

Trades Qualification Employer Declaration

Apprenticeship
MANITOBA

Auto Body and Collision Technician

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

A. Applicant Name	Name of the individual applying to become certified.
Full name:	

B. Work History Information	All information boxes must be completed.		
Name of Organization / Employer:			
Street Address:		City:	Province/State:
			Country:
From (yyyy/mm/dd):	To (yyyy/mm/dd):	Job Title of Applicant:	Total Hours Worked:

C. Declaration of Job Tasks Performed RSOS 2019	☐ Check the "No" box if none of the tasks in the group were witnessed by you personally. ☐ 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. Example: Organizes Work .
A - Common Occupational Skills Includes: Performs safety-related functions, Uses and maintains tools and equipment, Uses and maintains welding equipment, Organizes work and uses documentation, Uses communication and mentoring techniques, Removes and installs trim and hardware, Performs final inspections, Applies corrosion protection and sound deadening materials	☐ No ☐ Yes
B - Repairs frame and structural components Includes: Prepares for repair and replacement of structural components, Repairs, removes and installs structural components, Removes, installs and repairs structural and laminated glass	☐ No ☐ Yes
C - Repairs non-structural outer body panels and related components Includes: Removes, repairs and installs metal panels and components, Removes, repairs and installs plastic and composite panels and components, Removes and installs non-structural glass	☐ No ☐ Yes
D - Repairs mechanical, electrical and alternative-fuel system components Includes: Deactivates and reactivates alternative-fuel systems, Removes and installs mechanical components, Removes, repairs and installs electrical and electronic components	☐ No ☐ Yes
E - Repairs interior components and services restraint systems Includes: Repairs and replaces interior components, Services supplemental restraint systems (SRS)	☐ No ☐ Yes
F - Performs refinishing procedures Includes: Prepares surface, Uses repair materials, Prepares refinishing equipment, Prepares refinishing materials, Applies refinishing materials, Performs post-refinishing functions	☐ No ☐ Yes
G - Performs detailing and cleaning Includes: Details exterior, Cleans vehicle	☐ No ☐ Yes

Winnipeg

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204-945-3337 Fax 204-948-2346

D. Supervisor Contact Information and Signature		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.
First Name:	Last Name:	Date: (yyyy/mm/dd)
Job Title or Position:		Phone number including country code:
Preferred language of communication:		Email address:
		Signature:

Office use only:	Verified	Comments:	Signature:
	☐ Yes ☐ No		