CONCRETE FINISHER

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.

"Concrete finishers" place, finish, protect and repair concrete surfaces. They work on a variety of vertical and horizontal surfaces such as concrete floors, walls, sidewalks, stairs, driveways, curbs and gutters, and overlays. They work on many types of structures such as buildings, dams, bridges and tunnels. They also texture, chip, grind and cure finished concrete work and repair and restore damaged concrete. They apply architectural finishes to concrete surfaces such as exposed aggregate, acid-stained, patterned-stamped, broomed, smooth finishes and etched concrete surfaces. They install expansion and contraction joints and install fixtures such as anchor bolts, steel plates and other embedments. They also apply membranes and other waterproofing products to concrete. Concrete finishers must possess a sound knowledge of the properties of various types of concrete mixes and how proportions, additives and curing affect concrete strength and durability. Concrete finishers should have a basic knowledge of constructing formwork, preparing subgrades and installing reinforcement.

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 **4,860 hours** performing the tasks listed in Section D, and
- experience performing at least **70%** of the job tasks listed in Section D.

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: ( )	Website:	

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

Dates of Applicant's Employment (MM/DD/YYYY): From: To:	Total Number Hours of **Concrete Finisher** 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: ( )	Supervisor E-Mail Address:
Language(s) that the employer/supervisor can communicate: (check all that apply) ☐ 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 (57)	SUPERVISOR DECLARATION RESPONSE	
Performs Safety-Related Functions		
Uses personal protective equipment (PPE) and safety equipment	☐ Yes	☐ No
Maintains safe work environment	☐ Yes	☐ No
Uses Tools And Equipment		
Uses hand tools	☐ Yes	☐ No
Uses power tools	☐ Yes	☐ No
Uses measuring equipment	☐ Yes	☐ No
Organizes Work		
Uses documentation	☐ Yes	☐ No
Determines material requirements and quantities	☐ Yes	☐ No
Sequences work procedures	☐ Yes	☐ No
Uses Communication And Mentoring Techniques		
Uses communication techniques	☐ Yes	☐ No
Uses mentoring techniques	☐ 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 (57)	SUPERVISOR DECLARATION RESPONSE	
Prepares Site		
Inspects site	☐ Yes	☐ No
Prepares sub-grade and elevations	☐ Yes	☐ No
Uses Formwork		
Constructs concrete formwork	☐ Yes	☐ No
Installs reinforcements	☐ Yes	☐ No
Inspects formwork and reinforcement	☐ Yes	☐ No
Installs construction, isolation and expansion joints	☐ Yes	☐ No
Removes forms	☐ Yes	☐ No
Places Concrete		
Transports concrete on site	☐ Yes	☐ No
Spreads concrete	☐ Yes	☐ No
Consolidates concrete	☐ Yes	☐ No
Places concrete in vertical formwork	☐ Yes	☐ No
Levels Concrete		
Establishes elevation	☐ Yes	☐ No
Screeds concrete	☐ Yes	☐ No
Bulls float concrete	☐ Yes	☐ No
Floats Concrete		
Floats concrete by hand	☐ Yes	☐ No
Floats concrete by machine	☐ Yes	☐ No
Hand Tool Concrete		
Edges perimeter of slab	☐ Yes	☐ No
Finishes extruded concrete surfaces	☐ Yes	☐ No
Tools contraction joints	☐ Yes	☐ No

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JOB TASKS (57)	SUPERVISOR DECLARATION RESPONSE	
Trowels Concrete		
Trowels concrete by hand	☐ Yes	☐ No
Trowels concrete by machine	☐ Yes	☐ No
Applies Surface Treatments To Concrete		
Applies dry shake aggregate surface hardeners	☐ Yes	☐ No
Applies exposed aggregate finish	☐ Yes	☐ No
Textures concrete surface	☐ Yes	☐ No
Applies stamped concrete surface finish	☐ Yes	☐ No
Applies evaporation reducers	☐ Yes	☐ No
Cures Concrete		
Wet-cures concrete	☐ Yes	☐ No
Chemical cures concrete	☐ Yes	☐ No
Creates Contraction Joints		
Saw cuts contraction joints	☐ Yes	☐ No
Fills joints	☐ Yes	☐ No
Protects Concrete		
Protects plastic concrete	☐ Yes	☐ No
Protects hardened concrete	☐ Yes	☐ No
Repairs And Restores Concrete		
Inspects concrete	☐ Yes	☐ No
Removes materials	☐ Yes	☐ No
Prepares surface for repair or restoration	☐ Yes	☐ No
Installs repair materials	☐ Yes	☐ No
Applies Surface Treatment To Hardened Concrete		
Prepares surface for surface treatments	☐ Yes	☐ No

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JOB TASKS (57)	SUPERVISOR DECLARATION RESPONSE	
Abrades surface to achieve architectural finish	☐ Yes	☐ No
Applies seamless systems	☐ Yes	☐ No
Applies bonded and non-bonded toppings to concrete	☐ Yes	☐ No
Parges vertical surfaces	☐ Yes	☐ No
Applies chemical surface treatment	☐ Yes	☐ No
Grouts		
Prepares surface for grouting	☐ Yes	☐ No
Installs grout	☐ Yes	☐ No
Finishes exposed grout surface	☐ Yes	☐ No
Performs Cutting And Coring		
Performs cutting	☐ Yes	☐ No
Performs coring	☐ 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)

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: