

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.

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 **5,000 hours** performing the tasks listed in Section D,
- experience performing at least 70% of the job tasks listed in Section D, and
- valid FOODSAFE Level 1 Certification (BC Program) OR equivalent (See BCCDC for accepted equivalencies); (attach copy of document)

Holders of Canadian military certificate in Cook MT#861, QL5 or higher will be eligible to challenge this certification.

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 for	nation of Applicant the applicant's period of employm	ent declared for this trade.			
Name of Organization/Employer/Bu	siness:				
Mailing Address:		City:			
Province/ State:	Country:	Postal Code/ Zip Code:			
Business Phone Number:	Website:	bsite:			
Enter the dates and number of ho	ours for this period of employmen	t.			
Dates of Applicant's Employment (MM/DD/YYYY): From: To:		Total Number Hours of Cook (Professional Cook 3) Experience Accumulated in that Period:			
Job Title of Applicant:					
Enter the supervisor and applicant names (repeat on every page of this form)					
Supervisor First and Last Name:	Ap	olicant First and Last Name:			



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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 Tit	le:		
Supervisor's Phone Number:	Supervisor E-Mail Addres	s:		
Language(s) that the employer/supervisor can communicate: (check all	that apply)			
☐ English ☐ Other (please specify):				
D. Supervisor Declaration of Job Task Perform	ance of Applicant			
By checking in the appropriate columns, indicate how frequently yo applicant performing the job tasks listed	ou, as the direct supervisor	of the app	licant, have personal	ly witnessed the
Job tasks	Freq	uently	Occasionally	Never
A. OCCUPATIONAL SKILLS				
Professional Cook 1 Skills				
Follow roles and responsibilities in the kitchen	1			
Apply safe work practices	ĺ			
Apply food safety standards	1			
Use tools and equipment; follow and convert recipes	1			
Use common menu terminology	1			
Receive and store supplies; handle waste appropriately	1			
Apply principles of seasoning and basic ingredient know	vledge			
Professional Cook 2 Skills (in addition to PC1 skills)				
Follow employment standards and practices	ĺ			
Apply basic menu planning procedures	ĺ			
Take and extend inventory	I			
Prepare food for allergies, intolerances, and special diet	s I			
Use communication skills	ĺ			
Apply basic purchasing procedures and cost calculation	is [
Describe table settings, table service, basic service of wi	ne and spirits			
Enter the supervisor and applicant names (repeat on every page of this form)				
Supervisor First and Last Name: Applicant First and Last Name:				



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Job	o tasks	Frequently	Occasionally	Never
	Cook (Professional Cook 3) Skills (in addition to PC1 and 2 skills)			
	Prepare food safety plans			
	Use cook chill/cook freeze systems, specialty cooking methods, and presentation techniques			
	Write a la carte menus			
	Apply basic stress management, teambuilding, conflict resolution, and problem solving			
	Follow food and labour cost and budgeting procedures			
В.	STOCKS, SOUPS AND SAUCES			
	Professional Cook 1 Skills			
	Prepare stocks from scratch			
	Use thickening agents			
	Prepare basic soups (clear, cream, purée) from scratch			
	Prepare basic sauces (white, blonde, brown, purée, emulsion)			
	Professional Cook 2 Skills (in addition to PC1 skills)			
	Prepare specialty soups (consommé, chilled, ethnic)			
	Prepare secondary and derivative sauces			
	Cook (Professional Cook 3) Skills (in addition to PC1 and 2 skills)			
	Prepare specialty and ethnic sauces, apply principles of sauce selection			
C. VEGETABLES AND FRUITS				
	Professional Cook 1 Skills			
	Prepare common vegetables			
	Prepare fruits			
	Professional Cook 2 Skills (in addition to PC1 skills)			
	Specialty and volume vegetable preparation			
	Vegetarian diets and vegetarian cooking			
D.	STARCHES			
	Professional Cook 1 Skills			
	Prepare basic potato dishes			
	Prepare dry pasta and noodle dishes			
	Prepare rice			
Ent	er the supervisor and applicant names (repeat on every page of this form)			
Supe	ervisor First and Last Name: Applicant First and	Last Name:		

October 2021

Page 3 of 6



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Job tasks		Frequently	Occasionally	Never
Professional Cook 2 Skills (in addition to PC1 skill	s)			
Specialty and volume potato preparation				
Prepare fresh pasta and specialty starches				
Prepare grains and legumes				
E. MEATS				
Professional Cook 1 Skills				
Trim and portion cut meats				
Cook basic meat dishes using moist and dry he	at methods			
Professional Cook 2 Skills (in addition to PC1 skill	s)			
Debone and process meats				
Volume and banquet service of meats				
Cook (Professional Cook 3) Skills (in addition to P	C1 and 2 skills)			
Cut game and variety meats				
Prepare game and variety meats; specialty/clas	sic meat dishes			
F. POULTRY Professional Cook 1 Skills				
Trim and portion cut chicken and turkey				
Cook basic poultry dishes using moist and dry	heat methods			
Professional Cook 2 Skills (in addition to PC1 skill	s)			
Debone common and specialty poultry (ducks,	geese, and quail)			
Volume and banquet service of poultry				
Cook (Professional Cook 3) Skills (in addition to P	C1 and 2 skills)			
Cut game birds				
Prepare game birds; specialty/classic poultry d	ishes			
G. SEAFOOD				
Professional Cook 1 Skills				
Fillet flat and round fish; clean bivalves and shi	rimp			
Cook basic fish dishes using moist and dry hear	t methods			
Cook basic shellfish dishes using moist and dry	heat methods			
Professional Cook 2 Skills (in addition to PC1 skill	s)			
Enter the supervisor and applicant names (repeat on every page of this form)				
Supervisor First and Last Name:	Applicant First a	nd Last Name:		

Page 4 of 6



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Job	tasks	Frequently	Occasionally	Never
	Fillet specialty fish and clean crustaceans			
	Volume and banquet service of fish			
	Volume and banquet service of shellfish			
	Cook (Professional Cook 3) Skills (in addition to PC1 and 2 skills)			
	Clean specialty seafood (squid, octopus, etc.)			
	Prepare specialty/classic fish dishes			
	Prepare specialty/classic shellfish dishes			
Н.	GARDE-MANGER			
	Professional Cook 1 Skills			
	Prepare basic salad dressings from scratch			
	Prepare basic salads			
	Prepare hot and cold sandwiches			
	Professional Cook 2 Skills (in addition to PC1 skills)			
	Prepare specialty dressings and cold sauces			
	Prepare specialty salads			
	Prepare hors d'oeuvre and appetizers			
	Assemble presentation platters			
	Cook (Professional Cook 3) Skills (in addition to PC1 and 2 skills)			
	Pickling, prepare infused oils and vinegars			
	Buffet presentation and design			
	Prepare pates, terrines, basic sausages, cured, and smoked items			
I.	EGGS, BREAKFAST COOKERY, AND DAIRY			
	Professional Cook 1 Skills			
	Prepare egg dishes			
	Prepare breakfast items other than eggs			
	Cook with dairy and cheese			
J.	BAKED GOODS AND DESSERTS Professional Cook 1 Skills			
	Apply basic methods used in baking			
	Prepare basic pies and pastry from scratch			
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Supe	ervisor First and Last Name: Applicant First and	nd Last Name:		



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Job tasks	Frequently	Occasionally	Never		
Prepare fruit desserts and custards from scratch					
Prepare quick breads from scratch					
Prepare cookies from scratch					
Prepare basic yeast breads from scratch					
Professional Cook 2 Skills (in addition to PC1 skills)					
Prepare puff pastry, choux paste, meringues, specialty pastries					
Prepare specialty yeast products (sourdoughs and laminated doughs)					
Prepare and assemble cakes, cheesecakes, icings and frostings					
Cook (Professional Cook 3) Skills (in addition to PC1 and 2 skills)					
Prepare hot and specialty plated desserts					
Prepare and decorate specialty cakes and tortes					
Prepare frozen desserts, ice creams, and sorbets					
Prepare basic chocolate, confectionary, and garnishes					
K. BEVERAGES					
Professional Cook 1 Skills					
Prepare coffee and tea products					
Cook (Professional Cook 3) Skills (in addition to PC1 and 2 skills)					
Identify types and styles of wine; principles of wine selection					
E. Supervisor Signature I certify that the information I, as the current or former direct supervisor of the applicant, have provided is 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 name (Please Print): Supervisor Signature:		Date Signed: (M	M/DD/YYYY)		
Enter the supervisor and applicant names (repeat on every page of this form) Supervisor First and Last Name: Applicant First and Last Name:					