

Work Experience Form - Trades Qualification Cabinetmaker

This completed Work Experience Form, Employer letter(s), Statutory Declaration, where applicable and appropriate fee must accompany a **Trades Qualification With Examination** application.

A statement of work experience is a letter on company letterhead from your employer(s) covering your work experience during the last ten years and must include:

- exact dates of employment and total hours worked;
- a description of all tasks completed with approximate percentage of time spent in each task area.

Where it is not possible to obtain employer letters due to:

- self employment,
- employer address is unknown, or
- cessation of employer's business

Complete this Work Experience Form and A Statutory Declaration signed by a Notary Public. If you are self-employed, include your full company name, location and registration number.

- All documents must be submitted in one of the two official languages.

Fee Schedule

- To apply for an Interprovincial Certificate of Qualification "With Examination".....**\$250.00**

Non-refundable fees are payable as a cheque or money order to the **Minister of Finance**. A \$20.00 service fee will be applied to all NSF cheques. You can also pay by credit card or in person by debit card.

The following information is required in order to qualify for an Interprovincial Certificate of Qualification as a Cabinetmaker through the process of **Trades Qualification With Examination**, and/or to challenge the Interprovincial Cabinetmaker Examination. Please 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.

Fees are collected under *The Apprenticeship and Trades Qualification Act* and its Regulations, and information is used to verify hours and place of employment. The information is protected by the provisions of the *Freedom of Information and Protection of Privacy Act*.

This personal information is being collected under the authority of the *Apprenticeship and Trades Qualifications – General Regulation* for the purposes of verifying the number of hours worked in the trade and place of employment. 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 Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection of personal information on this form, contact:

Apprenticeship Branch
1010-401 York Avenue
Winnipeg MB, R3C 0P8,
(204) 945-3337 (Phone)
1-877-978-7233 (Toll Free in Manitoba)
(204) 948-2346 (Fax)

Work Experience Form

To qualify for a Certificate of Qualification with examination, in the **last ten years**, you must have worked a minimum of **6 years (a total of 10,800 hours)** performing the following job tasks:

Cabinetmaker	<i>Percentage of time spent performing this task</i>
<p><i>During the last ten years, what percentage of time have you spent performing the following tasks? Percentages must total 100%.</i></p>	
<p>• Machining <i>Includes:</i> using stationary woodworking machines such as bandsaws, drill presses, planers and wood lathes and automated equipment such as automatic gang saws, CNC routers and computerized crosscut saws.</p>	%
<p>• Common Occupational Skills <i>Includes:</i> -planning work activities including estimating costs and work process planning; -making and interpreting blueprints, schedules, specifications etc.; and -using all common hand, power and layout tools including saws, chisels, circular saws, sanders, steel and combination squares.</p>	%
<p>• Assembly <i>Includes:</i> assembling cabinets, furniture and architectural woodwork and millwork products.</p>	%
<p>• Veneers and Laminates <i>Includes:</i> -application of veneers and inlays; -application of plastic and metal laminated materials; and -Application of solid surfaces and edge treatments.</p>	%
<p>• Forming and Laminating <i>Includes:</i> bending and laminating wood and related materials.</p>	%
<p>• Finishing and Restoration <i>Includes:</i> preparing and applying finishing materials and restoring woodwork.</p>	%
<p>Other Tasks • <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.</p>	%
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:** _____

Apprenticeship

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CABINETMAKER INTERPROVINCIAL THEORETICAL EXAMINATION TABLE OF CONTENTS

SECTION	TITLE	QUESTIONS	TOTAL
1	COMMON OCCUPATIONAL SKILLS	1 - 33	33
2	MACHINING	34 - 69	36
3	FORMING AND LAMINATING	70 - 84	15
4	VENEERS AND LAMINATES	85 - 104	20
5	ASSEMBLY	105 - 137	33
6	FINISHING AND RESTORATION	138 - 150	13
Total Questions			150

- ◆ This is a multiple-choice examination.
- ◆ Maximum time allowed for this examination is 3 hours.
- ◆ Passing standard is 70%.
- ◆ A diagram booklet is used with this examination.
- ◆ Table of Contents is subject to change without notice.