

Trades Qualification Work Experience Form

Electrologist

This Work Experience Form must accompany the following;

- Trades Qualification Application and applicable fee
- Employer Letter(s) on company letterhead from past and present employers outlining;
 - ▶ exact dates of employment
 - ▶ total hours worked
 - ▶ brief description of duties performed and the employers signature
- * If it is not possible to obtain an Employer Letter(s) due to self-employment, an unknown address or business closure, a letter from the applicant outlining the employment details listed above is required.
- Any trade related certificates
- All documents must be submitted in one of the two official languages.

To apply for Trades Qualification, you **must** have worked a minimum of **1.5 years in the last ten years, (a total of 1,500 hours)**. The following information must be provided by the Trades Qualification Applicant.

Employer (Include Address)	Dates of Employment	Total # Hours
	From: To:	
	From: To:	
	From: To:	
	From: To:	

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The Blocks and Tasks listed below outline the full scope of the trade as defined in the Occupational Analysis. Please provide accurate percentages of time reflecting duties you have performed while on the job. The percentages you provide must add up to 100%.

Blocks and Tasks	Applicant's % of time reflecting duties performed on the job.
• Safety and Sanitation Procedures Includes: maintaining a safe workplace and sanitizing/disinfecting and sterilizing tools and equipment.	%
• Records Management Includes: completing client information cards; and maintaining an organized filing system.	%
• Retail and Salon Management Functions Includes: performing reception duties; and salon management functions and retail sales.	%
• Basic Job Skills Includes: consultations; preparing client for service; and completing service and demonstrating professionalism.	%
• Electrolysis Treatment Includes: performing pre-epilation treatment; electrolysis and post-epilation treatment.	%
• Other Tasks Includes: any other tasks that you may have been assigned. If applicable, please identify these tasks and give a percentage of time spent working on them.	%
Percentage total	<hr style="width: 100px; margin: 0 auto;"/> 100%

Name (Please Print): _____

Signature: _____ Date: _____

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