|  |  |
| --- | --- |
| OFFICE OF APPRENTICESHIP  BULLETIN | **NO.**  2025-68 |
| **DATE**  April 4, 2025 |

**TO:** NATIONAL APPRENTICESHIP SYSTEM STAKEHOLDERS

OFFICE OF APPRENTICESHIP STAFF

STATE APPRENTICESHIP AGENCIES

**FROM:** MEGAN BAIRD /s/

Acting Administrator, Office of Apprenticeship

**SUBJECT:** New National Occupational Framework (NOF) Apprenticeable Occupation:

Civil Engineering Technician

1. **Purpose.** To inform the staff of OA, State Apprenticeship Agencies (SAA), Registered Apprenticeship program sponsors, and other Registered Apprenticeship partners of the following new National Occupational Framework (NOF) to an apprenticeable occupation: Civil Engineering Technician.
2. **Action Requested.** OA staff should familiarize themselves with this bulletin and the attached Work Process Schedule and Related Instruction Outline, as a source for developing apprenticeship standards and/or providing technical assistance.

Civil Engineering Technician will be added to the List of Occupations Recognized as Apprenticeable by OA located on www.apprenticeship.gov. A suggested Work Process Schedule and Related Instruction Outline are attached.

1. **Summary and Background.**

Summary – The occupation Civil Engineering Technician was submitted by Mr. Zachary Boren, Senior Policy Program Manager on behalf of Urban Institute, were processed by Joseph P. Taylor, Program Analyst, and approved by the OA Acting Administrator on April 4, 2025.

The National Office has approved a new National Occupational Framework (NOF), developed in partnership with the Urban Institute. This NOF has met industry standards and approval; it covers job titles and occupational pathways, related functions, and performance criteria, as well as academic, workplace and personal competencies for job success. While use of NOFs in developing standards utilizing the competency-based training approach is voluntary, no additional vetting of a Work Process Schedule (WPS) utilizing the NOF should be required where a program aligns to the occupational framework described in a NOF, beyond the basic requirements set forth in 29 CFR Part 29. While on-the-job learning (OJL) is ordinarily outlined in the WPS, sponsors who utilize a NOF must develop the Related Instruction Outline, which should be included in the standards. Within certain limits, the sponsors of NOF apprenticeship programs are permitted to customize the job functions or competencies contained in a NOF for the Civil Engineering Technician occupation.

However, OA encourages the use of all core competencies to be included in the approved WPS.

Background –

***New/Revised Occupation Background -*** Under 29 CFR section 29.4, an occupation for a RAP must meet the following criteria to be determined apprenticeable:

1. Involve skills that are customarily learned in a practical way through a structured, systematic program of on-the job supervised learning:
2. Be clearly identified and commonly recognized throughout an industry;
3. Involve the progressive attainment of manual, mechanical, or technical skills and knowledge which, in accordance with the industry standard for the occupation, would require the completion of at least 2,000 hours of on-the-job learning to attain; and
4. Require related instruction to supplement the on-the job learning.
5. **New NOF Apprenticeable Occupation.** The occupation Civil Engineering Technician was submitted for an apprenticeability determination.

Civil Engineering Technician  
O\*NET-SOC CODE: 17-3022.00.00

RAPIDS Code: 4000

Type of Training: Hybrid, Time-Based, Competency-Based

Term Length: Time-based 3,500, Hybrid 3,500 – 4,000; Competency-Based 1.5 years

Civil Engineering Technician perform the following duties:

* Collects site measurements and geographic information using surveying equipment.
* Evaluates field conditions and determining site features as directed by and in collaboration with field surveyor or lead engineer.
* Collect samples of construction materials, including asphalt, concrete, and soils.
* Collaborates with project team in the analysis of survey data and test results to inform project design and decision making.
* Identifies errors in project data and reviews work for accuracy and completeness.

Calculates dimensions, square footage, component specifications, and other measurements using proper instruments as assigned by project lead or employer.

* Prepares engineering drawings, plans, and specifications using computer-aided design (CAD) and geographic information system (GIS) software (e.g., AutoCAD, Civil 3D, Revit, MicroStation, Bently, ArcGIS).

Civil Engineering Technicians assist in the planning, design, and construction of infrastructure and development projects. They work with civil engineers, project managers, surveyors, and other construction occupations to ensure that projects are completed accurately and in accordance with project documents and contracts. Civil Engineering Technicians can visit jobsites to sample materials, collect measurements, or observe construction activities. They also use their technical knowledge, communication skills, and software skills to support project planning and documentation.

Potential Job Titles

Civil designer, civil engineering assistant, civil engineering technician, construction field technician, design technician, engineer technician, engineering assistant, engineering field technician, engineering technician, transportation engineering technician

Apprenticeship Prerequisites

Applicants should have a high school diploma or GED with a strong background in basic math skills.

1. **Inquiries.** If you have any questions, please contact Joseph P. Taylor, Program Analyst, Division of Standards and Quality at (202) 693-3960 or [Taylor.Joseph.P@dol.gov](mailto:Taylor.Joseph.P@dol.gov) .
2. **Attachments.**

