

Apprenticeship Manitoba

Trades Qualification Employer Declaration

Motor Vehicle Body Repairer

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 declaring their employment experience
Full name:	

B. Work History Information	All information boxes must be completed.		
Organization / Employer name:			
From (yyyy/mm/dd):	To (yyyy/mm/dd):	Job Title:	Total Hours Worked:
Type of Employment:	<input type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Seasonal <input type="checkbox"/> Other		

C. Declaration of Job Tasks Performed 2014 NOA	<input checked="" type="checkbox"/> Check the NO box if you did not personally witness the applicant performing the tasks in the group. <input checked="" type="checkbox"/> 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	
A – Common Occupational Skills Includes: Performs safety-related functions; Uses and maintains tools and equipment; Uses and maintains welding equipment	<input type="checkbox"/> No <input type="checkbox"/> Yes	
B – Routine Trade Tasks Includes: Organizes work and uses documentation; Applies corrosion protection and sound deadening materials; Removes and installs trim and weatherstrips; Performs inspection	<input type="checkbox"/> No <input type="checkbox"/> Yes	
C – Frame and Structural Components Includes: Prepares for repair and replacement of structural components; Repairs, removes and installs structural components; Removes, installs and repairs structural glass	<input type="checkbox"/> No <input type="checkbox"/> Yes	
D – 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	<input type="checkbox"/> No <input type="checkbox"/> Yes	
E – Mechanical, Electrical and Alternate Fuel System Components Includes: Deactivates and reactivates alternate-fuel systems; Removes and installs mechanical components	<input type="checkbox"/> No <input type="checkbox"/> Yes	
F – Restraint System and Interior Components Includes: Repairs and replaces interior components; Services supplemental restraint systems (SRS).	<input type="checkbox"/> No <input type="checkbox"/> Yes	
G – Refinishing Includes: Prepares surfaces; Uses fillers, primers and surfacers; Prepares and applies refinishing materials	<input type="checkbox"/> No <input type="checkbox"/> Yes	
H – Detailing and Cleaning Includes: Details exterior; Cleans vehicle	<input type="checkbox"/> No <input type="checkbox"/> Yes	

Apprenticeship Manitoba

D. Supervisor/Employer 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.	
Signature:		Date: (yyyy/mm/dd)
Printed name:		Daytime phone:

Office use only:	Verified - <input type="checkbox"/> Yes <input type="checkbox"/> No	Signature:	Comments:
-------------------------	---	------------	-----------