

Apprenticeship and Industry Training

Trade Competency Verification Qualification Candidate

Automotive Service Technician

Pilot Project

SAMPLE

Candidate Information

*Name: _____

*AIT Identifier: _____

*Address: _____

*City: _____

*Postal Code: _____

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*Home Phone: _____

Cell: _____

E-mail: _____

All information marked with an * must be filled in or the TCV will be returned.

SAMPLE

Process Information

This document is designed to provide verification of your ability to demonstrate the core competencies in the Automotive Service Technician trade to the standard identified by the Automotive Service Technician Provincial Apprenticeship Committee.

Assessor and Candidate Requirements:

ASSESSOR:

The employer's designated assessor **MUST** possess an Alberta recognized Automotive Service Technician Journeyman credential.

CANDIDATE:

All prerequisite requirements for the Qualification Candidate must be met prior to Assessor sign-off verifying the successful completion of each of the competencies.

Refer to: www.tradesecrets.alberta.ca for Trade Competency Verification information and instructions on how to use and fill out this booklet.

The TCV belongs to YOU – the Qualification candidate. It is YOUR responsibility to:

- Work with your employer to complete the prescribed competencies outlined in the TCV.
- Ensure the TCV is up to date.
- Ensure the TCV is sent to an Apprenticeship and Industry Training (AIT) office upon completion of the competency projects.
- Complete all program requirements (including the TCV) within one year of applying/arriving for the Qualification Certificate program.
- Upon completion and validation of the TCV, you will be scheduled to attempt the Qualification Theory Exam.

Completing the TCV – Instructions to the Candidate

- You must fill out the “Candidate Information” page completely. Failure to fill out all of the requested information may result in the return of your TCV.
- You must provide your signature in the “Candidate Signature” section under each completed competency. Failure to do so will result in the TCV being returned to you.
- Each competency must be verified by an approved assessor.
- The assessor may be different for each competency.
- Assessors may be employed by different employers.
- You must be currently employed by the endorsing employer.

Competencies

Competency A

Perform a wheel assembly removal and installation.

Standard:

Using the specifications provided, remove the wheel assembly using the proper tools and lifting technique and reinstall the wheel with the proper lifting technique, tools, torque steps and pattern.

Date Achieved: _____

Assessor Name (Print): _____

Assessor Signature: _____

Assessor's Journeyperson Certificate Number: _____

Issuing Jurisdiction: _____

Candidate Signature: _____

Competency B

Measure tie rod end play; tread depth, pad friction lining and rotor thickness to verify serviceability and safe operation.

Standard:

Using technical references and/or specifications provided perform the recommended procedures and tolerances for wear determination.

Date Achieved: _____

Assessor Name (Print): _____

Assessor Signature: _____

Assessor's Journeyperson Certificate Number: _____

Issuing Jurisdiction: _____

Candidate Signature: _____

Competency C

Perform battery, starting and charging systems diagnosis using specific tests to identify faults.

Standard:

Using technical references and/or specifications provided perform the recommended procedures to determine readings and diagnose faults.

Date Achieved: _____

Assessor Name (Print): _____

Assessor Signature: _____

Assessor's Journeyperson Certificate Number: _____

Issuing Jurisdiction: _____

Candidate Signature: _____

Competency D

Use a scan tool and other required equipment to verify components operation and diagnose faults using codes and related tests.

Standard:

Using technical references and/or specifications provided perform the recommended procedures to determine codes, measure readings and diagnose faults.

Date Achieved: _____

Assessor Name (Print): _____

Assessor Signature: _____

Assessor's Journeyperson Certificate Number: _____

Issuing Jurisdiction: _____

Candidate Signature: _____

Competency E

Perform a vehicle inspection to verify vehicle serviceability and safe operation.

Standard:

Using technical references and/or specifications provided perform the recommended procedures to perform a visual and hands-on inspection and identify faults or wear.

Date Achieved: _____

Assessor Name (Print): _____

Assessor Signature: _____

Assessor's Journeyperson Certificate Number: _____

Issuing Jurisdiction: _____

Candidate Signature: _____

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Employer Endorsement

The Candidate _____ Candidate's name is currently
an employee of _____ Legal name of your employer
_____.

I am an authorized representative of the Employer.

I am satisfied that a certified Journeyperson meeting the requirements to be an Assessor (see page 2) has assessed the trade competencies for the Candidate in the trade of Automotive Service Technician and that the Assessor has determined that the Candidate carries out the tasks, duties and functions of the trade at the skill level expected of an Alberta-certified journeyperson in this trade.

Name of Authorized Representative of the Employer
(Print):

Position: _____

Signature: _____

Date: _____

Phone Number: _____

E-mail address: _____

Name of Employer (Print): _____

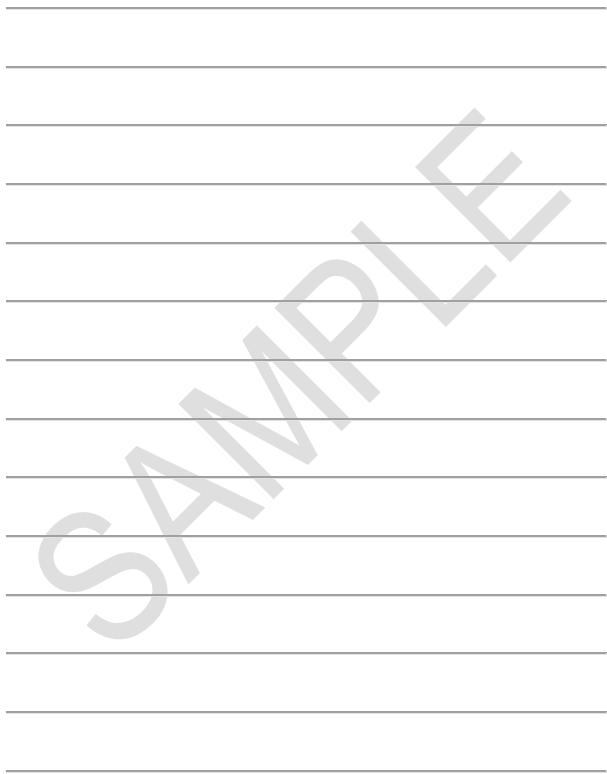
Address: _____

City: _____

Postal Code: _____

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