

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

CARPENTER

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>Carpenter 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 Month Day Year</i> | | |
| Total Hours of Employment the applicant worked in the <u>Carpenter Occupation:</u> | | | |
| _____ Hours | | | |
| * CRA - Canadian Revenue Agency | | | |

Please check the appropriate box:

| | |
|--|---|
| <p>Trade Qualifiers</p> <p><input type="checkbox"/></p> | <p>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.</p> |
| <p>Pre- Apprenticeship Credits</p> <p><input type="checkbox"/></p> | <p>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.</p> |

- The Occupational Advisory Committee in the Carpenter 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 |
|---|-------------------------|-----------------------|
| BLUEPRINT READING | | |
| Read basic drawings and diagrams | | |
| Sketch drawings and diagrams | | |
| Interpret specifications | | |
| Estimate materials | | |
| RIGGING | | |
| Install rigging | | |
| Test rigging | | |
| Maintain rigging | | |
| Determine safe working loads for ropes | | |
| Determine safe working loads for slings | | |
| Use rigging hand signals | | |
| FOUNDATION LAYOUT | | |
| Layout and erect batterboards | | |
| Use batterboards and building lines | | |

| Skills Required For Certification | Journeyperson Signature | Verified By Applicant |
|-----------------------------------|-------------------------|-----------------------|
| Layout corners using instruments | | |
| CONCRETE FORMS | | |
| Install pier footing forms | | |
| Install strip footing forms | | |
| Install step footing forms | | |
| Layout foundation walls | | |
| Install foundation wall forms | | |
| Construct foundation wall forms | | |
| Install foundation wall panels | | |
| Install inserts | | |
| Install rough bucks | | |
| Layout and install anchor bolts | | |
| Install column forms | | |
| Build slab-on-grade forms | | |
| Build suspended beam forms | | |
| Build suspended slab forms | | |
| Layout finished grades | | |
| Install concrete reinforcement | | |
| Strip concrete forms | | |
| Estimate concrete volume | | |
| Set sills | | |
| Install stair forms | | |
| FLOOR AND WALL FRAMING | | |
| Construct wood beams | | |
| Install wood beams | | |
| Install steel beams | | |

| Skills Required For Certification | Journeyperson Signature | Verified By Applicant |
|------------------------------------|-------------------------|-----------------------|
| Install engineered wood beams | | |
| Install columns | | |
| Install engineered floor systems | | |
| Install conventional floor framing | | |
| Install cross-bridging | | |
| Frame stairwell opening | | |
| Install support blocking | | |
| Install floor sheathing | | |
| Layout exterior walls (wood frame) | | |
| Frame exterior walls (wood frame) | | |
| Frame wall openings | | |
| Install fire blocking | | |
| Install wall sheathing | | |
| Interpret building codes | | |
| Estimate materials | | |
| Install floor underlayment | | |
| Install sub-floor over concrete | | |
| RENOVATIONS | | |
| Site preparation | | |
| Job planning considerations | | |
| Exterior renovations | | |
| Interior renovations | | |
| Structural renovations | | |
| EXTERIOR FINISH | | |
| Install exterior building paper | | |

| Skills Required For Certification | Journeyperson Signature | Verified By Applicant |
|---|-------------------------|-----------------------|
| Install windows | | |
| Install doors | | |
| Install wood sidings | | |
| Install decorative trim | | |
| Install vinyl siding | | |
| Install fascia | | |
| Install soffit | | |
| ROOF FRAMING | | |
| Install engineered roof trusses (gable roof) | | |
| Install engineered roof trusses (hip roof) | | |
| Install engineered roof trusses (intersecting roof) | | |
| Install common roof coverings | | |
| INTERIOR WALLS, CEILING AND TRIM | | |
| Frame bearing partitions (wood) | | |
| Frame non-bearing partitions (wood) | | |
| Frame non-bearing partitions (steel) | | |
| Install insulation (wood framing) | | |
| Install rigid insulation | | |
| Install vapour barrier over wood framing | | |
| Install gypsum drywall | | |
| Install acoustical materials | | |
| Install ceiling strapping | | |
| Install T-bar ceiling | | |
| Install wooden strip flooring | | |
| Install engineered flooring | | |

| Skills Required For Certification | Journeyperson Signature | Verified By Applicant |
|-----------------------------------|-------------------------|-----------------------|
| Install interior jambs | | |
| Install interior doors | | |
| Install window furring and casing | | |
| Install door casing | | |
| Install baseboard | | |
| Install crown moulding | | |
| Install metal door frames | | |
| Install door hardware | | |
| Install door closures | | |
| Install closet shelving and rods | | |
| Install barrier-free hardware | | |
| Estimate materials | | |
| STAIRS | | |
| Build exterior stairs | | |
| Build basement stairs | | |
| Build common finish stairs | | |
| Install common finish stairs | | |
| Build landings | | |
| Install railing | | |
| Interpret building codes | | |
| CABINETS AND SHELVING | | |
| Install shelving | | |
| Construct bookcases | | |
| Construct cabinets | | |
| Install cabinets | | |

| Skills Required For Certification | Journeyperson Signature | Verified By Applicant |
|--|-------------------------|-----------------------|
| Install countertops | | |
| Install cabinet hardware | | |
| SCAFFOLDING | | |
| Build wood scaffolds | | |
| Determine safe working loads for scaffolds | | |
| Determine safe working loads for ladders | | |
| Erect steel frame scaffolding | | |

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