

# Welder

## On-the-Job Checklist



	Level 1	Page 1/3
Red Seal Tasks	On-The-Job Duties	Completed
Maintains tools & equipment	Clean hand, power & measuring tools & ensure proper operation	<input type="checkbox"/>
	Clean stationary machinery & remove debris	<input type="checkbox"/>
	Clean & store thermal cutting equipment	<input type="checkbox"/>
	Clean or blow out power source for welding equipment	<input type="checkbox"/>
Uses access & material handling equipment	Operate access equipment & cordon off work area	<input type="checkbox"/>
	Adjust material handling equipment & secure load	<input type="checkbox"/>
Performs safety-related activities	Identify & report potential hazards	<input type="checkbox"/>
	Locate & clearly identify on-site safety locations	<input type="checkbox"/>
	Select, use & adjust PPE & safety equipment	<input type="checkbox"/>
Organizes work	Convert between imperial & metric measurements	<input type="checkbox"/>
	Interpret types of lines, welding symbols & notes	<input type="checkbox"/>
	Gather materials according to cut list & parts list	<input type="checkbox"/>
Perform routine trade activities	Perform visual inspection & identify material defects	<input type="checkbox"/>
	Determine type & size of material & part numbers	<input type="checkbox"/>
	Select & use temperature measuring devices	<input type="checkbox"/>
	Identify storage requirements for welding consumables & gas cylinders	<input type="checkbox"/>
	Select stationary or portable power source	<input type="checkbox"/>
	Verify electrical, gas & air supplies are connected properly	<input type="checkbox"/>
	Identify finishes & weld profile	<input type="checkbox"/>
Uses communication & mentoring techniques	Demonstrate active listening practices & use questions to improve communication	<input type="checkbox"/>

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	Level 1	Page 2/3
Red Seal Tasks	On-The-Job Duties	Completed
Performs layout	Extend or create lines from working points	<input type="checkbox"/>
	Perform calculations & determine total material required	<input type="checkbox"/>
Fabricates components	Clean weld areas & prepare edge for assembly	<input type="checkbox"/>
	Select tacking materials & perform tacking methods	<input type="checkbox"/>
	Determine sequence for assembly	<input type="checkbox"/>
Uses tools & equipment for non-thermal cutting & grinding	Select cutting & grinding consumables	<input type="checkbox"/>
	Perform cut using stationary power tools	<input type="checkbox"/>
	Perform cut using shears & ironworker settings	<input type="checkbox"/>
	Measure material to be cut using hand tools	<input type="checkbox"/>
	Verify cut parameters & cut quality for accuracy	<input type="checkbox"/>
Uses oxy-fuel cutting (OFC) process for cutting & gouging	Select type of regulator, torch, hoses & tip	<input type="checkbox"/>
	Move & secure oxygen & fuel cylinders	<input type="checkbox"/>
	Light torch & adjust oxygen & working pressures on regulators	<input type="checkbox"/>
	Pre-heat material to kindling point & perform cut	<input type="checkbox"/>
Uses plasma arc cutting (PAC) process for cutting & gouging	Select air or gas & PAC consumables	<input type="checkbox"/>
	Assemble PAC consumables on torch head	<input type="checkbox"/>
	Set amperage, air pressure & travel speed	<input type="checkbox"/>
	Identify & correct defects to ensure quality of cut or gouge	<input type="checkbox"/>

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## On-the-Job Checklist



	Level 1	Page 3/3
Red Seal Tasks	On-The-Job Duties	Completed
Uses air carbon arc cutting (CAC-A) process for cutting & gouging	Selects type & size of carbon electrodes & air supply	<input type="checkbox"/>
	Attach components to power source & air supply	<input type="checkbox"/>
	Set amperage & adjust regulator	<input type="checkbox"/>
	Maintain electrode to work angle & adjust electrode stick-out during use	<input type="checkbox"/>
Welds using shielded metal arc welding (SMAW) process	Select power source according to application	<input type="checkbox"/>
	Select machine settings on power source	<input type="checkbox"/>
	Determine parameters according to WPS/WPDS & set/adjust amperage	<input type="checkbox"/>
	Identify weld discontinuities & defects using visual inspection	<input type="checkbox"/>
Welds using flux cored arc welding (FCAW), metal cored arc welding (MCAW) and gas metal arc welding (GMAW) processes	Select wire type & diameter	<input type="checkbox"/>
	Feed wire through drive rolls, liner & gun & clip end of wire for appropriate stick-out	<input type="checkbox"/>
	Determine parameters according to WPS/WPDS & application	<input type="checkbox"/>
	Perform tacking, backstepping & sequencing techniques	<input type="checkbox"/>

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# Welder

## On-the-Job Checklist



	Level 2	Page 1/2
Red Seal Tasks	On-The-Job Duties	Completed
Maintains tools & equipment	Perform basic service on gas-driven & diesel-driven welding equipment	<input type="checkbox"/>
Organizes work	Complete machinery checklists, progress report sheets & weld maps	<input type="checkbox"/>
	Review drawings & plans & extract information	<input type="checkbox"/>
	Generate cut lists & parts lists	<input type="checkbox"/>
	Complete order sheet for out-of-stock materials	<input type="checkbox"/>
Performs routine trade activities	Continually check for dimensional distortion during welding process & implement corrective measures	<input type="checkbox"/>
	Transfer identification markings from stock material to cut parts	<input type="checkbox"/>
	Follow procedures for different alloys according to WPS/WPDS	<input type="checkbox"/>
	Identify & remove damaged products & gas cylinders from service	<input type="checkbox"/>
	Select welding processes, such as SMAW, FCAW, GMAW, GTAW, MCAW & SAW	<input type="checkbox"/>
	Perform start-up & shut-down of equipment	<input type="checkbox"/>
Performs layout	Prepare weldments for galvanizing	<input type="checkbox"/>
	Determine template materials & properties	<input type="checkbox"/>
Fabricates components	Interpret drawing information & verify layout for accuracy	<input type="checkbox"/>
	Verify all preparation processes have been completed	<input type="checkbox"/>
	Identify & repair common discontinuities & defects in a tack	<input type="checkbox"/>
Welds using shielded metal arc welding (SMAW) process	Set gaps & alignments & fit, place & adjust components	<input type="checkbox"/>
	Select electrode type & diameter	<input type="checkbox"/>
	Identify damaged/defective equipment & components & remove from service	<input type="checkbox"/>
	Set & adjust arc force (dig)	<input type="checkbox"/>
	Perform tacking, backstepping & sequencing techniques	<input type="checkbox"/>

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# Welder On-the-Job Checklist



	Level 2	Page 2/2
Red Seal Tasks	On-The-Job Duties	Completed
Welds using flux cored arc welding (FCAW), metal cored arc welding (MCAW) and gas metal arc welding (GMAW) processes	Select equipment & components	<input type="checkbox"/>
	Identify damaged/defective equipment & remove from service	<input type="checkbox"/>
	Set wire feed speed, voltage & gas flow rate	<input type="checkbox"/>
	Re-start arc & ensure proper tie in to avoid weld discontinuities	<input type="checkbox"/>
Welds using gas tungsten arc welding (GTAW) process	Select purging equipment according to application & base metal	<input type="checkbox"/>
	Shape end of tungsten electrode & adjust stick-out	<input type="checkbox"/>
	Set up damming & purging according to WPS/WPDS	<input type="checkbox"/>
	Perform torch manipulation techniques & filler metal manipulation techniques	<input type="checkbox"/>
Welds using submerged arc welding (SAW) process	Select equipment & components	<input type="checkbox"/>
	Assemble equipment & components	<input type="checkbox"/>
	Set electrode stick-out & flux rate according to WPS/WPDS	<input type="checkbox"/>
	Recover, filter & demagnetize flux	<input type="checkbox"/>

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## On-the-Job Checklist



	Level 3	Page 1/2
Red Seal Tasks	On-The-Job Duties	Completed
Maintains tools & equipment	Identify worn, damaged & defective welding equipment & take corrective action	<input type="checkbox"/>
Performs routine trade activities	Maintain records & reports of material defects & weld discontinuities	<input type="checkbox"/>
	Mark welder identification symbol on finished welds	<input type="checkbox"/>
	Maintain pre-heat, interpass & post weld temperature	<input type="checkbox"/>
	Select & use equipment to keep welding consumables at desired temperature	<input type="checkbox"/>
	Determine limitations & advantages of different welding processes	<input type="checkbox"/>
	Identify damaged equipment & remove from service	<input type="checkbox"/>
	Repair & finish weld discontinuities, defects & surface imperfections	<input type="checkbox"/>
Uses communication & mentoring techniques	Demonstrate performance of skill to an apprentice or learner	<input type="checkbox"/>
Welds using shielded metal arc welding (SMAW) process	Select components according to application	<input type="checkbox"/>
	Set current type & connect electrode holders & work lead clamps to cables	<input type="checkbox"/>
	Verify setup by welding a test specimen of the same base metal, electrode & position	<input type="checkbox"/>
	Perform electrode manipulation techniques	<input type="checkbox"/>
Welds using flux cored arc welding (FCAW), metal cored arc welding (MCAW) and gas metal arc welding (GMAW) processes	Select shielding gas	<input type="checkbox"/>
	Adjust wire drive roll tension to achieve a consistent rate of wire feed	<input type="checkbox"/>
	Verify setup by welding a test specimen of the same base metal, electrode & position	<input type="checkbox"/>
	Determine cause of weld discontinuities & defects & repair by grinding/gouging & rewelding	<input type="checkbox"/>
Welds using gas tungsten arc welding (GTAW) process	Select tungsten electrode & filler rod compositions & diameter	<input type="checkbox"/>
	Dam & purge weld area	<input type="checkbox"/>
	Verify setup by welding a test specimen of the same base metal, electrode filler metal & position	<input type="checkbox"/>
	Identify, determine cause of & repair weld discontinuities & defects	<input type="checkbox"/>

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## On-the-Job Checklist



	Level 3	Page 2/2
Red Seal Tasks	On-The-Job Duties	Completed
Welds using submerged arc welding (SAW) process	Select flux to ensure fusion & avoid weld discontinuities	<input type="checkbox"/>
	Fill flux hopper & verify setup by tracking consistency & required travel speed	<input type="checkbox"/>
	Verify setup by welding a test specimen of same base metal, electrode & position	<input type="checkbox"/>
	Identify, determine cause of & repair weld discontinuities & defects	<input type="checkbox"/>

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## 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 2023 Welder 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)**

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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  
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#### **District Offices**

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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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