

Cabinetmaker

On-the-Job Training Checklist



	Level 1	Page 1/2
Red Seal Tasks	On-The-Job Duties	Completed
Performs safety related functions	Maintain a safe work environment	<input type="checkbox"/>
	Use PPE and safety equipment	<input type="checkbox"/>
Maintains tools and equipment	Maintain hand, portable power and pneumatic tools	<input type="checkbox"/>
	Maintain stationary power tools	<input type="checkbox"/>
Organizes work	Interpret prints and drawings	<input type="checkbox"/>
	Plan project	<input type="checkbox"/>
	Create designs	<input type="checkbox"/>
	Perform layout of cabinets, furniture and architectural millwork	<input type="checkbox"/>
Performs routine work practices	Handle materials, supplies and products	<input type="checkbox"/>
	Dry-fit components	<input type="checkbox"/>
	Select hardware	<input type="checkbox"/>
	Select adhesives and fasteners	<input type="checkbox"/>
Uses communication/mentoring techniques	Use communication techniques	<input type="checkbox"/>
Stationary and portable power tools (machine components)	Break out solid wood	<input type="checkbox"/>
	Dress solid wood	<input type="checkbox"/>
	Shape solid wood	<input type="checkbox"/>
	Break out sheet materials	<input type="checkbox"/>
	Machine sheet materials	<input type="checkbox"/>
	Machine joints	<input type="checkbox"/>
	Perform preliminary sanding	<input type="checkbox"/>

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	Level 1	Page 2/2
Red Seal Tasks	On-The-Job Duties	Completed
Laminates wood and composite materials	Identify materials for laminating	<input type="checkbox"/>
	Identify adhesives for laminating	<input type="checkbox"/>
	Participate in clamping pieces together	<input type="checkbox"/>
Applies laminate sheets	Select laminate sheets	<input type="checkbox"/>
	Prepare laminate sheets and substrate	<input type="checkbox"/>
Assembles cabinets and furniture	Observe cabinet component assembly	<input type="checkbox"/>
	Observe furniture component assembly	<input type="checkbox"/>
	Observe the combination of cabinet and furniture components into final assemblies	<input type="checkbox"/>
Prepares surface for finishing	Repair imperfections	<input type="checkbox"/>
	Prepare parts for finishing	<input type="checkbox"/>
	Perform final sanding surfaces	<input type="checkbox"/>
	Prepare fin fish using various methods	<input type="checkbox"/>
	Apply cooking methods & determine doneness	<input type="checkbox"/>
	Adjust seasoning & garnish to achieve desired result	<input type="checkbox"/>

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	Level 2	Page 1/1
Red Seal Tasks	On-The-Job Duties	Completed
Performs routine work practices	Fabricate jigs and templates	<input type="checkbox"/>
	Dry fit components	<input type="checkbox"/>
	Select hardware	<input type="checkbox"/>
Laminates wood and composite materials	Arrange materials for laminating	<input type="checkbox"/>
	Apply adhesive for laminating	<input type="checkbox"/>
	Clamp pieces together	<input type="checkbox"/>
Applies laminate sheets	Select laminate sheets	<input type="checkbox"/>
	Prepare laminate sheets and substrate	<input type="checkbox"/>
	Adhere laminates sheets to substrate	<input type="checkbox"/>
	Perform final clean-up of laminated sheets	<input type="checkbox"/>
Assembles cabinets and furniture	Assemble cabinet components	<input type="checkbox"/>
	Assemble furniture components	<input type="checkbox"/>
	Combine cabinet and furniture components into final assemblies	<input type="checkbox"/>
Finishes wood products	Help prepare finishing materials	<input type="checkbox"/>
	Help apply finishing materials	<input type="checkbox"/>
	Help spray on finishing materials	<input type="checkbox"/>
Modifies products to site conditions	Cut access holes on site	<input type="checkbox"/>
	Scribe product to fit on site	<input type="checkbox"/>
Installs cabinets and countertops	Perform final on-site assembly and fastening of cabinets and countertops	<input type="checkbox"/>
	Finalize installation of cabinets and countertops	<input type="checkbox"/>

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On-the-Job Training Checklist



	Level 3	Page 1/2
Red Seal Tasks	On-The-Job Duties	Completed
Maintains tools and equipment	Become familiar with automated and CNC equipment	<input type="checkbox"/>
	Help maintain finishing equipment	<input type="checkbox"/>
Performs routine work practices	Fabricate jigs and templates	<input type="checkbox"/>
	Build prototypes	<input type="checkbox"/>
Machines components using automated and CNC equipment	Help set up automated and CNC equipment	<input type="checkbox"/>
	Observe operation of automated and CNC equipment	<input type="checkbox"/>
Creates curved components using wood and composite materials	Help build forms	<input type="checkbox"/>
	Help perform curved laminating	<input type="checkbox"/>
	Participate in steam-forming wood	<input type="checkbox"/>
Applies veneers	Select veneers	<input type="checkbox"/>
	Prepare veneer and substrate	<input type="checkbox"/>
	Help adhere veneers to substrates	<input type="checkbox"/>
	Help perform final clean-up of laminated sheets	<input type="checkbox"/>
Assembles cabinets and furniture	Assemble cabinet components	<input type="checkbox"/>
	Assemble furniture components	<input type="checkbox"/>
	Combine cabinet and furniture components into final assemblies	<input type="checkbox"/>
Finishes wood products	Prepare finishing materials	<input type="checkbox"/>
	Apply finishing materials	<input type="checkbox"/>
	Spray on finishing materials	<input type="checkbox"/>

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Cabinetmaker On-the-Job Training Checklist



	Level 3	Page 2/2
Red Seal Tasks	On-The-Job Duties	Completed
Builds stairs and balustrades	Lay out stairs and balustrades	<input type="checkbox"/>
	Machine stair and balustrade components	<input type="checkbox"/>
	Assemble stairs and balustrades	<input type="checkbox"/>
	Install stairs and balustrades	<input type="checkbox"/>
Works with solid surface material and custom countertops	Break out materials	<input type="checkbox"/>
	Fabricate solid surface materials	<input type="checkbox"/>
	Install solid surface materials	<input type="checkbox"/>

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On-the-Job Training Checklist



	Level 4	Page 1/1
Red Seal Tasks	On-The-Job Duties	Completed
Maintains tools and equipment	Perform automated and CNC equipment maintenance	<input type="checkbox"/>
	Perform finishing equipment maintenance	<input type="checkbox"/>
Uses communication and mentoring techniques	Practice mentoring techniques	<input type="checkbox"/>
Machines components using automated and CNC equipment	Set up automated and CNC equipment	<input type="checkbox"/>
	Operate automated and CNC equipment	<input type="checkbox"/>
Creates curved components using wood and composite materials	Build forms	<input type="checkbox"/>
	Perform curved laminating	<input type="checkbox"/>
	Steam-form wood	<input type="checkbox"/>
Applies veneers	Adhere veneers to substrates	<input type="checkbox"/>
	Perform final clean-up of laminated sheets	<input type="checkbox"/>
Assembles architectural millwork products	Assemble architectural millwork components in shop	<input type="checkbox"/>
	Assemble architectural millwork fixtures in shop	<input type="checkbox"/>
Installs architectural millwork products and mouldings	Perform final on-site assembly and fastening of architectural millwork products	<input type="checkbox"/>
	Install mouldings	<input type="checkbox"/>
	Finalize installation of architectural millwork products and mouldings	<input type="checkbox"/>
Creates decorative woodwork	Perform marquetry (NCC)	<input type="checkbox"/>
	Perform carving (NCC)	<input type="checkbox"/>
Restores woodwork	Repair woodwork for restoration purposes	<input type="checkbox"/>
	Refinish woodwork	<input type="checkbox"/>

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Information Regarding the Checklist

Saskatchewan Apprenticeship and Trade Certification Commission's (SATCCs) On-The-Job Checklist provides a complete list of trade-specific Red Seal tasks for apprentices to complete under the supervision of a 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 2021 Cabinetmaker 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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All work performed in this checklist is to be done under the supervision and guidance of a certified journeyman

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Saskatchewan
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Trade Certification
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