

**Record of Work Experiences  
Trade Qualifier or Pre-Apprenticeship Credits**

**BRICKLAYER**

**Note to Apprenticeship Applicants**

The work experiences on this form are for credit only and must have been performed prior to your registration as an apprentice.

**Applicant Information**

Name: _____	Surname	First	Initial
Address: _____	/ _____	/ _____	/ _____
P. O. Box/Street	City/Town	Province	Postal Code
Telephone: (____) _____	Cell: (____) _____	Email address: _____	

**Employer Information & Verification**

**Note to Employer**

By completing the section below you are confirming that the hours indicated for the applicant are specific to employment in the **Bricklayer Trade**.

Verified By: _____	CRA* Business # _____
Company Name	9 digits

Address: _____	/ _____	/ _____	/ _____
P. O. Box/Street	City/Town	Province	Postal Code

Telephone: (____) _____	Email Address: _____
Employer or Representative	

Employer or Representative Signature	Employer or Representative (Print)
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Date of applicant's employment from: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ to: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 Month Day Year      Month Day Year

Total hours of employment the applicant worked in the **Bricklayer Trade**: \_\_\_\_\_ Hours

\* CRA - Canada Revenue Agency

**Please check the appropriate box:**

Trade Qualifiers <input type="checkbox"/>	The <b>signature of the Journeyperson</b> following each of the required skills acknowledges the applicant has met the competencies in each of the skill areas according to the Industry Standard associated with this trade.
Pre- Apprenticeship Credits <input type="checkbox"/>	The <b>signature of the Journeyperson</b> following each of the required skills acknowledges the applicant has performed in each of the skill areas appropriate for this trade.

- The Advisory Committee in the **Bricklayer Trade** has identified the work experiences or skills listed below as those required for the trade.
- Journeypersons must be certified in the trade stated by this document. A Journeyperson in another trade may sign certain sections if the skills are common to both trades.

Skills Required For Certification	Journeyperson Signature	Verified By Applicant
Maintains safe work environment.		
Uses personal protective equipment (PPE) and safety equipment.		
Maintains tools and equipment.		
Uses rigging, hoisting and lifting equipment.		
Erects scaffolding.		
Dismantles scaffolding.		
Maintains scaffolding.		
Uses drawings, blueprints and specifications.		
Plans daily tasks and activities.		
Prepares vertical substrates and foundations.		
Applies parging.		
Applies anchoring/tie systems.		
Installs membrane and flashing.		
Installs insulation.		
Lays out wall and coursing.		
Finishes joints.		
Cleans new masonry surfaces.		
Seals masonry surfaces.		
Mixes mortar, concrete and grout.		

Skills Required For Certification	Journeyperson Signature	Verified By Applicant
Uses mortar.		
Uses concrete and grout.		
Uses adhesives.		
Builds non-load-bearing walls.		
Protects surrounding areas.		
Builds load-bearing walls.		
Prepares substrate for surface-bonded masonry units.		
Applies surface-bonded masonry units.		
Prepares stone.		
Lays stone.		
Damp cures walls.		
Prepares substrate for cladding.		
Prepares stone for cladding.		
Installs stones.		
Disassembles unit masonry.		
Prepares restoration work area.		
Reinstalls masonry and accessories.		
Removes deteriorated components.		
Repoints joints.		
Repairs masonry units.		
Reinstalls masonry units and accessories.		
Prepares surfaces.		
Cleans existing masonry surfaces.		
Prepares job site and materials.		
Prepares horizontal substrate.		
Lays masonry units on horizontal.		
Lays masonry units to build chimneys.		
Installs flue lining.		
Installs related flashings.		
Installs caps.		

Skills Required For Certification	Journeyperson Signature	Verified By Applicant
Prepares existing fireplace for insert.		
Faces fireplaces and inserts.		
Prepares location for arches.		
Installs arch masonry units.		

Skills based upon **2011 National Occupational Analysis for the Bricklayer Trade**

## Note to Journeypersons

- Journeypersons who have applied their signatures to the skills required for the certification section of this document must complete the following sections.
- The Apprenticeship and Trades Certification Division, for the purpose of verification, may contact Journeypersons who have applied their signatures to skills for applicants.

### **Journeyperson Supervisor Verification**

**Name:** \_\_\_\_\_  
Surname \_\_\_\_\_ First \_\_\_\_\_ Initial \_\_\_\_\_

**Address:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
P. O. Box/Street \_\_\_\_\_ City/Town \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

**Telephone:** (\_\_\_\_) \_\_\_\_\_ **Cell phone:** (\_\_\_\_) \_\_\_\_\_

**Email address:** \_\_\_\_\_

**Certificate Number:** \_\_\_\_\_ **and/or I.P. Number:** \_\_\_\_\_

**Name (signature):** \_\_\_\_\_

### **Journeyperson Supervisor Verification**

**Name:** \_\_\_\_\_  
Surname \_\_\_\_\_ First \_\_\_\_\_ Initial \_\_\_\_\_

**Address:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
P. O. Box/Street \_\_\_\_\_ City/Town \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

**Telephone:** (\_\_\_\_) \_\_\_\_\_ **Cell phone:** (\_\_\_\_) \_\_\_\_\_

**Email address:** \_\_\_\_\_

**Certificate Number:** \_\_\_\_\_ **and/or I.P. Number:** \_\_\_\_\_

**Name (signature):** \_\_\_\_\_

## For Office Use Only

Credit: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

month / day / year

## Note to Trade Qualifier Applicants

If employer verification is not possible, please contact the nearest Apprenticeship and Trades Certification Office to discuss available options.

## Contact Information

Avalon	Clarenville	Central	Western	Labrador
Apprenticeship and Trades Certification Division Industrial Training Section 1170 Topsail Road P.O. Box 8700 St. John's, NL A1B 4J6 Phone: (709) 729-2729 Fax: (709) 729-5878 Toll Free: 1-877-771-3737	Apprenticeship and Trades Certification Division Industrial Training Section 45 Tilley's Road Clarenville, NL A5A 1Z4 Phone: (709) 466-3982 Fax: (709) 466-3987 Toll Free: 1-877-771-3737	Apprenticeship and Trades Certification Division Industrial Training Section 42 Hardy Avenue Grand Falls-Windsor, NL A2A 2J9 Phone: (709) 292-4215 Fax: (709) 292-4502 Toll Free 1-877-771-3737	Apprenticeship and Trades Certification Division Industrial Training Section 1-3 Union Street Aylward Building, 2 <sup>nd</sup> Floor P.O. Box 2006 Corner Brook, NL A2H 6J8 Phone: (709) 637-2366 Fax: (709) 637-2519 Toll Free 1-877-771-3737	Apprenticeship and Trades Certification Division Industrial Training Section 163 Hamilton River Road Bursey Building P.O. Box 3014, Station "B" Happy Valley-Goose Bay, NL A0P 1E0 Phone: (709) 896-6348 Fax: (709) 896-6703 Toll Free 1-877-771-3737

The personal information in this form is being collected under the authority of section 61(c) of the **Access to Information and Protection of Privacy Act, 2015** for the purpose of verifying work experience for apprenticeship credit. If you have any questions about the collection, use and disclosure of your personal information, please contact an Apprenticeship Program Officer at one of ATCD's regional offices, or email [app@gov.nl.ca](mailto:app@gov.nl.ca).