

Anticipatory call for resumes for  
First Nations Heavy Equipment Operator Apprentices

March 25, 2019

ASETS/ATEC will be developing an inventory of apprentice operators over the next year. It is anticipated that future contract awarded for Highway 1 expansion projects from Salmon Arm, BC to the Alberta border, will include the requirement to hire Aboriginal HEO apprentices and journeymen.

If you would like to be included in this inventory, please submit your resume and cover letter along with all documents requested on the attached checklist to:

Aboriginal Training & Employment Center

144 Briar Ave

Kamloops, BC V2B 1C1

Ph: (250) 554-4556

Email: [atecmanager@shuswapnation.org](mailto:atecmanager@shuswapnation.org)

Your resume should demonstrate:

- When and where you received your training – attach certificate
- HEO experience – include types of machinery you have experience operating, number of hours and types of projects worked on should be detailed in your employment experience.
- Are you registered in a BC apprenticeship program?
- Safety certifications currently held - attach copies
- Do you possess a driver's license and reliable transportation - attach drivers abstract
- References specific to HEO experience.



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# HEO APPRENTICE RESUME CHECKLIST

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## 1. HEO TRAINING

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- HEO training taken with an ITA designated training facility.
- My training provider was **not** ITA designated.
- Trained on: Excavator, Dozer, Backhoe, Loader, Roller, Skid steer, Telehandler, Grader, Haul Truck (circle applicable)
- Certificate attached
- I am a registered apprentice.
- I have Road Builder & Heavy Construction Training.

## 2. EMPLOYMENT EXPERIENCE

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- When recording past employment that included operating equipment please include details: Type of equipment, approximate number of hours and type of project. Example: excavating foundations, road building.

## 3. SAFETY CERTIFICATIONS

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- I have included copies of my current safety certifications to my resume. Examples: WHMIS, Ground Disturbance, TDG, COR, First Aid, H2S, Traffic Control, Forklift, CSTS, PCST.
- I have the ability to interpret and apply Occupational Health & Safety regulations.

## 4. OTHER

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- I have a valid Driver's License and transportation.
- Drivers Abstract attached.
- I am prepared to undertake Drug & Alcohol Testing.
- If selected, I am prepared to participate in an HEO upgrading program.
- As an apprentice, I am willing to start on the ground and work my way up onto a machine.
- I am a member of Nesk\_\_\_\_, ALIB\_\_\_\_LSLIB\_\_\_\_ or I reside within a 100 mi radius of the Shuswap Region.
- I would like my resume/application package to be entered into the HEO Project Inventory with the Aboriginal Skills Employment & Training Strategy and I will be responsible for ensuring that my contact information is kept current with the inventory.

To be included in the HEO Inventory submit complete resume packages to:

Aboriginal Training & Employment Center.  
144 Briar Ave, Kamloops, BC V2B 1C1 or Email: [atecmanager@shuswapnation.org](mailto:atecmanager@shuswapnation.org).