

## Ironworker (Generalist)

### Nine Essential Skills

Technical Reading  
Document use  
Writing  
Numeracy  
Oral communication  
Thinking skills  
Working with others  
Computer use  
Continuous learning

Essential Skills are the skills you use:

- at work
- when you take training
- in your everyday life

This is a checklist of Essential Skills that an **Ironworker (Generalist)** needs for work and training.

Check (✓) your knowledge and skill level for each one. The results tell you what you need to study and learn more about.

	I can do this	I need help to do this	I need training
<b>Technical Reading</b>			
I can read and understand electrical trade language and technical terms			
I can read and understand safety materials such as WHMIS and Material Safety Data Sheets (MSDS)			
I can find and understand information in health and safety policy manuals			
<b>Document Use</b>			
I know safety and other work-related signs, codes, symbols and labels			
I can find and use information from lists and tables like supplies and tools lists and specification tables			
I can read and get the information I need from construction drawings			
I can correctly record dimensions and placements, or fill in words and short sentences on checklists and forms			
I can use charts, graphs and diagrams in the material and job lists to get the information I need			
<b>Writing</b>			
I can write brief descriptions and explanations to complete forms such as incident reports			

	I can do this	I need help to do this	I need training
<b>Numeracy</b>			
I can do basic math for work and do calculations in my head or on paper			
I can use a calculator and estimate the correct answer in my head			
I can take measurements using tape measures, angle finders, sliding and combination squares and transits			
I can make precise calculations for material layout, cutting and installation			
I can make accurate estimates for supply quantities, time for tasks and weight of materials			
I can do conversions in metric and Imperial			
<b>Oral Communication</b>			
I am comfortable talking with others using trade language			
I am confident that I can accurately and clearly communicate important information even when it is noisy			
I am comfortable talking with co-workers and supervisors to ask questions, share information and discuss problems			
I am comfortable talking with others to coordinate work tasks			
<b>Thinking Skills</b>			
I can use a troubleshooting process to solve straightforward problems			
I am confident that the process I use to make decisions will keep myself and others safe on the job			
I can organize work tasks to use my time efficiently			
I can make good judgments about installation sequences and recommend changes when they are needed			
I can remember the code rules and safety information to stay safe at work			
<b>Working with Others</b>			
I can work on my own but I am also comfortable working with others to get the job done			
<b>Computer Use</b>			
I have the computer skills I need for my work			
<b>Continuous Learning</b>			
I have the study skills I need to take new training			
I have the test-taking skills to take tests the Inter-Provincial Red Seal Exam			