

SKILLED TRADES
Certification



Skilled
Trades
Certification
Essentials

Skilled Trades Certification is commonly referred to as mandatory or compulsory trades across Canada. Under Skilled Trades Certification, uncertified workers in selected trades will have a one-year transition period to get registered as an apprentice or become a certified journeyperson.

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Why Skilled Trades Certification?

With more than 85,000 job openings expected in the next decade, there has never been a better time to join the skilled trades. We know British Columbia's future economy depends on having more skilled trades people, from diverse backgrounds, building the province of tomorrow.

While British Columbia has a strong and effective trades training system that offers multiple pathways for individuals to achieve certification, it has not had a mandatory trades certification system for two decades. Skilled Trades Certification will formally recognize the skills of current and future trades workers, boost prestige for the trades and help to draw more people to trades careers, keeping them working as the industry's needs shift over time.

It's part of SkilledTradesBC's responsibility for trades training, as set out in the Skilled Trades BC Act, and applies to the following ten trades:

PHASE 1

Electrical

- Construction Electrician
- Industrial Electrician
- Powerline Technician

Mechanical

- Refrigeration & Air Conditioning Mechanic
- Gasfitter A & B
- Steamfitter/Pipefitter
- Sheet Metal Worker

Uncertified trade workers in these seven trades will be required to either register as an apprentice, or have applied for, written, or passed a certification exam before December 1, 2023.



PHASE 2

Automotive

- Heavy Duty Equipment Technician
- Automotive Service Technician
- Auto Body and Collision Technician

Three additional automotive trades will be introduced as Skilled Trades Certification trades in 2024 and will also have one year to transition once announced.

- These trades were chosen because they are in high demand, contain relatively low numbers of uncertified workers, and are regulated by other regulators for safety and workmanship. This will allow for the least disruption to workers and employers while we transition to a Skilled Trades Certification system.

When and how will it be implemented?

Implementation is currently underway, starting with electrical and mechanical trades—construction electrician, industrial electrician, powerline technician, refrigeration & air conditioning mechanic, gasfitter A & B, steamfitter/pipefitter and sheet metal worker. Each trade has a one-year transition period starting December 1, 2022, which will allow uncertified workers to register as an apprentice or become certified by challenging a certification exam.

Employers can begin to prepare for implementation by ensuring workers are registered apprentices or certified journeypeople and making any adjustments necessary to ensure their successful transition to Skilled Trades Certification.

Electrical + Mechanical Trades

TIMING

- December 1, 2022: Transition period starts
- Effective December 1, 2023: Trade workers and employers must meet all requirements

REQUIREMENTS

Uncertified worker

- Register as an apprentice, or
- Challenge a level exam and register for the most appropriate apprenticeship level, or
- Challenge a certification exam to become certified

Apprentice

Continue to work towards certification, no further action required

Certified worker

No action required

Employer

- Ensure workers are either registered apprentices or certified journeypeople
- Meet the supervision ratio of 2 apprentices to 1 journeyperson
- Keep employee qualification records

**MUST BE
COMPLETED
BEFORE**

December 1, 2023



If you are a worker or employer in one of the Skilled Trades Certification trades, contact our customer service team to see whether you're already on track or to get on the pathway to certification today. See page 12 for contact information.

Are you *impacted*?

YOU ARE

A **registered apprentice** or a **certified journeyperson** in one of the Skilled Trades Certification trades.

An **uncertified worker** in one of the Skilled Trades Certification trades and have:

- completed less than 1,800 work-based training hours (approximately 1 year).

An **uncertified worker** in one of the Skilled Trades Certification trades and have:

- some practical experience, and
- completed 1,800-5,400 work-based training hours (approximately 1-3.5 years) in your trade.

An **uncertified worker** in one of the Skilled Trades Certification trades and have:

- extensive practical experience, and
- completed more than 9,000 work-based training hours (approximately 5.5 years) in your trade.

A **registered apprentice** or a **certified tradesperson** NOT in one of the Skilled Trades Certification trades.

An **employer** in one of the Skilled Trades Certification trades.

IMPACT

There will be no impact to you.

If you have questions or need support during your apprenticeship training, our customer service team and apprenticeship advisors are here to help.

Visit [SkilledTradesBC.ca](https://www.skilledtradesbc.ca) to find out how you can begin your apprenticeship journey and work towards certification.

You should become a Level Challenger.

See the information on page 4 of this booklet or visit [SkilledTradesBC.ca](https://www.skilledtradesbc.ca) for more information.

You should become a Trade Qualifier.

See the information for experienced workers on page 6 of this booklet or visit [SkilledTradesBC.ca](https://www.skilledtradesbc.ca) for more information.

If you are planning to get off the tools in the next few years, there is a pathway for you too!

There will be no impact to you.

See the information on page 8 of this booklet or visit [SkilledTradesBC.ca](https://www.skilledtradesbc.ca) to learn why Skilled Trades Certification is good for your business and what you need to know as an employer.

Why become a *Level Challenger*?

Our province's growing economy creates strong demands for skilled trade workers. By challenging a level exam, you can enter the most appropriate apprenticeship level and put yourself on the fast track to becoming a certified journey person which can then lead to a successful and rewarding career.

What you *need to know*

A Level Challenger is an uncertified worker in one of the Skilled Trades Certification trades who has:

- some experience in their trade, and
- completed 1,800 work-based training hours (approximately over 1 year) per level for each level they wish to challenge

You can use the self-assessment forms on SkilledTradesBC.ca/SkilledTradesCertification/Self-Assessment-Forms to determine which level exam in the Skilled Trades Certification trades is best for you to challenge.

SELF-ASSESSMENT FORMS FOR LEVEL CHALLENGE PROCESS

Find your trade, select your level based on the work-based training hours you have completed and start the self-assessment. Please refer to the table on this page for more details.

- The forms allow you to assess your knowledge of each of the areas of competencies taught in the particular level of technical training. The questions are also weighted similarly to the exam written at the end of each technical training level.
- After assessing the level of competencies, the form will highlight areas of strength and areas you may need further knowledge or practical experience.
- If you score 65% or above, you may be ready for the selected level exam. If you score 64% or below, you should seek further training or support, or re-take the self-assessment at a lower level.

REQUIRED HOURS OF TRAINING

The same hours apply for all Skilled Trades Certification trades.

1

Level 1 Challengers

1,800 hours of work-based training (approx. 1 year)

2

Level 2 Challengers

3,600 hours of work-based training (approx. 2.3 years)

3

Level 3 Challengers

5,400 hours of work-based training (approx. 3.5 years)

For more info, visit
SkilledTradesBC.ca

Level Challenger *requirements checklist*

- ✓ Based on your work-based training hours you have completed, use the online self-assessment forms to find out which level exam is suitable for you.
- ✓ Complete the self-assessment form with a score of 65% or higher. Download and save the PDF version of your results.
- ✓ Submit your completed level placement exam application form with all required documents. After reviewing your application, SkilledTradesBC will schedule an exam if approved.
- ✓ Prepare and write your exam. Support is available (see page 10).
- ✓ After passing your level exam, you can register as an apprentice at the most appropriate level, work with an employer sponsor and continue your journey to certification.



Are you *an experienced worker*?

Increasingly in demand across many skilled trades, a journeyperson certification validates to employers, clients, and the public that you have credible and recognized knowledge and competence to perform your job well.

The challenge certification process provides an opportunity to have your applicable trades-related work experience, skills and knowledge assessed against the standards for certification, allowing you to become certified without having completed or started an apprenticeship. This is a great way to have your hard work and skills recognized.

If you are a trade worker who wants to become certified by challenging a certification exam, you are a Trade Qualifier.

What you *need to know*

A Trade Qualifier is an uncertified worker in one of the Skilled Trades Certification trades who has:

- extensive practical experience in their trade, and
- more than 9,000 work-based training hours (approximately 5.5 years) that can be verified by previous employers

GET CERTIFIED BY CHALLENGING A CERTIFICATION EXAM

Before you apply to challenge, please ensure you have met the following criteria:

- You have satisfied the minimum required work-based training hours in the Skilled Trades Certification trade you are applying for (i.e. 1.5 times the work-based training hours required for completion of the apprenticeship program of your trade). Please refer to the table on this page or the program page of your trade at SkilledTradesBC.ca for more details.
- You have experience performing at least 70% of the job tasks listed in the employer/statutory declaration form of your trade.
- The references listed on your application can be contacted via phone to verify your work experience. References that cannot be contacted can result in your application being denied.

MINIMUM REQUIRED WORK-BASED TRAINING HOURS



Electrical

Construction Electrician	9,000 hrs
Industrial Electrician	9,000 hrs
Powerline Technician	10,080 hrs



Mechanical

Refrigeration & Air Conditioning Mechanic	9,315 hrs
Gasfitter Class A	4,500 hrs
Gasfitter Class B	4,500 hrs
Steamfitter/Pipefitter	9,450 hrs
Sheet Metal Worker	9,360 hrs



Automotive

Heavy Duty Equipment Technician	9,540 hrs
Automotive Service Technician	9,540 hrs
Auto Body and Collision Technician	9,675 hrs

Trade Qualifier *requirements checklist*

- ✓ Ensure you have the minimum work-based training hours required.
- ✓ Visit [SkilledTradesBC.ca](https://www.skilledtradesbc.ca) to download the required application form and declarations from the Trades Program page of your trade and find more information on how to apply to challenge a certification exam.
- ✓ Submit your completed application form and declarations. Once we receive your application, we will review your work history, talk to your employers, and determine if you have the necessary experience to challenge the trade.
- ✓ Prepare and write your exam. Support is available (see page 10).
- ✓ Once you have written the exam and passed, you will receive your credential.



APPLYING FOR TEMPORARY AUTHORIZATIONS



If you are planning to get off the tools in the next few years, there is a pathway for you too.

If you are a trade worker who plans to get off the tools before December 1, 2028 and want to continue working until then, you can apply for a temporary authorization if you can demonstrate the competencies and at least 36,000 hours of work experience (approximately 23 years) in your trade. This will allow you to continue providing your valuable experience as a trade worker in the system, setting you up to transition to your future plans.

A process to support Temporary Authorizations will be available to qualified workers who require additional time starting December 1, 2023. Please visit [SkilledTradesBC.ca/SkilledTradesCertification](https://www.skilledtradesbc.ca/SkilledTradesCertification) to complete a contact form to receive updates about how to apply for a temporary authorization.

Are you *an employer?*

Skilled Trades Certification is good for your business as it will formally recognize the skills of trades workers and boost credibility and prestige of the trades, attracting more people to join the skilled trades. This will help build a strong labour force to fill your hiring needs as your business grows.

By requiring trade workers to be either a certified journeyman or a registered apprentice, Skilled Trades Certification helps ensure you have a highly skilled workforce to set your business up for success. It can help promote your business as an employer of choice and attract top talent by showing your support for certification and learning.

What you *need to know*

WORKING IN SKILLED TRADES CERTIFICATION TRADES

- If your employees carry out work described in the scope of work of Skilled Trades Certification trades, then they must be one of the following:
 - a registered apprentice
 - a certified journeyman
- You need to maintain records of your employees' qualifications to work in Skilled Trades Certification trades and be able to produce them on request.

SUPERVISION RATIO

- The supervision ratio of apprentice to journeyman is 2:1 for electrical and mechanical Skilled Trades Certification trades.
- A 2:1 apprentice to journeyman supervision ratio helps ensure that apprentices get the right level of training and experience they need to become qualified workers, who in turn can support your business and the needs of British Columbians.

- The following are **NOT included** for the purpose of calculating a supervision ratio of persons employed in Skilled Trades Certification trades:
 - a level 4 apprentice (a registered apprentice who has completed all level 3 requirements)
 - a Trade Qualifier who works under a temporary authorization
 - a person who is participating in an industry training program that includes a work experience component, such as youth trade programs and trade foundation programs
- The following **MAY be included** as a journeyman for the purpose of calculating a supervision ratio:
 - an employer who is a journeyman
 - an experienced tradesperson who works under temporary authorization
- If you feel you may have difficulty in meeting this requirement, please contact customer service via call or email and our Skilled Trades Certification Advisors will reach out to help you meet the requirements.

For more info, visit
SkilledTradesBC.ca



Employer *requirements checklist*

- ✓ Make sure all employees who carry out work described in the scope of work of Skilled Trades Certification trades are one of the following:
 - A registered apprentice
 - A certified journeyman
- ✓ Maintain their records of qualifications to work
- ✓ Meet the supervision ratio of 2 apprentices to 1 journeyman
- ✓ Become an employer sponsor to your uncertified workers as they register as apprentices

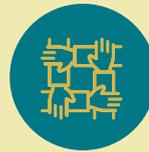
New supports for *Skilled Trades Certification*

In addition to the provincial and federal supports available to registered employers and apprentices, we have also enhanced our supports to customers in the Skilled Trades Certification trades. For more information or to access these supports, please contact our customer service team.



INDUSTRY-WIDE SUPPORTS

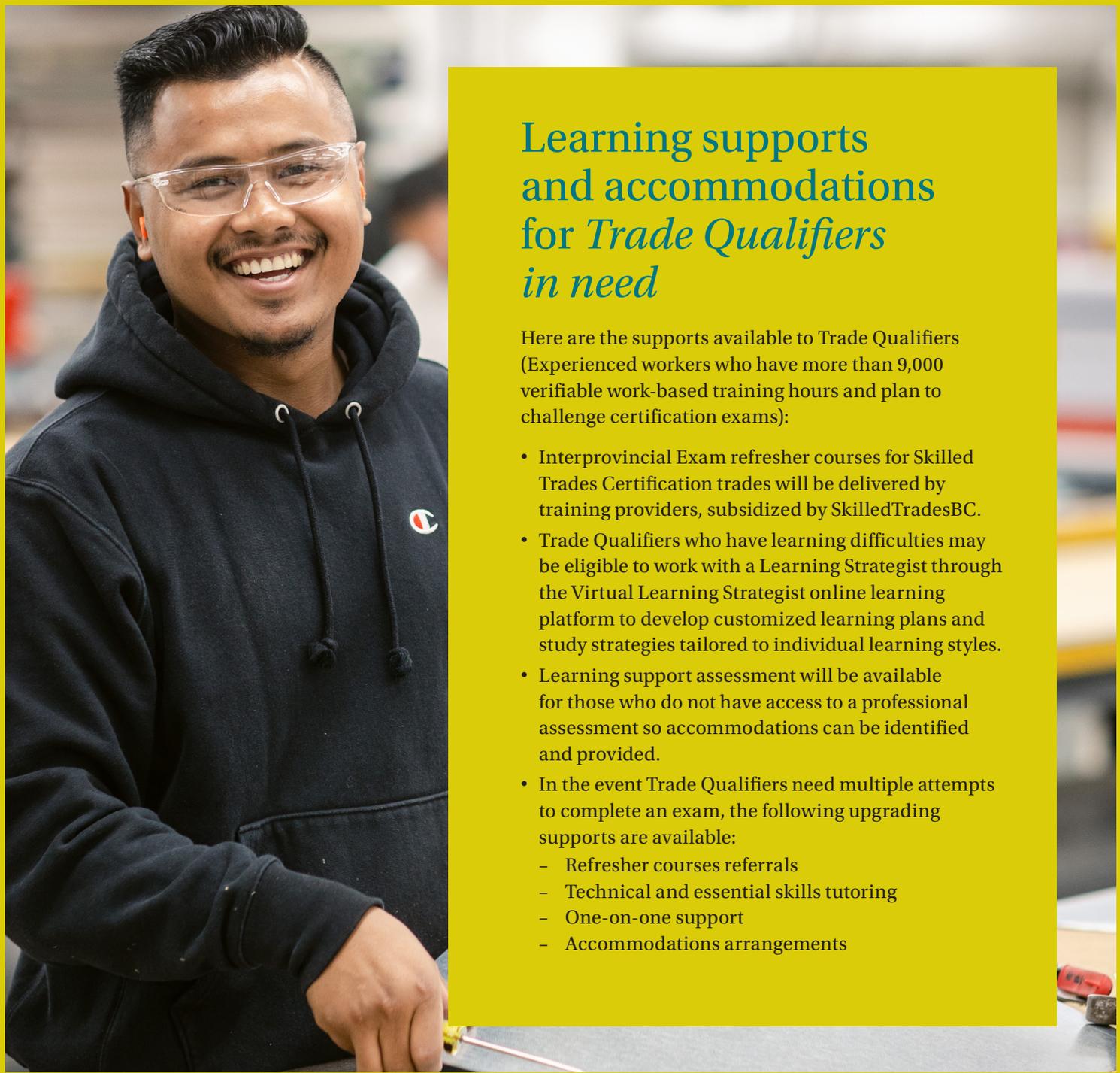
- Increased apprenticeship training seats and certification support through additional funding over the next three years.
- Expanded Apprenticeship Advisors team with increased regional representation and an enhanced focus on removing barriers and providing customized support for individual apprentices.
- Set up a new dedicated team of Skilled Trades Certification Advisors across the province to enhance worker and employer supports and help with a seamless transition.



EXAMINATION SUPPORTS

- Seven electrical and mechanical Skilled Trades Certification trades exam fees will be waived until the enforcement date to encourage workers to get on the pathway to certification.
- There will be exam preparation information and webinar sessions available to cover best practices and strategies to help you succeed on the exams.
- Accommodation requests based on individual needs such as using a translator, translation dictionary, reader or requesting additional exam time can be submitted through the SkilledTradesBC Portal or exam accommodation request form while scheduling an exam.

For more info, visit
SkilledTradesBC.ca



Learning supports and accommodations for *Trade Qualifiers* *in need*

Here are the supports available to Trade Qualifiers (Experienced workers who have more than 9,000 verifiable work-based training hours and plan to challenge certification exams):

- Interprovincial Exam refresher courses for Skilled Trades Certification trades will be delivered by training providers, subsidized by SkilledTradesBC.
- Trade Qualifiers who have learning difficulties may be eligible to work with a Learning Strategist through the Virtual Learning Strategist online learning platform to develop customized learning plans and study strategies tailored to individual learning styles.
- Learning support assessment will be available for those who do not have access to a professional assessment so accommodations can be identified and provided.
- In the event Trade Qualifiers need multiple attempts to complete an exam, the following upgrading supports are available:
 - Refresher courses referrals
 - Technical and essential skills tutoring
 - One-on-one support
 - Accommodations arrangements

Questions?

Got a question? Want to explore options? Skilled Trades Certification Advisors are located throughout the province and are on hand to help businesses and uncertified workers transition to Skilled Trades Certification. If you are an uncertified worker or an employer in one of the Skilled Trades Certification trades and want to start your journey to Skilled Trades Certification now, we'd love to talk.

Contact our customer support to see whether you're already on track or to get on the pathway to certification today.

CONTACT US



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WEBSITE

SkilledTradesBC.ca/
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SkilledTradesBC is the organization that advances British Columbia's trades training system. We are building the most diverse and sustainable workforce in Canada by supporting equitable access to skilled trades and helping British Columbians unlock their potential—creating a world-class workforce, one career journey at a time.

SkilledTradesBC.ca



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