# TRUCK AND TRANSPORT MECHANIC

## EMPLOYER DECLARATION OF WORK EXPERIENCE

SkilledTradesBC Customer Service
800 – 8100 Granville Ave.
Richmond, BC V6Y 3T6
Tel: 778-328-8700
Fax: 778-328-8701
Toll Free: 1-866-660-6011
customerservice@skilledtradesbc.ca

This form is used to declare work experience for periods of employment and must be completed by a **direct supervisor of the applicant**, who will be contacted by SkilledTradesBC.

**Note:** An Employer Declaration of Work Experience form must be completed for each period of employment.

This form is not to be used for periods of self-employment. For more information, see Instructions for Certification Challenge or Supervision and Sign-Off Authority.

"Truck and Transport Mechanic" means a person who maintains, rebuilds, overhauls, reconditions, and does diagnostic troubleshooting of motorized commercial truck, bus, and road transport equipment.

To qualify to challenge certification in this trade or be granted authority to supervise and sign-off on apprentices in this trade, individuals must have:

- worked a minimum of **9,495 hours** performing the tasks listed in Section D, and
- experience performing at least **70%** of the job tasks listed in Section D.

Holders of a **Certificate of Qualification** in **Heavy Duty Equipment Technician** will be eligible to challenge this certification by documenting **4,995 hours** of directly related work experience.

Holders of a **Certificate of Qualification** in **Transport Trailer Technician** or **Diesel Engine Mechanic** will be eligible to challenge this certification by documenting **7,995 hours** of directly related work experience.

Holders of a Canadian **military certificate** in **Vehicle Technician MT #129 / MT #411, QL5 or higher** will be eligible to challenge this certification by submitting an Exam Application Form along with a copy of the certificate.

## A. Applicant Name

Enter the name of the individual for whom this form is being completed.

| Legal First Name: | Legal Middle Name(s): | Legal Last Name: |
|---|---|---|
| | | |

## B. Employment Information of Applicant

Enter the business information for the applicant's period of employment declared for this trade.

| Name of Organization/Employer/Business: | | |
|---|---|---|
| Business Address (Street Name/Number, Building/Unit Number): | | City: |
| Province/ State: | Country: | Postal Code/ Zip Code: |
| Business Phone Number:<br>(  ) | Website: | |

Enter the dates and number of hours for this period of employment.

| Dates of Applicant's Employment (MM/DD/YYYY):<br>From: To: | Total Number Hours of **Truck and Transport Mechanic** Experience Accumulated in Period: |
|---|---|
| Job Title of Applicant: | |

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## C. Supervisor Contact Information

Enter the name and contact information for the person who directly supervised the applicant during this employment period. Ensure the information given is current as the application will be denied if this person cannot be contacted by SkilledTradesBC.

| First and Last Name of Applicant's Direct Supervisor: | Supervisor Position or Title: |
|---|---|
| Supervisor's Phone Number:<br>(  ) | Supervisor E-Mail Address: |
| Language(s) that the employer/supervisor can communicate: (check all that apply)<br>☐ English ☐ Other (please specify): _____ | |

## D. Supervisor Declaration of Job Task Performance of Applicant

By checking "Yes" or "No" in the Declaration Response column, indicate whether you, as the direct supervisor of the applicant, have personally witnessed the applicant performing the job tasks listed.

| JOB TASKS (127) | SUPERVISOR DECLARATION RESPONSE | |
|---|---|---|
| **PERFORMS COMMON OCCUPATIONAL SKILLS** | | |
| **Performs safety-related functions** | | |
| Maintains safe work environment | ☐ Yes | ☐ No |
| Uses personal protective equipment (PPE) and safety equipment | ☐ Yes | ☐ No |
| Implements specific safety protocols for hybrid electric vehicles (EV) | ☐ Yes | ☐ No |
| **Uses and maintains tools and equipment** | | |
| Uses hand, power, measuring, testing, and diagnostic tools | ☐ Yes | ☐ No |
| Uses shop equipment | ☐ Yes | ☐ No |
| Uses hoisting, lifting and staging equipment | ☐ Yes | ☐ No |
| Uses welding and cutting equipment | ☐ Yes | ☐ No |
| Uses electronic devices and systems for diagnostics and programming | ☐ Yes | ☐ No |
| **Performs routine work practices** | | |
| Uses documentation and reference materials | ☐ Yes | ☐ No |
| Maintains fluids and lubricants | ☐ Yes | ☐ No |

*Supervisor must enter name and initials on every page of this form*

| Supervisor First and Last Name (Please Print): | |
|---|---|
| I hereby certify, that to the best of my knowledge, the information I am providing as a current or past supervisor of the applicant (as named on page 1 of this document), is true and accurate. | Supervisor's Initials: |

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| JOB TASKS (127) | SUPERVISOR DECLARATION RESPONSE | |
|---|---|---|
| Services hoses, tubing and fittings | ☐ Yes | ☐ No |
| Services filters | ☐ Yes | ☐ No |
| Services bearings and seals | ☐ Yes | ☐ No |
| Uses fasteners and sealing devices | ☐ Yes | ☐ No |
| **Uses communication and mentoring techniques** | | |
| Uses communication techniques | ☐ Yes | ☐ No |
| Uses mentoring techniques | ☐ Yes | ☐ No |
| **SERVICES, DIAGNOSES AND REPAIRS ENGINES AND SUPPORTING SYSTEMS** | | |
| **Services, diagnoses and repairs base engines** | | |
| Services base engines | ☐ Yes | ☐ No |
| Diagnoses base engines | ☐ Yes | ☐ No |
| Repairs base engines | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs lubrication systems** | | |
| Services lubrication systems | ☐ Yes | ☐ No |
| Diagnoses lubrication systems | ☐ Yes | ☐ No |
| Repairs lubrication systems | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs intake systems** | | |
| Services intake systems | ☐ Yes | ☐ No |
| Diagnoses intake systems | ☐ Yes | ☐ No |
| Repairs intake systems | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs exhaust systems** | | |
| Services exhaust systems | ☐ Yes | ☐ No |
| Diagnoses exhaust systems | ☐ Yes | ☐ No |
| Repairs exhaust systems | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs engine management systems** | | |
| Services engine management systems | ☐ Yes | ☐ No |

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|---|---|---|
| Diagnoses engine management systems | ☐ Yes | ☐ No |
| Repairs engine management systems | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs fuel delivery systems** | | |
| Services fuel delivery systems | ☐ Yes | ☐ No |
| Diagnoses fuel delivery systems | ☐ Yes | ☐ No |
| Repairs fuel delivery systems | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs engine retarder systems** | | |
| Services engine retarder systems | ☐ Yes | ☐ No |
| Diagnoses engine retarder systems | ☐ Yes | ☐ No |
| Repairs engine retarder systems | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs cooling systems** | | |
| Services cooling systems | ☐ Yes | ☐ No |
| Diagnoses cooling systems | ☐ Yes | ☐ No |
| Repairs cooling systems | ☐ Yes | ☐ No |
| **SERVICES, DIAGNOSES AND REPAIRS AIR SYSTEMS AND BRAKE SYSTEMS** | | |
| **Services, diagnoses and repairs air systems** | | |
| Services air systems | ☐ Yes | ☐ No |
| Diagnoses air systems | ☐ Yes | ☐ No |
| Repairs air systems | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs brake systems** | | |
| Services brake systems | ☐ Yes | ☐ No |
| Diagnoses brake systems | ☐ Yes | ☐ No |
| Repairs brake systems | ☐ Yes | ☐ No |
| **SERVICES, DIAGNOSES AND REPAIRS ELECTRICAL AND ELECTRONIC SYSTEMS** | | |
| **Services, diagnoses and repairs battery systems** | | |
| Services battery systems | ☐ Yes | ☐ No |

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|---|---|---|
| Diagnoses battery systems | ☐ Yes | ☐ No |
| Repairs battery systems | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs charging systems** | | |
| Services charging systems | ☐ Yes | ☐ No |
| Diagnoses charging systems | ☐ Yes | ☐ No |
| Repairs charging systems | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs spark ignition systems** | | |
| Services spark ignition systems | ☐ Yes | ☐ No |
| Diagnoses spark ignition systems | ☐ Yes | ☐ No |
| Repairs spark ignition systems | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs starting systems** | | |
| Services starting systems | ☐ Yes | ☐ No |
| Diagnoses starting systems | ☐ Yes | ☐ No |
| Repairs starting systems | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs electrical components and accessories** | | |
| Services electrical components and accessories | ☐ Yes | ☐ No |
| Diagnoses electrical components and accessories | ☐ Yes | ☐ No |
| Repairs electrical components and accessories | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs vehicle management systems and electronic components** | | |
| Services vehicle management systems and electronic components | ☐ Yes | ☐ No |
| Diagnoses vehicle management systems and electronic components | ☐ Yes | ☐ No |
| Repairs vehicle management systems and electronic components | ☐ Yes | ☐ No |
| **SERVICES, DIAGNOSES AND REPAIRS DRIVE TRAINS** | | |
| **Services, diagnoses and repairs clutches** | | |
| Services clutches | ☐ Yes | ☐ No |

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|---|---|---|
| Diagnoses clutches | ☐ Yes | ☐ No |
| Repairs clutches | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs manual transmissions and transfer cases** | | |
| Services manual transmissions and transfer cases | ☐ Yes | ☐ No |
| Diagnoses manual transmissions and transfer cases | ☐ Yes | ☐ No |
| Repairs manual transmissions and transfer cases | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs automatic transmissions** | | |
| Services automatic transmissions | ☐ Yes | ☐ No |
| Diagnoses automatic transmissions | ☐ Yes | ☐ No |
| Repairs automatic transmissions | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs automated transmissions** | | |
| Services automated transmissions | ☐ Yes | ☐ No |
| Diagnoses automated transmissions | ☐ Yes | ☐ No |
| Repairs automated transmissions | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs driveline systems** | | |
| Services driveline systems | ☐ Yes | ☐ No |
| Diagnoses driveline systems | ☐ Yes | ☐ No |
| Repairs driveline systems | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs drive axle assemblies** | | |
| Services drive axle assemblies | ☐ Yes | ☐ No |
| Diagnoses drive axle assemblies | ☐ Yes | ☐ No |
| Repairs drive axle assemblies | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs drive train retarders** | | |
| Services drive train retarders | ☐ Yes | ☐ No |
| Diagnoses drive train retarders | ☐ Yes | ☐ No |
| Repairs drive train retarders | ☐ Yes | ☐ No |

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| JOB TASKS (127) | SUPERVISOR DECLARATION RESPONSE | |
|---|---|---|
| **SERVICES, DIAGNOSES AND REPAIRS STEERING, CHASSIS/FRAMES, SUSPENSIONS, TIRES, WHEELS AND HUBS** | | |
| **Services, diagnoses and repairs steering systems** | | |
| Services steering systems | ☐ Yes | ☐ No |
| Diagnoses steering systems | ☐ Yes | ☐ No |
| Repairs steering systems | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs chassis/frames** | | |
| Services chassis/frames | ☐ Yes | ☐ No |
| Diagnoses chassis/frames | ☐ Yes | ☐ No |
| Repairs chassis/frames | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs suspensions** | | |
| Services suspensions | ☐ Yes | ☐ No |
| Diagnoses suspensions | ☐ Yes | ☐ No |
| Repairs suspensions | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs hitches and couplers** | | |
| Services hitches and couplers | ☐ Yes | ☐ No |
| Diagnoses hitches and couplers | ☐ Yes | ☐ No |
| Repairs hitches and couplers | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs tires, wheels and hubs** | | |
| Services tires, wheels and hubs | ☐ Yes | ☐ No |
| Diagnoses tires, wheels and hubs | ☐ Yes | ☐ No |
| Repairs tires, wheels and hubs | ☐ Yes | ☐ No |
| **SERVICES, DIAGNOSES AND REPAIRS CABS** | | |
| **Services, diagnoses and repairs interior cab components** | | |
| Services interior cab components | ☐ Yes | ☐ No |
| Diagnoses interior cab components | ☐ Yes | ☐ No |

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|---|---|---|
| Repairs interior cab components | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs exterior cab components** | | |
| Services exterior cab components | ☐ Yes | ☐ No |
| Diagnoses exterior cab components | ☐ Yes | ☐ No |
| Repairs exterior cab components | ☐ Yes | ☐ No |
| **SERVICES, DIAGNOSES AND REPAIRS TRAILERS** | | |
| **Services, diagnoses and repairs trailer components and accessories** | | |
| Services trailer components and accessories | ☐ Yes | ☐ No |
| Diagnoses trailer components and accessories | ☐ Yes | ☐ No |
| Repairs trailer components and accessories | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs heating and refrigeration systems** | | |
| Services heating and refrigeration systems | ☐ Yes | ☐ No |
| Diagnoses heating and refrigeration systems | ☐ Yes | ☐ No |
| Repairs heating and refrigeration systems | ☐ Yes | ☐ No |
| **SERVICES, DIAGNOSES AND REPAIRS CLIMATE CONTROL SYSTEMS** | | |
| **Services, diagnoses and repairs heating and ventilation systems** | | |
| Services heating and ventilation systems | ☐ Yes | ☐ No |
| Diagnoses heating and ventilation systems | ☐ Yes | ☐ No |
| Repairs heating and ventilation systems | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs air conditioning systems** | | |
| Services air conditioning systems | ☐ Yes | ☐ No |
| Diagnoses air conditioning systems | ☐ Yes | ☐ No |
| Repairs air conditioning systems | ☐ Yes | ☐ No |
| **SERVICES, DIAGNOSES AND REPAIRS HYDRAULIC SYSTEMS** | | |
| **Services, diagnoses and repairs hydraulic systems** | | |
| Services hydraulic systems | ☐ Yes | ☐ No |

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|---|---|---|
| Diagnoses hydraulic systems | ☐ Yes | ☐ No |
| Repairs hydraulic systems | ☐ Yes | ☐ No |
| **SERVICES, DIAGNOSES AND REPAIRS HYBRID AND ELECTRIC VEHICLES (EV)** | | |
| **Services, diagnoses and repairs hybrid vehicles** | | |
| Services hybrid vehicles | ☐ Yes | ☐ No |
| Diagnoses hybrid vehicles | ☐ Yes | ☐ No |
| Repairs hybrid vehicles | ☐ Yes | ☐ No |
| **Services, diagnoses and repairs electric vehicles (EV)** | | |
| Services electric vehicles (EV) | ☐ Yes | ☐ No |
| Diagnoses electric vehicles (EV) | ☐ Yes | ☐ No |
| Repairs electric vehicles (EV) | ☐ Yes | ☐ No |

## E. Supervisor Signature

I certify that the information I, as the current or former direct supervisor of the applicant, have provided is true and accurate. (Note: Collection and protection of personal information on this form is in accordance with the provisions of the Freedom of Information and Protection of Privacy Act.)

| Supervisor Signature: | Date Signed: (MM/DD/YYYY) |
|---|---|
| | |

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| Supervisor First and Last Name (Please Print): | |
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