

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

RESIDENTIAL ELECTRICIAN

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 Residential Electrician 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 Residential Electrician Technician 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 Advisory Committee in the **Residential Electrician 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	Journeyperson Signature	Verified By Applicant
SAFETY		
Demonstrates safe working practices and techniques		
HAND TOOLS, POWER TOOLS AND FASTENING DEVICES		
Use hand tools		
Use power tools		
Use fastening devices		
CONDUCTORS AND CABLES		
Install and terminate conductors and cables (TECK Cable)		
Install and terminate conductors and cables (armored cable)		
Install and terminate conductors and cables (flexible cords)		
Install and terminate conductors and NMSC cables		
Install single conductors and cables in raceways and terminate		
Terminates, splices and connects cables/conductors (ground, power, and control cables)		
Installs direct-buried cables and/or conductors		
Installs surface mount and/or overhead cables		
BRANCH WIRING		

Skills Required For Certification	Journeyperson Signature	Verified By Applicant
Install and maintain residential branch wiring (Receptacles and Lighting)		
Install and maintain residential branch wiring (Heating)		
Installs controls for heating and cooling equipment		
Installs lighting controls		
Installs residential branch wiring circuits		
Troubleshoots, replaces and repairs electrical equipment, components and devices		
RACEWAYS		
Install raceway systems (EMT)		
Install raceway systems (rigid metal)		
Install raceway systems (flexible conduits)		
Install raceway systems (PVC conduit)		
Install pull boxes and junction boxes		
SERVICE ENTRANCES		
Install single-phase overhead and/or underground service entrance		
Install single-phase service for single or multimeter installations		
Install distribution equipment (disconnect switches, breakers, panels)		
SCHEMATICS, DIAGRAMS AND SPECIFICATIONS		
Interpret drawings, diagrams, and legends associated with residential electrical installations		
Interpret CEC and NBC associated with residential electrical installations		
LIGHTING		
Install incandescent light fixtures and circuits		
Install fluorescent fixtures and circuits		
Troubleshoot and repair fluorescent lighting fixtures and circuits		
AC GENERATORS		
Install AC generators complete with associated disconnects and controls		

Skills Required For Certification	Journey person Signature	Verified By Applicant
WORKPLACE PROCEDURES		
Completes required documentation related to job functions		
Analyze job requirements, coordinates resources, order and receive materials and complete work task		

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: (____) _____	
e-mail: _____			
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 Burse Building P.O. Box 3014, Station "B" Happy Valley-Goose Bay, NL AOP 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.