

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 within the last 10 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 and information sheet can be found at www.manitoba.ca/tradecareers under "Skilled Worker."

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. The link to the NOA is www.red-seal.ca.

Complete the following Work Experience Form and rate your experience for each sub-task.

- 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.

The amount of questions in each section of the certification exam is identified next to each Block title on the WEF

Sign and date the completed Work Experience Form and return it to the Apprenticeship Manitoba with the relevant application form and related documents. Keep one copy of the Work Experience Form for your records.

Block A Occupational Skills (21 Questions)

Task	Sub-Tasks	Rating
1. Maintains and uses tools and equipment.	1.01 Uses personal protective equipment (PPE) and safety equipment.	0 1 2 3 4 5
	1.02 Maintains hand tools.	0 1 2 3 4 5
	1.03 Maintains power tools.	0 1 2 3 4 5
	1.04 Maintains stationary machinery.	0 1 2 3 4 5
	1.05 Maintains layout and measuring tools.	0 1 2 3 4 5
	1.06 Maintains cutting and welding equipment.	0 1 2 3 4 5
	1.07 Uses access equipment.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
2. Organizes work.	2.01 Maintains safe work environment.	0 1 2 3 4 5
	2.02 Uses documentation and reference material.	0 1 2 3 4 5
	2.03 Interprets plans, drawings and specifications.	0 1 2 3 4 5
	2.04 Communicates with others.	0 1 2 3 4 5
	2.05 Compiles a list of materials and supplies.	0 1 2 3 4 5
	2.06 Plans project tasks.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
3. Performs quality control.	3.01 Performs inspection.	0 1 2 3 4 5
	3.02 Marks materials and parts.	0 1 2 3 4 5
	3.03 Verifies layout.	0 1 2 3 4 5
	3.04 Verifies measurements.	0 1 2 3 4 5
	3.05 Performs heat treatment.	0 1 2 3 4 5
	3.06 Stores consumables.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
4. Performs routine trade activities.	4.01 Performs hazard assessments.	0 1 2 3 4 5
	4.02 Selects power source for welding processes.	0 1 2 3 4 5
	4.03 Performs equipment start-up and shut down.	0 1 2 3 4 5

Block B Preparation for Welding Processes (25 Questions)

Task	Sub-Tasks	Rating
5. Handles materials.	5.01 Obtains materials.	0 1 2 3 4 5
	5.02 Verifies bill of materials.	0 1 2 3 4 5
	5.03 Organises materials.	0 1 2 3 4 5
	5.04 Uses rigging, hoisting and lifting equipment.	0 1 2 3 4 5
	5.05 Operates material handling equipment.	0 1 2 3 4 5

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.	0 1 2 3 4 5
	7.03 Tacks components.	0 1 2 3 4 5
	7.04 Assembles components.	0 1 2 3 4 5
	7.05 Finishes final product.	0 1 2 3 4 5

Block C Cutting and Gouging (28 Questions)

Task	Sub-Tasks	Rating
8. Uses mechanical and power tools for 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 mechanical and hydraulic shears.	0 1 2 3 4 5
	8.04 Cuts using hand tools.	0 1 2 3 4 5
	8.05 Cuts using grinders.	0 1 2 3 4 5
	8.06 Cuts using circular saws.	0 1 2 3 4 5
	8.07 Cuts using reciprocating saws.	0 1 2 3 4 5

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

Task	Sub-Tasks	Rating
11. Uses air carbon arc cutting (CAC-A) gouging process.	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.	0 1 2 3 4 5
	11.04 Operates CAC-A equipment.	0 1 2 3 4 5

Block D Welding Processes (51 Questions)

Task	Sub-Tasks	Rating
12. Welds using oxy-acetylene welding process.	12.01 Selects oxy-acetylene equipment and consumables.	0 1 2 3 4 5
	12.02 Sets operating parameters for oxy-acetylene process.	0 1 2 3 4 5
	12.03 Operates oxy-acetylene equipment.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
13. Welds using shielded metal arc welding process (SMAW).	13.01 Selects SMAW equipment and consumables.	0 1 2 3 4 5
	13.02 Sets up SMAW equipment.	0 1 2 3 4 5
	13.03 Sets operating parameters for SMAW.	0 1 2 3 4 5
	13.04 Operates SMAW equipment.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
14. Welds using flux cored arc welding process (FCAW), metal core arcwelding process (MCAW) and gas metal arc welding process (GMAW).	14.01 Selects FCAW, MCAW and GMAW gas, equipment and consumables.	0 1 2 3 4 5
	14.02 Sets up FCAW, MCAW and GMAW equipment.	0 1 2 3 4 5
	14.03 Sets operating parameters for FCAW, MCAW and GMAW.	0 1 2 3 4 5
	14.04 Operates FCAW, MCAW and GMAW equipment.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
15. Welds using gas tungsten arc welding process (GTAW).	15.01 Selects GTAW gas, equipment and consumables.	0 1 2 3 4 5
	15.02 Sets up GTAW equipment.	0 1 2 3 4 5
	15.03 Sets operating parameters for GTAW.	0 1 2 3 4 5
	15.04 Operates GTAW equipment.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
16. Welds using submerged arc welding process (SAW).	16.01 Selects SAW equipment and consumables.	0 1 2 3 4 5
	16.02 Sets up SAW equipment.	0 1 2 3 4 5
	16.03 Sets operating parameters for SAW.	0 1 2 3 4 5
	16.04 Operates SAW equipment.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
17. Welds using other processes.	17.01 Uses stud welding process (SW).	0 1 2 3 4 5
	17.02 Uses resistance welding (RW) processes (Spot (RSW) and Seam (RSEW)).	0 1 2 3 4 5
	17.03 Operates automated welding equipment.	0 1 2 3 4 5

You have completed the WEF for this Red Seal trade. If you had difficulty understanding the subtasks and/or would like to obtain a detailed break-down of the subtasks, go to www.red-seal.ca. Select a trade from the right-hand menu, then scroll down to section Trades Information and click on the “green” button to download the National Occupational Analysis (NOA) (if you are given a choice, select the NOA the exam is based on). How you assess yourself is an important step to prepare for the certification exam.

For sample questions in some trades scroll down to section Additional Information and click on the Exam Counselling Sheet and you will see the Sample Questions link in blue letters.

Name (please print) _____

Signature _____ Date: _____

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