

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. 02/17

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Block A Common Occupational Skills (6 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. Maintains and uses tools and equipment. | 2.01 Maintains hand, power and powder-actuated tools. | 0 1 2 3 4 5 |
| | 2.02 Uses technical instruments and testers. | 0 1 2 3 4 5 |
| | 2.03 Uses access equipment. | 0 1 2 3 4 5 |
| | 2.04 Operates lifting, rigging and hoisting equipment. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|--|---|-------------|
| 3. Plans and prepares for installation, service and maintenance. | 3.01 Interprets drawings and codes. | 0 1 2 3 4 5 |
| | 3.02 Selects systems, equipment and components. | 0 1 2 3 4 5 |
| | 3.03 Organizes work. | 0 1 2 3 4 5 |

Block B Gas Piping Preparation and Assembly (10 Questions)

| Task | Sub-Tasks | Rating |
|---|---|-------------|
| 4. Fits tube and tubing for gas piping systems. | 4.01 Prepares tube and tubing for fitting. | 0 1 2 3 4 5 |
| | 4.02 Bends tube and tubing for gas piping systems. | 0 1 2 3 4 5 |
| | 4.03 Connects tube and tubing for gas piping systems. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|--|--|-------------|
| 5. Fits plastic pipe for gas piping systems. | 5.01 Prepares plastic pipe for fitting. | 0 1 2 3 4 5 |
| | 5.02 Connects plastic pipe for gas piping systems. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|--|--|-------------|
| 6. Fits steel pipe for gas piping systems. | 6.01 Prepares steel pipe for fitting. | 0 1 2 3 4 5 |
| | 6.02 Connects steel pipe for gas piping systems. | 0 1 2 3 4 5 |

Block C Venting and Air Supply Systems (11 Questions)

| Task | Sub-Tasks | Rating |
|----------------------|--|-------------|
| 7. Installs venting. | 7.01 Lays out venting. | 0 1 2 3 4 5 |
| | 7.02 Prepares venting material for assembly. | 0 1 2 3 4 5 |
| | 7.03 Connects material for venting. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|--------------------------------|-----------------------------------|-------------|
| 8. Installs air supply system. | 8.01 Lays out air supply system. | 0 1 2 3 4 5 |
| | 8.02 Connects air supply systems. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|------------------------------------|---|-------------|
| 9. Installs draft control systems. | 9.01 Installs natural draft control systems. | 0 1 2 3 4 5 |
| | 9.02 Installs mechanical draft control systems. | 0 1 2 3 4 5 |

Block D Controls and Electrical Systems (20 Questions)

| Task | Sub-Tasks | Rating |
|---|---|-------------|
| 10. Selects and installs electronic components. | 10.01 Performs selection and installation of combustion controls. | 0 1 2 3 4 5 |
| | 10.02 Performs selection and installation of flame safeguards. | 0 1 2 3 4 5 |
| | 10.03 Performs selection and installation of safety and operating controls. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|---|--|-------------|
| 11. Selects and installs electrical components. | 11.01 Selects electrical components. | 0 1 2 3 4 5 |
| | 11.02 Performs assembly and connection of electrical components. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|--|---|-------------|
| 12. Installs automation and instrumentation control systems. | 12.01 Performs selection of automation and instrumentation control systems. | 0 1 2 3 4 5 |
| | 12.02 Performs assembly and connection of automation and instrumentation control systems. | 0 1 2 3 4 5 |

Block E Installation of Systems and Equipment (20 Questions)

| Task | Sub-Tasks | Rating |
|---|--|-------------|
| 13. Installs gas-fired system piping and equipment. | 13.01 Installs gas-fired equipment. | 0 1 2 3 4 5 |
| | 13.02 Installs gas piping systems. | 0 1 2 3 4 5 |
| | 13.03 Connects gas supply to equipment. | 0 1 2 3 4 5 |
| | 13.04 Connects equipment to energy distribution systems. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|---|------------------------------|-------------|
| 14. Installs gas-fired system components. | 14.01 Installs valve trains. | 0 1 2 3 4 5 |
| | 14.02 Installs accessories. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|--|--|-------------|
| 15. Installs propane storage and handling systems. | 15.01 Installs propane storage systems. | 0 1 2 3 4 5 |
| | 15.02 Installs propane handling systems. | 0 1 2 3 4 5 |

Block F Testing and Commissioning of Gas-Fired Systems (15 Questions)

| Task | Sub-Tasks | Rating |
|------------------------------|-------------------------------------|-------------|
| 16. Tests gas-fired systems. | 16.01 Tests gas piping systems. | 0 1 2 3 4 5 |
| | 16.02 Performs start-up procedures. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|------------------------------------|---|-------------|
| 17. Commissions gas-fired systems. | 17.01 Performs testing, adjusting and balancing procedures. | 0 1 2 3 4 5 |
| | 17.02 Completes commissioning report and handover. | 0 1 2 3 4 5 |

Block G Servicing Gas-Fired Systems (18 Questions)

| Task | Sub-Tasks | Rating |
|----------------------------------|---|-------------|
| 18. Maintains gas-fired systems. | 18.01 Inspects system components and operation. | 0 1 2 3 4 5 |
| | 18.02 Performs maintenance activities. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|--------------------------------|---|-------------|
| 19. Repairs gas-fired systems. | 19.01 Diagnoses gas-fired equipment and components. | 0 1 2 3 4 5 |
| | 19.02 Selects replacement components. | 0 1 2 3 4 5 |
| | 19.03 Replaces components. | 0 1 2 3 4 5 |
| | 19.04 Verifies operation. | 0 1 2 3 4 5 |

| Task | Sub-Tasks | Rating |
|--------------------------------------|---|-------------|
| 20. Decommissions gas-fired systems. | 20.01 Disconnects appliances and accessories. | 0 1 2 3 4 5 |
| | 20.02 Removes gas-fired systems and components. | 0 1 2 3 4 5 |

Name (please print) _____

Signature _____ Date: _____

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