

WAYS TO FIND AN EMPLOYER/SPONSOR

UPDATE your resume

CONTACT an Employment Ontario office for help with your resume and job search at 1-800-387-5656 or feats.findhelp.ca

USE your personal network – talk to family and friends

VISIT trade associations and union offices to ask if they are hiring

VISIT places you would like to work, drop off your resume, talk to the manager and check their job postings

POST your resume on hiring websites such as:

- hirewithconfidence.ca
- apprenticesearch.com
- ca.indeed.com

NOTE: You may need to move to another part of Ontario to go to school, complete your training or find the work you want



MONEY FOR APPRENTICES

Government grants, loans and other incentives may be available for registered apprentices, such as:

- > Apprenticeship Incentive Grant
- > Interest-free loans and tax deductions for tools
- > Employment Insurance, loans or grants for full-time technical training
- > Apprenticeship Completion Grant or Bonus

LEARN MORE

Ontario College of Trades at collegeoftrades.ca

Employment Ontario at 1-800-387-5656 or feats.findhelp.ca

Grants and Loans at ontario.ca/page/start-apprenticeship

For other supports and resources for apprentices and tradespersons search canada.ca

In some trades a RED SEAL designation allows tradespersons to work across Canada. See red-seal.ca



WHAT IS REQUIRED TO BECOME CERTIFIED IN A TRADE?

- GET HIRED** by an employer/sponsor
- APPLY ONLINE** to register as an apprentice at ontario.ca/page/start-apprenticeship
- SIGN A TRAINING AGREEMENT** with your employer/sponsor and the Employment Ontario apprenticeship office
- BECOME A MEMBER*** of the Ontario College of Trades Apprentices Class at collegeoftrades.ca/membership
- KEEP A RECORD** of the hours you work
- ACHIEVE THE COMPETENCIES** listed in your Training Standard if required in your trade
- COMPLETE ALL** of the training requirements in your trade and you will receive a Certificate of Apprenticeship (C of A)
- WRITE THE EXAM*** for the Certificate of Qualification (C of Q) if required in your trade



CONGRATULATIONS!
You are now a Certified Tradesperson!



This brochure is presented by the following partners:

Cambrian College
Collège Boréal
Employment Options Emploi
Greater Sudbury Chamber of Commerce
Northeastern Ontario Construction Association
Rainbow District School Board
Workforce Planning for Sudbury & Manitoulin
YMCA of Northeastern Ontario, Employment and Immigrant Services

BECOMING A TRADESPERSON IN ONTARIO...

What You Need to Know!

Electrician?
Brick & Stone
Mason?
Automotive
Painter?

Welder?
Chef?
Small Engine
Technician?

Hairstylist?
Steamfitter?
Carpenter?

**150+
TRADES TO
CHOOSE
FROM**

GET PAID
WHILE
LEARNING
A TRADE

(Last modified 08/2017)

WHAT IS AN APPRENTICESHIP?

It is **TRAINING** that teaches you **SKILLS** to be successful in a **TRADE**



10-20%
of training is
IN CLASS or ONLINE

80-90%
of training is
ON THE JOB

In-class or online training takes place through a **COLLEGE, UNION OR PRIVATE TRAINING CENTRE**

Depending on the trade it takes 2-5 YEARS to complete an apprenticeship

GOOD REASONS TO LEARN A TRADE

-  You get paid while learning your trade
-  You develop your skills and see the results
-  You can become a supervisor, manager or trainer; you can even start your own business

WAYS TO BECOME AN APPRENTICE

YOU CAN ENTER THE APPRENTICESHIP PROGRAM IF YOU...

OR

YOU CAN EXPLORE THE TRADES IN HIGH SCHOOL AND...

OR

YOU CAN ATTEND A COMMUNITY COLLEGE OR OTHER APPROVED TRAINING CENTRE FOR...

- Know what trade you want
- Meet the educational requirements of your chosen trade
- Find an employer/sponsor to register you as an apprentice
- Are at least 16 years old

- Participate in school tours to employers and colleges
- Take a co-op placement in a trade
- Register as an apprentice through the Ontario Youth Apprenticeship Program (OYAP). Learn more at oyap.com

- Academic upgrading
- Pre-Trades and Pre-Apprenticeship programs
- Co-op Diploma Apprenticeship programs

WANT TO KNOW MORE?

- Talk to people who work in the trades
- Consider your skills and interests
- Find out what education is needed

MORE APPRENTICESHIP INFORMATION

- Ontario College of Trades at earnwhileyoulearn.ca
- Skills Canada & Canadian Apprenticeship Forum at careersintrades.ca
- Careers in Mining at mihr.ca/careers
- BuildForce Canada at careersinconstruction.ca

NEED MORE EDUCATION?

- Upgrade through a school board, a college or other training agency
- Contact an Employment Ontario office at 1-800-387-5656 or feats.findhelp.ca

AN APPRENTICESHIP OFFICIALLY BEGINS ONCE YOU SIGN A TRAINING AGREEMENT with your employer/sponsor and the Employment Ontario apprenticeship office!

