

**Record of Work Experiences
Trade Qualifier or Pre-Apprenticeship Credits**

AGRICULTURAL EQUIPMENT TECHNICIAN

Note to Apprenticeship Applicants

The work experiences on this form are for credit only and must have been performed prior to your registration as an apprentice.

Applicant Information

Name: _____			
Surname	First	Initial	
Address: _____ / _____ / _____			
P. O. Box/Street	City/Town	Province	Postal Code
Telephone: (____) _____	Cell: (____) _____	Email Address: _____	

Employer Information & Verification

Note to Employer			
By completing the section below you are confirming that the hours indicated for the applicant are specific to employment in the Agriculture Equipment Technician Trade .			
Verified By: _____	CRA Business # _____		
Company Name	9 Digits		
Address: _____ / _____ / _____			
P. O. Box/Street	City/Town	Province	Postal Code
Telephone: (____) _____	Email Address: _____		
Employer or Representative			
_____	_____		
Employer or Representative Signature	Employer or Representative (Print)		
Date of applicant's employment from: ____ / ____ / ____	to: ____ / ____ / ____		
Month Day Year	Month Day Year		
Total hours of employment the applicant worked in the Agriculture Equipment Technician Trade:			
_____ Hours			
* CRA - Canada Revenue Agency			

Please check the appropriate box:

Trade Qualifiers <input type="checkbox"/>	The signature of the journeyperson that follows each of the required skills acknowledges that the applicant has met the competencies in each of the skill areas according to the Industry Standard associated with this trade.
Pre- Apprenticeship Credits <input type="checkbox"/>	The signature of the journeyperson that follows each of the required skills acknowledges that the applicant has performed in each of the skill areas appropriate for this trade.

- The Advisory Committee in the **Agriculture Equipment Technician Trade** has identified the work experiences or skills listed below as those required for the trade.

- Journeypersons must be certified in the trade stated by this document. A Journeypersons in another trade may sign certain sections if the skills are common to both trades.

Skills Required for Certification	Performed to Journeyperson Standard			Verified by Applicant
	Journeyperson Signature	Date	Certificate Number	
Access technical information.				
Analyze technical information.				
Use general tools.				
Use specialized tools.				
Use hoisting equipment.				
Use lifting devices.				
Use welding equipment.				
Use cutting equipment.				
Use heating equipment.				
Engines and Engine Systems:				
Maintain lubrication systems.				
Maintain cooling systems.				
Maintain intake and exhaust systems.				
Maintain fuel systems.				
Maintain engine control systems.				
Inspect engine and engine systems.				

Skills Required for Certification	Performed to Journeyperson Standard			Verified by Applicant
	Journeyperson Signature	Date	Certificate Number	
Test engine and engine systems.				
Remove engines.				
Disassemble engines.				
Analyze components.				
Reassemble engines.				
Install engines.				
Test engines.				
Remove lubrication system components.				
Disassemble lubrication system components.				
Analyze lubrication system components.				
Install lubrication system components.				
Test lubrication system.				
Remove cooling system components.				
Disassemble cooling system components.				
Analyze cooling system components.				
Reassemble cooling system components.				
Install cooling system components.				
Test cooling system.				
Remove intake and exhaust system components.				
Disassemble intake and exhaust system components.				
Analyze intake and exhaust system components.				
Test intake and exhaust system.				
Remove fuel system components.				
Analyze fuel system components.				
Reassemble fuel system components.				
Install fuel system components.				
Test fuel systems.				
Remove engine control system components.				
Disassemble engine control system components.				
Analyze engine control system components.				

Skills Required for Certification	Performed to Journeyperson Standard			Verified by Applicant
	Journeyperson Signature	Date	Certificate Number	
Reassemble engine control system components.				
Install engine control components.				
Test engine control system.				
Drive Train and Drive Train System:				
Check fluid levels.				
Lubricate drivelines.				
Conduct preventative maintenance procedures.				
Inspect drive trains.				
Measure components.				
Diagnose failures.				
Remove clutches.				
Disassemble clutch components.				
Analyze clutch components.				
Reassemble clutch components.				
Install clutches.				
Test clutches.				
Remove drivelines.				
Disassemble drivelines.				
Analyze drivelines.				
Reassemble drivelines.				
Install drivelines.				
Test drivelines.				
Remove transmission and gearbox.				
Disassemble transmission and gearbox.				
Analyze transmission and gearbox components.				
Reassemble transmission and gearbox components.				
Install transmission and gearbox.				
Test transmission and gearbox.				
Remove differentials.				
Disassemble differentials.				
Analyze differential components.				
Reassemble differentials.				
Install differentials.				

Skills Required for Certification	Performed to Journeyperson Standard			Verified by Applicant
	Journeyperson Signature	Date	Certificate Number	
Test differentials.				
Remove belt and chain drive components.				
Disassemble belt and chain components.				
Analyze belt and chain drive components.				
Reassemble belt and chain drive components.				
Install belt and chain drive components.				
Test belt and chain drives.				
Hydraulics and Hydraulic Systems:				
Perform scheduled maintenance.				
Maintain hydraulic system.				
Check flow and pressure.				
Isolate components.				
Remove pumps.				
Disassemble pumps.				
Analyze pumps.				
Reassemble pump components.				
Install pumps.				
Test pumps.				
Remove hydrostatic system.				
Disassemble hydrostatic system components.				
Analyze hydrostatic system components.				
Reassemble hydrostatic system components.				
Install hydrostatic system components.				
Test hydrostatic system.				
Remove control system components.				
Disassemble control system components.				
Analyze control system components.				
Reassemble control system components.				
Install control system components.				
Test control system.				
Remove actuators and lines.				
Disassemble actuators and lines.				
Analyze actuators and lines.				
Reassemble actuators and lines.				

Skills Required for Certification	Performed to Journeyperson Standard			Verified by Applicant
	Journeyperson Signature	Date	Certificate Number	
Install actuators and lines.				
Test actuators and lines.				
Remove hydraulic cooling system components.				
Analyze hydraulic cooling system components.				
Install hydraulic cooling system components.				
Test hydraulic cooling system components.				
Electrical and Electrical Systems:				
Maintain battery fluid levels.				
Check belt tension and condition.				
Clean components and connections.				
Test electrical systems.				
Test electronic systems.				
Diagnose failures.				
Remove charging system components.				
Disassemble charging system components.				
Analyze charging system components.				
Reassemble charging system components.				
Install charging system components.				
Test charging systems.				
Remove starting system components.				
Disassemble starting system components.				
Analyze starting system components.				
Reassemble starting system components.				
Install charging system components.				
Test starting systems.				
Remove ignition system components.				
Disassemble distributor.				
Analyze ignition system components.				
Reassemble distributor.				
Install ignition system components.				
Test ignition systems.				
Remove electrical system conductors.				
Disassemble electrical system conductors.				
Analyze electrical system conductor				

Skills Required for Certification	Performed to Journeyperson Standard			Verified by Applicant
	Journeyperson Signature	Date	Certificate Number	
components.				
Reassemble electrical system conductor components.				
Install electrical system conductors.				
Test electrical system conductors.				
Remove electronic components.				
Install electronic components.				
Test or reprogram electronic components.				
Remove accessories.				
Disassemble accessories.				
Analyze accessories.				
Reassemble accessories.				
Install accessories.				
Test accessories.				
Steering and Braking System:				
Maintain fluid levels.				
Adjust steering system operation.				
Lubricate pivot points.				
Maintain fluid levels.				
Adjusts braking systems operations.				
Lubricate linkages.				
Diagnose steering systems.				
Diagnose braking system.				
Remove steering system components.				
Disassemble steering system components.				
Analyze steering system components.				
Reassemble steering system components.				
Install steering system components.				
Test steering system.				
Remove braking system components.				
Disassemble brake system components.				
Analyze brake system components.				
Reassemble brake system components.				
Install brake system components.				
Test braking system.				
Structural Components and Accessories:				

Skills Required for Certification	Performed to Journeyperson Standard			Verified by Applicant
	Journeyperson Signature	Date	Certificate Number	
Maintain air conditioning system.				
Diagnose air conditioning system.				
Repair air conditioning system.				
Repair operators' controls.				
Repair seats.				
Repair heating systems.				
Repair equipment framework.				
Ensure integrity of rollover protective structure (ROPS).				
Repair equipment body.				
Repair pivot points.				
Repair wheels/tracks.				
Repair undercarriage.				
Repair pivot points.				
Repair cushioning devices.				
Ballasts equipment.				
Crop Equipment:				
Repair cutting equipment.				
Repair seeding equipment.				
Repair cutting equipment.				
Repair gathering equipment.				
Repair processing equipment.				
Repair delivery equipment.				
Repair pumps.				
Repair distribution systems.				

Note to Journeypersons

- Journeypersons who have applied their signatures to the skills required for the certification section of this document must complete the following sections.
- The Apprenticeship and Trades Certification Division, for the purpose of verification, may contact Journeypersons who have applied their signatures to skills for applicants.

Journeyperson Supervisor Verification			
Name: _____			
Surname	First	Initial	
Address: _____ / _____ / _____ / _____			
P. O. Box/Street	City/Town	Province	Postal Code
Telephone: (____) _____ Cell phone: (____) _____ Email: _____			
Certificate Number: _____ and/or		I.P. Number: _____	
Issuing Jurisdiction: _____			
Name (signature): _____			

Journeyperson Supervisor Verification			
Name: _____			
Surname	First	Initial	
Address: _____ / _____ / _____ / _____			
P. O. Box/Street	City/Town	Province	Postal Code
Telephone: (____) _____ Cell phone: (____) _____ Email: _____			
Certificate Number: _____ and/or		I.P. Number: _____	
Issuing Jurisdiction: _____			
Name (signature): _____			

For Office Use Only

Credit: _____

Approved by: _____ Date: _____

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Note to Trade Qualifier Applicants

If employer verification is not possible, please contact the nearest Apprenticeship and Trades Certification Office to discuss available options.

Contact Information

Apprenticeship and Trades Certification Division	Mount Pearl	1170 Topsail Road, P.O. Box 8700, St. John's, NL A1B 4J6 Phone: 1-709-729-2729 or Toll Free 1-877-771-3737
	Clarenville	45 Tilley's Road, Clarenville, NL A5A 1Z4 Phone: 1-709-466-3982 or Toll Free: 1-877-771-3737
	Grand Falls-Windsor	42 Hardy Avenue, Grand Falls-Windsor, NL A2A 2J9 Phone: 1-709-292-4215 or Toll Free 1-877-771-3737
Industrial Training Section	Corner Brook	1-3 Union Street, 2 nd Floor, P.O. Box 2006, Corner Brook, NL A2H 6J8 Phone: 1-709-637-2366 or Toll Free 1-877-771-3737
	Happy Valley-Goose Bay	163 Hamilton River Road, P.O. Box 3014, Station B, Happy Valley-Goose Bay, NL A0P 1E0 Phone: 1-709-896-6348 or Toll Free 1-877-771-3737
	Wabush	1D Grenfell Drive, P.O.Box 160, Wabush, NL A0R 1B0 Phone: 1-879-382-1920 or Toll Free 1-877-771-3737

The personal information in this form is being collected under the authority of section 61(c) of the **Access to Information and Protection of Privacy Act, 2015** for the purpose of verifying work experience for apprenticeship credit. If you have any questions about the collection, use and disclosure of your personal information, please contact an Apprenticeship Program Officer at one of ATCD's regional offices, or email app@gov.nl.ca.