

Work Experience Form - Trades Qualification Construction Electrician

*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 Construction Electrician through the process of **Trades Qualification With Examination**, and/or to challenge the Interprovincial Construction Electrician 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:

| <p style="text-align: center;">Construction Electrician</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> |
|---|---|
| <p>• Basic Trade Practices Includes: -installing switches, raceways, cables, conductors, splitters, busways, boxes, lighting systems, electrical heating and cooling systems and all related components; and -renovating electrical systems in residential and commercial dwellings.</p> | % |
| <p>• Branch Circuit Wiring <i>Includes:</i> Planning for, roughing in and finishing branch circuits in residential and commercial dwellings.</p> | % |
| <p>• Distribution and Services <i>Includes:</i> -designing, constructing and installing single phase services, low and high voltage; and -installing transformers for low voltage and installing panel boards.</p> | % |
| <p>• Routine Maintenance, Troubleshooting, Replacement & Repair of Equipment, Components & Devices <i>Includes:</i> performing routine maintenance tests, checks and troubleshoots on installed equipment, components and devices.</p> | % |
| <p>• Motors and Motor Controls <i>Includes:</i> installing AC and DC motors and controls.</p> | % |
| <p>• Basic Job Skills <i>Includes:</i> -interpreting architectural, mechanical and electrical plans, specifications and codes; and -completing documentation and reports, coordinating resources and work-related activities.</p> | % |
| <p>• Controls and Automation Systems <i>Includes:</i> installing PLC's and associated devices, controls for heating and cooling equipment and lighting controls.</p> | % |
| <p>• Alarms and Signaling Systems <i>Includes:</i> installing fire alarm and paging systems, security, communication and data systems in residential and commercial buildings.</p> | % |
| <p>• Installation of Power Generation, Stand-by Power Generation and Power Conditioning Systems <i>Includes:</i> installing power generation systems and associated equipment, UPS systems, battery-operated emergency lighting systems and power conditioning equipment on AC systems.</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:** _____

**CONSTRUCTION ELECTRICIAN
 THEORY EXAMINATION
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- ◆ 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.

This examination requires the use of the 2002, 19th Edition of the Canadian Electrical Code Book.