

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

**TRANSPORT TRAILER 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 **Transport Trailer 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 **Transport Trailer Technician Trade:** \_\_\_\_\_ Hours

\* CRA- Canada Revenue Agency

Trade Qualifiers <input type="checkbox"/>	The <b>signature of the journeyperson</b> 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.
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Pre- Apprenticeship Credits <input type="checkbox"/>	The <b>signature of the journeyperson</b> that follows each of the required skills acknowledges that the applicant has performed in each of the skill areas appropriate for this trade.
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- The Advisory Committee in the **Transport Trailer 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 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
<b>Occupational Skills:</b>		
Interpret blueprints, drawings and schematics.		
Complies with government standards and regulations (federal/provincial/ municipal).		
Use and service hand tools.		
Use and service lifting tools.		
Operate measuring tools.		
Operate and service power tools.		
Operate and service stationary tools.		
Operate and service computers and diagnostic tools.		
Install fasteners, fittings and connectors.		
Apply sealants and adhesives.		
Install gaskets and seals.		
Install hoses, tubing and wiring.		
Perform minor trade-related welding operations.		
Fabricate parts and components.		

Skills Required For Certification	Journeyperson Signature	Verified By Applicant
Modify parts and components.		
Clean and lubricate parts and components.		
Complete work related documentation.		
<b>Suspension Systems:</b>		
Inspect air suspension systems and components.		
Perform functional test of air suspension system.		
Repair air suspension system components.		
Inspect spring suspension system.		
Repair spring suspension system components.		
Inspect rubber block suspension system and components.		
Repair rubber block suspension system components.		
<b>Braking Systems:</b>		
Inspect disc brake system.		
Test functional operation and adjustment of disc brakes.		
Repair disc brake components.		
Repair power screw assembly.		
Repair mounting assemblies.		
Repair hydraulic calipers.		
Inspect drum brake system.		
Perform functional test of drum brake.		
Maintain air delivery components to brake systems.		
Perform functional test of hydraulic systems.		
Repair hydraulic components in brake systems.		
Inspect electric brake system components.		
Perform functional test of electric brake systems.		
Repair electric brake system wiring and components.		

Skills Required For Certification	Journeyperson Signature	Verified By Applicant
Inspect Anti-lock Braking Systems (ABS).		
<b>Axles and Wheel:</b>		
Inspect axles and hubs.		
Test bearing clearances on hubs.		
Repair axle and hub components.		
Inspect steering and lift axles.		
Perform functional test of steering and lift axles.		
Repair steering and lift axle components.		
Inspect tires, rims and components.		
Measure air pressure; tread depth and torque of wheel fasteners.		
Maintain tires, rims and components.		
<b>Trailer Chassis, Bodies and Coupling Units:</b>		
Inspect trailer chassis (frames, sub-frames, and sliders).		
Diagnose slider(s) and locking mechanism(s).		
Repair trailer chassis, frames, sub-frames and slider components.		
Inspect trailer bodies and components.		
Perform functional tests on trailer bodies and components.		
Inspect coupling units and landing gear.		
Test coupling units and landing gear.		
Repair coupling units, landing gear and/ or components.		
Inspect electrical systems.		
Test electrical components.		
Repair trailer body wiring and connections.		
Inspect trailer-mounted accessories.		
Perform functional tests on hydraulic trailer mounted accessories.		
Repair trailer mounted accessories.		
Inspect hydraulic components.		
Test hydraulic components.		

Skills Required For Certification	Journeyperson Signature	Verified By Applicant
Repair hydraulic components.		
<b>Cooling and Heating Units:</b>		
Inspect and test heating and refrigeration unit components.		
Perform functional tests of heating and refrigeration unit components.		
Repair heating and refrigeration unit serviceable components.		
Inspect auxiliary heater components.		
Perform functional tests of auxiliary heater components.		
Test heating system for fuel/coolant leaks.		
Repair auxiliary heating system and components.		

## 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: \_\_\_\_\_  
m / d / y

**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**

<b>Avalon</b>	<b>Clarenville</b>	<b>Central</b>	<b>Western</b>	<b>Labrador</b>
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 <sup>nd</sup> 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](mailto:app@gov.nl.ca).