

**Record of Work Experiences
Trade Qualifier or Pre-Apprenticeship Credits**

CABINETMAKER

Note to Apprenticeship Applicants

The work experiences on this form are for credit only and must have been performed prior to your registration as an apprentice.

Applicant Information

Name: _____			
<i>Surname</i>	<i>First</i>	<i>Initial</i>	
Address: _____ / _____ / _____ / _____			
<i>P. O. Box/Street</i>	<i>City/Town</i>	<i>Province</i>	<i>Postal Code</i>
Telephone: (____) _____	Cell: (____) _____	Email address: _____	

Employer Information & Verification

<u>Note to Employer</u>			
By completing the section below you are confirming that the hours indicated for the applicant are specific to employment in the <u>Cabinetmaker Occupation</u> .			
Verified By: _____			
	<i>Company Name</i>		
Address: _____ / _____ / _____ / _____			
<i>P. O. Box/Street</i>	<i>City/Town</i>	<i>Province</i>	<i>Postal Code</i>
Telephone: (____) _____	* CRA Business #: _____		
	<i>9 Digits</i>		
_____ <i>Employer or Representative Signature</i>	_____ <i>Employer or Representative (Print)</i>		
Date of applicant's employment from: _____ to: _____			
<i>Month Day Year</i>	<i>Month Day Year</i>		
Total Hours of Employment the applicant worked in the <u>Cabinetmaker Occupation</u>: _____ Hours			
* CRA - Canadian Revenue Agency			

Please check the appropriate box:

Trade Qualifiers <input type="checkbox"/>	The <u>signature of the Journeyperson</u> following each of the required skills acknowledges the applicant has met the competencies in each of the skill areas according to the Industry Standard associated with this occupation.
Pre- Apprenticeship Credits <input type="checkbox"/>	The <u>signature of the Journeyperson</u> following each of the required skills acknowledges the applicant has performed in each of the skill areas appropriate for this occupation.

- The Occupational Advisory Committee in the Cabinetmaker Occupation has identified the work experiences or skills listed below as those required for the occupation.
- Journeypersons must be certified in the occupation stated by this document. A Journeyperson in another occupation may sign certain sections if the skills are common to both occupations.

Skills Required For Certification	Journeyperson Signature	Verified By Applicant
DRAFTING AND SKETCHING		
Read basic drawings and diagrams		
Interpret specifications		
Make cutting list		
Make shop drawings and layout (full-scale)		
Working knowledge of cabinetmaker software		
HAND TOOLS		
Maintain and use hand tools		
Proper storage of hand tools		
PORTABLE POWER TOOLS		
Maintain and use portable power tools		
Proper storage of portable power tools		
STATIONARY MACHINERY		
Set up and operate cutting and sawing machinery		
Set up and operate milling machinery		

Skills Required For Certification	Journeyperson Signature	Verified By Applicant
Set up and operate shaping machinery		
Set up and operate boring machinery		
Set up and operate edging machinery		
Set up and operate sanding machinery		
Set up and operate laminating machinery		
MATERIALS		
Working knowledge of various types of solid woods and sheet material		
Working knowledge of fasteners and glues		
FABRICATION AND ASSEMBLY		
Make joints		
Glue and clamp materials		
Cut and machine components		
Pre-assembly sanding		
Assemble components		
LAMINATING		
Apply and finish plastic laminate		
Break out and glue up solid lumber		
Make forms and bend solid lumber		
Make forms and bend plywoods/sheet goods		
Veneering		
FINISHING		
Final sand (pre-finish)		
Set up and use spray equipment		
Apply spray and wipe stains		
Apply spray finisher		

Skills Required For Certification	Journeyperson Signature	Verified By Applicant
Clean and properly store spray equipment		
STAIRS		
Layout and assemble interior stairs		
Identify various types of stairs		
ON-SITE INSTALLATION		
Interpret architectural blueprints/drawings and specifications		
Install cabinets, stairs, counters		
Architectural millwork		
Diagnose/compensate for on-site problem		
Co-ordinate on-site installation with other occupations		
Housekeeping practices		

Note to Journeypersons

- Journeypersons who have applied their signatures to the skills required for the certification section of this document must complete the following sections.
- The Institutional and Industrial Education Division, for the purpose of verification, may contact Journeypersons who have applied their signatures to skills for applicants.

<u>Journeyperson Supervisor Verification</u>			
Name: _____			
<i>Surname</i>	<i>First</i>	<i>Initial</i>	
Address: _____ / _____ / _____ / _____			
<i>P. O. Box/Street</i>	<i>City/Town</i>	<i>Province</i>	<i>Postal Code</i>
Telephone: (____) _____		Cell phone: (____) _____	
Email address: _____			
Certificate Number: _____		and/or I.P. Number: _____	
Name (signature): _____			

<u>Journeyperson Supervisor Verification</u>			
Name: _____			
<i>Surname</i>	<i>First</i>	<i>Initial</i>	
Address: _____ / _____ / _____ / _____			
<i>P. O. Box/Street</i>	<i>City/Town</i>	<i>Province</i>	<i>Postal Code</i>
Telephone: (____) _____		Cell phone: (____) _____	
e-mail: _____			
Certificate Number: _____		and/or I.P. Number: _____	
Name (signature): _____			

For Office Use Only

Credit: _____

Approved by: _____ Date: _____
month / day / year

Note To Trade Qualifier Applicants

If employer verification is not possible please contact the nearest
Institutional and Industrial Education Office to discuss available options.

Contact Information

email: app@gov.nl.ca

Toll-Free Telephone: 1-877-771-3737