sponsor.
- ( ✓ ) 2. Listing all apprentice openings including minimum qualifications and selection standards with the NYS Department of labor Community Service Division offices for a minimum of five full working days before any selections are made.
- ( ) 3. Limiting recruitment to present employees of the sponsor and / or present members of the union sponsoring the apprenticeship program. Employees must have been hired and / or union members have been admitted without discrimination based on race , color , religion , national origin, age , sex, disability or marital status. Sponsors are encouraged to list all resulting vacancies with the NYS Department of Labor Community Services Division offices.
- ( ) 4. Recruiting apprentices by methods other than those in A.1,2, or 3 above. A detailed statement of the recruitment method to be used must be attached to be submitted to the Commissioner of Labor for review and approval prior to being used. /

**C. Methods for Selection of Apprentices**

Selection of apprentices will be made under one of the following four methods. (Check One):

- ( ) 1. Selection on basis of rank from a candidate list (only available for area-wide public recruitments).  
Composed of those eligible applicants who meet the minimum qualifications and complete the selection process.
- a. When this method is used: (1) the qualifications of each eligible applicant will be evaluated and scored on each of the selection standards used; (2) the scores will be added to obtain a total score for each applicant; (3) each applicant who completes the evaluation process will be placed on a list of candidates for apprenticeship in order of rank based on the total score. Seniority of employment and / or seniority of union membership may be one of the selection standards.
  - b. The list of candidates will remain valid for a minimum of two years , or until the list is exhausted.
  - c. At least 10 days prior to the time when each eligible applicant is first required to demonstrate his / her qualifications , each eligible applicant will be notified in writing of the qualifications on which he / she will be evaluated , the time and place for submitting evidence of qualifications , and the time and place for testing and / or interview.

/L A sponsor using this method of recruitment should contact NYSDOL Division of Equal Opportunity Development for technical assistance.

**PART IV - ACTION PLANS AND REQUIREMENTS (continued)**

**C. Methods for Selection of Apprentices (continued)**

- (  ) 2. Selection on basis of rank from a candidate list (available for non area-wide public recruitments). Composed of those eligible applicants who meet the minimum qualifications and complete the selection process.
- a. When this method is used , the applicants will be evaluated and ranked on the basis of predetermined minimum qualifications and selection standards. These qualifications and standards are to be included in all notices regarding apprentice openings.
  - b. The list of candidates will remain valid for a minimum period of two months or until the list is exhausted, unless otherwise specified by the collective bargaining agreement. / 1 \_\_\_

- (  ) 3. Selection on a random basis. From a candidate list composed of applicants who meet the minimum qualifications and complete the selection process.
- a. The method of random selection shall be subject to approval by the Commissioner of Labor.
  - b. Supervision of the random selection process shall be by an impartial person or persons , selected by the sponsor , not associated with the administration of the apprentice program.
  - c. The expected time and place of the selection shall be indicated in the recruitment notice.
  - d. The place of the selection shall be open to all applicants and the public.
  - e. The names of candidates drawn by this method shall be placed on a list of candidates for apprenticeship in the order drawn.
  - f. This list of candidates will remain valid for a minimum period of two (2) years, or until it is exhausted.

- (  ) 4. Alternative selection methods. / 2 \_\_\_

If apprentices are to be selected by other methods than in B 1,2 or J above a detailed statement of the selection method to be used must be attached and submitted to the Commissioner of Labor for review and approval prior to being used.

**D. Minimum Selection Standards and Evaluation**

It is agreed that the minimum qualifications utilized will be those listed on AT 505 , Notice of Apprentice Training Opportunity , and /or Form AT 508 , Selection Standards and Evaluation , attached.

/1 Sponsors are advised to keep all applications for a minimum of one year.

/2 A sponsor using this method of selection should seek NYSDOL Division of Equal Opportunity Development technical assistance.

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**PART IV - ACTION PLANS AND REQUIREMENTS** (continued)

Central Office

**F. Notification and Appointment of Candidates for Apprenticeship**

It is agreed that whether selection is made from a certified list established by rank, random selection, list of current employees or union members, or alternative methods, the following notification procedure will prevail:

1. Each candidate who met the requirements for admission to the eligibility pool shall be notified in writing. This notification shall include a copy of the Complaint Procedure, Part 600.12.
2. Each candidate who did not meet the requirements for admission to the eligibility pool shall be notified in writing of the reasons for rejection and of the requirements for admission to the eligibility pool. This notification shall include a copy of the Complaint Procedure, Part 600.12.
3. Each qualified candidate selected for appointment shall be notified in writing at least 10 days prior to the commencement of the apprenticeship term. Such notification shall be sent by certified mail, return receipt requested.
4. After the commencement of the term of an apprenticeship program the program sponsors may appoint available additional or replacement apprentices from the list in the order of their ranking thereon. Notice of such appointment will be in writing and shall be sent by certified mail return receipt requested. No candidate on the list may be deleted from the list because of unavailability unless the candidate's unavailability extends seven days after delivery of notice.

**PART V - DISCRIMINATION COMPLAINT PROCEDURE**

It is agreed that complaints will be filed in accordance with Part 600.12, Complaint Procedures, as defined under Equal Employment Opportunity in Apprentice Training Regulations.

**PART VI - DISTRIBUTION**

Send the original of this plan to your Apprenticeship Training Representative:

After approval of the plan, a copy will be forwarded to the Department's Central Apprenticeship Training Office and the original to the District Office to be returned to the Program Sponsor.



Apprentice Training Recruitment Notification and Minimum Qualifications

NYS Department of Labor
Apprentice Training

JUL 15 2016

Sponsor Code [Redacted]

Trade Code 66-378A

Quad Graphics Inc. , located at

(Sponsor) Central Office

56 Duplainville Rd. , Saratoga Springs New York 12866

(Address)

is presently accepting applications for an estimated [Redacted] apprentice training positions in

(No. of Openings)

the occupation of Plant Maintenance Mechanic [Redacted]

(Trade)

If you are interested in taking advantage of this training opportunity and meet the following qualifications, you are eligible to apply.

Minimum Qualifications

Minimum Age: 18

Minimum Education: High School Diploma or a high school equivalency diploma

Physical Condition: Be physically able to perform the work required as determined by

Must be able to work at various heights up to 50 feet.

(Note: Costs for medical examination, if required, are at the expense of the sponsor. Additionally, any testing fees and permitted application fees charged to an applicant may not result in a profit for the sponsor.)

Other:

Apprentices are paid for hours while attending school. If they miss a class it will count against their attendance record. Apprentices will pay for RI tuition and books upfront. Tuition is reimbursed if the apprentice receives a grade of "B" or better upon course completion. Books and materials are not reimbursed.

Other:

Other:

Application Forms May be Obtained From:

Dates: From: To:

Name: Quad/Graphics Inc.

Days: Monday - Friday

Address:

Times: 8:00am to 4:00 pm

56 Duplainville Rd. , Saratoga Springs
New York 12866

Phone Number: (518) 581 - 4000

Email Address:

Special Instructions:

All Applications Must be (please check) [ ] Received [ ] Postmarked no Later Than:



Selection Standards and Evaluations Central Office

Name of Candidate	Trade Plant Maintenance Mechanic [redacted]		
Address	City	State	Zip

Only those checked apply.		Maximum Points Allowable	Number of Years Credited	Score
<b>Educational Achievement</b>		<b>Total</b> 20		<b>Total</b>
<input type="checkbox"/>	Points for Each Year of Educational Past Grade ____ or Equivalent as Recognized by Local Educational Authorities			
<input type="checkbox"/>	Points for Each Year of Related Technical Education Past Grade ____ or Equivalent as Recognized by Local Educational Authorities			
<input type="checkbox"/>	Points for Each Trade Related Adult or Continuing Education Course Completed			
<input checked="" type="checkbox"/>	Other See attached schedule	20		
<b>Work Experience</b>		<b>Total</b> 20		<b>Total</b>
<input type="checkbox"/>	Points for Each Year of Trade Related Work Experience			
<input type="checkbox"/>	Points for Each Year of Active Military Experience			
<input type="checkbox"/>	Points for Each Year of General Work Experience	20		
<input checked="" type="checkbox"/>	Other See attached schedule			
<b>Seniority</b>		<b>Total</b> 20		<b>Total</b>
<input type="checkbox"/>	Points for Each Year of Employment With The Sponsoring Firm			
<input checked="" type="checkbox"/>	Other See attached schedule	20		
<b>Job Aptitude</b>		<b>Total</b>		<b>Total</b>
<input type="checkbox"/>	SATB (Specific Aptitude Test Battery) # _____ Points for High _____ Medium _____ Low _____			
<input type="checkbox"/>	Name of Alternative Aptitude Test _____ Administered by _____			
<input type="checkbox"/>	Other _____			
<b>Oral Interview: Not to Exceed 40% of Total Score</b>		<b>Total</b> 40		<b>Total</b>
<input checked="" type="checkbox"/>	0-10 Ability to Communicate	10		
<input checked="" type="checkbox"/>	0-10 Willingness to Accept Obligation of Apprenticeship	10		
<input checked="" type="checkbox"/>	0-10 Ability to Reason and Comprehend	10		
<input checked="" type="checkbox"/>	0-10 Interest and Motivation	10		
<input type="checkbox"/>	Other _____			
<input type="checkbox"/>	Other _____			

Total Allowable Points → 100 Total Score →

Rank \_\_\_\_\_

Evaluated by \_\_\_\_\_ (Name) Date \_\_\_\_\_

Sponsor Name Quad Graphics Inc.

Sponsor Address 56 Duplainville Rd. , Saratoga Springs New York 12866





JUL 15 2016

Sponsor Code [REDACTED]  
Trade Code(s) 87-372

Central Office

Selection Standards and Evaluations

Name of Candidate	Trade Plant Maintenance Electrician		
Address	City	State	Zip

Only those checked apply.	Total	Maximum Points Allowable	Number of Years Credited	Score	Total
<b>Educational Achievement</b> <input type="checkbox"/> Points for Each Year of Educational Past Grade ____ or Equivalent as Recognized by Local Educational Authorities <input type="checkbox"/> Points for Each Year of Related Technical Education Past Grade ____ or Equivalent as Recognized by Local Educational Authorities <input type="checkbox"/> Points for Each Trade Related Adult or Continuing Education Course Completed <input checked="" type="checkbox"/> Other <u>See attached Schedule</u>	Total	20			Total
		20			
<b>Work Experience</b> <input type="checkbox"/> Points for Each Year of Trade Related Work Experience <input type="checkbox"/> Points for Each Year of Active Military Experience <input type="checkbox"/> Points for Each Year of General Work Experience <input checked="" type="checkbox"/> Other <u>See attached Schedule</u>	Total	20			Total
		20			
<b>Seniority</b> <input type="checkbox"/> Points for Each Year of Employment With The Sponsoring Firm <input checked="" type="checkbox"/> Other <u>See attached Schedule</u>	Total	20			Total
		20			
<b>Job Aptitude</b> <input type="checkbox"/> SATB (Specific Aptitude Test Battery) # _____ Points for High _____ Medium _____ Low _____ <input type="checkbox"/> Name of Alternative Aptitude Test _____ Administered by _____ <input type="checkbox"/> Other _____	Total				Total
<b>Oral Interview: Not to Exceed 40% of Total Score</b> <input checked="" type="checkbox"/> 0-10 Ability to Communicate <input checked="" type="checkbox"/> 0-10 Willingness to Accept Obligation of Apprenticeship <input checked="" type="checkbox"/> 0-10 Ability to Reason and Comprehend <input checked="" type="checkbox"/> 0-10 Interest and Motivation <input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____	Total	40			Total
		10			
		10			
		10			
		10			

Total Allowable Points



100	Total Score →	
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Rank \_\_\_\_\_

Evaluated by \_\_\_\_\_ Date \_\_\_\_\_  
(Name)

Sponsor Name Quad Graphics Inc.

Sponsor Address 56 Duplainville Rd. , Saratoga Springs New York 12866