



PROJECT MANAGEMENT APPRENTICESHIP PROGRAM OVERVIEW

ELECTRI International and **American Apprenticeships Work** have partnered to offer a national Project Management Apprenticeship program! The NECA/ELECTRI Project Management Apprenticeship provides aspiring electrical project managers with the technical expertise, leadership abilities, and business acumen needed to work on large-scale electrical projects successfully.

This program combines related-technical instruction, on-the-job learning, and real-world project management scenarios to prepare apprentices for the complex challenges of the electrical construction industry.

Over 52 weeks, apprentices will gain skills in project planning, financial management, documentation, safety, and team leadership, equipping them with the tools to lead projects from inception to closeout efficiently.

The program is divided into several key sections, each focusing on different aspects of project management, from foundational knowledge to advanced skills, with special emphasis on business and data skills to equip them for lifelong career development in the 21st century.

CONCENTRATE ON BUSINESS GROWTH— WE'VE GOT THE TRAINING COVERED.

COURSE	TIMEFRAME	DESCRIPTION
National Electrical Contractors Association (NECA): Project Management Fundamentals (Weeks 1-26)	Weeks 1-26	To help new project managers moving into their role, NECA has created a project management program consisting of thirty short courses that cover the topics all project managers need to know to be successful. Project Management Fundamentals, Operational Management, Documentation & Communication, Financial & Quality Management, Advanced Techniques, Project Closeout & Union Relations
Project Management Institute (PMI): CAPM Curriculum	Weeks 26-50	This training follows the PMI Certified Associate in Project Management curriculum (CAPM). Broader project management skills including Leadership, Risk Management, and Execution.
electrical training ALLIANCE (etA): Industry Knowledge	Weeks 1-30	The etA provides essential education to prepare professionals with electrical trade-specific knowledge including Job Information I, Safety, NEC Code, and Print Reading.

Data Skills Curriculum	Weeks 27-46	Apprentices will learn data analysis and visualization techniques for data-driven project management as well as learn how to leverage AI.
Business Skills Curriculum	Weeks 1-52	Apprentices will focus on the development of communication, leadership, and organizational skills.
Takeoff, Estimating & Document Management	Weeks 9-34	Apprentices will gain experience with estimating for electrical projects and managing project documentation using Bluebeam Revu software.

COURSE SUMMARY

NECA Project Management Fundamentals (Weeks 1-26)

- **Project Management Fundamentals:** Role of the electrical project manager, preplanning, scheduling, and safety.
- **Operational Management:** Material, tool, crew management, project controls, and safety.
- **Documentation & Communication:** Job logs, communication strategies, contract management, and submittal tracking.
- **Financial & Quality Management:** Job cost control, cash flow, quality assurance, and change orders.
- **Advanced Techniques:** BIM, prefabrication, conflict management, client relations, and claims.
- **Project Closeout & Union Relations:** Project closeout and union management.

PMI CAPM Curriculum (Weeks 26-50)

- **Essentials:** Leadership, risk management, and project execution.
- **Planning & Execution:** Scheduling, budgeting, and team management.
- **Quality & Risk Management:** Risk mitigation and quality control.
- **Changes & Closure:** Managing project changes and closure lessons.

etA Industry Knowledge (Weeks 1-30)

- **Job Information:** Safety, conductor basics, and installation techniques.
- **NEC:** Overview of the 2023 NEC and electrical planning.
- **Construction Drawings:** Blueprint reading and interpretation.

Data Skills Curriculum (Weeks 27-46)

- **Data Analysis & Visualization:** Spreadsheet functionalities for data analysis and visualization.
- **Business Metrics & Forecasting:** Metrics analysis and Excel modeling for planning.

Business Skills Curriculum (Weeks 1-52)

- **Communication & Time Management:** Team collaboration, public speaking, and listening.
- **Professional Writing & Presentation:** Writing professional documents and delivering presentations.
- **Leadership Skills:** Personal productivity and leadership development.

Takeoff, Estimating & Document Management (Weeks 9-34)

- **Bluebeam Revu:** Document management and measurement using Revu.
- **NECA Estimating Bootcamp:** Estimating wiring, equipment, and costs.



QUESTIONS & ASSISTANCE

If you have questions about the program transition, please reach out to Anna Jochim at Anna.Jochim@ELECTRI.org or 202-449-9657.