



Saskatchewan Apprenticeship and Trade Certification Commission
Automotive Sector Information

Saskatchewan Designated Automotive Trades

- [Automotive Painter](#)
- [Automotive Service Technician](#)
- [Motor Vehicle Body Repairer \(Metal and Paint\)](#)
- [Partsperson](#)
- [Recreation Service Vehicle Technician](#)
- [Truck and Transport Mechanic](#)

Trade Profiles

Automotive Painter (sub-trade of Motor Vehicle Body Repairer (Metal and Paint))

Automotive Service Technician

Automotive Service Technicians diagnose, service, repair and replace all parts of automobiles, light trucks and light buses, except for body repair and repainting. Duties including reviewing work orders; inspecting motors and testing automotive systems; adjusting, repairing, or replacing parts and components; and advising customers.

Motor Vehicle Body Repairer (Metal and Paint)

Motor Vehicle Body Repair workers service, repair, replace and refinish motor vehicle bodies and frames. Motor Vehicle Body Repairers (Metal and Paint) appraise and refinish motor vehicle bodies. Duties include reviewing damage reports and estimates; repairing and replacing components; hammering out dents, buckles, and other defects; filing, grinding, and sanding repair body surfaces; and applying primers and repainting surfaces.

Partsperson

Partspersons order, stock and dispense parts and assemblies to the mechanical, service and agricultural industries. Duties including receiving and sorting incoming parts and supplies; sorting items; processing incoming requisitions and issuing or distributing parts and supplies; maintaining records using a computerized inventory system; preparing requisition orders; selling spare and replacement parts; and advising retail customers or internal users on appropriateness of parts, supplies or materials.

Recreation Vehicle Service Technician

Recreation Vehicle Service Technicians inspect, diagnose, service, repair, replace and overhaul all of the systems and components of recreational vehicles, including exterior and interior components, electrical components, plumbing, propane gas components, appliances, structural frames and towing systems on motor homes, travel trailers, van conversions and licensed towables.

Truck and Transport Mechanic

Truck and Transport Mechanics maintain and inspect motorized trucks, buses and road vehicles. Duties include adjusting, repairing or replacing parts and components of commercial transport truck systems including chassis, frame, cab, body, engine and drive train, fuel, air brakes, steering, hydraulic, electrical and electronic systems; and adjusting, repairing or replacing parts and components of truck trailer system including structural, brakes and electrical systems.

Contacts and Supports

Saskatchewan Apprenticeship and Trade Certification Commission – Saskatchewan Apprenticeship is an industry-led commission, responsible for the governance, promotion, management and administration of the apprenticeship program and trade certification system in Saskatchewan. Saskatchewan Apprenticeship works with industry and behalf of industry to establish training and certification standards, and to advise employers on workplace training requirements.

Field consultants are available to consult with employers, apprentices, or perspective apprentices or trade qualifiers.

Contact: 1-877-363-0536 dale.kroetch@gov.sk.ca

A quarterly newsletter provides employers with useful and timely information, resources, and links. Subscribe by emailing: rs-atccnewsltr@gov.sk.ca

Saskatchewan Offices	
Estevan	#201 – 1302A – 3 rd Street Estevan, SK S4A 0S2 Phone: (306) 637-4930 Fax: (306) 637-4570
La Ronge	1328 LaRonge Avenue Box 5000 La Ronge, SK S0J 1L0 Phone: (306) 425-4385 Fax: (306) 425-4383
Moose Jaw	Room 222 – 110 Ominica Street West Moose Jaw, SK S6H 6H2 Phone: (306) 694-3735 Fax: (306) 694-3815
North Battleford	1146 – 102 nd Street North Battleford, SK S9A 1E9 Phone: (306) 446-7409 Fax: (306) 446-7586
Prince Albert	141 – 15 th Street East Box 3003 Prince Albert, SK S6V 6G1 Phone: (306) 953-2632 Fax: (306) 953-2628
Regina	2140 Hamilton Street Regina, SK S4P 2E3 Phone: (306) 787-2444 Fax: (306) 787-5101
Saskatoon	603 – 45 th Street West Saskatoon, SK S7L 5W5 Phone: (306) 933-8476

	Fax: (306) 933-7663
Swift Current	Room 521.9 – 350 Cheadle Street West Swift Current, SK S9H 4G3 Phone: (306) 778-8945 Fax: (306) 778-8212
Yorkton	Room 302 – 120 Smith Street East Yorkton, SK S3N 3V3 Phone: (306) 786-1394 Fax: (306) 786-1460

Resources for Employers

Centralized site and resources for Saskatchewan trades information – www.saskapprenticeship.ca

How to become an Employer Sponsor: <http://www.saskapprenticeship.ca/employers/employers-steps-of-apprenticeship/>

Employer best practices: <http://www.saskapprenticeship.ca/employers/employers-best-practice-for-employers/>

Apprenticeship: A Guide for Employers: http://www.saskapprenticeship.ca/wp-content/uploads/2012/05/SAPP_EmployerToolkitPub_FINAL_web.pdf

Employer Incentives and Grants

Program	Description	Administrator	Eligibility	Amount	URL
Apprenticeship Job Creation Tax Credit	Non-refundable tax credit	Canada Revenue Agency	Employers with an “eligible apprentice” – someone who is working in a prescribed Red Seal trade in the first two years of their apprenticeship contract.	Tax credit equal to 10% of the eligible salaries and wages payable to eligible apprentices in respect of employment after May 1, 2006. Maximum credit is \$2,000.	http://www.cra-arc.gc.ca/tx/ndvdl/t/pcs/ncm-tx/rtrn/cmpltng/ddct/ns/Ins409-485/412/jctc-eng.html

Apprentice Incentives and Grants

Program	Description	Administrator	Eligibility	Amount	URL
Saskatchewan Graduate Retention Program (GRP)	Tax credit that reduces the provincial income tax liability of a graduate.	Government of Saskatchewan	Must live in Saskatchewan and file a Saskatchewan income tax return.	Entitlements are paid out over a seven year period. The maximum tuition rebate a graduate can claim is \$20,000. See the website for more details.	https://www.saskatchewan.ca/residents/education-and-learning/graduate-retention-program
Saskatchewan Employee's Tool Tax Credit	Tax credit for a one-time trade entry amount, and an annual maintenance account.	Government of Saskatchewan	The employee must be performing a designated task in one of the four trade group categories; the employment must represent the employee's primary source of income; the tools must be purchased as a condition of employment; and, the actual cost of the tools purchased in the year the tradesperson commences employment must exceed the gross credit amount for the trade group.	See Saskatchewan Employee's Tools Tax Credit Form.	http://www.finance.gov.sk.ca/Default.aspx?DN=7855fad1-2332-4db2-b0dd-907be4e9baf4
Saskatchewan Advantage Scholarship	Saskatchewan Grade 12 graduates receive funding while completing	Government of Saskatchewan	The individual must have successfully graduated from grade 12 in Saskatchewan	\$500 per year, to a lifetime maximum of \$2,000, is applied to tuition costs.	http://www.saskatchewan.ca/residents/education-and-learning/scholarships-bursaries-grants/scholarships/saskatchewan-

	an apprenticeship or attending post-secondary education in Saskatchewan.		on or after Jan. 1, 2012; and be enrolled at a Saskatchewan post-secondary institution or an apprenticeship program.	advantage-scholarship#eligibility
Apprenticeship Incentive Grant	Taxable cash grant helping registered apprentices in designated Red Seal trades get started.	Canada Revenue Agency	Registered apprentices once they have successfully completed their first or second year/level of an apprenticeship program in a designated Red Seal trades.	Taxable cash grant of \$1,000 per year or level, up to a maximum amount of \$2,000 per person http://www.servicecanada.gc.ca/eng/goc/apprenticeship/incentivegrant/program.shtml
Apprenticeship Completion Grant	One-time taxable cash grant helping registered apprentices who have completed their training to become certified journeymen in designated Red Seal trades.	Canada Revenue Agency	Registered apprentices who complete their apprenticeship training and obtain their journeyman certification in a designated Red Seal trades.	Taxable grant of \$2,000. http://www.servicecanada.gc.ca/eng/goc/apprenticeship/completiongrant/program.shtml
Government of Canada Tuition Tax Credit	Tuition, education, and textbook amounts allow you to reduce any income tax you may	Canada Revenue Agency	Eligible tuition fees paid by the apprentice.	Through income tax return. http://www.cra-arc.gc.ca/tx/ndvdl/tx/ncm-tx/rtrn/cmpltng/ddctns/Ins300-350/323/menu-eng.html

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Canada Apprentice Loan	Interest-free loans to help pay for tuition, tools, equipment and living expenses.	Canada Revenue Agency	Registered apprentices in a designated Red Seal trade.	Up to \$4,000 in interest-free loans per period of technical training.	http://www.esdc.gc.ca/en/support_apprentices/loans.page
Saskatchewan Youth Apprenticeship Benefits	Youth who complete the Saskatchewan Youth Apprenticeship program receive additional benefits to begin their careers.	Government of Saskatchewan – Saskatchewan Apprenticeship and Trade Certification Commission	An apprentice who registers in a designated trade within five years of completing the SYA program.	Waiver of registration fee (\$150); no charge for first level of technical training tuition; 300 hours of trade time credit	http://www.saskapprenticeship.ca/youth/apprentices/
Saskatchewan Youth Apprenticeship Industry Scholarship	Awarded to selected, eligible high school graduates throughout the province.	Government of Saskatchewan – Saskatchewan Apprenticeship and Trade Certification Commission	Nominations are accepted from those who are graduating high school, have completed the SYA program, and are pursuing a career in the skilled trades. Redemption is available with the candidate successfully completes the first level of apprenticeship , or one year of a post-secondary training in a designated trade.	\$1,000 each (100 per year)	http://www.saskapprenticeship.ca/youth/apprentices/