

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)	
<input type="checkbox"/> English <input type="checkbox"/> 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	Frequently	Occasionally	Never
A. PERFORMS COMMON OCCUPATIONAL SKILLS			
Performs safety- and hygiene-related functions			
Maintains safe work environment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Uses personal protective equipment (PPE) and safety equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintains professional appearance and personal hygiene	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Practices food safety procedures			
Maintains safe condition and temperature of raw ingredients and finished products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prevents cross-contamination of raw ingredients and finished products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cleans and sanitizes tools and equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Uses and maintains tools and equipment			
Uses non-mechanized tools	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Uses mechanized tools and equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organizes work			
Schedules production and workflow	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organizes workplace and workspace	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Manages products and information			
Orders products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Receives products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Manages inventory	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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	Frequently	Occasionally	Never
Performs quality control assessments on bakery products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stores bakery products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Packages bakery products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Performs routine work practices			
Performs portion control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Uses convenience foods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Uses formulations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Applies dietary information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adapts baking practices to meet dietary requirements			
Adapts bakery practices to meet dietary requirements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Selects ingredients to meet dietary requirements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepares food to meet dietary requirements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Uses communication and mentoring techniques			
Uses communication techniques	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Uses mentoring techniques	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. PREPARES FERMENTED GOODS			
Prepares pre-ferment			
Mixes ingredients for pre-ferment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Manages pre-ferment process	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepares dough			
Manages dough temperature	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mixes ingredients for fermented goods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Manages bulk fermentation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Forms dough			
Divides dough	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shapes dough	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monitors final proof of dough	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Forms laminated dough			
Laminates dough	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Performs make-up of laminated dough products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monitors final proof of laminated dough products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Finishes fermented goods			
Applies pre-bake finish	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Job tasks	Frequently	Occasionally	Never
Bakes fermented goods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Deep-fries fermented goods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. PREPARES COOKIES, BARS, QUICK BREADS, PASTRY DOUGHS AND CAKES			
Prepares cookies and bars			
Mixes cookie and bar ingredients	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Performs make-up of cookies and bars	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bakes cookies and bars	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepares quick breads			
Mixes quick bread ingredients	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Performs make-up of quick breads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bakes quick breads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepares pastry doughs			
Mixes pastry dough ingredients	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Performs make-up of pastry doughs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bakes pastry doughs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepares cakes			
Mixes cake ingredients	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Portions mixture for cakes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bakes cakes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. PERFORMS ASSEMBLY AND FINISHING			
Prepares creams, custards, sweet fillings, decorating pastes and icings			
Performs make-up of creams, custards, sweet fillings, decorating pastes and icings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cooks creams, custards and sweet fillings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Holds products for use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepares savoury fillings			
Performs make-up of savoury fillings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Holds savoury fillings for use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Portions savoury fillings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepares sauces, glazes and garnishes			
Performs make-up of sauces and glazes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Performs make-up of garnishes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Job tasks	Frequently	Occasionally	Never
Holds sauces, glazes and garnishes for use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assembles and bakes sweet and savoury pastries			
Performs make-up and assembly of sweet and savoury pastries	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bakes sweet and savoury pastries	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assembles cakes and other baked goods			
Performs make-up and assembly of cakes and other baked goods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Portions cakes and other baked goods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Decorates and finishes baked goods			
Applies sauces, toppings and glazes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Applies garnishes and decorative products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. PREPARES CHOCOLATE, CONFECTIONS AND SUGAR WORK			
Prepares chocolate			
Selects quality and types of chocolate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepares fillings for chocolate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepares couvertures and compounds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Uses couvertures and compounds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepares confections and sugar work			
Boils sugar and sugar substitutes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Forms sugar and sugar substitutes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Creates artistic garnishes and sugar work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepares confections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F. PREPARES DESSERTS, ICE CREAMS AND ICES			
Prepares plated desserts			
Plans plate design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assembles components	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepares ice creams and ices			
Prepares bases for ice creams and ices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Performs make-up of ice creams and ices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepares frozen desserts			
Performs make-up of frozen dessert components	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assembles frozen dessert components	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Holds frozen desserts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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BAKER
EMPLOYER DECLARATION
OF WORK EXPERIENCE

SkilledTradesBC Customer Service
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Richmond, BC V6Y 3T6
Tel: 778-328-8700
Fax: 778-328-8701
Toll Free: 1-866-660-6011
customerservice@skilledtradesbc.ca

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)
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