

TO SPEAK TO A DISPATCHER:

800-953-6444 or

253-945-8830

dispatch@nwcarpenters.org

*We have Spanish speaking dispatchers
upon request.*

**IF ANY OF YOUR
INFORMATION IS INCORRECT,
PLEASE CONTACT DISPATCH.**

NOTE: Your Local Union MUST HAVE your
correct phone number in order for it to download
properly into the MIX 20/20 system.

www.nwCarpenters.org

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MIX 20/20



Call this number toll free:

1-866-649-5463

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Write your UBC ID # here.

Write your 4 digit PIN # here.

*Your PIN # is the last 4 digits of your SSN
(first time callers). Issues with Mix 20/20?
Call **dispatch**. Your local union **DOES**
NOT have access to the dispatch system.
(Read inside for further instructions.)*

- ***Please enter your Member ID number.***
- ***Now enter your PIN number. Last 4 digits of your SSN. (first time callers)***
- ***Record your name (first time callers)***

- ***Register your phone number.***
Mix will recognize the phone number going forward as yours, then all you will need is your four digit pin.

- ***Automatic renewal for the Construction Out of Work List (OWL).***

- ***Please make selection from Main Menu.***
- If you are calling about a job dispatch you just received, **PRESS 1.**

- To update your work status, or remove yourself from the OWL, **PRESS 2.**

- For Council and Local news, **PRESS 3.**

- To review or update your preferences: your PIN, phone number, language preference, or set up text notifications **PRESS 4.**

- To review or update information such as work areas and skill codes, or to hear the details about a job you have already accepted, **PRESS 5.**

(continued)

- Job calls from MIX will come to your phone via 253-785-9393 phone number. It is a good idea to **create this contact in your phone** so you recognize potential incoming job opportunities.
- Dispatch rules require you to check in every 14 days to remain on the OWL. MIX will assign an **Out of Work Date (OWD)** to your profile. This is the date of your first check-in. MIX will always give you 14 days to call back.
- **If you receive a job call from MIX, you will be prompted to enter your 4 DIGIT PIN, not your UBC ID.**
- **If MIX does not reach you at the phone numbers provided, it will send you a text if you have opted for text communication.** The text will direct you to call the MIX 20/20 systems to hear job details, and provide the job ID #.
- If you are calling MIX about a job dispatch and you don't have the job number, press * (star) and MIX will provide the job number (unless the job has since filled.)