



Designated Trainer Work Experience Application *Trade of Motor Vehicle Mechanic*

NOTE: Effective April 1, 2003, all NEW applicants wanting trades training as apprentices must work under the supervision of a certified journeyman unless a specific Trade Regulation provides accommodation for an alternate arrangement.

The **Trade Regulation for Motor Vehicle Mechanic** allows a provision to use a designated trainer (an experienced tradesperson without journeyman certification) to supervise the work of and train an apprentice in First Nations and Métis communities, as defined under *The Northern Affairs Act* and on reserves as defined under *The Indian Act*. Because of insufficient numbers of certified tradespeople in these areas, apprentices may work under a designated trainer's supervision until **March 1, 2009**. At that time there should be sufficient numbers of certified journeymen available to supervise and train apprentices entering the trade.

To qualify as a designated trainer in this trade, you must have:

- experience in 70 per cent of the tasks of the trade
- at least five years of work experience in the trade within the last ten years

Please provide the following information so we can assess the training and supervision you will be giving your apprentice:

Name Business Phone

Community or Reserve Name Community/Reserve Mailing Address Town and Postal Code

Are you acting as a designated trainer representing a community or incorporated community as defined under *The Northern Affairs Act*? Yes No

Are you acting as a designated trainer representing a reserve as defined under *The Indian Act*? Yes No

Have you worked full-time as a Motor Vehicle Mechanic in the last five years? Yes No

Indicate the approximate number of hours you have worked in the last five years _____

In the last ten years, how many years have you worked as a Motor Vehicle Mechanic? _____

Would you consider becoming certified by taking a Trades Qualifications examination? Yes No

Would you like information on qualifying for interprovincial certification through Trades Qualification? Yes No

Would you be interested in participating in certification upgrading courses? Yes No

Please complete the following request outlining your employment history. Use additional paper if required:

Employer (Include Address)	Dates of Employment	Experience (Indicate # months)	Total # Hours

Note: Additional information required on reverse side of page.

Designated Trainer Work Experience Form

Motor Vehicle Mechanic	<i>Percentage of time spent performing this task</i>
<i>During the last ten years, what percentage of time have you spent performing the following tasks? Percentages must total 100%.</i>	
<ul style="list-style-type: none"> ● Engine Management Systems <i>Includes:</i> diagnosis, inspection, repair, replacement and servicing of engine electronics, emission control, ignition, fuel delivery and air induction components and systems. 	%
<ul style="list-style-type: none"> ● Electrical, Electronic and Vacuum Control Systems <i>Includes:</i> diagnosis, inspection, repair, replacement and servicing of batteries, charging, starting, body electrical, ventilation and air conditioning and occupant restraint components and systems. 	%
<ul style="list-style-type: none"> ● Steering, Suspension and Brake Systems <i>Includes:</i> diagnosis, inspection, repair, replacement and servicing of braking systems, tires, wheels, steering linkage and alignments. Also includes suspension systems, manual and power steering components and systems. 	%
<ul style="list-style-type: none"> ● Internal Combustion Engines <i>Includes:</i> diagnosis, inspection, repair, replacement and servicing of engine components and systems including cooling. Also includes removing and installing engines. 	%
<ul style="list-style-type: none"> ● Drive Line System <i>Includes:</i> diagnosis, inspection, repairs, replacement and servicing of all types of transmissions, transaxles, clutches, transfer cases drive lines, differentials component and systems. 	%
<ul style="list-style-type: none"> ● Body Hardware and Trim <i>Includes:</i> repairing of trim and body hardware as well as installing and servicing accessories. 	%
<ul style="list-style-type: none"> ● Work Practices <i>Includes:</i> interpretation of manufacturer manuals and data. operating all common shop tools and equipment including basic welding. installing, fastening and sealing devices. 	%
Other Tasks <ul style="list-style-type: none"> ● <i>Includes:</i> any other tasks that you may have been assigned. If applicable, please identify these tasks and give a percentage of time spent working on them. 	%
Total	100%

I verify that, to the best of my knowledge, the information I am submitting is true and accurate.

Name (please print): _____

Signature: _____ **Date:** _____

If Applicable, Name of Employer (please print): _____

Signature of Employer: _____ **Date:** _____

ATC's Approval Signature

Date

Director, Field Operation's Approval Signature

Date

This personal information is being collected under the authority of *The Apprenticeship and Trades Qualifications – General Regulation* and will be used for the purpose of renewing your authorization to act as a designated trainer in the trade. It will not be used or disclosed for other purposes, unless permitted by *The Freedom of Information and Protection of Privacy Act*.

Your personal information is protected by the Protection of Privacy provisions of *The Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection or use of your personal information, contact:

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