

# **Careers in the Skilled Trades & Apprenticeship**

## **Post-Secondary Pathway Planning Workshop**

**St. Mary Guidance**

# 4 Sectors of Skilled Trades



# APPRENTICESHIP

*In Ontario*

LIVE THE SKILLED LIFE!

[www.oyap.com](http://www.oyap.com)

## MOTIVE POWER

- Agricultural Equipment Technician
- Alignment and Brakes Technician
- Auto Body and Collision Damage Repairer
- Auto Body Repairer
- Automotive Electronic Accessory Technician
- Automotive Glass Technician
- Automotive Painter
- Automotive Service Technician
- Heavy Duty Equipment Technician
- Marine Engine Technician
- Motive Power Mechanic
- Motorcycle Technician
- Powered Lift Truck Technician
- Recreation Vehicle Technician
- Small Engine Technician
- Tire, Wheel and Rim Mechanic
- Transmission Technician
- Truck and Coach Technician
- Truck Trailer Service Technician
- Turf Equipment Technician

## SERVICE

- Aboriginal Child Development Practitioner
- Agriculture - Dairy Herdsperson
- Agriculture - Fruit Grower
- Agriculture - Swine Herdsperson
- Appliance Service Technician
- Arborist
- Assistant Cook
- Baker
- Baker/Patisier
- Chef (C of Q Required)
- Child and Youth Worker
- Child Development Practitioner
- Cook
- Developmental Services Worker
- Educational Assistant
- Electronic Service Technician
- Gem Setter/Goldsmith
- Hairstylist
- Hardware, Lumber & Building Materials Retailer
- Horse Groom
- Horse Harness Maker
- Horticultural Technician
- Information Technology - Hardware Technician
- Information Technology - Network Technician
- Institutional Cook
- Information Technology - Contact Centre Customer Service Agent
- Information Technology - Contact Centre Sales Agent
- Information Technology - Contact Centre Technical Support Agent
- Micro-Electronics Manufacturer
- Native Clothing & Crafts Artist
- Network Cabling Specialist
- Parts Technician
- Pool and Hot Tub/Spa Installer
- Pool and Hot Tub/Spa Service Technician
- Retail Meat Cutter
- Saddlery
- Special Events Coordinator
- Utility Arborist
- Wooden Boat Rebuilder/Repairer

## CONSTRUCTION

- Architectural Glass & Metal Technician
- Brick and Stone Mason
- Cement (Concrete) Finisher
- Concrete Pump Operator
- Construction Bolermaker
- Construction Craft Worker
- Construction Millwright
- Drywall, Acoustic & Lathing Applicator
- Drywall, Finisher & Plasterer
- Electrician - Construction & Maintenance
- Electrician - Domestic and Rural
- Exterior Insulated Finishing Systems Mechanic
- Floor Covering Installer
- General Carpenter
- Hazardous Materials Worker
- Heat and Frost Insulator
- Heavy Equipment Operator - Dozer
- Heavy Equipment Operator - Excavator
- Heavy Equipment Operator - Tractor Loader Backhoe
- Hoisting Engineer - Mobile Crane Operator 1
- Hoisting Engineer - Mobile Crane Operator 2
- Hoisting Engineer - Tower Crane Operator
- Ironworker - Generalist
- Ironworker - Structural and Ornamental
- Native Residential Construction Worker
- Painter and Decorator - Commercial and Residential
- Painter and Decorator - Industrial
- Plumber
- Powerline Technician
- Precast Concrete Erector
- Precision Concrete Finisher
- Refractory Mason (C of Q Required)
- Refrigeration/Air Conditioning Systems Mechanic
- Reinforcing Rodworker
- Residential Air Conditioning Systems Mechanic
- Residential (low rise) Sheet Metal Installer
- Restoration Mason
- Roofer
- Sheet Metal Worker
- Sprinkler & Fire Protection Installer
- Steamfitter
- Terrazzo, Tile & Marble Setter

## INDUSTRIAL

- Bearings Mechanic
- Blacksmith
- Cabinetworker
- Computer Numerical Control (CNC) Programmer (C of Q Required)
- Composite Structures Technician
- Die Designer (C of Q Required)
- Draftsperson - Mechanical
- Draftsperson - Plastic/Mould Design
- Draftsperson - Tool and Die Design
- Electric Motor System Technician
- Electrical Control (Machine) Builder
- Electrician - Signal Maintenance
- Elevating Devices Mechanic
- Entertainment Industry Power
- Facilities Mechanic
- Facilities Technician Fitter-Assembler (Motor Assembly)
- General Machinist
- Hydraulic/Pneumatic Mechanic
- Industrial Electrician
- Industrial Mechanic Millwright
- Instrumentation & Control Technician
- Light Rail Overhead Contact System Linerperson
- Locksmith
- Machine Tool Builder & Integrator
- Metal Fabricator (Fitter)
- Mould Designer
- Mould Or Die Finisher
- Mould Maker
- Optics Technician (Lens & Prism Maker)
- Packaging Machine Mechanic
- Pottery Maker
- Precision Metal Fabricator
- Pressure Systems Welder (C of Q Required)
- Process Operator - Food Manufacturing
- Process Operator - Power
- Process Operator - Refinery, Chemical and Liquid Processes
- Process Operator - Wood Products
- Pump Systems Installer/Mechanic
- Railway Car Technician
- Relay and Instrumentation Technician
- Roll Grinder/Turner
- Saw Filer/Fitter
- Ski Lift Mechanic
- Surface Blaster
- Surface Mount Assembler
- Technician
- Thin Film Technician
- Tool and Cutter Grinder
- Tool and Die Maker
- Tool and Gauge Inspector
- Tool/Tooling Maker
- Tractor Trailer Commercial Driver
- Water Well Driller
- Welder



**Voluntary Trade**  
Refers to trades that do not require being a registered apprentice or licensed journeyman.

**Compulsory Trade**  
To work in a trade licensed under 'compulsory', one must be a registered apprentice or journeyman.

**Red Seal Trade**  
The Red Seal or Interprovincial Standards Program allows for greater mobility of skilled trade workers across Canada.

# What is Apprenticeship?

- Apprenticeship is a workplace-based training program for people who want to work in a skilled trade.
- 80% of the apprenticeship is on-the-job under the supervision of skilled tradespeople.
- 20% occurs at a post-secondary institution or other approved training organization.
- Apprentices are workers so they can earn while they learn a trade.
- An apprenticeship can take between 2 – 5 years to complete

# Types of Apprenticeships

- **Compulsory Trade:** the apprentice must train under a journeyperson qualified/certified in the selected trade. Journeypersons and Apprentices must be members of the Ontario College of Trades e.g. *automotive service technician, electrician, hairstylist, plumber*
- **Voluntary Trade:** the apprentice may train under an experienced mentor, but does not have to complete an apprenticeship to work in that trade. Tradespersons are not required to be a member of Ontario College of Trade. Apprentice must be member of the Ontario College of Trades. e.g. *carpenter, cook, welder*
- **Red Seal:** Interprovincial Standards Program which allow for greater mobility of skilled trades workers across Canada.



# Apprenticeship Process

**Find an Employer/Sponsor**



**Register with MTCU/Ontario College of Trades**



**Apprenticeship Training Agreement/Contract**  
School, Training Standards, Hours



**Certificate of Apprenticeship**



**Final Exam**



**Certificate of Qualification**

# Pathways to Apprenticeship

- **St. Mary Co-op/OYAP (Ontario Youth Apprenticeship Program):** Grade 11 and/or 12.
- **Employer/Apprentice Connection:** Apprentice finds an Employer to sponsor them. Apprentice & Employer register with the MTCU Apprenticeship Office and sign a Training Agreement.
- **Union or Industry Approved Training:** Some unions or trade associations run their own training centres.
- **Private Career Colleges:** These programs vary in time, length, expense and effectiveness in placing students in apprenticeships
- **Other:** Community service (e.g. Habitat for Humanity), part-time employment (e.g. home improvement stores)

# Pathways to Apprenticeship

- **Pre-Apprenticeship Programs:** Offered by colleges, approved apprenticeship deliverers, community agencies. Programs are up to 52 weeks in duration, and may include Level 1 apprenticeship in-school training, safety training, and an 8 to 12 week work placement.
- **Co-op Diploma Apprenticeship Programs:** Ontario colleges combine a college diploma and apprenticeship training leading to a Certificate of Qualification.
- **College Certificates or Diploma Programs:** Applied Arts or Technology Certificates or Diplomas related to skilled trades. [ontariocolleges.ca: keywords = pre-trades, trades, apprenticeship]

# Skilled Trades Programs at College

The screenshot shows the website [ontariocolleges.ca](http://ontariocolleges.ca) with a navigation menu containing 'Applying', 'Colleges', 'Programs', and 'FAQ'. The main content area is titled 'Explore by category: Professions & Trades' and displays a grid of 24 program categories, each with a blue vertical bar to its left.

<a href="#">Blasting</a>	<a href="#">Cabinetmaking</a>	<a href="#">Carpentry</a>
<a href="#">CNC / CAD / CAM</a>	<a href="#">Construction / Building / Renovation</a>	<a href="#">Cosmetics / Esthetics / Spa</a>
<a href="#">Crane Operator</a>	<a href="#">Electrician / Electrical</a>	<a href="#">Elevating Devices</a>
<a href="#">Gas / Oil Burner</a>	<a href="#">Hair</a>	<a href="#">Heavy Equipment</a>
<a href="#">HRAC - Heating, Refrigeration &amp; Air Conditioning</a>	<a href="#">Machinist</a>	<a href="#">Maintenance - Facilities / Industrial</a>
<a href="#">Manufacturing / Fabrication</a>	<a href="#">Masonry</a>	<a href="#">Mechanical</a>
<a href="#">Mechanical Engineering Tech</a>	<a href="#">Millwright</a>	<a href="#">Mining</a>
<a href="#">Plumbing</a>	<a href="#">Powerline</a>	<a href="#">Small Engine</a>
<a href="#">Tool &amp; Die / Mould Maker</a>	<a href="#">Underwater Skills</a>	<a href="#">Welding</a>
<a href="#">Woodworking</a>		



# Some examples of Skilled Trades Programs at College

- **Trades Fundamentals at Durham College**

[www.durhamcollege.ca/programs/trades-fundamentals](http://www.durhamcollege.ca/programs/trades-fundamentals)

8 month, Ontario College certificate. Subjects: basic automotive, carpentry, electrical, HVAC, industrial maintenance, machining, plumbing, and welding. May lead to entry into other Trades programs.

- **Trades Fundamentals at Fleming College**

[flemingcollege.ca/programs/trades-fundamentals](http://flemingcollege.ca/programs/trades-fundamentals)

8 month, Ontario College certificate. Subjects: health & safety, carpentry, plumbing, welding. May lead to entry into other Trades programs.

# Some examples of Skilled Trades Programs at College

- **Construction Trades Techniques at George Brown**  
<https://www.georgebrown.ca/programs/construction-techniques-program-t176/> 1 year, Ontario College Certificate; topics: electrical, millwrighting, sheet metal/air conditioning, carpentry, welding/steamfitting, and plumbing.
- **Automotive Service Technician Pre-Apprenticeship**  
[www.centennialcollege.ca/programs-courses/full-time/automotive-service-technician-pre-apprenticeship/](http://www.centennialcollege.ca/programs-courses/full-time/automotive-service-technician-pre-apprenticeship/) 36 weeks/3 phases, Ontario College Certificate. Tuition-free, earn Level 1 Technician training, and receive assistance in finding short work placement.
- **Apprenticeship Programs at Centennial**  
[www.centennialcollege.ca/programs-courses/apprenticeship-programs/](http://www.centennialcollege.ca/programs-courses/apprenticeship-programs/)

# Apprenticeship Process

## Training Agreement

- The Training Agreement is an agreement between the apprentice, sponsor and the Ministry of Training, Colleges and Universities, for your particular trade.
- When you sign the agreement, you are agreeing to:
  - Maintain your membership with the Ontario College of Trades
  - Complete all the required levels of school
  - Complete the skills outlined in the Training Standard
  - Complete the number of hours listed on your Training Agreement
- Once you have completed these requirements, you will be eligible to complete your apprenticeship and write the final exam.

# Apprenticeship Process



**ONTARIO COLLEGE OF TRADES**  
**ORDRE DES MÉTIERS DE L'ONTARIO**

Apprenticeship  
Training Standard  
Log Book

**Automotive Service  
Technician**

310S

## Apprentice Training Standard

- Specific to industry
- ATS should be signed off regularly as skills of the trade are acquired.
- Your personal log for the duration of apprenticeship regardless of employer so must be kept up to date.
- [www.collegeoftrades.ca/training-standards](http://www.collegeoftrades.ca/training-standards)



# Apprenticeship Process

## **In-School Training**

- For most basic apprenticeships, there are 3 levels of in-school training:
  - Basic (Level 1)
  - Intermediate (Level 2)
  - Advanced (Level 3)
- It is usually 1 – 1.5 years after the registration date, before an apprentice is offered a spot in class.
- All colleges used the wait-list system. Apprentices are placed on the wait list for their preferred college. Position is determined by registration date.

# Apprenticeship Process

## 1) Start with Research

MTCU Apprenticeship Office, ApprenticeSearch.com, Ontario College of Trades, Unions/Associations

## 2) Prepare your resume, cover letter, references etc

## 3) Find your Employer/Sponsor

## 4) Get Registered

Submit Application for Apprenticeship Training to MTCU office. Following a probationary period, MTCU will request a Training Agreement to be signed by Apprentice and Employer. Apprentice registers with Ontario College of Trades (OCOT).

## 5) Track

Your hours worked, skills learned and demonstrated in the Training Standards manual, in-school training sessions. Employment Training Consultant will monitor sponsors and apprentices throughout the program.

## 6) Write your Certificate of Qualifications exam

## 7) Pass C of Q exam = Licensed/Certified Journeyperson

# Cost of Apprenticeship

## Costs

- \$60/year for Ontario College of Trades membership
- Up to \$500/in-school training session (90% of school cost covered by MTCU)
- \$150 to write Certification of Qualifications Exam

## Incentives

- Loans for Tools
- Apprenticeship Incentive Grant
- Apprenticeship Completion Grant

# For more information



<https://www.ontario.ca/page/start-apprenticeship>

**MTCU Apprenticeship Office:** 78 Richmond St West, Oshawa, ON  
L1G 1E1 1-800-461-4608



[www.collegeoftrades.ca](http://www.collegeoftrades.ca)



[www.apprenticesearch.com](http://www.apprenticesearch.com)