

U.S. Department of Labor Employment and Training Administration Office of Apprenticeship (OA) Washington, D.C. 20210	<u>Distribution:</u>  A-541 Headquarters A-544 All Field Tech A-547 SD+RD+SAC+; Lab.Com	<u>Subject:</u> New Apprenticeable Occupations: Subcontract Administrator and Subcontract Administrator Associate  <u>Code:</u> 200
Symbols: DSNIP/WSC		Action: Immediate

**PURPOSE:** To inform the Office of Apprenticeship (OA) staff of two new apprenticeable occupations.

Subcontract Administrator  
RAIS Code: 1126CB  
O\*NET-SOC Code: 13-1023.00  
Training Term: 2 years  
Type of Training: Competency Based

Subcontract Administrator Associate  
RAIS CODE: 1127CB  
O\*NET-SOC Code: 13-1023.00  
Training Term: 2 years  
Type of Training: Competency Based

**BACKGROUND:** Mr. Robert Laudeman, Maryland State Director, on behalf of Lockheed Martin, initiated this apprenticeability request for the Subcontract Administrator and Subcontract Administrator Associate. The apprentice will develop subcontract specifications, work statements, term and conditions for the procurement of specialized materials, equipment, and services.

**ACTION:** The OA staff should familiarize themselves with this bulletin. A copy of the work processes and related instruction outlines are attached as source for developing apprenticeship standards/or providing technical assistance.

If you have any questions, please contact Walter Collins at (202) 693-2802

**NOTE:** This bulletin is being sent via electronic mail.



Administrator



Administrator  
Associate