

## Personal Information (please print)

Legal First Name	Middle Initial	Legal Last Name	Birth Date (yy/mm/dd)
Address		City/Town	Postal Code
Home or Cell Phone	Business Phone	E-mail address	Fax #

## Eligibility Requirements

In order for Trades Qualifiers (TQ) to be approved to challenge the certification exam or for Designated Trainers (DT) to be approved to register apprentices, you must have worked both a minimum of 4.5 years and accumulated 7,200 hours, as well as acquired at least 70% scope of the trade. NOTE: This trade has a Practical Exam requirement. However, if you hold a valid Welder's Licence (F3/F4, Unrestricted Pressure Ticket) you are exempt from the Practical Exam.

## Check the box you are applying for

- Trades Qualifier (Experienced tradesperson being assessed to challenge the certification exam)
- Designated Trainer (Experienced tradesperson being assessed to register apprentices)

\* We encourage all Designated Trainers interested in receiving a Certificate of Qualification (trade ticket) to apply to challenge the exam through the Trades Qualification process. The application can be found at:

<http://www.gov.mb.ca/wdis/apprenticeship/generalinfo/forms.html>.

## Instructions

You are about to complete the Work Experience Form (WEF) which is based on the sub-tasks outlined in the National Occupational Analysis (NOA). The NOA provides detailed information that will assist you when completing the WEF and is your best source for identifying any training gaps.

If you have difficulty understanding the detailed break-down of the subtasks, go to the Red Seal website at: [www.red-seal.ca](http://www.red-seal.ca). Under the Resource Centre drop-down menu, select National Occupational Analyses, then click on Consult a Trade's NOA. Select your trade from the list, then click on the PDF. If more than one NOA is listed for your trade, choose the NOA that the exam is based on and download that version.

Rate your experience for each sub-task based on the scale below. The number of questions in each section of the certification exam is identified next to each Block title. How you assess yourself is an important step to prepare for the certification exam.

- Circle #0 if I have no experience doing this.
- Circle #1 if I have a little experience doing this.
- Circle #2 if I have some experience doing this with help.
- Circle #3 if I have some experience doing this alone and unaided.
- Circle #4 if I have frequently done this.
- Circle #5 if I have extensive experience doing this.

Sign and date the completed Work Experience Form and return it to Apprenticeship Manitoba with either the Trades Qualification or Designated Trainer application form and related documents. Keep one copy of the Work Experience Form for your records.

Rev. 08/16

**Block A Common Occupational Skills (24 Questions)**

Task	Sub-Tasks	Rating
1. Maintains tools and equipment.	1.01 Maintains hand, power, layout and measuring tools.	0 1 2 3 4 5
	1.02 Maintains stationary machinery.	0 1 2 3 4 5
	1.03 Maintains thermal cutting equipment.	0 1 2 3 4 5
	1.04 Maintains welding equipment.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
2. Uses access and material handling equipment.	2.01 Uses access equipment.	0 1 2 3 4 5
	2.02 Uses rigging, hoisting and lifting equipment.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
3. Performs safety-related activities.	3.01 Performs hazard assessments.	0 1 2 3 4 5
	3.02 Maintains safe work environment.	0 1 2 3 4 5
	3.03 Uses personal protective equipment (PPE) and safety equipment.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
4. Organizes work.	4.01 Uses documentation and reference material.	0 1 2 3 4 5
	4.02 Plans job tasks.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
5. Performs routine trade activities.	5.01 Performs quality inspection.	0 1 2 3 4 5
	5.02 Marks welds, materials and parts.	0 1 2 3 4 5

	5.03 Controls temperature of weldments.	0 1 2 3 4 5
	5.04 Stores welding consumables.	0 1 2 3 4 5
	5.05 Selects welding processes and power source.	0 1 2 3 4 5
	5.06 Performs equipment start-up and shut-down.	0 1 2 3 4 5
	5.07 Finishes final product.	0 1 2 3 4 5

**Block B Fabrication and Preparation of Components for Welding (25 Questions)**

Task	Sub-Tasks	Rating
6. Performs layout.	6.01 Develops templates.	0 1 2 3 4 5
	6.02 Transfers dimensions from drawings to materials.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
7. Fabricates components.	7.01 Prepares materials.	0 1 2 3 4 5
	7.02 Fits components for welding.	0 1 2 3 4 5
	7.03 Assembles components.	0 1 2 3 4 5

**Block C Cutting and Gouging (21 Questions)**

Task	Sub-Tasks	Rating
8. Uses tools and equipment for non-thermal cutting and grinding.	8.01 Selects cutting and grinding tools.	0 1 2 3 4 5
	8.02 Cuts using stationary band saws and power hacksaws.	0 1 2 3 4 5
	8.03 Cuts using shears and ironworkers.	0 1 2 3 4 5
	8.04 Cuts using hand tools.	0 1 2 3 4 5
	8.05 Cuts using handheld power tools.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
9. Uses oxy-fuel gas cutting (OFC) process for cutting and gouging.	9.01 Selects OFC gas and equipment.	0 1 2 3 4 5
	9.02 Sets up OFC equipment.	0 1 2 3 4 5
	9.03 Sets operating parameters for OFC equipment.	0 1 2 3 4 5
	9.04 Performs cut and gouge using OFC equipment.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
10. Uses plasma arc cutting process (PAC) for cutting and gouging.	10.01 Selects PAC equipment and consumables.	0 1 2 3 4 5
	10.02 Sets up PAC equipment.	0 1 2 3 4 5
	10.03 Sets operating parameters for PAC equipment.	0 1 2 3 4 5
	10.04 Performs cut and gouge using PAC equipment.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
11. Uses air carbon arc cutting (CAC-A) process for cutting and gouging.	11.01 Selects CAC-A equipment and consumables.	0 1 2 3 4 5
	11.02 Sets up CAC-A equipment.	0 1 2 3 4 5
	11.03 Sets operating parameters for CAC-A equipment.	0 1 2 3 4 5
	11.04 Performs cut and gouge using CAC-A equipment.	0 1 2 3 4 5

**Block D Welding Processes (55 Questions)**

Task	Sub-Tasks	Rating
12. Welds using shielded metal arc welding (SMAW) process.	12.01 Selects SMAW equipment and consumables.	0 1 2 3 4 5
	12.02 Sets up SMAW equipment.	0 1 2 3 4 5

	12.03 Sets operating parameters for SMAW.	0 1 2 3 4 5
	12.04 Performs weld with SMAW equipment.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
13. Welds using flux cored arc welding (FCAW), metal cored arc welding (MCAW) and gas metal arc welding (GMAW) processes.	13.01 Selects FCAW, MCAW and GMAW gas, equipment and consumables.	0 1 2 3 4 5
	13.02 Sets up FCAW, MCAW and GMAW equipment.	0 1 2 3 4 5
	13.03 Sets operating parameters for FCAW, MCAW and GMAW.	0 1 2 3 4 5
	13.04 Performs weld using FCAW, MCAW and GMAW equipment.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
14. Welds using gas tungsten arc welding (GTAW) process.	14.01 Selects GTAW gas, equipment and consumables.	0 1 2 3 4 5
	14.02 Sets up GTAW equipment.	0 1 2 3 4 5
	14.03 Sets operating parameters for GTAW.	0 1 2 3 4 5
	14.04 Performs weld using GTAW equipment.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
15. Welds using submerged arc welding (SAW) process.	15.01 Selects SAW equipment and consumables.	0 1 2 3 4 5
	15.02 Sets up SAW equipment.	0 1 2 3 4 5
	15.03 Sets operating parameters for SAW.	0 1 2 3 4 5
	15.04 Performs weld using SAW equipment.	0 1 2 3 4 5

Name (please print) \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

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