



HEAVY EQUIPMENT OPERATOR

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
customerservice@itabc.ca

Apprentice ITA Individual ID #:	Date of Birth (MM/DD/YY):	Phone #:
Apprentice Legal First Name:	Legal Middle Name:	Legal Last Name:

EXCAVATOR OPERATOR SKILLS

Job Tasks EXCAVATOR OPERATOR SKILLS	Declaration Response
<p>TIME REQUIRED / HOURS REPORT</p> <p>1. The hours needed to successfully challenge for a certificate of qualification / endorsement for the Excavator is 400 hours. Please record the work-based training hours for the above noted Apprentice for the period of:</p> <p>Employment Start Date: _____ End Date: _____</p>	<p>Hours</p> <p>_____</p>
<p>WORK SAFELY</p> <p>1. Compliance with all regulatory requirements and established safe practices – some key examples include:</p> <ul style="list-style-type: none"> – PPE – 3 point contact – lowering implements whenever work pauses – lockouts – safe parking <p>2. Skills in the identification of key hazards and use of strategies to work safely – examples:</p> <ul style="list-style-type: none"> – stability of excavations, trenches – stability of machine – hoisting and rigging practices – awareness of position, clearance, safe movement, other machinery/vehicles/workers 	<p>Yes: <input type="checkbox"/></p> <p>No: <input type="checkbox"/></p>
<p>START-UP AND SHUT DOWN OF EQUIPMENT</p> <p>1. Comprehensive pre operational checks including at a minimum:</p> <ul style="list-style-type: none"> – general walk around – all fluid levels – visual check for loose hardware, cracks, damaged components, leaks, track tension – proper operation of all systems: operator controls, monitoring, lighting, lockouts and other safety devices/equipment – refer to checklists to confirm thoroughness <p>2. Start-up procedures:</p> <ul style="list-style-type: none"> – confirm monitoring system operation – warm up engine, then hydraulics and drive system <p>3. Shutdown procedures:</p> <ul style="list-style-type: none"> – position that's safe, level, accessible – buckets lowered, lockout – cool down – basic visual inspection – maintenance as required (see below) – secured 	<p>Yes: <input type="checkbox"/></p> <p>No: <input type="checkbox"/></p>



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MAINTAIN AND MONITOR EQUIPMENT 1. Maintenance procedures <ul style="list-style-type: none"> - greasing - track tension - air: pre-cleaner, dust unloading valve, re & re filter - fuel: tank sump, water separator, re & re filter, bleed air - top up all fluids - batteries: corrosion, fluid 2. Monitoring <ul style="list-style-type: none"> - 'noticing' gauges, monitoring systems - 'noticing' leaks, unusual noises and vibrations, loose hardware, cracks - responding appropriately: report, continue to monitor, or immediate shutdown - visual checks, constant awareness of space, position, clearance, safe movement 	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
APPLY OPERATING FUNDAMENTALS 1. Smooth and precise control of hydraulic 'hoe' functions with ability to split functions to maintain bucket angles, fill bucket quickly and fully, dig on grade, etc. 2. Smooth and precise control of propel system with ability to use hoe and propel simultaneously to clear obstacles, pull to assist tracks, 'push up turns', etc. 3. Plans and conducts work with efficient movement paths, minimal hesitation or wasted movements 4. Creates level working platforms and generally keeps excavator level and stable 5. Techniques to reduce 'wear and tear': minimal impact while digging, avoid twisting and other abuse of undercarriage 6. Choose buckets and attachments appropriately 7. Change attachments quickly, safely	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
PERFORM JOB SPECIFIC TASKS – EXCAVATE, PLACE UTILITIES AND BACKFILL TRENCHES 1. Trenching that is straight and on grade (+/- 7.5cm is reasonable criteria) 2. Spoil piles that are straight, consistent, tidy, 60cm min. From edge 3. Safe for entry: sound working knowledge of wcb reg's, shoring and engineered practices 4. Backfill: <ul style="list-style-type: none"> - appropriate placement of sand and other materials - lifts as required - final grading of area to proficient standard (+/- 10cm) 5. Adequate productivity (time)	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
PERFORM JOB SPECIFIC TASKS – STRIP AND STOCKPILE SURFACE MATERIALS 1. Swing full buckets 2. Ability to identify layers correctly, and separate materials proficiently 3. 'Hoe chucking' techniques: level platforms, efficient 'bailing' 4. Adequate productivity (time)	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
PERFORM JOB SPECIFIC TASKS – CREATE MASS EXCAVATION 1. Efficient 'bailing' 2. Consistent and level depth: <ul style="list-style-type: none"> - +/- 7.5cm is suggested minimum level of proficiency - top and bottom edges straight - safe, stable walls - stockpiles tidy, and compact, smooth and sloped to decrease water saturation if appropriate - adequate productivity (time) 	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
PERFORM JOB SPECIFIC TASKS – CREATE SLOPES 1. Consistent and smooth slope, on specified profile (angle): <ul style="list-style-type: none"> - +/- 10cm of specified slope is suggested minimum level of proficiency - adequate productivity (time) 	Yes: <input type="checkbox"/> No: <input type="checkbox"/>



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PERFORM JOB SPECIFIC TASKS – LOAD TRUCKS 1. Efficient loading pattern, truck placement 2. Minimal spillage, maintain level and 'clean' floor 3. Smooth, gentle loading without contact 4. Effective communication (hand and audible signals) 5. Legal and/or balanced, secure, appropriate loads 6. Adequate productivity (time)	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
PERFORM JOB SPECIFIC TASKS – CREATE SIDE-CAST ROADS 1. Consistent grade 2. Consistent width 3. Sloped to inside 4. Adequately graded 5. Cut slope on consistent and stable angle 6. Outside edge consolidated (track packed)	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
PERFORM JOB SPECIFIC TASKS – USE HYDRAULIC THUMB 1. Proficient techniques to maintain control of 'load' 2. Minimal twisting, impact, or other abusive use of thumb 3. May be demonstrated by working with demolition, land clearing, large rock, or other materials	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Name of Apprentice's Supervisor (printed): _____ Signature: _____	

Employer/Sponsor Declaration:

"I attest that the work-based training completed by the above named trainee/apprentice is being done under the supervision / direction of a certified tradesperson or equivalent"

Sponsor Organization Name:	Name of Authorized Sponsor Representative: (please print)
Sponsor Organization ID #:	Signature of Authorized Sponsor Representative:
Phone #:	