

Work Experience Form - Trades Qualification Concrete Finisher

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 business 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**

Fees are non-refundable and 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 Concrete Finisher through the process of **Trades Qualification With Examination**, and/or to challenge the Interprovincial Concrete Finisher examination for this trade. 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 **4.5 years (a total of 5400 hours)** performing the following job tasks:

<p style="text-align: center;">Concrete Finisher <i>On-the-Job Work Experience</i></p> <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 style="text-align: center;"><i>Percentage of time spent performing this task</i></p>
<ul style="list-style-type: none"> • Site Preparation <i>Includes:</i> <ul style="list-style-type: none"> -site inspection and project planning -assessing on-site conditions and services, interpreting specifications and documents, inspection of sub-base -assessing equipment/staff requirements, organizing work-flow, calculating/ordering, materials -preparing site (benchmarks, gridlines, formwork, falsework, and shear-mat) -making isolation/construction joints 	
<ul style="list-style-type: none"> • Concrete Placement <i>Includes:</i> <ul style="list-style-type: none"> -identifying grades and orienting crew(s), accepting concrete -verifying concrete orders and test results; retempering -placing concrete using pumps, chutes, buckets, buggies, etc. -raking to rough grade -striking-off concrete - using vibrators, bull-floating 	
<ul style="list-style-type: none"> • Basic Concrete Finishing <i>Includes:</i> <ul style="list-style-type: none"> -floating and trowelling concrete -adding surface hardeners, pigments; toothing edges and joints -determining joint-depth and joint-spacing -specialties (selecting, placing, and curing specialty concretes - installing grouts and high tolerance floors; stamped/coloured architectural toppings -applying architectural finishes (selecting/applying pigments, sealers and other materials -application of texturing techniques – for example, water/sand-blasting, exposed aggregate, bush-hammering, etc.) 	
<ul style="list-style-type: none"> • Concrete Curing and Protection <i>Includes:</i> <ul style="list-style-type: none"> -applying curing system (chemicals, wet-curing, and coverings) -protecting concrete (maintenance of temperature/moisture conditions; physical protection -stripping of concrete forms and application of sealant 	
<ul style="list-style-type: none"> • Jointing <i>Includes:</i> <ul style="list-style-type: none"> -making control joints -cleaning and filling joints 	
<ul style="list-style-type: none"> • Correct, Repair and Modify Concrete <i>Includes:</i> <ul style="list-style-type: none"> -inspecting - identifying/documenting deficiencies, selecting repair procedure -planning and preparing for repair project; performing repairs; cutting and coring concrete 	
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:** _____

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CONCRETE FINISHER INTERPROVINCIAL THEORETICAL EXAMINATION TABLE OF CONTENTS

SECTION	TITLE	QUESTIONS	TOTAL
1	Site Preparation	1 - 13	13
2	Concrete Placement	14 - 39	26
3	Concrete Finishing	40 - 73	34
4	Concrete Curing and Protection	74 - 81	8
5	Jointing	82 - 88	7
6	Correct, Repair and Modify Concrete	89 - 96	8
7	Specialty Concrete	97 - 104	8
8	Architectural Finishes	105 - 110	6
Total Questions			110

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