

# Apprenticeship Manitoba

## Trades Qualification Employer Declaration

### Floorcovering Installer

This form is to be completed by the direct supervisor of the applicant.  
Information provided in this form will be verified.

<b>A. Applicant Name</b>	Name of the individual declaring their employment experience
Full name:	

<b>B. Work History Information</b>	All information boxes must be completed.		
Organization / Employer name:			
From (yyyy/mm/dd):	To (yyyy/mm/dd):	Job Title:	Total Hours Worked:
Type of Employment:	<input type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Seasonal <input type="checkbox"/> Other		

<b>C. Declaration of Job Tasks Performed</b> 2012 NOA	<input checked="" type="checkbox"/> Check the "No" box if none of the tasks in the group were witnessed by you personally. <input checked="" type="checkbox"/> Check the "Yes" box if you personally witnessed the applicant performing the tasks at the level of a journeyperson. Strike out any individual tasks not witnessed. <del>example</del>
<b>A – Common Occupational Skills</b> Includes: Performs safety related functions; Assesses floor and jobsite conditions; Organizes work; Installs transitions, trims and wall bases	<input type="checkbox"/> No <input type="checkbox"/> Yes
<b>B – Floor Preparation</b> Includes: Removes existing floorcovering and accessories; Prepares substrate	<input type="checkbox"/> No <input type="checkbox"/> Yes
<b>C – Carpet</b> Includes: Installs carpet; Performs custom carpet procedures; Services carpet installations	<input type="checkbox"/> No <input type="checkbox"/> Yes
<b>D – Resilient Flooring</b> Includes: Installs resilient flooring; Performs custom resilient flooring procedures; Services resilient flooring installations	<input type="checkbox"/> No <input type="checkbox"/> Yes
<b>E – Wood and Laminate Flooring</b> Includes: Installs pre-finished solid and engineered hardwood, and laminate flooring; Installs custom wood and laminate flooring; Services pre finished solid and engineered hardwood, and laminate flooring	<input type="checkbox"/> No <input type="checkbox"/> Yes

<b>D. Supervisor/Employer Signature</b>	I certify that the information I, as the current or former direct supervisor of the applicant provided is accurate. I understand that my support may allow the candidate to challenge the certification exam.	
Signature:	Date: (yyyy/mm/dd)	
Printed name:	Daytime phone:	

<b>Office use only:</b>	Verified - <input type="checkbox"/> Yes <input type="checkbox"/> No	Signature:	Comments:
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