



LOCKSMITH STATUTORY 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

C. Reason for Statutory Declaration

Indicate why a Statutory Declaration is required for this period of employment:

- ☐ Applicant was self-employed ☐ Employer will/can not complete Employer Declaration

Applicants **must** attempt to contact current or previous employers to request an Employer Declaration to be filled out and signed.

If you have been unable to obtain an Employer Declaration for any portion of your non-self-employed work experience, **indicate the steps you have taken to try to obtain it.**

D. Statutory Declaration of Job Task Performance

By checking “Yes” or “No” in the Declaration Response column, indicate whether you have performed the job tasks listed below during the period indicated in Section B.

JOB TASKS (32)	DECLARATION RESPONSE	
Uses Safe Work practices		
Demonstrates workplace safety	☐ Yes	☐ No
Uses WHMIS	☐ Yes	☐ No
Practices Fire Prevention	☐ Yes	☐ No
Organizes Work		
Explains the locksmith trade	☐ Yes	☐ No
Interprets blueprints	☐ Yes	☐ No
Applies codes and regulations	☐ Yes	☐ No
Performs material handling	☐ Yes	☐ No
Performs customer sales and services	☐ Yes	☐ No

Enter the applicant's initials on every page of this form

I hereby certify, that to the best of my knowledge, the information I am providing is true and accurate.	Applicant's Initials:
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JOB TASKS (32)	DECLARATION RESPONSE	
Performs security consultation	☐ Yes	☐ No
Uses Tools and Equipment		
Uses hand tools	☐ Yes	☐ No
Uses power tools	☐ Yes	☐ No
Uses key-cutting equipment	☐ Yes	☐ No
Can describe welding	☐ Yes	☐ No
Creates Keys		
Duplicates keys	☐ Yes	☐ No
Originates keys	☐ Yes	☐ No
Installs and Services Locks		
Installs, repairs and services locks	☐ Yes	☐ No
Can open secured entry	☐ Yes	☐ No
Installs and services high security hardware	☐ Yes	☐ No
Services automotive locks	☐ Yes	☐ No
Installs and services safes, vaults and safe deposit boxes	☐ Yes	☐ No
Installs Hardware		
Repairs doors and frames	☐ Yes	☐ No
Installs door closers	☐ Yes	☐ No
Installs panic hardware	☐ Yes	☐ No
Services other hardware	☐ Yes	☐ No
Installs Electrical and Electronic Components and Hardware		
Describes electrical and electronic theory	☐ Yes	☐ No
Installs access controls	☐ Yes	☐ No
Repairs and installs electrical and electronic hardware	☐ Yes	☐ No
Tests and commissions electrical and electronic installations	☐ Yes	☐ No

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JOB TASKS (32)	DECLARATION RESPONSE	
Develops Master Key Systems		
Plans master key systems	☐ Yes	☐ No
Generates biting list and pinning charts	☐ Yes	☐ No
Masters key cylinders	☐ Yes	☐ No
Maintains accurate records	☐ Yes	☐ No

E. Applicant Signature

I certify that the information I 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.)

Applicant Name (please print):	Applicant Signature:	Date: (MM/DD/YYYY)
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F. References

Minimum of Three References must accompany **each Statutory Declaration form**. Include names and contact information of minimum three individuals who can attest to your hours and/or scope of trade. References listed must be related to the organization and period of employment listed in Section B of this form.

Each individual listed will be contacted by SkilledTradesBC to verify the information provided on your application.

1. Reference

Relationship to Applicant:			☐ Former Employee	☐ Contractor	☐ Supplier
			☐ Co-worker	☐ Client	☐ Other (i.e. HR; Book keeper; Accountant, Business Partner) please specify:
First and Last Name of Reference:		Language(s) that reference can communicate: (Check all that apply)			
		☐ English ☐ Other (specify):			
Organization/Business Name:			Position/Title:		
Phone Number:			Email Address:		

2. Reference

Relationship to Applicant:			☐ Former Employee	☐ Contractor	☐ Supplier
			☐ Co-worker	☐ Client	☐ Other (i.e. HR; Book keeper; Accountant, Business Partner) please specify:
First and Last Name of Reference:		Language(s) that reference can communicate: (Check all that apply)			
		☐ English ☐ Other (specify):			
Organization/Business Name:			Position/Title:		
Phone Number:			Email Address:		

3. Reference

Relationship to Applicant:			☐ Former Employee	☐ Contractor	☐ Supplier
			☐ Co-worker	☐ Client	☐ Other (i.e. HR; Book keeper; Accountant, Business Partner) please specify:
First and Last Name of Reference:		Language(s) that reference can communicate: (Check all that apply)			
		☐ English ☐ Other (specify):			
Organization/Business Name:			Position/Title:		
Phone Number:			Email Address:		

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