

# Truck and Transport Mechanic

## On-the-Job Checklist



|                                             | Level 1                                                          | Page 1/4                 |
|---------------------------------------------|------------------------------------------------------------------|--------------------------|
| Red Seal Tasks                              | On-The-Job Duties                                                | Completed                |
| Performs safety-related functions           | Handle, store, recycle or dispose of hazardous materials         | <input type="checkbox"/> |
|                                             | Maintain & store PPE & safety equipment                          | <input type="checkbox"/> |
|                                             | Identify safety hazards specific to working on hybrid & EVs      | <input type="checkbox"/> |
| Uses & maintains tools & equipment          | Sharpen, lubricate or calibrate tools according to policy        | <input type="checkbox"/> |
|                                             | Maintain solvent washers                                         | <input type="checkbox"/> |
|                                             | Inspect hoisting, lifting & staging equipment for wear & defects | <input type="checkbox"/> |
|                                             | Adjust controls on welding & cutting equipment                   | <input type="checkbox"/> |
|                                             | Interpret diagnostic results & reports                           | <input type="checkbox"/> |
| Performs routine work                       | Create list & match replacement part to original part            | <input type="checkbox"/> |
|                                             | Identify coolant type & verify coolant has been mixed properly   | <input type="checkbox"/> |
|                                             | Route & secure hoses, tubing & fittings to avoid damage          | <input type="checkbox"/> |
|                                             | Relieve system pressure before removing filters                  | <input type="checkbox"/> |
|                                             | Lubricate, install, adjust bearings & install seals              | <input type="checkbox"/> |
|                                             | Remove broken fasteners while minimizing damage to threads       | <input type="checkbox"/> |
| Uses communication & mentoring techniques   | Participate in safety & information meetings                     | <input type="checkbox"/> |
| Services, diagnoses & repairs air systems   | Select & use air pressure gauges, & electronic service tools     | <input type="checkbox"/> |
|                                             | Record pressure tests, leak down tests & inspect findings        | <input type="checkbox"/> |
|                                             | Adjust or repair airlines, governors & brake chambers            | <input type="checkbox"/> |
| Services, diagnoses & repairs brake systems | Clean drums, shoes, pads, calipers, rotors, or brake lining      | <input type="checkbox"/> |
|                                             | Perform inspection on ABS lights & brake performance             | <input type="checkbox"/> |
|                                             | Repair & replace cables, cylinders & slack adjusters             | <input type="checkbox"/> |

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|                                                                   | Level 1                                                               | Page 2/4                 |
|-------------------------------------------------------------------|-----------------------------------------------------------------------|--------------------------|
| Red Seal Tasks                                                    | On-The-Job Duties                                                     | Completed                |
| Services, diagnoses & repairs battery systems                     | Clean battery components                                              | <input type="checkbox"/> |
|                                                                   | Inspect & test battery system to assess condition                     | <input type="checkbox"/> |
|                                                                   | Replace or repair connecting cables                                   | <input type="checkbox"/> |
| Services, diagnoses & repairs charging systems                    | Select & use belt tension gauges & torque wrenches                    | <input type="checkbox"/> |
|                                                                   | Perform inspection for worn or defective alternators, belts or relays | <input type="checkbox"/> |
|                                                                   | Adjust belt tension                                                   | <input type="checkbox"/> |
| Services, diagnoses & repairs starting systems                    | Identify worn cables, loose starter mountings & bad connections       | <input type="checkbox"/> |
|                                                                   | Identify slow or constant cranking, intermittent starter operation    | <input type="checkbox"/> |
|                                                                   | Clean starter connections & terminals                                 | <input type="checkbox"/> |
| Services, diagnoses & repairs electrical components & accessories | Clean corroded terminals, sockets & junction boxes                    | <input type="checkbox"/> |
|                                                                   | Identify blown fuses, dim/bright lighting & hot components            | <input type="checkbox"/> |
|                                                                   | Apply anti-corrosion compound according to specifications             | <input type="checkbox"/> |
| Services, diagnoses & repairs steering systems                    | Measure king pins, drag links & tie rods                              | <input type="checkbox"/> |
|                                                                   | Interpret tire wear patterns                                          | <input type="checkbox"/> |
|                                                                   | Adjust poppet valves, pitman arms, worn gears, caster                 | <input type="checkbox"/> |
| Services, diagnoses & repairs chassis/frames                      | Record service information & inspection findings                      | <input type="checkbox"/> |
|                                                                   | Inspect for cracked frames & loose frame hardware                     | <input type="checkbox"/> |
|                                                                   | Modify frame by adding inserts, drilling frame or adjusting length    | <input type="checkbox"/> |
| Services, diagnoses & repairs suspensions                         | Inspect for defective U-bolts, leaf springs, saddles & torsion bars   | <input type="checkbox"/> |
|                                                                   | Identify leaking shocks & worn bushings                               | <input type="checkbox"/> |
|                                                                   | Set ride height valves & align axles                                  | <input type="checkbox"/> |

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|                                                             | Level 1                                                                       | Page 3/4                 |
|-------------------------------------------------------------|-------------------------------------------------------------------------------|--------------------------|
| Red Seal Tasks                                              | On-The-Job Duties                                                             | Completed                |
| Services, diagnoses & repairs hitches & couplers            | Clean 5th wheel, slide rails, pintle components & mounting components         | <input type="checkbox"/> |
|                                                             | Test hitch & coupler operation                                                | <input type="checkbox"/> |
|                                                             | Lubricate bushings & mounting components                                      | <input type="checkbox"/> |
| Services, diagnoses & repairs tires, wheels & hubs          | Identify mismatched tires & adjust tire pressure                              | <input type="checkbox"/> |
|                                                             | Select & use tape measures, soapy water & dial indicators                     | <input type="checkbox"/> |
|                                                             | Replace wheel studs                                                           | <input type="checkbox"/> |
| Services, diagnoses & repairs exterior cab components       | Remove or replace lights, wipers, cab air filters & washer fluid              | <input type="checkbox"/> |
|                                                             | Check cab ride height, & electronic control parameters                        | <input type="checkbox"/> |
|                                                             | Repair or replace door handles, hinges, strikers, fenders, horns              | <input type="checkbox"/> |
| Services, diagnoses & repairs heating & ventilation systems | Measure air temperature & flow                                                | <input type="checkbox"/> |
|                                                             | Identify malfunctioning heat controls, coolant smell & no heat                | <input type="checkbox"/> |
|                                                             | Clean blowers, heater cores, radiators & heater boxes                         | <input type="checkbox"/> |
| Services, diagnoses & repairs air conditioning systems      | Clean condensers, evaporator cores & blower motors                            | <input type="checkbox"/> |
|                                                             | Visually inspect levels, motor noise & compressor                             | <input type="checkbox"/> |
|                                                             | Evacuate, clean & recharge system                                             | <input type="checkbox"/> |
| Services, diagnoses & repairs hydraulic systems             | Clean inlet screens & reservoirs                                              | <input type="checkbox"/> |
|                                                             | Select pressure gauges, flow meters, temperature & restriction gauges         | <input type="checkbox"/> |
|                                                             | Repair or rebuild actuators, transfer cases, ECMS, harnesses & transfer cases | <input type="checkbox"/> |
| Services, diagnoses & repairs hybrid vehicles               | Read & clear fault codes, & update software                                   | <input type="checkbox"/> |
|                                                             | Deactivate & lock out high & low voltage electrical system                    | <input type="checkbox"/> |
|                                                             | Remove & inspect inverters, high-voltage batteries, drive motors & converters | <input type="checkbox"/> |

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# Truck and Transport Mechanic On-the-Job Checklist



|                                                      | Level 1                                                                              | Page 4/4                 |
|------------------------------------------------------|--------------------------------------------------------------------------------------|--------------------------|
| Red Seal Tasks                                       | On-The-Job Duties                                                                    | Completed                |
| Services, diagnoses & repairs electric vehicles (EV) | Measure charging rails                                                               | <input type="checkbox"/> |
|                                                      | Identify lack of power, no vehicle movement & indicator lights                       | <input type="checkbox"/> |
|                                                      | Deactivate & lock out high & low voltage electrical system & engine operating system | <input type="checkbox"/> |

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# Truck and Transport Mechanic

## On-the-Job Checklist



|                                                  | Level 2                                                                  | Page 1/3                 |
|--------------------------------------------------|--------------------------------------------------------------------------|--------------------------|
| Red Seal Tasks                                   | On-The-Job Duties                                                        | Completed                |
| Uses communication & mentoring techniques        | Demonstrate performance of a skill to an apprentice                      | <input type="checkbox"/> |
| Services, diagnoses & repairs air systems        | Adjust governing air pressures                                           | <input type="checkbox"/> |
|                                                  | Perform pressure tests, timed tests & leak down tests                    | <input type="checkbox"/> |
|                                                  | Rebuild air compressors, air dryers & purge valves                       | <input type="checkbox"/> |
| Services, diagnoses & repairs brake systems      | Recalibrate ABS components                                               | <input type="checkbox"/> |
|                                                  | Perform tests to assess components for wear, damage or defects           | <input type="checkbox"/> |
|                                                  | Rebuild cylinders, calipers, air lines, hydraulic lines & ABS components | <input type="checkbox"/> |
| Services, diagnoses & repairs steering systems   | Lubricate tie rods, king pins & u-joints                                 | <input type="checkbox"/> |
|                                                  | Perform flow & pressure tests & record findings                          | <input type="checkbox"/> |
|                                                  | Rebuild power steering box & hydraulic cylinders                         | <input type="checkbox"/> |
| Services, diagnoses & repairs chassis/frames     | Inspect frame rails, cross-members & gussets                             | <input type="checkbox"/> |
|                                                  | Identify tire wear & loose chassis/frame components                      | <input type="checkbox"/> |
|                                                  | Repair & replace cross-members, gussets & frame rails                    | <input type="checkbox"/> |
| Services, diagnoses & repairs suspensions        | Inspect torque rod bushings                                              | <input type="checkbox"/> |
|                                                  | Identify wandering, drifting, sagging, wheel hop & lack of stability     | <input type="checkbox"/> |
|                                                  | Repair leaf spring assemblies & align axles                              | <input type="checkbox"/> |
| Services, diagnoses & repairs hitches & couplers | Adjust 5th wheel jaws & side rail locks                                  | <input type="checkbox"/> |
|                                                  | Test hitch & coupler operation                                           | <input type="checkbox"/> |
|                                                  | Repair & rebuild 5th wheel components                                    | <input type="checkbox"/> |

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# Truck and Transport Mechanic

## On-the-Job Checklist



|                                                                | Level 2                                                                        | Page 2/3                 |
|----------------------------------------------------------------|--------------------------------------------------------------------------------|--------------------------|
| Red Seal Tasks                                                 | On-The-Job Duties                                                              | Completed                |
| Services, diagnoses & repairs tires, wheels & hubs             | Inspect for oil leaks from hubs, damaged retreading & cracked rims             | <input type="checkbox"/> |
|                                                                | Inspect for wheel hop, shimmy, harmonic & dynamic vibrations                   | <input type="checkbox"/> |
|                                                                | Repair tire assemblies & hub assemblies                                        | <input type="checkbox"/> |
| Services, diagnoses & repairs interior cab components          | Clean, adjust or lubricate brake, throttle & clutch pedal pivot points         | <input type="checkbox"/> |
|                                                                | Identify sticking pedals & stiff/loose or binding steering column              | <input type="checkbox"/> |
|                                                                | Repair or replace door panels, seat belts, window regulators & motors          | <input type="checkbox"/> |
| Services, diagnoses & repairs trailer components & accessories | Clean, lubricate & test movement of components & interior of trailer           | <input type="checkbox"/> |
|                                                                | Identify bent or worn kingpin & malfunctioning landing gear                    | <input type="checkbox"/> |
|                                                                | Rebuild floors, walls, cross members, scuff rails & gear box                   | <input type="checkbox"/> |
| Services, diagnoses & repairs heating & refrigeration systems  | Check for fluid & levels, seals, belts, codes & test for battery load          | <input type="checkbox"/> |
|                                                                | Check operation of fuel delivery system components on heating units            | <input type="checkbox"/> |
|                                                                | Operate & adjust heating & refrigeration unit temperature controls             | <input type="checkbox"/> |
| Services, diagnoses & repairs hydraulic systems                | Remove & replace reservoirs, PTO, drop boxes (transfer case), & ECMs           | <input type="checkbox"/> |
|                                                                | Perform pressure, flow, restriction & cycle time tests                         | <input type="checkbox"/> |
|                                                                | Repair or rebuild PTO, drop boxes (transfer case), ECMs & solenoids            | <input type="checkbox"/> |
| Services, diagnoses & repairs hybrid vehicles                  | Remove & replace modules, inverters & high-voltage batteries                   | <input type="checkbox"/> |
|                                                                | Perform tests related to voltage, amperage & resistance                        | <input type="checkbox"/> |
|                                                                | Replace or repair inverters, high-voltage batteries, drive motors & converters | <input type="checkbox"/> |
| Services, diagnoses & repairs electric vehicles (EV)           | Replace modules, wiring & charging systems on EV systems                       | <input type="checkbox"/> |
|                                                                | Interpret diagnostic results & determine further diagnosis                     | <input type="checkbox"/> |
|                                                                | Select & use specialized DMMs, insulated tools, & insulation testers           | <input type="checkbox"/> |

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## On-the-Job Checklist



|                                                       | Level 2                                                      | Page 3/3                 |
|-------------------------------------------------------|--------------------------------------------------------------|--------------------------|
| Red Seal Tasks                                        | On-The-Job Duties                                            | Completed                |
| Services, diagnoses & repairs starting systems        | Inspect for loose starter mountings & arcing connections     | <input type="checkbox"/> |
|                                                       | Test starter draw                                            | <input type="checkbox"/> |
|                                                       | Remove & replace starter                                     | <input type="checkbox"/> |
| Services, diagnoses & repairs clutches                | Lubricate cross shafts, linkages & release bearings          | <input type="checkbox"/> |
|                                                       | Inspect primary & secondary cylinders, related hoses & lines | <input type="checkbox"/> |
|                                                       | Bleed air from primary & secondary cylinders                 | <input type="checkbox"/> |
| Services, diagnoses & repairs automatic transmissions | Recycle & dispose of oil & filters                           | <input type="checkbox"/> |
|                                                       | Check for external leaks & oil condition                     | <input type="checkbox"/> |
| Services, diagnoses & repairs driveline systems       | Record driveline service information & inspection findings   | <input type="checkbox"/> |
|                                                       | Check driveshaft for correct phasing & orientation           | <input type="checkbox"/> |
|                                                       | Select & use u-joint tool & hand tools                       | <input type="checkbox"/> |

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# Truck and Transport Mechanic

## On-the-Job Checklist



|                                                         | Level 3                                                                             | Page 1/3                 |
|---------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------|
| Red Seal Tasks                                          | On-The-Job Duties                                                                   | Completed                |
| Services, diagnoses & repairs base engines              | Adjust clearance of valve train components                                          | <input type="checkbox"/> |
|                                                         | Interpret tests for compression, cylinder leakage, oil pressure, & injector cut-out | <input type="checkbox"/> |
|                                                         | Rebuild base engine                                                                 | <input type="checkbox"/> |
| Services, diagnoses & repairs lubrication systems       | Measure oil pressure, temperature & level                                           | <input type="checkbox"/> |
|                                                         | Inspect for engine knock, smelling oil, leaks & fluid levels                        | <input type="checkbox"/> |
|                                                         | Remove & replace pumps, oil thermostats, piston cooling nozzles & bearings          | <input type="checkbox"/> |
| Services, diagnoses & repairs intake systems            | Look for soot deposits indicating leaks & listen for air escaping                   | <input type="checkbox"/> |
|                                                         | Perform boost test, intake & CAC pressure test & EGR operation test                 | <input type="checkbox"/> |
|                                                         | Calibrate intake throttle valves, VGT & EGR                                         | <input type="checkbox"/> |
| Services, diagnoses & repairs exhaust systems           | Remove & replace DPFs, DEF injectors, & catalysts                                   | <input type="checkbox"/> |
|                                                         | Compare test results to expected values                                             | <input type="checkbox"/> |
|                                                         | Replace worn DPFs, pump, sensors, turbocharger & manifolds                          | <input type="checkbox"/> |
| Services, diagnoses & repairs engine management systems | Adjust shutdowns, cruise controls, speed controls & fan controls                    | <input type="checkbox"/> |
|                                                         | Perform resistance, voltage drop & commanded actuator tests                         | <input type="checkbox"/> |
|                                                         | Verify repairs by clearing codes, resetting breaker & verifying fault codes         | <input type="checkbox"/> |
| Services, diagnoses & repairs fuel delivery systems     | Remove or replace fuel filter, fuel-water separator & fuel additives                | <input type="checkbox"/> |
|                                                         | Interpret fuel system flow schematics & perform tests                               | <input type="checkbox"/> |
|                                                         | Calibrate electronic injectors & confirm high & low throttle                        | <input type="checkbox"/> |
| Services, diagnoses & repairs engine retarder systems   | Adjust valve clearances, parameters & compression brake clearances                  | <input type="checkbox"/> |
|                                                         | Perform oil pressure, solenoid operation & electrical circuitry tests               | <input type="checkbox"/> |
|                                                         | Repair harnesses                                                                    | <input type="checkbox"/> |

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## On-the-Job Checklist



|                                                                                      | Level 3                                                                     | Page 2/3                 |
|--------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|--------------------------|
| Red Seal Tasks                                                                       | On-The-Job Duties                                                           | Completed                |
| Services, diagnoses & repairs cooling systems                                        | Test freezing point of coolant                                              | <input type="checkbox"/> |
|                                                                                      | Perform dye, pressure, temperature, fan speed & radiator cap tests          | <input type="checkbox"/> |
|                                                                                      | Rebuild cooling system components                                           | <input type="checkbox"/> |
| Services, diagnoses & repairs spark ignition systems                                 | Adjust spark plug gap                                                       | <input type="checkbox"/> |
|                                                                                      | Inspect for misfiring & fuel economy issues related to spark ignition       | <input type="checkbox"/> |
|                                                                                      | Inspect for coil terminal, spark plug, distributor cap & rotor defects      | <input type="checkbox"/> |
| Services, diagnoses and repairs vehicle management systems and electronic components | Inspect for overheating & exposure to moisture & contaminants               | <input type="checkbox"/> |
|                                                                                      | Identify intermittent or no operation, gauges not sweeping & dash messages  | <input type="checkbox"/> |
|                                                                                      | Repair VCM wiring, connectors & terminals                                   | <input type="checkbox"/> |
| Services, diagnoses & repairs clutches                                               | Inspect & adjust clutch, cables, linkages & clutch brakes                   | <input type="checkbox"/> |
|                                                                                      | Identify loss or excessive pedal free play, high RPMs & hard shifting       | <input type="checkbox"/> |
|                                                                                      | Recondition or replace flywheels                                            | <input type="checkbox"/> |
| Services, diagnoses & repairs manual transmissions & transfer cases                  | Inspect manual transmission & transfer case components                      | <input type="checkbox"/> |
|                                                                                      | Perform diagnostic procedures on manual transmission & transfer cases       | <input type="checkbox"/> |
|                                                                                      | Repair air cylinders, range valves, air lines, synchronizers, & shift rails | <input type="checkbox"/> |
| Services, diagnoses & repairs automatic transmissions                                | Inspect torque converters, valve bodies, pumps, & planetaries               | <input type="checkbox"/> |
|                                                                                      | Assess torque converters, clutch packs & planetaries for damage             | <input type="checkbox"/> |
|                                                                                      | Rebuild transmission & verify operation                                     | <input type="checkbox"/> |
| Services, diagnoses & repairs automated transmissions                                | Perform sensory inspections on sensors, actuators, & force motors           | <input type="checkbox"/> |
|                                                                                      | Assess wiring, ECM & motors for wear, damage or corrosion                   | <input type="checkbox"/> |
|                                                                                      | Rebuild transmission & verify                                               | <input type="checkbox"/> |

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## On-the-Job Checklist



|                                                             | Level 3                                                                            | Page 3/3                 |
|-------------------------------------------------------------|------------------------------------------------------------------------------------|--------------------------|
| Red Seal Tasks                                              | On-The-Job Duties                                                                  | Completed                |
| Services, diagnoses & repairs driveline systems             | Lubricate serviceable u-joints & slip joints                                       | <input type="checkbox"/> |
|                                                             | Inspect U-joints, slip joints & steady bearings for wear                           | <input type="checkbox"/> |
|                                                             | Perform phasing & adjusting driveline angle procedures                             | <input type="checkbox"/> |
| Services, diagnoses & repairs drive axle assemblies         | Check for metal attached to drain plug & contaminants in oil                       | <input type="checkbox"/> |
|                                                             | Inspect fork, bearings, crown & pinion gears, spider gears & differentials         | <input type="checkbox"/> |
|                                                             | Set & adjust preload, backlash & gear tooth pattern                                | <input type="checkbox"/> |
| Services, diagnoses & repairs drive train retarders         | Check fluid, drive train retarder component mountings & wiring                     | <input type="checkbox"/> |
|                                                             | Assess rotors, electromagnets, valves, pressure switches & potentiometers for wear | <input type="checkbox"/> |
|                                                             | Rebuild drive train retarder components                                            | <input type="checkbox"/> |
| Services, diagnoses & repairs heating & ventilation systems | Visually check of levels, listen for motor noise or solenoid engagement            | <input type="checkbox"/> |
|                                                             | Identify malfunctioning heat controls & steaming windshield                        | <input type="checkbox"/> |
|                                                             | Verify repair by road testing, air flow & temperature testing                      | <input type="checkbox"/> |
| Services, diagnoses & repairs air conditioning systems      | Check air flow, temperature, frost, & listen for compressor engagement             | <input type="checkbox"/> |
|                                                             | Confirm complaint & establish preliminary diagnosis                                | <input type="checkbox"/> |
|                                                             | Adjust refrigerant pressures                                                       | <input type="checkbox"/> |

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# Truck and Transport Mechanic

## On-the-Job Checklist



|                                                         | Level 4                                                                         | Page 1/3                 |
|---------------------------------------------------------|---------------------------------------------------------------------------------|--------------------------|
| Red Seal Tasks                                          | On-The-Job Duties                                                               | Completed                |
| Services, diagnoses & repairs base engines              | Adjust clearance of valve train components                                      | <input type="checkbox"/> |
|                                                         | Identify abnormal vibration, no start, low power, & low oil pressure            | <input type="checkbox"/> |
|                                                         | Rebuild cylinder head                                                           | <input type="checkbox"/> |
| Services, diagnoses & repairs lubrication systems       | Clean lubrication system components using lint-free rags & solvents             | <input type="checkbox"/> |
|                                                         | Interpret oil sample analysis results                                           | <input type="checkbox"/> |
|                                                         | Document repairs & verifications performed on lubrication systems               | <input type="checkbox"/> |
| Services, diagnoses & repairs intake systems            | Clean intake components                                                         | <input type="checkbox"/> |
|                                                         | Inspect & test pre-heaters & ether injection                                    | <input type="checkbox"/> |
|                                                         | Remove & replace worn, damaged or faulty starting aid components                | <input type="checkbox"/> |
| Services, diagnoses & repairs exhaust systems           | Perform software updates & reset electronic service reminders                   | <input type="checkbox"/> |
|                                                         | Inspect DEF levels, accumulation of urea crystals & visible exhaust smoke       | <input type="checkbox"/> |
|                                                         | Reprogram parameters after repair                                               | <input type="checkbox"/> |
| Services, diagnoses & repairs engine management systems | Select electronic service tools, multimeters & breakout harnesses               | <input type="checkbox"/> |
|                                                         | Identify misfires, engine shutdowns, no start, de-rated power, & warning lights | <input type="checkbox"/> |
|                                                         | Perform updates & recalls                                                       | <input type="checkbox"/> |
| Services, diagnoses & repairs fuel delivery systems     | Recycle & dispose of fuel-water separator & fuel additives                      | <input type="checkbox"/> |
|                                                         | Identify exhaust smoke, rough running engine, no start & fuel leaks             | <input type="checkbox"/> |
|                                                         | Prime fuel system for operation                                                 | <input type="checkbox"/> |
| Services, diagnoses & repairs engine retarder systems   | Perform ECM programming                                                         | <input type="checkbox"/> |
|                                                         | Select & use pressure testing equipment, multimeters & feeler gauges            | <input type="checkbox"/> |
|                                                         | Repair harnesses                                                                | <input type="checkbox"/> |

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| Red Seal Tasks                                                                   | On-The-Job Duties                                                          | Completed                |
| Services, diagnoses & repairs cooling systems                                    | Flush cooling system                                                       | <input type="checkbox"/> |
|                                                                                  | Identify coolant loss, excessive system pressure & warning lights          | <input type="checkbox"/> |
|                                                                                  | Adjust belt tension                                                        | <input type="checkbox"/> |
| Services, diagnoses & repairs charging systems                                   | Clean terminals & connections of components                                | <input type="checkbox"/> |
|                                                                                  | Identify overcharging, undercharging, smells, failed lights & dead battery | <input type="checkbox"/> |
|                                                                                  | Construct or repair cables                                                 | <input type="checkbox"/> |
| Services, diagnoses & repairs electrical components & accessories                | Select & use terminal cleaning tools                                       | <input type="checkbox"/> |
|                                                                                  | Measure & record voltage or resistance reading                             | <input type="checkbox"/> |
|                                                                                  | Identify high-voltage systems requiring specialized training & safety      | <input type="checkbox"/> |
| Services, diagnoses & repairs vehicle management systems & electronic components | Apply anti-corrosion compound & tighten loose connections                  | <input type="checkbox"/> |
|                                                                                  | Select & use scan tools, multimeters, oscilloscopes & wiring repair tools  | <input type="checkbox"/> |
|                                                                                  | Reprogram ECM to accommodate lighting systems & auxiliary components       | <input type="checkbox"/> |
| Services, diagnoses & repairs manual transmissions & transfer cases              | Clean breathers & transmission case                                        | <input type="checkbox"/> |
|                                                                                  | Identify hard shifting, jumping out of gear & manual transmission noises   | <input type="checkbox"/> |
|                                                                                  | Install PTOs & adjust gear backlash                                        | <input type="checkbox"/> |
| Services, diagnoses & repairs automatic transmissions                            | Recycle & dispose of oil & filters                                         | <input type="checkbox"/> |
|                                                                                  | Check for external leaks & oil condition                                   | <input type="checkbox"/> |
|                                                                                  | Remove & replace worn valve bodies, clutch packs, bearings & seals         | <input type="checkbox"/> |
| Services, diagnoses & repairs drive axle assemblies                              | Clean breathers & vents                                                    | <input type="checkbox"/> |
|                                                                                  | Identify inter-axle differential lock not working & no drive               | <input type="checkbox"/> |
|                                                                                  | Remove faulty planetary gear sets, crown & pinion & differentials          | <input type="checkbox"/> |

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| Red Seal Tasks                                        | On-The-Job Duties                                                         | Completed                |
| Services, diagnoses & repairs automated transmissions | Repair transmission & verify repairs                                      | <input type="checkbox"/> |
| Services, diagnoses & repairs drive train retarders   | Record drive train retarders service information                          | <input type="checkbox"/> |
|                                                       | Record drive train retarders test results & inspection findings           | <input type="checkbox"/> |
|                                                       | Remove & replace worn electromagnets, pressure switches, & potentiometers | <input type="checkbox"/> |
| Services, diagnoses & repairs brake systems           | Rebuild cylinders, calipers, air lines, hydraulic lines & ABS components  | <input type="checkbox"/> |
| Services, diagnoses & repairs steering systems        | Rebuild power steering box & hydraulic cylinders                          | <input type="checkbox"/> |

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# Truck and Transport Mechanic 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 both the apprentice's 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 2022 Truck and Transport Mechanic 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

Yorkton (306) 786-1394

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

**1-877-363-0536**  
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