

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 6 years and accumulated 10,800 hours, as well as acquired at least 70% scope of the trade.

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. 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

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340-9th St.
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204-726-6365
Fax 204-726-6912

Thompson
118-3 Station Rd.
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Fax 204-677-6689

Winnipeg
100 -111 Lombard Ave.
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204-945-3337
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Block A Occupational Skills (7 Questions)

Task	Sub-Tasks	Rating
1. Performs safety-related functions.	1.01 Uses personal protective equipment (PPE) and safety equipment.	0 1 2 3 4 5
	1.02 Maintains safe work environment.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
2. Performs common work practices and procedures.	2.01 Conducts operational tests.	0 1 2 3 4 5
	2.02 Maintains fluids, lubricants and coolants.	0 1 2 3 4 5
	2.03 Services filters.	0 1 2 3 4 5
	2.04 Maintains hoses, tubing and fittings.	0 1 2 3 4 5
	2.05 Services bearings/bushings and seals.	0 1 2 3 4 5
	2.06 Uses fasteners, sealing devices, adhesives and gaskets.	0 1 2 3 4 5
	2.07 Cleans components.	0 1 2 3 4 5
	2.08 Verifies equipment and component repairs.	0 1 2 3 4 5
	2.09 Plans daily tasks.	0 1 2 3 4 5
	2.10 Performs failure analysis.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
3. Uses and maintains tools and equipment.	3.01 Maintains tools and equipment.	0 1 2 3 4 5
	3.02 Uses hoisting, lifting and securing equipment.	0 1 2 3 4 5
	3.03 Uses computers for diagnostics and programming.	0 1 2 3 4 5

Block B Engines And Engine Support Systems (18 Questions)

Task	Sub-Tasks	Rating
4. Diagnoses engine and engine support systems.	4.01 Diagnoses base engine.	0 1 2 3 4 5
	4.02 Diagnoses lubrication system.	0 1 2 3 4 5
	4.03 Diagnoses cooling system.	0 1 2 3 4 5
	4.04 Diagnoses intake and exhaust system.	0 1 2 3 4 5
	4.05 Diagnoses fuel delivery system.	0 1 2 3 4 5
	4.06 Diagnoses engine management systems.	0 1 2 3 4 5
	4.07 Diagnoses emissions control systems.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
5. Repairs engine and engine support systems.	5.01 Repairs base engine.	0 1 2 3 4 5
	5.02 Repairs lubrication system.	0 1 2 3 4 5
	5.03 Repairs cooling system.	0 1 2 3 4 5
	5.04 Repairs intake and exhaust system.	0 1 2 3 4 5
	5.05 Repairs fuel delivery system.	0 1 2 3 4 5
	5.06 Repairs engine management systems.	0 1 2 3 4 5
	5.07 Repairs emissions control systems.	0 1 2 3 4 5

Block C Drive Train (17 Questions)

Task	Sub-Tasks	Rating
6. Diagnoses drive train.	6.01 Diagnoses dry clutches.	0 1 2 3 4 5
	6.02 Diagnoses driveline systems and components.	0 1 2 3 4 5
	6.03 Diagnoses wet clutches, transmissions and gear boxes.	0 1 2 3 4 5
	6.04 Diagnoses differentials and final drives.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
7. Repairs drive train.	7.01 Repairs dry clutches.	0 1 2 3 4 5
	7.02 Repairs driveline systems and components.	0 1 2 3 4 5
	7.03 Repairs wet clutches, transmissions and gear cases.	0 1 2 3 4 5
	7.04 Repairs differentials and final drives.	0 1 2 3 4 5

Block D Hydraulic, Hydrostatic And Pneumatic Systems (23 Questions)

Task	Sub-Tasks	Rating
8. Diagnoses hydraulic, hydrostatic and pneumatic systems.	8.01 Diagnoses hydraulic and hydrostatic systems.	0 1 2 3 4 5
	8.02 Diagnoses pneumatic systems.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
9. Repairs hydraulic, hydrostatic and pneumatic systems.	9.01 Repairs hydraulic and hydrostatic systems.	0 1 2 3 4 5
	9.02 Repairs pneumatic systems.	0 1 2 3 4 5

Block E Electrical And Electronic Systems (26 Questions)

Task	Sub-Tasks	Rating
10. Diagnoses electrical/electronic power and control monitoring systems.	10.01 Diagnoses electrical power and control monitoring systems.	0 1 2 3 4 5
	10.02 Diagnoses electronic power and control monitoring systems.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
11. Repairs electrical/electronic power and control monitoring systems.	11.01 Repairs electrical power and control monitoring systems.	0 1 2 3 4 5
	11.02 Repairs electronic power and control monitoring systems.	0 1 2 3 4 5

Block F Steering, Suspension And Brakes (9 Questions)

Task	Sub-Tasks	Rating
12. Diagnoses steering and brake systems.	12.01 Diagnoses steering systems.	0 1 2 3 4 5
	12.02 Diagnoses brake systems.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
13. Repairs steering and brake systems.	13.01 Repairs steering systems.	0 1 2 3 4 5
	13.02 Repairs brake systems.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
14. Diagnoses suspension components.	14.01 Diagnoses wheels/tracks and track frames.	0 1 2 3 4 5
	14.02 Diagnoses cushioning devices.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
15. Repairs suspension components.	15.01 Repairs wheels/tracks and track frames.	0 1 2 3 4 5
	15.02 Repairs cushioning devices.	0 1 2 3 4 5

Block G Structural Components And Operator Station (9 Questions)

Task	Sub-Tasks	Rating
16. Diagnoses structural components.	16.01 Diagnoses frame components.	0 1 2 3 4 5
	16.02 Verifies condition of roll-over protective structure (ROPS).	0 1 2 3 4 5
	16.03 Diagnoses equipment body.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
17. Repairs structural components.	17.01 Repairs frame components.	0 1 2 3 4 5
	17.02 Replaces roll-over protective structure (ROPS).	0 1 2 3 4 5
	17.03 Repairs equipment body.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
18. Diagnoses climate control systems.	18.01 Diagnoses heating and ventilation systems.	0 1 2 3 4 5
	18.02 Diagnoses air conditioning systems.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
19. Repairs climate control systems.	19.01 Repairs heating and ventilation systems.	0 1 2 3 4 5
	19.02 Repairs air conditioning systems.	0 1 2 3 4 5

Block H Agricultural Equipment (16 Questions)

Task	Sub-Tasks	Rating
20. Prepares agricultural equipment.	20.01 Performs assembly and pre-delivery adjustments on agricultural equipment.	0 1 2 3 4 5
	20.02 Installs agricultural equipment.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
21. Diagnoses land preparation, tillage and seeding/planting implements.	21.01 Diagnoses land preparation and tillage implements.	0 1 2 3 4 5
	21.02 Diagnoses seeding and planting implements.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
22. Repairs land preparation, tillage and seeding/planting implements.	22.01 Repairs land preparation and tillage implements.	0 1 2 3 4 5
	22.02 Repairs seeding and planting implements.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
23. Diagnoses harvesting, hay and forage equipment.	23.01 Diagnoses cutting, conditioning, gathering and processing equipment.	0 1 2 3 4 5
	23.02 Diagnoses delivery equipment.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
24. Repairs harvesting, hay and forage equipment.	24.01 Repairs cutting, conditioning, gathering and processing equipment.	0 1 2 3 4 5
	24.02 Repairs delivery equipment.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
25. Diagnoses application and irrigation equipment.	25.01 Diagnoses application equipment.	0 1 2 3 4 5
	25.02 Diagnoses irrigation equipment. (Not Common Core)	0 1 2 3 4 5

Task	Sub-Tasks	Rating
26. Repairs application and irrigation equipment.	26.01 Repairs application equipment.	0 1 2 3 4 5
	26.02 Repairs irrigation equipment. (Not Common Core)	0 1 2 3 4 5

Name (please print) _____

Signature _____ Date: _____

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