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| OFFICE OF APPRENTICESHIP  BULLETIN | **NO.**  2024-60 |
| **DATE**  March 15, 2024 |

**TO:** NATIONAL APPRENTICESHIP SYSTEM STAKEHOLDERS

OFFICE OF APPRENTICESHIP STAFF

STATE APPRENTICESHIP AGENCIES

**FROM:** JOHN V. LADD /s/

Administrator, Office of Apprenticeship

**SUBJECT:** New Apprenticeable Occupation: Real Estate Sales Agent

**Purpose.** To inform the staff of OA, State Apprenticeship Agencies (SAA), Registered Apprenticeship program sponsors, and other Registered Apprenticeship partners of the following new apprenticeable occupation: Real Estate Sales Agent

1. **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.

Real Estate Sales Agent 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.**
   1. Summary – The occupation Real Estate Sales Agent was submitted by Travis Winfield, CEO, on behalf of the Military Operated Real Estate (MORE) Group, and were processed by Joseph L. Olivere and approved by the OA Administrator on March 2, 2024
   2. 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 Apprenticeable Occupation.** The occupation Real Estate Sales Agent was submitted for an apprenticeability determination.

Real Estate Sales Agent

O\*NET-SOC CODE: 41-9022.00

RAPIDS CODE: 3074CB

Type of Training: Competency-based

Average Term: 3000 Hours

Real Estate Sales Agent duties are:

Real Estate Sales Agents represent buyers and sellers in all aspects of Real Estate. Present offers to sellers for consideration. Accompany buyers during visits to properties. Prepare documents (contracts, purchase agreements). Confer with escrow co, lenders, inspectors to ensure terms & conditions of the purchase agreement are met. Coordinate closings, overseeing the signing of documents.

1. **Inquiries.** If you have any questions, please, contact Joseph L. Olivere, Apprenticeship and Training Representative at 202-693-5179.
2. **Attachments.**

