

Boeing Pre-Employment Training Program (BPET) Instructor and Administrator FAQs

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GENERAL INFORMATION

What is the Boeing Pre-Employment Training Program (BPET)?

- BPET is an accelerated hiring process that allows students from pre-certified academic programs to *skip the interview process* when they apply for certain manufacturing jobs at Boeing. Think of it like the pre-check line at the airport – but for a career!
- BPET-certified academic programs teach students critical, hands-on manufacturing skills that align to **eleven (11)** entry-level manufacturing job roles at Boeing, **for example**:
 - Assembler/Installer General B
 - Aircraft Structures Mechanic
 - Wing Skin Prep Mechanic

How can I find out if my academic program is BPET-certified?

- A list of current BPET-certified classes, instructors and aligned Boeing job roles *can be found [at this link](#)*.

How will Boeing know if a student has taken a BPET-certified program or class?

- Boeing provides instructors of BPET-certified academic programs with a *BPET Enrollment Confirmation Form*. This form lists the specific Boeing job codes for which their students are pre-qualified to skip the interview process. Instructors can then provide this form to their students at their discretion.

When applying for BPET-specific Boeing jobs, students should upload their *BPET Enrollment Confirmation Form* along with their resume as part of their application. Students are then eligible to skip interview, provided they have applied to a job that aligns with their academic program, as listed on their *BPET Enrollment Confirmation Form*.

HOW STUDENTS CAN APPLY FOR A JOB AT BOEING AND SKIP INTERVIEW

When should students apply for a job through the BPET process?

- BPET job postings will open on March 1, 2024. Since allocation of positions for BPET job postings will be on a *first come, first served basis* – we recommend that you apply as soon as possible starting March 1st. A reminder – you will need your signed BPET Enrollment Confirmation Form to apply.

What jobs should students apply for?

- In order to skip the interview process, students must apply for job roles that align with their academic program. (*See the list of BPET-certified programs and aligned Boeing job roles*).

What are the steps in the BPET application process?

1. Instructors should provide the *BPET Enrollment Confirmation Form to their students* before March 1st or as early as possible.

2. **Beginning March 1, 2024, students can apply for a BPET-aligned job role by going to: jobs.boeing.com/BPET**

3. Students should read the description for each job and identify a job that they are interested in and for which they are pre-qualified (BPET-aligned job roles will include the phrase “Boeing Pre-Employment Training (BPET)” in the job title).

4. Students will then click “Apply” and fill out the application form.

Application Tip: *Students should use a computer and have a digital copy of both their resume (not a Google doc, they are unopenable) and their BPET Enrollment Confirmation Form in order to submit a complete application.*

5. As part of the application process, when students reach the field to upload their resume, they should ALSO upload their *BPET Enrollment Confirmation Form*. The field allows more than one document to be uploaded.

Note: *Students will not be specifically prompted to upload the BPET Enrollment Confirmation Form in the application, but if it is not uploaded, the application will not be considered complete.*

What will happen after a student applies?

- Boeing will check to confirm that students have correctly uploaded their *BPET Enrollment Confirmation Form* and will reach out to confirm their preferences for job code and location. Job location and shift are assigned based on available positions and business need.
- Contingent job offers will be extended on a “*first come, first served*” basis, based on the order in which applications are submitted. If there are no available positions for the job a student has applied for, the offer will be placed on hold and they will be updated periodically about other positions available to them.
- If the student is not yet 18, we cannot extend them a contingent job offer and their application will be held at this stage. The recruiter will talk with them about next steps in that scenario.
- After students receive their contingent job offer, they can either accept or decline.
- Once a student accepts their contingent job offer, they must then complete the standard Boeing pre-hire contingency process, including potential Conflict of Interest information, Background Check, and Drug Screen. Please note that if a student fails any of these contingencies, the offer will no longer be valid. In the case of drug-screen failure, the candidate will have to wait two years to apply again to Boeing.
- Upon successful completion of the pre-hire contingency process, students will work with the recruiting team to confirm a start date.

What role do instructors play in the BPET application process?

- The Boeing Workforce Development Team will provide instructors of BPET-certified programs with an electronic copy of the *BPET Enrollment Confirmation Form*.

- Instructors can provide the *BPET Enrollment Confirmation Form* to students *at their discretion*.
- For tracking purposes, please send the Boeing Workforce Development Team a list of any students to whom you have provided the form. (WorkDev@exchange.boeing.com)

QUESTIONS ABOUT THE BPET ENROLLMENT CONFIRMATION FORM

What is the purpose of the *BPET Enrollment Confirmation Form*?

- The form provides a means of verifying that an applicant has been enrolled in a BPET-certified program.

Who should *BPET Enrollment Confirmation Form* be provided to?

- Instructors have ultimate discretion on who the form is provided to (*i.e., all students, select students, etc.*).
- A key consideration may be: “*Can this student operate safely in a manufacturing environment?*”
- Generally, the form can be provided to *any* student currently or recently enrolled in a BPET-certified academic program, and is valid for applying to aligned Boeing job roles for up to 24 months from the date of issuance.

What if I have a student who has previously been enrolled in a BPET- certified academic program? Can they take advantage of this program?

- Yes! You can provide the form to any student or former student who completed your course within the past 24 months.

QUESTIONS ABOUT BPET CERTIFICATION

Who manages the BPET program and certification process?

- The BPET program is managed by the Boeing Workforce Development Team (WorkDev@exchange.boeing.com)

What types of academic programs are eligible for BPET-certification?

- Hands-on, manufacturing-related courses with high alignment to Boeing production and assembly job roles are eligible for BPET-certification. (*e.g. Core Plus Aerospace, other high school CTE programs, select community/technical college programs*)
- At this time, eleven (11) Boeing job roles are BPET-aligned, although additional job roles may be added in the future.

I want my program to be BPET-certified. How can I start the process?

- The list [linked here](#) was developed based on previous program data and information received.
- To begin the process of certifying an academic program OR aligning your existing BPET-certified program to additional Boeing job roles, we need to know more about your program and your specific learning outcomes. Please see below for the BPET certification process.

What are the steps in the BPET Certification Process?

1. Email the Boeing Workforce Development Team at WorkDev@exchange.boeing.com and include your name, school name and the name of the class or course for which you are requesting certification.
2. Upon receipt of your email, you will be sent an Instructor Skill Building Outcomes Survey Form.
3. Please complete the Instructor Skill Building Outcomes Survey Form and email it to: WorkDev@exchange.boeing.com
4. The Workforce Development Team will then follow-up with you to discuss aligned Boeing job roles and/or opportunities for further alignment.

For Core Plus Aerospace programs, does the *BPET Enrollment Confirmation Form* replace the Core Plus Aerospace certificate?

- No; the Enrollment Confirmation Form is intended to verify a student's enrollment in a BPET-certified program for the purpose of applying for a BPET-aligned job at Boeing. The Core Plus Aerospace certificate is intended to document and showcase a student's specific skills and competencies.

OTHER APPLICATION-RELATED QUESTIONS

If a student applies and receive a job offer from Boeing, do they have to accept it?

- No; if they do not wish to accept the offer they should decline the offer on the Boeing Career portal and let their assigned recruiter know of their decision.

Can students choose the Boeing location that they want to work at?

- Currently, all BPET-aligned job roles are located in Renton, Everett, or Auburn. Boeing recruiters will work with students to confirm a specific work location after they have applied to the appropriate job/s and before the offer is extended.

Can a student apply for both BPET and non BPET-certified job roles?

- Yes – students can apply for multiple Boeing job roles.
 - For a BPET-certified job role, they will not be required to interview.
 - For a non BPET-certified job role, they will go through the standard hiring process, which includes an interview and can typically take 4-6 weeks.

Can a student apply for jobs at Boeing if their academic program isn't BPET-certified?

- Yes – BPET is just one tool that Boeing uses to hire top-quality manufacturing talent.
- Boeing currently has numerous open positions that align with high school, skill center and community/technical college manufacturing programs.
- For a full, up to date list of available manufacturing roles, email the Boeing Workforce Development Team at WorkDev@exchange.boeing.com

If you have additional questions, or need help, you can email the Boeing Workforce Development Team at WorkDev@exchange.boeing.com