

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 3 years and accumulated 5,400 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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Winnipeg
100 -111 Lombard Ave.
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Block A Occupational Skills (22 Questions)

Task	Sub-Tasks	Rating
1. Uses tools and equipment.	1.01 Uses hand tools.	0 1 2 3 4 5
	1.02 Uses power tools.	0 1 2 3 4 5
	1.03 Uses measuring equipment.	0 1 2 3 4 5
	1.04 Uses personal protective equipment (PPE).	0 1 2 3 4 5

Task	Sub-Tasks	Rating
2. Organizes work.	2.01 Interprets documentation.	0 1 2 3 4 5
	2.02 Determines material requirements and quantities.	0 1 2 3 4 5
	2.03 Communicates with others.	0 1 2 3 4 5
	2.04 Schedules work procedures.	0 1 2 3 4 5
	2.05 Maintains safe work environment.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
3. Prepares site.	3.01 Inspects site.	0 1 2 3 4 5
	3.02 Prepares sub-grade.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
4. Uses formwork.	4.01 Constructs concrete formwork.	0 1 2 3 4 5
	4.02 Inspects formwork.	0 1 2 3 4 5
	4.03 Installs construction, isolation, and expansion joints.	0 1 2 3 4 5
	4.04 Strips forms.	0 1 2 3 4 5

Block B Concrete Placement (23 Questions)

Task	Sub-Tasks	Rating
5. Places concrete.	5.01 Transports concrete.	0 1 2 3 4 5
	5.02 Spreads concrete.	0 1 2 3 4 5
	5.03 Consolidates concrete.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
6. Levels concrete.	6.01 Establishes elevation.	0 1 2 3 4 5
	6.02 Screeds concrete.	0 1 2 3 4 5
	6.03 Bull floats concrete.	0 1 2 3 4 5
	6.04 Achieves tolerances.	0 1 2 3 4 5

Block C Concrete Finishing (30 Questions)

Task	Sub-Tasks	Rating
7. Floats concrete.	7.01 Floats concrete by hand.	0 1 2 3 4 5
	7.02 Floats concrete by machine.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
8. Hand-tools concrete.	8.01 Tools control joints.	0 1 2 3 4 5
	8.02 Edges perimeter of slab.	0 1 2 3 4 5
	8.03 Finishes extruded concrete surfaces.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
9. Trowels concrete.	9.01 Trowels concrete by machine.	0 1 2 3 4 5
	9.02 Trowels concrete by hand.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
10. Applies surface treatments to plastic concrete.	10.01 Broadcasts products on concrete surface.	0 1 2 3 4 5
	10.02 Applies surface retarder.	0 1 2 3 4 5
	10.03 Textures concrete surface.	0 1 2 3 4 5
	10.04 Top seeds concrete surface.	0 1 2 3 4 5
	10.05 Stamps concrete surface.	0 1 2 3 4 5

Block D Concrete Curing and Protection (16 Questions)

Task	Sub-Tasks	Rating
11. Cures concrete.	11.01 Wet-cures concrete.	0 1 2 3 4 5
	11.02 Chemical cures concrete.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
12. Protects concrete.	12.01 Maintains desired temperature.	0 1 2 3 4 5
	12.02 Places physical protection.	0 1 2 3 4 5
	12.03 Saw cuts control joints.	0 1 2 3 4 5

Block E Concrete Modification, Repair, and Grouting (19 Questions)

Task	Sub-Tasks	Rating
13. Repairs concrete.	13.01 Inspects to determine defects.	0 1 2 3 4 5
	13.02 Removes materials.	0 1 2 3 4 5
	13.03 Selects materials and process of repair.	0 1 2 3 4 5
	13.04 Prepares surface for repair.	0 1 2 3 4 5
	13.05 Parges vertical surfaces.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
14. Cuts and cores cured concrete.	14.01 Identifies hazards.	0 1 2 3 4 5
	14.02 Measures depth of cut.	0 1 2 3 4 5
	14.03 Selects cutting and coring equipment.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
15. Applies surface treatments to hardened concrete.	15.01 Prepares surface.	0 1 2 3 4 5
	15.02 Abrades surface to achieve architectural finish.	0 1 2 3 4 5
	15.03 Applies seamless coatings.	0 1 2 3 4 5
	15.04 Applies bonded and non-bonded toppings to concrete.	0 1 2 3 4 5
	15.05 Applies acid stain.	0 1 2 3 4 5

Task	Sub-Tasks	Rating
16. Grouts.	16.01 Selects installation procedure.	0 1 2 3 4 5
	16.02 Prepares surface for grouting.	0 1 2 3 4 5
	16.03 Mixes grout.	0 1 2 3 4 5
	16.04 Installs grout.	0 1 2 3 4 5
	16.05 Finishes exposed grout surfaces.	0 1 2 3 4 5

Name (please print) _____

Signature _____ Date: _____

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