

Work Experience Form - Trades Qualification Roofer

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 in person by debit card or by credit card.

The following information is required in order to qualify for an INterprovincial Certificate of Qualification as a Roofer through the process of **Trades Qualification With Examination** and/or to challenge the Interprovincial Roofer 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 as a Roofer, in the **last ten years**, you must have worked a minimum of **4 years (a total of 4800 hours)** performing the following job tasks:

r Branch 1 <h2 style="text-align: center;">Roofer</h2> <p><i>During the last ten years, what percentage of time have you spent performing the following tasks? Percentages must total 100%.</i></p>	Percentage of time spent performing this task
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<ul style="list-style-type: none"> • Basic Job Skills <i>Includes:</i> -applying conventional and inverted built-up roofing as well as modified roofing systems using hot and cold materials and processes; and -applying single ply sheet membrane roofing systems. 	%
<ul style="list-style-type: none"> • Practices and Procedures in Preparation for Roofing <i>Includes:</i> removing existing roof; -preparing and repairing roof deck surfaces; and installing and repairing vapour barriers and insulation. 	%
<ul style="list-style-type: none"> • Roof Troubleshooting <i>Includes:</i> identifying and correcting roof defects. 	%
<ul style="list-style-type: none"> • Rigid Pre-formed Sheet Roofing Systems <i>Includes:</i> applying various types of shingles including asphalt, metal and wood; -applying tiles such as clay, cement and fibreglass; and -applying metal roofing systems. 	%
<ul style="list-style-type: none"> • Water Proofing and Damp Proofing <i>Includes:</i> water and damp proofing vertical, horizontal and irregular surfaces. 	%
<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>	%
	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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ROOFER INTERPROVINCIAL THEORETICAL EXAMINATION TABLE OF CONTENTS

SECTION	TITLE	QUESTIONS	TOTAL
1	PRACTICES AND PROCEDURES IN PREPARATION FOR ROOFING	1 - 33	33
2	BASIC JOB SKILLS	34 - 75	42
3	RIGID PRE-FORMED SHEET ROOFING SYSTEMS	76 - 91	16
4	WATERPROOFING AND DAMP-PROOFING	92 - 104	13
5	ROOF TROUBLESHOOTING	105 - 125	21
Total Questions			125

- ◆ 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.