

Carpenter

On-the-Job Checklist



	Level 1	Page 1/2
Red Seal Tasks	On-The-Job Duties	Completed
Uses and maintains tools & equipment	Use & maintain hand, power & pneumatic tools	<input type="checkbox"/>
	Use & maintain stationary tools	<input type="checkbox"/>
	Use powder-actuated tools	<input type="checkbox"/>
	Select lifting rigging & hoisting equipment	<input type="checkbox"/>
	Use compressed air equipment	<input type="checkbox"/>
Performs safety-related skills	Knowledge of WHMIS, OH&S	<input type="checkbox"/>
	Perform safe work practices	<input type="checkbox"/>
	Select appropriate PPE & safety equipment	<input type="checkbox"/>
Uses communication and mentoring techniques	Knowledge & understanding of construction terminology	<input type="checkbox"/>
	Ask questions & seek guidance	<input type="checkbox"/>
Builds and uses temporary access structures	Use ladders & ramps	<input type="checkbox"/>
	Use rigging techniques	<input type="checkbox"/>
	Erect/dismantle/modify wood & metal scaffolding	<input type="checkbox"/>
Interprets documentation	Become familiar with project drawings	<input type="checkbox"/>
	Learn construction document standards	<input type="checkbox"/>
	Observe elevation, floor, site, footing, & foundation plans	<input type="checkbox"/>
	Become familiar with workplace documentation	<input type="checkbox"/>

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	Level 1	Page 2/2
Red Seal Tasks	On-The-Job Duties	Completed
Performs layout	Knowledge of different types of builders' levels & their use	<input type="checkbox"/>
	Help lay out concrete formwork	<input type="checkbox"/>
	Participate in floor layout concepts	<input type="checkbox"/>
	Introduction to wall layout concepts	<input type="checkbox"/>
	Introduction to ceiling layout practices	<input type="checkbox"/>
Constructs formwork	Help construct footing forms	<input type="checkbox"/>
	Participate in wall form systems & grade beam formwork	<input type="checkbox"/>
	Perform slab-on-grade formwork	<input type="checkbox"/>
	Install embedded reinforcements	<input type="checkbox"/>
	Dismantle formwork	<input type="checkbox"/>
Installs concrete, cement-based & epoxy products	Observe slump test	<input type="checkbox"/>
	Place concrete	<input type="checkbox"/>
	Participate in curing of concrete	<input type="checkbox"/>
	Perform basic concrete finishing	<input type="checkbox"/>
Constructs floor systems	Help install engineered floor systems	<input type="checkbox"/>
	Help construct dimensional lumber floor framing	<input type="checkbox"/>
Constructs deck systems	Help construct decks	<input type="checkbox"/>
	Install deck components	<input type="checkbox"/>
Constructs wall systems	Introduction to installation of engineered wall systems	<input type="checkbox"/>
	Introduction to lumber wall framing construction	<input type="checkbox"/>

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Carpenter

On-the-Job Checklist



	Level 2	Page 1/2
Red Seal Tasks	On-The-Job Duties	Completed
Uses & maintains tools and equipment	Select & use layout instruments and equipment	<input type="checkbox"/>
Constructs floor systems	Lay out beams, supports, lumber & engineered floor	<input type="checkbox"/>
	Construct dimensional lumber floor framing	<input type="checkbox"/>
	Identify requirements for stairwell openings	<input type="checkbox"/>
	Perform floor sheathing installation	<input type="checkbox"/>
	Participate in quantity takeoff for floor framing	<input type="checkbox"/>
Constructs wall systems	Lay out & construct engineered wall systems	<input type="checkbox"/>
	Lay out & construct exterior lumber wall framing	<input type="checkbox"/>
	Lay out & construct interior lumber wall framing	<input type="checkbox"/>
	Gain knowledge of timber construction	<input type="checkbox"/>
	Participate in a quantity takeoff for wall systems	<input type="checkbox"/>
Constructs roof & ceiling systems	Lay out & install engineered trusses	<input type="checkbox"/>
	Lay out & construct conventional gable and shed roofs	<input type="checkbox"/>
	Install sheathing	<input type="checkbox"/>
	Calculate and layout gable & shed roof	<input type="checkbox"/>
Installs exterior doors & windows	Install exterior jambs/frames	<input type="checkbox"/>
	Install exterior doors	<input type="checkbox"/>
	Install exterior windows	<input type="checkbox"/>
	Install exterior door and window hardware	<input type="checkbox"/>

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	Level 2	Page 1/2
Red Seal Tasks	On-The-Job Duties	Completed
Installs roofing	Gain knowledge of roofing components & procedures	<input type="checkbox"/>
	Gain knowledge of roof coverings & procedures	<input type="checkbox"/>
	Participate in quantity takeoff for roof coverings	<input type="checkbox"/>
Installs exterior finishes	Identify & construct cornices	<input type="checkbox"/>
	Lay out exterior wall coverings	<input type="checkbox"/>
	Install exterior wall coverings	<input type="checkbox"/>
	Participate in quantity takeoff for exterior finishes	<input type="checkbox"/>
Constructs & installs finish components and stairs	Determine code requirements for stairs & landings	<input type="checkbox"/>
	Perform mathematical calculations for straight stairwells	<input type="checkbox"/>
	Assist in constructing straight wood stairs	<input type="checkbox"/>

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Carpenter

On-the-Job Checklist



	Level 3	Page 1/2
Red Seal Tasks	On-The-Job Duties	Completed
Performs layout	Assist with performing transit level functions	<input type="checkbox"/>
Constructs formwork	Layout columns, piers, slabs & beams	<input type="checkbox"/>
	Erect excavation shoring & underpinning	<input type="checkbox"/>
	Erect concrete falsework	<input type="checkbox"/>
	Construct column formwork	<input type="checkbox"/>
	Construct concrete stair formwork	<input type="checkbox"/>
	Participate in quantity takeoff for commercial concrete	<input type="checkbox"/>
Installs concrete, cement-based & epoxy products	Install pre-cast components	<input type="checkbox"/>
	Install grout	<input type="checkbox"/>
Constructs roof & ceiling systems	Calculate hip roof	<input type="checkbox"/>
	Lay out & construct conventional hip roof	<input type="checkbox"/>
	Assemble engineered hip roofs & roof sheathing	<input type="checkbox"/>
Applies wall & ceiling finishes	Install drywall	<input type="checkbox"/>
	Apply compound to walls & ceilings	<input type="checkbox"/>
	Install panels, tiles & solid wood finishes	<input type="checkbox"/>
	Layout & install suspended ceilings	<input type="checkbox"/>
	Install demountable wall systems	<input type="checkbox"/>
	Participate in an interior finish quantity takeoff	<input type="checkbox"/>

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On-the-Job Checklist



	Level 3	Page 2/2
Red Seal Tasks	On-The-Job Duties	Completed
Installs interior doors & windows	Install interior jambs/frames	<input type="checkbox"/>
	Install interior doors	<input type="checkbox"/>
	Install interior windows	<input type="checkbox"/>
	Install interior door & window hardware	<input type="checkbox"/>
	Prepare quantity take off for interior doors, windows, & hardware	<input type="checkbox"/>
Performs interior finishing	Install baseboard	<input type="checkbox"/>
	Install window casing	<input type="checkbox"/>
	Install crown moulding	<input type="checkbox"/>
	Gain knowledge of wainscotting	<input type="checkbox"/>
	Gain knowledge of moulding fabrication	<input type="checkbox"/>

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On-the-Job Checklist



	Level 4	Page 1/2
Red Seal Tasks	On-the-Job Duties	Completed
Building envelope	Gain knowledge of the fundamentals of building science	<input type="checkbox"/>
	Insulate & install vapour barriers	<input type="checkbox"/>
Uses communication & mentoring techniques	Provide guidance & mentorship to apprentices and workers	<input type="checkbox"/>
	Organize materials & workers	<input type="checkbox"/>
Organizes work	Interpret mechanical & electrical plans	<input type="checkbox"/>
	Interpret building envelope information	<input type="checkbox"/>
	Schedule work sequence	<input type="checkbox"/>
	Perform on site preparation	<input type="checkbox"/>
	Perform complete quantity take off for a residential project	<input type="checkbox"/>
	Organize materials	<input type="checkbox"/>
Constructs roof & ceiling systems	Calculate an intersecting roof	<input type="checkbox"/>
	Construct an intersecting roof	<input type="checkbox"/>
Installs cabinets	Layout, construct, install wall cabinets & hardware	<input type="checkbox"/>
	Layout, construct, install base cabinets & hardware	<input type="checkbox"/>
	Layout, construct & install laminate countertops	<input type="checkbox"/>
Installs flooring	Lay out & install underlayment	<input type="checkbox"/>
	Lay out & install floor coverings	<input type="checkbox"/>
	Lay out & install access flooring	<input type="checkbox"/>

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	Level 4	Page 2/2
Red Seal Tasks	On-the-Job Duties	Completed
Constructs & installs stairs and components	Calculate dimensions for stairs & stairwell openings	<input type="checkbox"/>
	Construct basic wood stairs	<input type="checkbox"/>
	Calculate, construct & install balustrades	<input type="checkbox"/>
	Participate in the fabrication & install of finish components	<input type="checkbox"/>
	Participate in calculations for geometric stairs & winders	<input type="checkbox"/>
Performs renovations	Safely remove existing material	<input type="checkbox"/>
	Protect structure & surrounding area during renovations	<input type="checkbox"/>
	Join new to existing construction	<input type="checkbox"/>
	Change existing structure during renovations	<input type="checkbox"/>

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Information Regarding the Checklist

Saskatchewan Apprenticeship and Trade Certification Commission's (SATCCs) On-The-Job Checklist provides a complete list of trade-specific Red Seal tasks for apprentices to complete under the supervision of a journeyperson. This work should be completed prior to attending the technical training level under which the duties are listed (e.g. Level 1 completed prior to attending Level 1 technical training).

Completing this checklist will ensure that apprentices are exposed to the full scope of a particular Red Seal trade throughout their apprenticeship program. It will also help prepare apprentices for each level of technical training by performing work on-the-job relating specifically to topics covered later on. The trade-specific tasks listed have been reviewed by certified journeypersons in Saskatchewan for their accuracy and have been set to an appropriate skill level.

An apprentice spends approximately 85% of their apprenticeship term training on-the-job. It is the both the apprentice and journeyperson or approved tradesperson's responsibility to supervise an apprentice's practical skills development during their program.

To promote transparency and consistency, this document aligns with the 2022 Carpenter Red Seal Occupational Standard (Employment and Social Development Canada).

A complete version of the Occupational Standard can be found at www.red-seal.ca

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