



ESC Letter Agreement 19 – 13
Frequently Asked Questions - Estimator Minimum Qualifications
Publication Date: 11/18/19 Rev: 1

1. Does this agreement only apply to Estimating classifications in some departments?

No, this agreement applies to all Estimator classifications at the Company: Service Planning & Design, Internal Estimating & Design, Gas Ops, etc.

2. Does the 4 – year Bachelor of Science (BS) degree need to be in Engineering or a related field?

No, it is a BS in any discipline.

3. Is the employee required to hold a 2 – year technical degree *and* an AutoCAD Certificate?

No, they do not need both. One or the other meets the criteria.

4. Is the employee required to hold a 4 – year BS degree *and* an AutoCAD Certificate?

No, they do not need both. One or the other meets the criteria.

5. What is the “mutually agreed-upon alternate qualification”?

The Company and ESC have not yet utilized this provision. However, if needed, this will allow the Company and ESC to expand the list of possible qualifications.

6. Can the Company hire an external employee who does not hold the degree or certificate?

Yes. However, the employee will be required within 12 months of hire to obtain either the 2-year technical degree, 4 – year preferred degree or the AutoCAD Certificate.

7. If an existing Hiring Hall employee applies for an Estimator position, but does not hold the degree or certificate, will he or she still be considered?

Yes. This is the same answer as Question #6 – hiring hall are considered external candidates.

Disclaimer:

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8. What happens if an external candidate does not obtain the necessary degree or certificate within the first 12 months of service?

A newly hired employee who fails to obtain the certificate or degree within their first twelve months of employment may be terminated.

9. If a current employee (e.g. Mapper, Scheduler, etc.) accepts a bid or transfer to an Estimating position, is he or she required to obtain the degree or certificate?

No, this does not apply to any regular employee who accepts an internal bid or transfer into an Estimating position.

10. If a current employee (represented or non-represented) accepts a position through an Unrestricted Appointment (URA), is he or she required to obtain the degree or certificate?

No, this does not apply to any regular employee placed into an Estimating position through the URA process.

11. Would an individual within their first 12 months of service be eligible for reimbursement for the course and exam fee?

Yes. During the first six months, he or she would submit the request for reimbursement directly to their supervisor. Only regular status employees (i.e. 6 months+) are eligible to participate in the Tuition Refund Program. After 6 months they can use the Tuition Refund Program for reimbursement.

12. If an employee fails the exam, can he or she request additional reimbursement?

No, LA 19 – 13 provides a one – time opportunity to seek reimbursement up to \$1300.00 for the course and exam fee.

13. What if the course and exam exceed \$1300.00, can the employee seek more if their supervisor approves?

No. This is the same answer as Question #12

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