

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

INSULATOR

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 Insulator 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 Insulator Trade:			
_____ Hours			

* CRA - Canada Revenue Agency

Please check the appropriate box:

Trade Qualifiers <input type="checkbox"/>	The signature of the Journeyperson following each of the required skills acknowledges 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 following each of the required skills acknowledges the applicant has performed in each of the skill areas appropriate for this trade.

- The Atlantic Trade Advisory Committee in the **Insulator 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 Journeyperson in another trade may sign certain sections if the skills are common to both trades.

Skills Required For Certification	Performed to Journeyperson Standard			Apprentice's Verification
	Journeyperson Signature	Date	Certificate Number	
Uses personal protective equipment (PPE) and safety equipment				
Maintains safe work environment				
Uses tools and equipment				
Uses access equipment				
Organizes materials on site				
Uses communication techniques				
Installs insulation on plumbing and mechanical piping systems				
Applies vapour barriers on insulated plumbing and mechanical piping systems				
Prepares substrates				
Installs insulation on tanks, vessels and equipment				
Applies vapour barriers on tanks, vessels and equipment				
Selects materials for industrial and/or commercial applications				
Performs layout for industrial and/or commercial applications (insulation)				

Skills Required For Certification	Performed to Journeyperson Standard			Apprentice's Verification
	Journeyperson Signature	Date	Certificate Number	
Installs cladding, jacketing or finishes on insulated plumbing and mechanical piping systems				
Installs insulation on mechanical ducting				
Installs vapour barrier on insulated mechanical ducting				
Installs insulation on mechanical equipment				
Applies vapour barriers on insulated mechanical equipment				
Performs measurements and calculations				
Performs layout for end caps, elbows, bevels and/or tees				
Installs insulation on piping, fittings and hangers				
Applies vapour barrier on piping and fittings				
Installs cladding, jacketing and/or finishes on piping and fittings				
Installs cladding, jacketing and/or finishes on tanks, vessels and/or equipment				
Installs cladding, jacketing and/or finishes on insulated mechanical ducting				
Installs cladding, jacketing and/or finishes on insulated mechanical equipment				
Fabricates soft and/or hard removable covers				
Fastens soft and/or hard removable covers				
Uses mentoring techniques				
Interprets specifications and drawings				
Performs layout for reducers in industrial and/or commercial applications				

Skills based upon the **2018 Red Seal Occupational Standard** for the **Insulator** trade.

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 Address: _____			
Certificate Number: _____ and/or I.P. Number: _____			
Name (signature): _____			

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

For Office Use Only

Credit: _____

Approved by: _____ Date: _____

month / day / year

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

Avalon	Clarenville	Central	Western	Labrador
Department of Immigration, Population Growth and Skills Industrial Training Section 1170 Topsail Road P.O. Box 8700 St. John's, NL A1B 4J6 Phone: (709) 729-2729 Fax: (709) 729-5878 Toll Free: 1-877-771-3737	Department of Immigration, Population Growth and Skills Industrial Training Section 45 Tilley's Road Clarenville, NL A5A 1Z4 Phone: (709) 466-3982 Fax: (709) 466-3987 Toll Free: 1-877-771-3737	Department of Immigration, Population Growth and Skills Industrial Training Section 42 Harding Avenue Grand Falls-Windsor, NL A2A 2J9 Phone: (709) 292-4215 Fax: (709) 292-4502 Toll Free 1-877-771-3737	Department of Immigration, Population Growth and Skills Industrial Training Section 1-3 Union Street Aylward Building, 2 nd Floor P.O. Box 2006 Corner Brook, NL A2H 6J8 Phone: (709) 637-2366 Fax: (709) 637-2519 Toll Free 1-877-771-3737	Department of Immigration, Population Growth and Skills Industrial Training Section 163 Hamilton River Road Burseley Building P.O. Box 3014, Station "B" Happy Valley-Goose Bay, NL A0P 1E0 Phone: (709) 896-6348 Fax: (709) 896-6703 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.