

Uncertified Experienced Worker Policy (Internal)

External Policy No. E.05.2025

Purpose

This policy outlines SkilledTradesBC's Uncertified Experienced Worker requirements, which qualify applicants to work in a Skilled Trades Certification (STC) trade for a maximum of 5 years from the date the trade was designated as an STC trade, without completing an apprenticeship program or obtaining a Certificate or Qualification or equivalent.

In Scope

This policy applies to:

- Applicants requesting designation as an Uncertified Experienced Worker in a STC trade with SkilledTradesBC.

Out of Scope

This policy does not apply to:

- Registered Apprentices
- Trade Qualifiers (for more information see SkilledTradesBC's Trade Qualifier Policy)

Definition

For the purposes of this policy:

- **"Skilled Trades Certification trades" or "STC trades"** means trades designated as a skilled trades certification trade in the *Skilled Trades BC Act* and *Skilled Trades BC Regulation*, as amended from time to time.
- **"Temporary Authorization"** means a temporary authorization issued by SkilledTradesBC under the *Skilled Trades BC Act*. A Temporary Authorization is for the purpose of authorizing a person to work in B.C. in an STC trade for a specified period as outlined in the authorization.
- **"Uncertified Experienced Worker"** means a person who has demonstrated to the satisfaction of SkilledTradesBC that they have at least 36,000 hours of work experience that meet the competencies included in the STC trade program profile.

Policy

Where there is any conflict between this policy and the *Skilled Trades BC Act*, its regulations, or any other applicable legislation as amended from time to time, the provisions of the applicable

legislation apply to the degree necessary to settle the conflict.

1. UNCERTIFIED EXPERIENCED WORKER APPLICATION REQUIREMENTS

- 1.1. Applicants interested in becoming an Uncertified Experienced Worker must submit the following to SkilledTradesBC:
 - a. Uncertified Experience Worker Application;
 - b. Employer Declaration; and/or
 - c. Statutory Declaration of Work Experience Form(s); and
 - d. any other information or documentation requested by SkilledTradesBC
- 1.2. SkilledTradesBC will evaluate an applicant's qualification to ensure that:
 - a. their work experience meets the competencies included in the relevant Program Profile, and
 - b. they satisfy the minimum requirement of 36,000 hours of trade-related work experience included in the relevant Program Profile.
- 1.3. SkilledTradesBC's evaluations may include a technical interview and/or practical skills assessment.
- 1.4. SkilledTradesBC may contact the applicant and/or employers and references listed in the application to verify all qualifying experience.
- 1.5. If an applicant's application is successful, SkilledTradesBC will designate them as an Uncertified Experienced Worker for a period of 5 years, from the date the trade was designated as an STC trade.
- 1.6. In addition to 1.5, SkilledTradesBC will automatically issue a Temporary Authorization to Uncertified Experienced Workers for the applicable STC trade. For more information, please refer to the Temporary Authorization Factsheet.

2. REVIEWS AND APPEALS

- 2.1. Applicants dissatisfied with the outcome of their application to SkilledTradesBC for designation as an Uncertified Experienced Worker may request a review of SkilledTradesBC's decision or order on the grounds for review that are set out in the *Minister's Skilled Trades BC Regulation*, as amended from time to time.
- 2.2. The Request for Review **must be made within 30 days** of receiving SkilledTradesBC's decision or order. For more information refer to SkilledTradesBC's Request for Review Policy.

For assistance, contact SkilledTradesBC Customer Service at:

T: 778-328-8700

Toll Free in BC: 1-866-660-6011

customerservice@skilledtradesbc.ca

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