

## Work Experience Form - Trades Qualification Cook

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 Cook through the process of **Trades Qualification With Examination**, and/or to challenge the Interprovincial Cook 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 **5 years (a total of 8000 hours)** performing the following job tasks:

<b>Cook</b>	<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>	
• Preparation and cooking of meats and poultry	%
• Preparation and cooking of fresh vegetables, fruits, starches and farinaceous products	%
• Preparation and cooking of stocks, sauces and soups	%
• Preparation and cooking of fin fish, shellfish (crustaceans, mollusks and specialty items)	%
• Planning and organization of work activities	%
• Preparation and presentation of cold foods and cold buffets	%
• Dairy products, eggs, and breakfast cookery	%
• Preparation and presentation of baked goods	%
• Preparation and presentation of desserts	%
• Preparation, cooking and use of convenience products	%
• Preparation, cooking and storage of food items for freezing and chilling	%
• Preparation of hot and cold beverages	%
<b>Other Tasks</b> • <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.	%
<b>Total</b>	<b>100%</b>

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

**Name (please print):** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## Apprenticeship

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



### COOK INTERPROVINCIAL THEORETICAL EXAMINATION TABLE OF CONTENTS

SECTION	TITLE	QUESTIONS	TOTAL
1	PLANNING AND ORGANIZATION OF WORK ACTIVITIES	1 - 13	13
2	PREPARATION AND COOKING OF STOCKS, SAUCES AND SOUPS	14 - 30	17
3	PREPARATION AND COOKING OF FRESH VEGETABLES, FRUITS, STARCHES AND FARINACEOUS PRODUCTS	31 - 49	19
4	PREPARATION AND COOKING OF MEATS AND POULTRY	50 - 72	23
5	PREPARATION AND COOKING OF FIN FISH, SHELLFISH (CRUSTACEANS, MOLLUSKS) AND SPECIALTY ITEMS	73 - 88	16
6	PREPARATION AND PRESENTATION OF COLD FOODS AND COLD BUFFETS	89 - 101	13
7	USE OF DAIRY PRODUCTS, EGGS AND BREAKFAST COOKERY	102 - 113	12
8	PREPARATION, COOKING AND USE OF CONVENIENCE PRODUCTS	114 - 121	8
9	PREPARATION AND PRESENTATION OF BAKED GOODS	122 - 131	10
10	PREPARATION AND PRESENTATION OF DESSERTS	132 - 141	10
11	PREPARATION OF HOT AND COLD BEVERAGES	142 - 144	3
12	PREPARATION, COOKING AND STORAGE OF FOOD ITEMS FOR FREEZING AND CHILLING	145 - 150	6
<b>Total Questions</b>			<b>150</b>

- ◆ 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.