

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

SHEET METAL WORKER

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>Sheet Metal Worker 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>Sheet Metal Worker 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 Sheet Metal Worker 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		
Sketch drawings and diagrams		
Interpret specifications		
Use CAD system (to be obtained in the training institution or in the workplace)		
RIGGING		
Install rigging		
Tests rigging		
Maintain rigging		
Ties knots and splices rope using various types of rope		
Determine safe working loads for ropes		
Determine safe working loads for slings		
Determines safe working loads for scaffolds		

Skills Required For Certification	Journeyperson Signature	Verified By Applicant
Determines safe working loads for ladders		
OXY-FUEL WELDING		
Set up oxy-fuel welding equipment		
Prepare metal		
Cut metal		
Weld metal		
Shut down equipment		
Store equipment		
SHIELDED METAL ARC WELDING		
Set up shielded metal arc welding equipment		
Prepare metal		
Weld metal		
Shut down equipment		
Test weld		
GAS TUNGSTEN ARC WELDING		
Set up gas tungsten arc welding equipment		
Prepare metal		
Weld metal		
Shut down equipment		
Test weld		
GAS METAL ARC WELDING		
Set up gas metal arc welding equipment		
Prepare metal		
Weld metal		
Shut down equipment		
Test weld		

Skills Required For Certification	Journeyperson Signature	Verified By Applicant
RECTANGULAR SHAPES		
Layout rectangular shapes in sheet metal		
Fabricate rectangular shapes in sheet metal		
Install rectangular shapes in sheet metal		
CYLINDRICAL SHAPES		
Layout cylindrical shapes in sheet metal (to be obtained in the training institution or in the workplace)		
Fabricate cylindrical shapes in sheet metal (to be obtained in the training institution or in the workplace)		
Install cylindrical shapes in sheet metal (to be obtained in the training institution or in the workplace)		
COMPONENTS AND FITTINGS		
Layout components and fittings (to be obtained in the training institution or in the workplace)		
Fabricate components and fittings (to be obtained in the training institution or in the workplace)		
Install components and fittings (to be obtained in the training institution or in the workplace)		
BLUEPRINT READING AND ESTIMATION		
Perform takeoff from drawings		
Estimate quantities involved in fabricating and installing sheet metal shapes and components		
SHEET METAL SYSTEMS		
Install sheet metal systems including coils		
Install sheet metal systems including filters		
Install sheet metal systems including humidifiers		
Install sheet metal systems including fans		
Install sheet metal systems including plenums		
Install sheet metal systems including hot air systems		
Install sheet metal systems including heat recovery ventilators		

Skills Required For Certification	Journey person Signature	Verified By Applicant
COORDINATION TO OTHER OCCUPATIONS		
Coordinate job progress with other occupations		

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