



Trades Competency Verification

For the Automotive Service Technician, Electrician, and Steamfitter-Pipefitter trades.

What is a Trades Competency Verification?

The Trades Competency Verification (TCV) was developed to evaluate the practical skills of a person claiming to have the same skill set as a certified journeyperson in the Automotive Service Technician, Electrician, and Steamfitter-Pipefitter trades. Apprenticeship and Industry Training continues to reserve the right to administer a practical assessment.

The TCV was created in response to industry, who had requested a competency assessment tool to evaluate the practical skills of Trades Qualifier Program applicants and their ability to meet Alberta's industry standards.

Who does this affect?

The TCV is for applicants in the Trades Qualifier Program in the Automotive Service Technician, Electrician, and Steamfitter-Pipefitter trades. The Trades Qualifier Program provides experienced tradespeople with an opportunity to obtain an Alberta trade certificate by demonstrating that their skills, knowledge, and experience meet Alberta's industry standards.

How does a TCV work?

The candidate must have an approved application in the Trades Qualifier Program for their desired trade. When the candidate receives approval from Apprenticeship and Industry Training, a TCV Book will be provided to the candidate.

Each TCV Book contains core competencies for the trade. As the candidate demonstrates each competency, it must be verified by an approved assessor. The assessor must possess an Alberta-recognized journeyperson credential in the trade they are evaluating.

The candidate's current Alberta-based employer must also endorse the quality of the assessment.

Note: The employer must be an eligible Alberta company performing work in the applicant's trade in Alberta.

The TCV must be submitted online and verified by Apprenticeship and Industry Training. Candidates have to successfully complete the required theory exam and submit a satisfactory TCV Book to Apprenticeship and Industry Training within 18 months of the date of approval of their application in order to become eligible for trade certification.

What does the candidate need to do?

- ✓ Work with the Alberta-based employer to complete the competencies outlined in the TCV Book.
- ✓ Ensure the TCV Book is current. All evaluated competencies must be achieved after the date you applied for the Trades Qualifier Program.
- ✓ Ensure the TCV Book is uploaded to the candidate's MyTradesecrets account upon completion of the trade's competencies.
- ✓ Complete all program requirements (including the TCV Book) within 18 months of the approval date of your Trades Qualifier Program application.

What does the employer need to do?

- ✓ Support the candidate while they work with a certified journeyperson with an Alberta-recognized credential in the trade. The assessor does not have to be employed with the candidate's employer.
- ✓ Upon the candidate's successful completion of the competencies outlined, complete the Employer endorsement section of the TCV Book.

For further information, please contact:

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