



CONSTRUCTION ELECTRICIAN

EMPLOYER DECLARATION OF WORK EXPERIENCE

ITA Customer Service
800 – 8100 Granville Ave.
Richmond, BC V6Y 3T6
Tel: 778-328-8700
Fax: 778-328-8701
Toll Free: 1-866-660-6011
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To qualify to challenge certification in this trade, you must:

- Have worked a minimum of **9,000 hours** performing some or all of the job tasks listed in Section D of this form, and
- Have experience performing at least **70%** of those tasks

Holders of a military certificate in Electrical Distribution Technician MT #302 / MT #642, QL5 or higher with 6,000 documented hours of directly related experience working in the occupation will be eligible to challenge this certification.

This form is used to declare work experience for periods of employment. The information provided is used to verify the applicant's work experience in this trade. This form must be completed by a **direct supervisor of the applicant**, who will be contacted by ITA.

Note: An Employer Declaration of Work Experience form must be completed by each Employer listed on the applicant's completed Application form. A Statutory Declaration of Work Experience form must be completed for periods during which the applicant was self-employed or a previous employer is unavailable to complete an Employer Declaration. For more information, see **Instructions for Certification Challenge**.

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:
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B. Supervisor Contact Information

Enter the name and contact information for the person who directly supervised the applicant at this employer. Ensure the information given is current as the application will be denied if this person cannot be contacted by ITA.

Name of Organization/Employer/Business:		
First and Last Name of Applicant's Direct Supervisor:		Supervisor Position or Title:
Suite Number:	Street Number and Name:	
City:	Province:	Postal Code:
Business Number: ()	Mobile Phone Number: ()	Supervisor E-Mail Address:

C. Employment Information of Applicant

Dates of Applicant's Employment (MM/DD/YYYY):		Total Number Hours of Construction Electrician Experience Accumulated in that Period:
From:	To:	
Job Title of Applicant:		



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D. Supervisor Declaration of Job Task Performance

By checking “Yes” or “No” in the Declaration Response column, indicate whether or not you, as the direct supervisor of the applicant, have personally witnessed the applicant performing the job tasks listed. Cross out any job tasks you did not see the applicant perform.

Job Tasks	Declaration Response
<p>Essential Skills</p> <p><i>Includes:</i> uses effective communication skills, demonstrates quality workmanship, solves problems using applied mathematics, solves problems using applied science, uses analytical troubleshooting techniques, uses computers.</p>	<p>Yes: <input type="checkbox"/></p> <p>No: <input type="checkbox"/></p>
<p>Safe Work Practices</p> <p><i>Includes:</i> performs lockout procedures, applies WCB standards and regulations, applies safe work practices, applies WHMIS, uses a daily safety plan.</p>	<p>Yes: <input type="checkbox"/></p> <p>No: <input type="checkbox"/></p>
<p>Tools and Equipment</p> <p><i>Includes:</i> uses hand tools, uses power tools, uses fastening systems, uses powder actuated tools, uses access equipment, uses safe rigging techniques.</p>	<p>Yes: <input type="checkbox"/></p> <p>No: <input type="checkbox"/></p>
<p>Circuit Concepts</p> <p><i>Includes:</i> uses electrical circuit concepts, analyzes DC circuits, solves problems using the principles of Electromagnetism, analyzes single-phase AC circuits, analyzes three-phase circuits, analyzes electronic circuits.</p>	<p>Yes: <input type="checkbox"/></p> <p>No: <input type="checkbox"/></p>
<p>Test Equipment</p> <p><i>Includes:</i> uses analog meters, uses digital meters, uses scopes, uses power quality analyzers, performs structured cable testing and reporting.</p>	<p>Yes: <input type="checkbox"/></p> <p>No: <input type="checkbox"/></p>
<p>Drawings and Manuals</p> <p><i>Includes:</i> Uses circuit drawings, uses construction drawings and specifications, uses manuals and manufacturers’ instructions, plan time and materials.</p>	<p>Yes: <input type="checkbox"/></p> <p>No: <input type="checkbox"/></p>
<p>CEC Regulations and Standards</p> <p><i>Includes:</i> can describe the application of the Canadian Electrical Code (CEC), applies the CEC to installations, applies other regulations and codes.</p>	<p>Yes: <input type="checkbox"/></p> <p>No: <input type="checkbox"/></p>
<p>Low Voltage Distribution Systems</p> <p><i>Includes:</i> Installs service equipment, installs grounding and bonding, installs distribution centres, installs raceways, boxes and fittings, installs conductors and cables, installs devices.</p>	<p>Yes: <input type="checkbox"/></p> <p>No: <input type="checkbox"/></p>

Enter the Supervisor and Applicant names from Page 1 on every page of this form

Supervisor First and Last Name:	Applicant First and Last Name:
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Job Tasks	Declaration Response
Electrical Equipment <i>Includes:</i> Installs lighting and lighting controls, installs transformers, installs protective devices, installs DC motors and generators, installs AC motors and alternators, installs HVAC, installs emergency power systems, installs alternative power systems.	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Control Circuits <i>Includes:</i> Installs manual motor controls, installs magnetic motor controls, installs electronic motor controls, installs PLCs, installs process controls.	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Signal and Communication Systems <i>Includes:</i> Installs fire alarm and suppression systems, installs structures cabling systems, installs nurse call systems, installs building automation systems, installs sound systems, installs entertainment systems, installs CATV systems, installs security alarm systems.	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
High Voltage Systems <i>Includes:</i> applies high voltage security procedures, installs high voltage cable, installs high voltage switch gear, uses high voltage test equipment.	Yes: <input type="checkbox"/> No: <input type="checkbox"/>

E. Confirmation of Prerequisite Credentials or Certificates

For some trades, evidence that the applicant has earned prerequisite credentials or certificates is required before the individual is permitted to challenge certification. For those trades, a current or previous employer must verify that the applicant has the required prerequisite credentials. Prerequisite credentials for this trade are listed below.

- There are no prerequisite credentials or certificates for this trade.

F. 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: (MM/DD/YYYY)

Enter the Supervisor and Applicant names from Page 1 on every page of this form

Supervisor First and Last Name:	Applicant First and Last Name: