



Electrical Internship Program Summary

Nucor Corporation is excited to award an internship position to four Arkansas Northeastern College students interested in entering the field of electrical maintenance. Chosen applicants will be given an internship with Nucor-Yamato or Nucor Hickman beginning in the fall semester of year awarded. Interns will be awarded a temporary position at Nucor shadowing and assisting electrical maintenance team members in various locations throughout the facility. Interns will be compensated for all hours worked at Nucor facilities during internship. Additional compensation will be awarded for every semester completed in compliance with internship program. If intern fails to meet the program expectations, internship position will be terminated.

This program is designed for students who wish to pursue careers in industrial electrical maintenance which require specialized job skills and knowledge. This program will facilitate entry into industry with enhanced opportunities for advancement because of knowledge gained through this degree program. While several courses are directed specifically in the maintenance industry, the program also provides general industrial training that will be attractive to the area employers not related to the maintenance industry. This program not only offers students specific knowledge and skills to enhance their employment opportunity but also because of exposure to the employers and the workplace.

Successful completion of the internship is not a guarantee of employment, nor is employment with the intern sponsor guaranteed; however, students will be given the preference in the employment process, will possess skills and knowledge desirable to the employer. And will have an advantage over other applicants.

Program Learning Outcomes

1. Student demonstrates the ability to work effectively, safely, and efficiently within an organization.
2. Student will gain maintenance skills and knowledge that they can apply to any organization.
3. Student demonstrates professional workplace behavior skills and supervisory techniques.
4. Student will assist in different areas of the facility to help employees achieve goals.
5. Student will participate professionally in their field of study through the provisions of high quality educational programs

Nucor Electrical Maintenance Selection Criteria

- Must be 18 years of age or older at the time of college enrollment
- Shall live within reasonable driving distance of Blytheville, AR
- Must present valid driver's license
- Work (3) 8 hour shifts at Nucor facility weekly during spring and fall semesters
- Work (4) 8 hour shifts at Nucor facility weekly during college breaks(summer, spring, Christmas, ect)

- Climb up and down equipment
- Operate heavy machinery
- Use power and hand tools
- Lift 50lbs
- Work from heights
- Troubleshoot equipment
- Work in hot and dirty environments
- Must meet college placement requirements for the courses listed below:
 - Math Applications
 - English Composition I
- Must Complete online internship application: <http://tinyurl.com/zeusy39>
- Must have a high school GPA of 3.2 or above
- Must possess a high school transcript, GED, or evidence of home school completion
- Must possess a copy of immunization records indicating 2 MMR shots
- Previous college credit GPA of 3.2 for a minimum of 12 credit hours will be accepted in lieu of the high school GPA of 3.2
- Must pass company pre-employment test, physical screening, background check, and drug screen
- Must complete a company interview for final acceptance
- All applicants must meet the Arkansas Northeastern College requirements for admission
- All applicants must attend mandatory workshop on resume writing and interviewing techniques.
- All applicants must provide at least two recommendation letters to coordinator of placement services by internship application deadline

Internship Assessment Criteria

- ANC disclosure of grades form
 - Participant grades sent to company representative twice every semester: mid-term and end of semester
- Company representative maintains regular contact with coordinator of placement services to determine work performance and attendance on the job and in the classroom
 - Performance evaluations conducted by company departments every three months
 - Evaluations are reported back to coordinator of placement services
 - Evaluations score interns on safety, integrity, teamwork, initiative, improvement, overall grade, and feedback

Criteria Employer Related

- Selected applicants will be screened and interviewed by Nucor maintenance department
- Applicants must fulfill employer pre-employment requirements
- Nucor maintenance will make the final selection of applicants to be admitted to the electrical internship program

Program Related

- Concurrent credits awarded through secondary education at ANC Technical Center will be subject to review and may be applied toward the degree program
- Interns will be required to participate in all program activities and comply with industrial work ethic standards
- Over the course of the internship, participant is required to complete 16 hours of volunteer work (this will be reflected in the internship course)
 - Required to complete volunteer assessment form for each volunteer experience
- TPC Online Training Assignments
 - Intern will be required to finish one TPC online training course every four weeks (courses typically take 10 hours to complete not counting exam time)
 - Intern will be provided with four consecutive hours on site each week to review course and take exam
 - Intern must agree to TPC training policy
- Hands on Training
 - For each TPC training course an associated hands on training task will be assigned
 - Hands on training form must be complete before beginning the next hands on training assignment
- Work Schedule
 - **Shadow 3 Months**-Intern will only be allowed to observe maintenance teammates and participate in hands on training exercises. During this period intern is encouraged to ask questions, view procedures, and become familiar with the facility.
 - **Assistant 9 Months**-Allowed to work under close supervision. Nucor Maintenance teammate must observe electrical work with undivided attention, but intern may be allowed to make part/tool runs. Intern will also be allowed to perform general non-electrical work task. During this period intern will begin to learn the hands on task required in electrical maintenance.
 - **Intern Apprentice 12 months**-Allowed to perform electrical work under supervision. Nucor maintenance teammate must perform lock out tag out and clearly present job scope, intern may only perform electrical work on given task. (No energized work allowed)
- Intern will be required to participate in all Nucor safety training as assigned by company representative
- Intern must maintain a 3.0 GPA or higher
 - If students fall below the programs 3.0 GPA requirement but remain 2.0 GPA and above, the additional compensation will be forfeit
 - GPAs of students that fall below 2.0 will result in immediate termination from internship program

Employee Signature _____

Date _____

Internship TPC Training Policy

1. Requirements for the mandatory training program

- a. Must complete one (1) course and exam every four (4) weeks. You can take the exam sooner than the 4-week deadline if you would like.
- b. Only one (1) course will be open at a time.
- c. Must pass course exam with a 70% or higher. If the participant fails the exam, the exam will be rescheduled for two (2) weeks out. The re-take exam must be taken during the 2nd week and will not be scheduled any earlier. The remaining course exam dates will be arranged 4 weeks out.
- d. No due date extensions will be granted for scheduled days off.
- e. During shut downs, an extension of two weeks will be added to all scheduled exams.
- f. Nucor will provide one-on-one assistance to help the employee understand the material if requested.
- g. An additional payed two hours per work week will be awarded if dedicated to TPC training.

2. Disciplinary actions for missing or failing scheduled exams for the entire TPC Program are listed below. Please note that violations are not taken off at the end of the calendar year. They remain on the employee's training record during the entire training enrollment. Violations are either for the same course or a combination of courses.

- a. 1st fail/miss – no action taken
- b. 2nd fail/miss – no action taken
- c. 3rd fail/miss – documented verbal warning
- d. 4th fail/miss – documented written warning
- e. 5th fail/miss – termination from internship program

I have read and received a copy of the TPC enrollment policy. I agree to the terms and conditions stated.

Employee Signature

Date

Electrical Internship Degree Layout

Fall Semester 1 – August – December

- English Comp I
- Computer Fundamentals
- Industrial Safety Administration
- Basic Electricity I
- Math Apps for Manufacturing

Spring Semester 2 – January – May

- English Comp II
- Introduction to Speech Communications
- Basic Hydraulics/Pneumatics
- Basic Electricity II
- Industrial Motor Controls
- Introduction to Electronics

Fall Semester 2 – August – December

- Workplace Essentials
- Applied Electronics
- Introduction to Digital Electronics
- AC/DC Machines
- Programmable Logic Controllers

Spring Semester 2 – January - May (ANTICIPATED Graduation)

- Industrial Motor Controls II
- Mechanical Drives & Bearings
- Instrumentation and Control
- Advanced PLC
- AC Variable Speed Drives

Optional summer classes if students are willing to take summers or company requires them to take classes in the summer.

AC/DC Machines
Computer Fundamentals
Workplace Essentials
Introduction to Speech Communications