

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 5 years and accumulated 8,000 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.

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Brandon
340-9th St.
R7A 6C2
204-726-6365
Fax 204-726-6912

Thompson
118-3 Station Rd.
R8N 0N3
204-677-6346
Fax 204-677-6689

Winnipeg
100 -111 Lombard Ave.
R3B 0T4
204-945-3337
Fax 204-948-2346

Block A Common Occupational Skills (31 Questions)

Task	Sub-Tasks	Rating
1. Uses and maintains tools and equipment.	1.01 Maintains tools and equipment.	0 1 2 3 4 5
	1.02 Uses work platforms and access equipment.	0 1 2 3 4 5
	1.03 Uses aerial work platforms.	0 1 2 3 4 5
	1.04 Maintains rigging equipment.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
2. Performs safety-related functions.	2.01 Uses personal protective equipment (PPE) and safety equipment.	0 1 2 3 4 5
	2.02 Maintains personal protective equipment (PPE) and safety equipment.	0 1 2 3 4 5
	2.03 Maintains safe work environment.	0 1 2 3 4 5
	2.04 Monitors confined spaces.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
3. Organizes work.	3.01 Organizes project tasks and procedures.	0 1 2 3 4 5
	3.02 Uses drawings and specifications.	0 1 2 3 4 5
	3.03 Handles materials and components.	0 1 2 3 4 5
	3.04 Demobilizes site.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
4. Performs cutting and welding activities.	4.01 Cuts material.	0 1 2 3 4 5
	4.02 Prepares joints for fitting.	0 1 2 3 4 5
	4.03 Fits joints.	0 1 2 3 4 5
	4.04 Performs tack welds.	0 1 2 3 4 5
	4.05 Performs basic welding.	0 1 2 3 4 5

Block B Rigging and Hoisting (33 Questions)

Task	Sub-Tasks	Rating
5. Plans lift.	5.01 Determines load.	0 1 2 3 4 5
	5.02 Performs pre-lift analysis.	0 1 2 3 4 5
	5.03 Selects rigging and hoisting equipment.	0 1 2 3 4 5
	5.04 Secures lift area.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
6. Rigs load.	6.01 Inspects rigging equipment.	0 1 2 3 4 5
	6.02 Fabricates rigging equipment.	0 1 2 3 4 5
	6.03 Attaches rigging equipment to load.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
7. Hoists load.	7.01 Inspects hoisting equipment.	0 1 2 3 4 5
	7.02 Assembles hoisting equipment.	0 1 2 3 4 5
	7.03 Performs hoisting operations.	0 1 2 3 4 5
	7.04 Secures load before rigging removal.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
8. Performs post-lift activities.	8.01 Conducts post-lift inspection.	0 1 2 3 4 5
	8.02 Disassembles hoisting equipment.	0 1 2 3 4 5

Block C New Construction (27 Questions)

Task	Sub-Tasks	Rating
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9. Performs fabrication.	9.01 Lays out components for fabrication.	0 1 2 3 4 5
	9.02 Cuts components for fabrication.	0 1 2 3 4 5
	9.03 Forms components for fabrication.	0 1 2 3 4 5
	9.04 Constructs components.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
10. Assembles and fits vessels and components.	10.01 Aligns vessels and components.	0 1 2 3 4 5
	10.02 Fits vessels and components.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
11. Fastens components.	11.01 Bolts components.	0 1 2 3 4 5
	11.02 Expands tubes.	0 1 2 3 4 5
	11.02 Lays up fibreglass.	0 1 2 3 4 5

Block D Upgrading, Maintenance and Repair (29 Questions)

Task	Sub-Tasks	Rating
12. Services vessels and components.	12.01 Inspects vessels and components for defects.	0 1 2 3 4 5
	12.02 Upgrades vessels and components.	0 1 2 3 4 5
	12.03 Replaces vessels and components.	0 1 2 3 4 5
	12.04 Prepares vessels and components for maintenance.	0 1 2 3 4 5
	12.05 Repairs vessels and components.	0 1 2 3 4 5
	12.06 Performs preventative maintenance.	0 1 2 3 4 5
	12.07 Tests materials, vessels and components.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
13. Removes vessels and components.	13.01 Dismantles vessels and components.	0 1 2 3 4 5
	13.02 Removes materials.	0 1 2 3 4 5

Name (please print) _____

Signature _____ Date: _____

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