

# Ironworker (Structural/Ornamental)

## On-the-Job Checklist



|                                           | Level 1                                                                               | Page 1/2                 |
|-------------------------------------------|---------------------------------------------------------------------------------------|--------------------------|
| Red Seal Tasks                            | On-The-Job Duties                                                                     | Completed                |
| Maintains safe & healthy workplace        | Perform JHA & complete safety documentation                                           | <input type="checkbox"/> |
|                                           | Inspect & identify damaged, worn or unsafe PPE & safety equipment                     | <input type="checkbox"/> |
|                                           | Identify supports, resources & techniques to manage health                            | <input type="checkbox"/> |
| Uses & maintains tools & equipment        | Clean, maintain & store hand tools                                                    | <input type="checkbox"/> |
|                                           | Identify damaged power tools & remove from service                                    | <input type="checkbox"/> |
|                                           | Select & use powder-actuated charges & fasteners                                      | <input type="checkbox"/> |
|                                           | Inspect & operate MEWP                                                                | <input type="checkbox"/> |
|                                           | Use, store & maintain material handling equipment                                     | <input type="checkbox"/> |
|                                           | Position, secure & store ladders                                                      | <input type="checkbox"/> |
|                                           | Dismantle & store scaffolding & components                                            | <input type="checkbox"/> |
|                                           | Set up & assist in operating surveying equipment                                      | <input type="checkbox"/> |
|                                           | Select & use welding equipment, components & consumables                              | <input type="checkbox"/> |
|                                           | Set up mechanical cutting equipment & components                                      | <input type="checkbox"/> |
|                                           | Store thermal cutting equipment, components & consumables                             | <input type="checkbox"/> |
| Organizes work                            | Unload & sort materials & supplies                                                    | <input type="checkbox"/> |
|                                           | Interpret drawings & select & use layout tools                                        | <input type="checkbox"/> |
|                                           | Determine installation procedures & requirements                                      | <input type="checkbox"/> |
|                                           | Interpret specifications & drawings                                                   | <input type="checkbox"/> |
| Uses communication & mentoring techniques | Demonstrate communication & active listening techniques with individuals & in a group | <input type="checkbox"/> |

All work performed in this checklist is to be done under the supervision and guidance of a certified journeyperson

# Ironworker (Structural/Ornamental)

## On-the-Job Checklist



|                                                            | Level 1                                                                      | Page 2/2                 |
|------------------------------------------------------------|------------------------------------------------------------------------------|--------------------------|
| Red Seal Tasks                                             | On-The-Job Duties                                                            | Completed                |
| Plans lift                                                 | Inspect load for rigging points, unknown weight factors & material integrity | <input type="checkbox"/> |
|                                                            | Determine final location & orientation of load                               | <input type="checkbox"/> |
|                                                            | Select rigging equipment                                                     | <input type="checkbox"/> |
|                                                            | Perform walk-around inspection to identify hazards                           | <input type="checkbox"/> |
| Rigs, hoists & positions load                              | Inspect rigging, hoisting & positioning equipment                            | <input type="checkbox"/> |
|                                                            | Identify procedures for assembly                                             | <input type="checkbox"/> |
|                                                            | Select & use knots, bends & hitches to control the load                      | <input type="checkbox"/> |
|                                                            | Participate in a pre-lift meeting                                            | <input type="checkbox"/> |
|                                                            | Confirm orientation of load according to drawings                            | <input type="checkbox"/> |
| Performs post-lift activities                              | Inspect lift area for hazards, obstructions & damages                        | <input type="checkbox"/> |
|                                                            | Select & use tools & equipment                                               | <input type="checkbox"/> |
|                                                            | Identify damaged or defective equipment & remove from service                | <input type="checkbox"/> |
| Performs mobilization, erection & demobilization of cranes | Install components according to manufacturers' specifications                | <input type="checkbox"/> |
|                                                            | Assist in reeving according to manufacturers' specifications                 | <input type="checkbox"/> |
|                                                            | Recognize hazards of disassembling & demobilizing cranes                     | <input type="checkbox"/> |
| Installs primary & secondary structural members            | Place & secure falsework according to task                                   | <input type="checkbox"/> |
|                                                            | Determine minimum fastening requirements to secure member                    | <input type="checkbox"/> |
|                                                            | Select & use tools, equipment, components & fasteners                        | <input type="checkbox"/> |
|                                                            | Select type, grade & length of fasteners                                     | <input type="checkbox"/> |

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## On-the-Job Checklist



|                                    | Level 2                                                                   | Page 1/2                 |
|------------------------------------|---------------------------------------------------------------------------|--------------------------|
| Red Seal Tasks                     | On-The-Job Duties                                                         | Completed                |
| Uses & maintains tools & equipment | Calculate elevations & distances according to drawings                    | <input type="checkbox"/> |
|                                    | Set up & perform welding processes                                        | <input type="checkbox"/> |
|                                    | Adjust cutting & gouging parameters                                       | <input type="checkbox"/> |
| Organizes work                     | Dispose of waste materials according to policy & procedures               | <input type="checkbox"/> |
|                                    | Transfer drawing information to application                               | <input type="checkbox"/> |
|                                    | Distinguish types of views & relate drawings to worksite                  | <input type="checkbox"/> |
|                                    | Inspect materials, supplies & equipment to ensure they are not damaged    | <input type="checkbox"/> |
| Plans lift                         | Calculate total weight of load                                            | <input type="checkbox"/> |
|                                    | Perform pre-lift inspection & identify travel path & rigging requirements | <input type="checkbox"/> |
|                                    | Protect rigging, hoisting & positioning equipment & load                  | <input type="checkbox"/> |
|                                    | Establish safety perimeter & install signage                              | <input type="checkbox"/> |
| Rigs, hoists & positions load      | Identify damaged equipment & remove from service                          | <input type="checkbox"/> |
|                                    | Selects equipment & components according to task                          | <input type="checkbox"/> |
|                                    | Assemble & connect main rigging                                           | <input type="checkbox"/> |
|                                    | Recognize & correct lift or rigging irregularities                        | <input type="checkbox"/> |
|                                    | Ensure stability of load using shims, wedges, cribbing & bracing          | <input type="checkbox"/> |
| Performs post-lift activities      | Identify worn & unsafe equipment & remove from service                    | <input type="checkbox"/> |
|                                    | Identify order of component disassembly                                   | <input type="checkbox"/> |
|                                    | Store & secure rigging equipment                                          | <input type="checkbox"/> |

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## On-the-Job Checklist



|                                                                                                     | Level 2                                                                                                       | Page 2/2                 |
|-----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|--------------------------|
| Red Seal Tasks                                                                                      | On-The-Job Duties                                                                                             | Completed                |
| Performs mobilization, erection & demobilization of cranes                                          | Ensure adequate space for set up of telescopic boom cranes                                                    | <input type="checkbox"/> |
|                                                                                                     | Ensure adequate space for set up of lattice boom cranes, tower cranes, derricks & components                  | <input type="checkbox"/> |
|                                                                                                     | Disassemble crane components                                                                                  | <input type="checkbox"/> |
| Installs primary & secondary structural members                                                     | Layout, construct, place & secure falsework                                                                   | <input type="checkbox"/> |
|                                                                                                     | Perform tasks at heights                                                                                      | <input type="checkbox"/> |
|                                                                                                     | Attach temporary bracing                                                                                      | <input type="checkbox"/> |
|                                                                                                     | Pre-tension bolts                                                                                             | <input type="checkbox"/> |
| Installs ornamental, miscellaneous & steel cladding systems & components                            | Layout steel cladding & roofing & building envelope systems & components for field fabrication & installation | <input type="checkbox"/> |
| Installs conveyors, machinery & equipment                                                           | Establish work points with surveying equipment                                                                | <input type="checkbox"/> |
|                                                                                                     | Rig & jack components according to task                                                                       | <input type="checkbox"/> |
| Decommissions, disassembles & removes structural, ornamental, mechanical & miscellaneous components | Participate in lock-out & de-energizing procedures                                                            | <input type="checkbox"/> |
|                                                                                                     | Plan sequence of disassembly according to industry standards & engineering specifications                     | <input type="checkbox"/> |
| Maintains & repairs components                                                                      | Confirm components meet specifications                                                                        | <input type="checkbox"/> |
|                                                                                                     | Perform repair, revision & reinforcing procedures                                                             | <input type="checkbox"/> |
|                                                                                                     | Install temporary & permanent supports                                                                        | <input type="checkbox"/> |
|                                                                                                     | Follow maintenance schedules                                                                                  | <input type="checkbox"/> |

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# Ironworker (Structural/Ornamental)

## On-the-Job Checklist



|                                           | Level 3                                                                                                  | Page 1/2                 |
|-------------------------------------------|----------------------------------------------------------------------------------------------------------|--------------------------|
| Red Seal Tasks                            | On-The-Job Duties                                                                                        | Completed                |
| Uses & maintains tools & equipment        | Verify plumbing & alignment of structure according to drawings & required tolerances                     | <input type="checkbox"/> |
|                                           | Perform welding processes & adjust parameters                                                            | <input type="checkbox"/> |
|                                           | Perform thermal cutting processes                                                                        | <input type="checkbox"/> |
| Organizes work                            | Place, secure, label & store materials & supplies                                                        | <input type="checkbox"/> |
|                                           | Apply layout techniques                                                                                  | <input type="checkbox"/> |
|                                           | Complete written & electronic documents                                                                  | <input type="checkbox"/> |
|                                           | Perform scheduling of materials, supplies & equipment                                                    | <input type="checkbox"/> |
| Maintains continuous learning             | Develop & maintain a professional development plan                                                       | <input type="checkbox"/> |
|                                           | Engage in continuous learning opportunities                                                              | <input type="checkbox"/> |
| Uses communication & mentoring techniques | Demonstrate performance of skill to an apprentice or learner & link to other lessons or projects         | <input type="checkbox"/> |
| Plans lift                                | Verify weight of load using reference material & formulas                                                | <input type="checkbox"/> |
|                                           | Identify personnel required to perform rigging tasks                                                     | <input type="checkbox"/> |
|                                           | Select equipment according to manufacturers' specifications, WLL, rigging configurations & sling tension | <input type="checkbox"/> |
|                                           | Clear non-essential personnel from lift area                                                             | <input type="checkbox"/> |
| Rigs, hoists & positions load             | Verify inspection certification & WLL according to manufacturers' specifications                         | <input type="checkbox"/> |
|                                           | Determine order of assembly according to task or lift plan                                               | <input type="checkbox"/> |
|                                           | Adjust rigging equipment                                                                                 | <input type="checkbox"/> |
|                                           | Transfer loads to various hoisting & positioning equipment                                               | <input type="checkbox"/> |
|                                           | Temporarily suspend loads using bracing & other equipment                                                | <input type="checkbox"/> |

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## On-the-Job Checklist



|                                                                                                     | Level 3                                                                               | Page 2/2                 |
|-----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|--------------------------|
| Red Seal Tasks                                                                                      | On-The-Job Duties                                                                     | Completed                |
| Performs post-lift activities                                                                       | Ensure lift area is free of hazards then remove barriers & signage                    | <input type="checkbox"/> |
|                                                                                                     | Coordinate work                                                                       | <input type="checkbox"/> |
|                                                                                                     | Clean & maintain rigging, hoisting & positioning equipment                            | <input type="checkbox"/> |
| Performs mobilization, erection & demobilization of cranes                                          | Verify underground utilities locations                                                | <input type="checkbox"/> |
|                                                                                                     | Verify limits of approach                                                             | <input type="checkbox"/> |
|                                                                                                     | Remove components & prepare for transport                                             | <input type="checkbox"/> |
| Installs primary & secondary structural members                                                     | Remove falsework once members can support themselves                                  | <input type="checkbox"/> |
|                                                                                                     | Fit, place & modify structural members                                                | <input type="checkbox"/> |
|                                                                                                     | Verify & adjust elevations according to drawings & benchmarks                         | <input type="checkbox"/> |
|                                                                                                     | Fabricate, fit & attach structural members & connections                              | <input type="checkbox"/> |
| Installs ornamental, miscellaneous & steel cladding systems & components                            | Establish benchmarks & control lines                                                  | <input type="checkbox"/> |
|                                                                                                     | Field-fabricate & modify miscellaneous components                                     | <input type="checkbox"/> |
| Installs conveyors, machinery & equipment                                                           | Assemble support steel components for material handling systems                       | <input type="checkbox"/> |
|                                                                                                     | Troubleshoot & resolve defects & malfunctions                                         | <input type="checkbox"/> |
| Decommissions, disassembles & removes structural, ornamental, mechanical & miscellaneous components | Review decommissioning documentation & keep records                                   | <input type="checkbox"/> |
|                                                                                                     | Remove structural, ornamental, mechanical & miscellaneous components                  | <input type="checkbox"/> |
| Maintains & repairs components                                                                      | Identify & communicate observed defects to EOR, inspectors, supervisor & owner/client | <input type="checkbox"/> |
|                                                                                                     | Verify conditions of repair, revision & reinforcing                                   | <input type="checkbox"/> |
|                                                                                                     | Remove defective components & install replacements                                    | <input type="checkbox"/> |
|                                                                                                     | Perform maintenance techniques, such as changing wear plates & re-aligning            | <input type="checkbox"/> |

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# Ironworker (Structural/Ornamental) On-the-Job Checklist



## 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 the employer's or journeyman's responsibility to supervise an apprentice's practical skills development during their program.

To promote transparency and consistency, this document aligns with the 2025 Ironworker (Structural/Ornamental) Red Seal Occupational Standard (Employment and Social Development Canada).

A complete version of the Occupational Standard can be found at [www.red-seal.ca](http://www.red-seal.ca)

### **Saskatchewan Apprenticeship & Trade Certification Commission (Regina)**

2140 Hamilton St Regina SK, S4P 2E3

Tel: (306) 787-2444

Toll Free: 1-877-363-0536

Website: [www.saskapprenticeship.ca](http://www.saskapprenticeship.ca)

### **Saskatchewan Apprenticeship & Trade Certification Commission (Saskatoon)**

603 45<sup>th</sup> Street West Saskatoon, SK S7L 5W5

Tel: (306) 933-8476

Toll Free: 1-877-363-0536

Website: [www.saskapprenticeship.ca](http://www.saskapprenticeship.ca)

### **District Offices**

Estevan (306) 637-4930

La Ronge (306) 425-4385

Moose Jaw (306) 694-3735

North Battleford (306) 446-7409

Prince Albert (306) 953-2632

Swift Current (306) 778-8945

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**All work performed in this checklist is to be done under the supervision and guidance of a certified journeyman**

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