

**METROPOLITAN GOVERNMENT OF NASHVILLE
AND DAVIDSON COUNTY
DEPARTMENT OF CODES ADMINISTRATION**

**APPLICATION FOR EXAMINATION AS A MASTER ELECTRICIAN, EQUIPMENT INSTALLER,
LOW VOLTAGE CONTRACTOR or JOURNEYMAN ELECTRICIAN**

Name of Applicant _____ Date _____

Home Address _____ (_____) _____ Home Telephone Number _____
Area Code

City _____ State _____ Zip Code _____

Email Address _____

Each applicant must furnish evidence that he or she has the following experience requirements. A Degree in Electrical Engineering may be accepted in lieu of the experience requirement. Please check which classification you will be applying for:

- Master Electrician.....*Six (6) years experience required*
- Equipment Installer I*Three (3) years experience required*
(Residential Electrical Appliance Installation)
- Equipment Installer II.....*Three (3) years experience required*
(Electrical Sign Installation)
- Low Voltage Installer.....*Three (3) years experience required*
- Journeyman Electrician.....*Completed electrical construction apprenticeship program or regularly employed as a journeyman and works under direction/supervision of an electrical contractor or master electrician*

PLEASE COMPLETE THIS SECTION REGARDING YOUR PRESENT EMPLOYER:

Name of Company _____ Phone _____

Address _____ City _____ State _____ Zip _____

Title & Duties _____ Years Employed _____

PLEASE COMPLETE THIS SECTION AND PROVIDE EVIDENCE, IN WRITING THE FOLLOWING:

- (1) List time worked as a helper/or installer. Please submit letters verifying this documentation by former Employers. Number of years of experience in this field: _____
- (2) College Degree: Yes No List your Major _____ If Yes, Provide a Copy
- (3) Do you have a Master Electrician License in another City or State? Yes No
(If yes, please provide us with a copy, listing City, State and number of years you have held the license)
- (4) Submit a letter as to your general character. (Letter submitted by someone other than yourself. This letter may be submitted by suppliers, friends, past customers or clients).

Incomplete Applications will not be accepted. When submitting this Examination Application for approval, please submit all documentation specified above for approval by the Chief Electrical Inspector.

METROPOLITAN ELECTRICAL INSTRUCTIONS FOR EXAMINATION

STEP I

To apply to take the examination for a license as a **Metropolitan Master Electrician, Equipment Installer, Low Voltage Installer, or a Journeyman Electrician** you must complete the Examination application form with **all** information requested. Applications are to be submitted to the Department of Codes and Building Safety. Incomplete applications **will not** be accepted.

STEP II

Upon receipt of your application, it will be reviewed and considered by the Chief Electrical Inspector.

Upon approval, you will receive notification by e-mail with instructions on how to schedule your exam. We will include the Examination Summary and Study Guide references for the classification you requested.

It will be your responsibility to schedule your examination date with Prov. You may contact Prov at 866-720-7768 or <https://provexam.com>. Those applicants being administered the Master Plumbers examination will also be administered the Septic Tank and Overflow examination.

Should you fail to make a passing grade of 70.0% on the examination, you may apply for reexamination after a thirty (30) day waiting period. You will notify this office for reexamination approval, at permitissuance@nashville.gov or (615)862-6517

Mail or deliver Application with required information to:

Department of Codes Administration
Metro Office Building
800 Second Avenue, South
P.O. Box 196350
Nashville, TN 37210
permitissuance@nashville.gov
615-862-6517

