SKILLED TRADES BC

TILESETTER
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.

"Tilesetter" means a person who prepares bases, including waterproof membranes, metal lath and fasteners, back-up materials pertaining to tile, mixing and use of cement mortars. Applies a variety of tiles including: vitreous, quarry, ceramic, terrazzo, quartzite, glass, ceramic veneer, granite, slate, brick pavers, thin bricks and marble to walls, floors and ceilings, fire places, steam rooms, arches, swimming pools, circular walls and stairways, and other such work as performed by a journeyperson Tilesetter.

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 **6,750 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 **Tilesetter** 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 (19)	SUPERVISOR DECLARATION RESPONSE	
Occupational Skills		
Interpreting occupational documentation	☐ Yes	☐ No
Organizing work	☐ Yes	☐ No
Communicating in the workplace	☐ Yes	☐ No
Using and maintaining tools and equipment	☐ Yes	☐ No
Substrate Preparation		
Removing existing finishes	☐ Yes	☐ No
Determining suitability of substrate	☐ Yes	☐ No
Preparing surface	☐ Yes	☐ No
Layouts		
Squaring area	☐ Yes	☐ No
Laying out grid lines	☐ Yes	☐ No
Installing divider strips	☐ 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 (19)	SUPERVISOR DECLARATION RESPONSE	
Material Preparation		
Inspecting materials	☐ Yes	☐ No
Cutting and pre-finishing material	☐ Yes	☐ No
Mixing setting materials	☐ Yes	☐ No
Mixing terrazzo	☐ Yes	☐ No
Material Setting		
Installing tiles	☐ Yes	☐ No
Installing stone slabs	☐ Yes	☐ No
Pouring terrazzo mixture	☐ Yes	☐ No
Finishing		
Finishing installed product	☐ Yes	☐ No
Finishing terrazzo	☐ 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: