

Personal Information (please print)

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|--------------------|----------------|-----------------|-----------------------|
| 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 8,100 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 Provincial Occupational Analysis (POA). The POA provides detailed information that will assist you when completing the WEF and is your best source for identifying any training gaps. To access the POA, go to the Trade Profile page at <http://www.gov.mb.ca/wdis/apprenticeship/discover/mbtrades/index.html>. Follow the link to your trade, and click on the Provincial Occupational Analysis (POA).

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.

Block A Safety and Safe Work Practices (15 Questions)

| Task | Sub-Tasks | Rating |
|--------------------------------------|--|-------------|
| 1. Demonstrates safe work practices. | 1.01 Completes safety orientation training. | 0 1 2 3 4 5 |
| | 1.02 Completes Workplace Hazardous Materials Information System (WHMIS) training. | 0 1 2 3 4 5 |
| | 1.03 Completes human factors training. | 0 1 2 3 4 5 |
| | 1.04 Completes training on transportation of dangerous goods (TDG). | 0 1 2 3 4 5 |
| | 1.05 Completes first aid/cardiopulmonary training. | 0 1 2 3 4 5 |
| | 1.06 Completes confined spaces training. | 0 1 2 3 4 5 |
| | 1.07 Follows safe work practices. | 0 1 2 3 4 5 |
| | 1.08 Adheres to housekeeping practices and tools/equipment maintenance procedures. | 0 1 2 3 4 5 |
| | 1.09 Ensures aircraft safety before performing work. | 0 1 2 3 4 5 |
| | 1.10 Ensures prevention of foreign object damage (FOD) | 0 1 2 3 4 5 |

Block B Engine Inspection (Incoming) (10 Questions)

| Task | Sub-Tasks | Rating |
|---|--|-------------|
| 2. Removes engine from shipping container or stand. | 2.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 2.02 Verifies shipping procedures were used. | 0 1 2 3 4 5 |
| | 2.03 Identifies customers' property. | 0 1 2 3 4 5 |
| | 2.04 Selects lifting devices. | 0 1 2 3 4 5 |
| | 2.05 Depressurizes container, if required. | 0 1 2 3 4 5 |
| | 2.06 Installs engine on working stand. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|--------------------------------|---|-------------|
| 3. Conducts visual inspection. | 3.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 3.02 Checks for and records damage. | 0 1 2 3 4 5 |

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| | 3.03 Checks for and records missing components and parts. | 0 1 2 3 4 5 |
| | 3.04 Checks for and records extra components and parts received. | 0 1 2 3 4 5 |
| | 3.05 Checks for and records incorrect components and parts received. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|---------------------------|---|-------------|
| 4. Verifies documentation | 4.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 4.02 Verifies serial number and engine type. | 0 1 2 3 4 5 |
| | 4.03 Verifies documentation to determine reason for component/engine removal. | 0 1 2 3 4 5 |
| | 4.04 Checks logbooks. | 0 1 2 3 4 5 |
| | 4.05 Inducts engine and itemizes part numbers and serial numbers. | 0 1 2 3 4 5 |
| | 4.06 Determines scope of work. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|------------------------------|---|-------------|
| 5. Prepares for disassembly. | 5.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 5.02 Checks filters. | 0 1 2 3 4 5 |
| | 5.03 Takes oil samples and routes to lab. | 0 1 2 3 4 5 |
| | 5.04 Checks magnetic and electric chip detectors for contamination. | 0 1 2 3 4 5 |
| | 5.05 Prepares identification tags. | 0 1 2 3 4 5 |
| | 5.06 Prepares engine for borescoping, if required. | 0 1 2 3 4 5 |
| | 5.07 Prepares engine trays or racks. | 0 1 2 3 4 5 |

Block C Engine Disassembly (20 Questions)

| Task | Sub-Tasks | Rating |
|------------------------------|--|-------------|
| 6. Removes engine externals. | 6.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 6.02 Tags accessories to engine serial number. | 0 1 2 3 4 5 |
| | 6.03 Caps accessories and open lines. | 0 1 2 3 4 5 |
| | 6.04 Installs accessories on fixtures. | 0 1 2 3 4 5 |
| | 6.05 Prepares accessories, harnesses and plumbing for routing to area. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|---|--|-------------|
| 7. Disassembles engine into modules/sections. | 7.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 7.02 Verifies documentation. | 0 1 2 3 4 5 |
| | 7.03 Separates engine into modules/sections. | 0 1 2 3 4 5 |
| | 7.04 Installs module/section into fixture/stand. | 0 1 2 3 4 5 |
| | 7.05 Prepares module/section for routing. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|--|---|-------------|
| 8. Disassembles modules/ sections/ external accessories. | 8.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 8.02 Verifies documentation. | 0 1 2 3 4 5 |
| | 8.03 Performs checks according to instructions. | 0 1 2 3 4 5 |
| | 8.04 Identifies condition of parts.. | 0 1 2 3 4 5 |
| | 8.05 Match-marks parts. | 0 1 2 3 4 5 |
| | 8.06 Disassembles gear boxes. | 0 1 2 3 4 5 |
| | 8.07 Disassembles compressor modules/sections. | 0 1 2 3 4 5 |
| | 8.08 Disassembles turbine modules/sections. | 0 1 2 3 4 5 |
| | 8.09 Disassembles combustion modules/sections. | 0 1 2 3 4 5 |

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| | 8.10 Disassembles inlet module/section. | 0 1 2 3 4 5 |
| | 8.11 Disassembles exhaust module/section. | 0 1 2 3 4 5 |
| | 8.12 Prepares and tags parts for cleaning. | 0 1 2 3 4 5 |
| | 8.13 Documents work performed. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|-------------------------------------|---|-------------|
| 9. Cleans parts/ modules/ sections. | 9.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 9.02 Determines cleaning process. | 0 1 2 3 4 5 |
| | 9.03 Cleans parts and modules/ sections. | 0 1 2 3 4 5 |
| | 9.04 Determines special cleaning requirements for Non-Destructive Testing (NDT) procedures. | 0 1 2 3 4 5 |

Block D Parts, modules and Sections Inspection (20 Questions)

| Task | Sub-Tasks | Rating |
|--|--|-------------|
| 10. Verifies documentation for inspection. | 10.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 10.02 Determines modification status. | 0 1 2 3 4 5 |
| | 10.03 Checks logbooks. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|--------------------------|--|-------------|
| 11. Conducts inspection. | 11.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 11.02 Conducts visual inspections. | 0 1 2 3 4 5 |
| | 11.03 Conducts dimensional inspections. | 0 1 2 3 4 5 |
| | 11.04 Conducts or arranges for pressure tests. | 0 1 2 3 4 5 |
| | 11.05 Conducts or arranges for hardness test. | 0 1 2 3 4 5 |
| | 11.06 Conducts functional tests. | 0 1 2 3 4 5 |
| | 11.07 Determines action. | 0 1 2 3 4 5 |

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| | 11.08 Completes documentation. | 0 1 2 3 4 5 |
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| Task | Sub-Tasks | Rating |
|---------------------------------|--|-------------|
| 12. Prepares rework procedures. | 12.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 12.02 Complies with modification requirements. | 0 1 2 3 4 5 |
| | 12.03 Prepares repair routing documents. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|---------------------------------------|--|-------------|
| 13. Conducts minor rework procedures. | 13.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 13.02 Conducts minor blending. | 0 1 2 3 4 5 |
| | 13.03 Conducts lapping. | 0 1 2 3 4 5 |
| | 13.04 Applies surface treatment. | 0 1 2 3 4 5 |
| | 13.05 Conducts standard practice repairs. | 0 1 2 3 4 5 |
| | 13.06 Documents work performed. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|--|--|-------------|
| 14. Conducts final inspection of components and parts. | 14.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 14.02 Verifies that repairs match documentation. | 0 1 2 3 4 5 |
| | 14.03 Conducts certification inspection. | 0 1 2 3 4 5 |
| | 14.04 Completes documentation. | 0 1 2 3 4 5 |

Block E Engine Assembly (20 Questions)

| Task | Sub-Tasks | Rating |
|---|--|-------------|
| 15. Verifies documentation for engine assembly. | 15.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 15.02 Verifies repair/serviceable documentation. | 0 1 2 3 4 5 |
| | 15.03 Reviews modification status. | 0 1 2 3 4 5 |
| | 15.04 Reviews log cards, time and cycle documentation. | 0 1 2 3 4 5 |
| | 15.05 Reviews scope of work. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|--|--|-------------|
| 16. Assembles parts into sub-assemblies. | 16.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 16.02 Assembles rotors (compressors and turbines). | 0 1 2 3 4 5 |
| | 16.03 Conducts and records dimensional checks. | 0 1 2 3 4 5 |
| | 16.04 Assembles casings. | 0 1 2 3 4 5 |
| | 16.05 Balances rotors. | 0 1 2 3 4 5 |
| | 16.06 Documents work performed. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|---|---|-------------|
| 17. Assembles sub-assemblies into modules/sections. | 17.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 17.02 Verifies documentation for sub-assemblies. | 0 1 2 3 4 5 |
| | 17.03 Assembles gear boxes. | 0 1 2 3 4 5 |
| | 17.04 Assembles compressor. | 0 1 2 3 4 5 |
| | 17.05 Assembles turbine modules/ sections. | 0 1 2 3 4 5 |
| | 17.06 Assembles diffusers and/or combustions modules/ sections. | 0 1 2 3 4 5 |
| | 17.07 Assembles inlet module/ section. | 0 1 2 3 4 5 |
| | 17.08 Assembles exhaust module/ section. | 0 1 2 3 4 5 |

| | 17.09 Documents work performed. | 0 1 2 3 4 5 |
|---|---|-------------|
| Task | Sub-Tasks | Rating |
| 18. Re-assembles modules/ sections into engine. | 18.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 18.02 Verifies documentation/ modification status of modules/ sections. | 0 1 2 3 4 5 |
| | 18.03 Conducts and records dimensional checks. | 0 1 2 3 4 5 |
| | 18.04 Assembles modules/ sections to one another. | 0 1 2 3 4 5 |
| | 18.05 Documents work performed. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|------------------------------------|---|-------------|
| 19. Installs external accessories. | 19.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 19.02 Installs external accessories to engine. | 0 1 2 3 4 5 |
| | 19.03 Installs plumbing and electrical harnesses. | 0 1 2 3 4 5 |
| | 19.04 Rigs accessories for installation. | 0 1 2 3 4 5 |
| | 19.05 Documents work performed. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|---|--|-------------|
| 20. Completes engine-build documentation. | 20.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 20.02 Completes build documentation. | 0 1 2 3 4 5 |
| | 20.03 Signs off modifications. | 0 1 2 3 4 5 |

Block F Engine Testing (10 Questions)

| Task | Sub-Tasks | Rating |
|-----------------------------------|--|-------------|
| 21. Conducts pre-test inspection. | 21.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |

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| | 21.02 Verifies documentation. | 0 1 2 3 4 5 |
| | 21.03 Conducts pre-test inspection. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|----------------------------------|--|-------------|
| 22. Prepares engine for testing. | 22.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 22.02 Services engine. | 0 1 2 3 4 5 |
| | 22.03 Installs engine on test bed. | 0 1 2 3 4 5 |
| | 22.04 Attaches test equipment. | 0 1 2 3 4 5 |
| | 22.05 Conducts visual inspection. | 0 1 2 3 4 5 |
| | 22.06 Documents work performed. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|-----------------------|--|-------------|
| 23. Test-runs engine. | 23.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 23.02 Conducts preliminary test-runs. | 0 1 2 3 4 5 |
| | 23.03 Conducts inspection for leaks. | 0 1 2 3 4 5 |
| | 23.04 Troubleshoots equipment, if required. | 0 1 2 3 4 5 |
| | 23.05 Conducts full test of engine to specifications. | 0 1 2 3 4 5 |
| | 23.06 Records test results. | 0 1 2 3 4 5 |
| | 23.07 Checks filters. | 0 1 2 3 4 5 |
| | 23.08 Checks magnetic and electric chip detectors for contamination. | 0 1 2 3 4 5 |
| | 23.09 Inhibits engine, if required. | 0 1 2 3 4 5 |
| | 23.10 Documents work performed. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|-----------------------------|--|-------------|
| 24. Removes test equipment. | 24.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 24.02 Detaches test equipment. | 0 1 2 3 4 5 |

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| | 24.03 Removes engine from test bed. | 0 1 2 3 4 5 |
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| Task | Sub-Tasks | Rating |
|------------------------------------|---|-------------|
| 25. Conducts post-test inspection. | 25.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 25.02 Conducts post-test inspection. | 0 1 2 3 4 5 |
| | 25.03 Documents work performed. | 0 1 2 3 4 5 |
| | 25.04 Forwards documentation for certificate. | |

Block G Engine Dispatch (5 Questions)

| Task | Sub-Tasks | Rating |
|-----------------------------------|--|-------------|
| 26. Prepares engine for shipping. | 26.01 Refers to manuals and documentation. | 0 1 2 3 4 5 |
| | 26.02 Verifies documentation for shipping. | 0 1 2 3 4 5 |
| | 26.03 Ensures customers' property is included. | 0 1 2 3 4 5 |
| | 26.04 Installs engine on shipping stand/container. | 0 1 2 3 4 5 |
| | 26.05 Pressurizes container, if required. | 0 1 2 3 4 5 |
| | 26.06 Attaches documentation. | 0 1 2 3 4 5 |
| | 26.07 Informs shipping. | 0 1 2 3 4 5 |

Name (please print) _____

Signature _____ Date: _____

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