

Construction Craft Labourer On-the-Job Checklist



	Level 1	Page 1/4
Red Seal Tasks	On-The-Job Duties	Completed
Maintains safe & healthy work place	Assess workplace hazards, understand OH&S regulations and jurisdictional standards	☐
	Select and use PPE & safety equipment	☐
	Use fall protection equipment & systems	☐
	Perform fire safety procedures	☐
Uses & maintains tools and equipment	Maintain hand, power & powder-actuated tools	☐
	Use rigging & hoisting equipment	☐
	Use stationary equipment	☐
	Use a sandblaster	☐
	Use packers	☐
Organizes work	Introduction to work site documentation, blueprints & specifications	☐
	Use communication practices with others	☐
	Perform basic trade math	☐
Performs routine trade activities	Handle construction materials	☐
	Perform site housekeeping & maintenance	☐
	Erect hoarding & enclosures	☐
	Install membranes	☐
	Install insulating materials	☐
	Assist in establishing grades & elevations	☐
	Perform traffic control	☐
	Install permanent & temporary fencing	☐

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	Level 1	Page 2/4
Red Seal Tasks	On-The-Job Duties	Completed
Prepares site	Help clear site	☐
	Help set up site facilities	☐
Performs ground work	Help locate underground utilities	☐
	Assist in excavation practices	☐
	Assist with excavating shoring	☐
	Assist in backfill & compaction	☐
Prepares site	Address suspected hazardous material	☐
	Control water runoff	☐
	Set up temporary lighting	☐
	Set up generators & compressors	☐
	Perform site restoration	☐
	Manage tool crib	☐
	Recycle material	☐
Performs basic demolition	Cut material	☐
	Dismantle existing structures & components	☐
Performs safety watches	Monitors hazardous gases	☐
	Performs fire watch	☐
	Performs bottle watch	☐
	Performs confined space watch	☐
	Monitors heaters	☐

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	Level 1	Page 3/4
Red Seal Tasks	On-The-Job Duties	Completed
Uses scaffolding	Assist with the erection of scaffolding	☐
	Assist with the inspection of scaffolding	☐
	Maintain scaffolding	☐
	Tend to scaffold erectors	☐
	Assist with dismantling scaffolding	☐
Uses access equipment	Use ladders	☐
	Use stationary & mobile elevating work platforms	☐
	Inspects access equipment	☐
	Maintains access equipment	☐
Forms concrete	Assist with the installation of formwork & shoring	☐
	Assist with inspecting assembled formwork	☐
	Help maintain formwork	☐
	Help dismantle formwork	☐
Places/applies grout, epoxies, & caulking	Introduction to grout practices	☐
	Help place/apply epoxies	☐
	Help apply caulking	☐
Tends to bricklayers	Assist in cutting masonry units	☐
	Assist installing lintels & rough bucks	☐
	Washes masonry units	☐
	Assist installing refractory materials	☐
	Use fireproofing materials	☐

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On-the-Job Checklist



	Level 1	Page 4/4
Red Seal Tasks	On-The-Job Duties	Completed
Places & finishes concrete	Assist in placing concrete	☐
	Assist with the installation of components in concrete	☐
	Assist in finishing concrete	☐
	Assist with control concrete finishing processes	☐
Installs piping for utilities	Assist with installing pipe for water systems	☐
	Assist with installing pipe for sewer systems	☐
	Assist with installing catch basins & manholes	☐
	Assist with modifying existing pipe	☐
	Assist with testing water & sewer lines	☐
Prepares & builds roads	Assist in preparing earth for right of way	☐
	Assist placing layers & road surface material for roadwork	☐
	Assist in repairing road surfaces	☐
Installs roadwork components	Install barriers	☐
	Install road markings & signs	☐
	Assist in installing culverts	☐

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Construction Craft Labourer On-the-Job Checklist



	Level 2	Page 1/3
Red Seal Tasks	On-The-Job Duties	Completed
Maintains safe & healthy work place	Assess workplace hazards & perform correctional action	☐
	Participating in safety committees	☐
Organizes work	Assess work site documentation, blueprints & specifications	☐
	Perform trade math	☐
Performs routine trade activities	Independently establish grades & elevations	☐
	Erect hoarding & enclosures	☐
Prepares site	Independently prepare site & address hazards	☐
	Perform site restoration	☐
Performs basic demolition	Independently cut materials	☐
	Dismantle existing structures & components	☐
Uses scaffolding	Erect scaffolding	☐
	Inspect scaffolding	☐
	Maintain scaffolding	☐
	Tend to scaffold erectors	☐
	Dismantle scaffolding	☐
Forms concrete	Install formwork & shoring	☐
	Inspect assembled formwork	☐
	Dismantle formwork	☐
	Maintain formwork	☐

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Construction Craft Labourer On-the-Job Checklist



	Level 2	Page 2/3
Red Seal Tasks	On-The-Job Duties	Completed
Places & finishes concrete	Independently mix concrete	☐
	Transport concrete on site	☐
	Place concrete	☐
	Install components in concrete	☐
	Assist in finishing concrete	☐
	Control concrete finishing process	☐
Modifies concrete	Drill & core concrete	☐
	Prepare concrete for resurfacing	☐
	Perform concrete refinishing & repair	☐
	Create expansion, control, & isolation joints	☐
Places/applies grout, epoxies, caulking & chemical materials	Place/apply grout	☐
	Place/apply epoxies	☐
	Apply caulking	☐
Prepares for masonry work	Set up masonry materials	☐
	Mix mortars & grouts	☐
Tends to bricklayers	Install lintels & rough bucks	☐
	Cut masonry units	☐
	Install lintels & rough bucks	☐
	Wash masonry units	☐
	Install refractory materials	☐
	Use fireproofing materials	☐

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Construction Craft Labourer On-the-Job Checklist



	Level 2	Page 3/3
Red Seal Tasks	On-The-Job Duties	Completed
Installs piping for utilities	Install pipe for water systems	☐
	Install pipe for sewer systems	☐
	Installs catch basins & manholes	☐
	Modifies existing pipe	☐
	Assist with testing water & sewer lines	☐
Performs pipeline activities	Construct right of ways	☐
	Perform pipeline installation	☐
	Perform pipeline maintenance	☐
Prepares & build roads	Prepare earth for right of way	☐
	Place layers & road surface material for roadwork	☐
	Repair road surfaces	☐

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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 journeyman. 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 journeymen 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 journeyman 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 2025 Construction Craft Worker 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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