

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.

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 8,790 hours performing the tasks listed in Section D of the form, and
- experience performing at least **70%** of the job tasks listed in Section D of the form.

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:				
Mailing Address:		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, From:	Total Number Hours of Agricultural Equipment Technician Experience Accumulated in that 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 :	pecify):	

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 (68)	SUPERVISOR DECLARATION RESPONSE	
PERFORMS COMMON OCCUPATIONAL SKILLS (5%)		
Task-1 Performs safety-related functions		
Maintains safe work environment	Yes	🗌 No
Uses personal protective equipment (PPE) and safety equipment	Yes	🗌 No
Task-2 Performs routine work practices		
Conducts operational tests	Yes	🗌 No
Maintains fluids, lubricants and coolants	Yes	🗌 No
Services filters	Yes	🗌 No
Maintains hoses, tubing and fittings	Yes	🗌 No
Services bearings, bushings and seals	Yes	🗌 No
Uses fasteners, sealants, adhesives and gaskets	Yes	🗌 No
Cleans components	Yes	🗌 No
Verifies equipment and component repairs	Yes	🗌 No
Performs failure analysis	Yes	🗌 No

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 TASKS (68)	SUPERVISOR DECLARATION RESPONSE	
Task-3 Organizes work		
Uses documentation	Yes	🗌 No
Plans daily tasks	Yes	🗌 No
Task-4 Uses and maintains tools and equipment		
Uses tools and equipment	Yes	🗌 No
Uses hoisting, lifting and securing equipment	Yes	🗌 No
Uses electronic devices and systems for diagnostics and programming	Yes	🗌 No
Task-5 Uses communication and mentoring techniques		
Uses communication and mentoring techniques	Yes	🗌 No
Uses mentoring techniques	Yes	🗌 No
DIAGNOSES AND REPAIRS ENGINES AND ENGINE SUPPORT SYSTEMS (14%)		
Task-6 Diagnoses engine and engine support systems		
Diagnoses base engines	Yes	🗌 No
Diagnoses lubrication systems	Yes	🗌 No
Diagnoses cooling systems	Yes	🗌 No
Diagnoses intake and exhaust systems	Yes	🗌 No
Diagnoses fuel delivery systems	Yes	🗌 No
Diagnoses engine management systems	Yes	🗌 No
Diagnoses emissions control systems	Yes	🗌 No
Task-7 Repairs engine and engine support systems		
Repairs base engines	Yes	🗌 No
Repairs lubrication systems	Yes	🗌 No
Repairs cooling systems	Yes	🗌 No
Repairs intake and exhaust systems	Yes	🗌 No
Repairs fuel delivery systems	Yes	🗌 No
Repairs engine management systems	Yes	🗌 No
Repairs emissions control systems	Yes	🗌 No

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JOB TASKS (68)		SUPERVISOR DECLARATION RESPONSE	
DIAGNOSES AND REPAIRS DRIVE TRAINS (13%)			
Task-8 Diagnoses drive trains			
Diagnoses dry clutches	🗌 Yes	🗌 No	
Diagnoses driveline systems and components	🗌 Yes	🗌 No	
Diagnoses wet clutches, transmissions and gear cases	🗌 Yes	🗌 No	
Diagnoses differentials and final drives	🗌 Yes	🗌 No	
Task-9 Repairs drive trains			
Repairs dry clutches	🗌 Yes	🗌 No	
Repairs driveline systems and components	🗌 Yes	🗌 No	
Repairs wet clutches, transmissions and gear cases	🗌 Yes	🗌 No	
Repairs differentials and final drives	🗌 Yes	🗌 No	
DIAGNOSES AND REPAIRS HYDRAULIC, HYDROSTATIC AND PNEUMATIC SYSTEMS (17%)			
Task-10 Diagnoses hydraulic, hydrostatic and pneumatic systems			
Diagnoses hydraulic and hydrostatic systems	Yes	🗌 No	
Diagnoses pneumatic systems	Yes	🗌 No	
Task-11 Repairs hydraulic, hydrostatic and pneumatic systems	1		
Repairs hydraulic and hydrostatic systems	Yes	🗌 No	
Repairs pneumatic systems	Yes	🗌 No	
DIAGNOSES AND REPAIRS ELECTRICAL AND ELECTRONIC SYSTEMS (19%)			
Task-12 Diagnoses electrical/electronic power and control monitoring systems			
Diagnoses electrical power and control monitoring systems	🗌 Yes	🗌 No	
Diagnoses electronic power and control monitoring systems	🗌 Yes	🗌 No	
Task-13 Repairs electrical/electronic power and control monitoring systems			
Repairs electrical power and control monitoring systems	🗌 Yes	🗌 No	
Repairs electronic power and control monitoring systems	Yes	🗌 No	
DIAGNOSES AND REPAIRS STEERING, BRAKES AND SUSPENSIONS (11%)			
Task-14 Diagnoses steering and brake systems			

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JOB TASKS (68)	DECLA	RVISOR RATION PONSE
Diagnoses steering systems	Yes	🗌 No
Diagnoses brake systems	🗌 Yes	🗌 No
Task-15 Repairs steering and brake systems	<u>.</u>	
Repairs steering systems	Yes	🗌 No
Repairs brake systems	🗌 Yes	🗌 No
Task-16 Diagnoses track, wheel and suspension systems	<u> </u>	
Diagnoses track systems	🗌 Yes	🗌 No
Diagnoses wheel assemblies	🗌 Yes	🗌 No
Diagnoses suspension systems	🗌 Yes	🗌 No
Task-17 Repairs track, wheel and suspension systems		
Repairs track systems	🗌 Yes	🗌 No
Repairs wheel assemblies	🗌 Yes	🗌 No
Repairs suspension systems	🗌 Yes	🗌 No
DIAGNOSES AND REPAIRS STRUCTURAL COMPONENTS AND OPERATOR STATIONS (6%)		
Task-18 Diagnoses structural components		
Diagnoses frame components	🗌 Yes	🗌 No
Verifies condition of operator protective structures	🗌 Yes	🗌 No
Diagnoses equipment body	🗌 Yes	🗌 No
Task-19 Repairs structural components	<u>.</u>	
Repairs frame components	🗌 Yes	🗌 No
Replaces operator protective structures	🗌 Yes	🗌 No
Repairs equipment body	🗌 Yes	🗌 No
Task-20 Diagnoses climate control systems	🗌 Yes	🗌 No
Diagnoses heating and ventilation systems	🗌 Yes	🗌 No
Diagnoses air conditioning systems	Yes	🗌 No
Task-21 Repairs climate control systems		
Repairs heating and ventilation systems	Yes	🗌 No
	<u> </u>	

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Repairs air conditioning systems	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 name (Please Print):	Supervisor Signature:	Date Signed: (MM/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: