



PROFESSIONAL COOK 2

STATUTORY DECLARATION OF WORK EXPERIENCE

ITA Customer Service
800 – 8100 Granville Ave
Richmond, BC V6Y 3T6
Tel: 778-328-8700
Fax: 778-328-8701
Toll Free: 1-866-660-6011
customerservice@itabc.ca

This form is used to declare work experience for periods during which you were self-employed or a previous employer will not complete an Employer Declaration.

Note: *Unless your work experience was gained through self-employment, applications must be accompanied by at least one Employer Declaration. For more information, see Instructions for Certification Challenge or Supervision and Sign-off Authority.*

To qualify to challenge certification in this trade or be granted authority to supervise and sign-off on apprentices in this trade, individuals must have:

- worked a minimum of **2,000 hours (Challenge) or 5,000 hours (Sign-Off Authority)** performing the tasks listed in Section D,
- experience performing at least **70%** of the job tasks listed in Section D, and
- valid **FOODSAFE Level 1 Certification (BC Program) OR equivalent** (See BCCDC for accepted equivalencies) (**attach copy of document**)

Holders of **Canadian military certificate in Cook MT#861, QL5 or higher** will be eligible to challenge this certification.

A. Applicant Name

Legal First Name:	Legal Middle Name(s):	Legal Last Name:

B. Self-Employment or Employment Information of Applicant

Enter the contact information for your own business if you are self-employed or your previous employer who will not complete an Employer Declaration.

Name of Organization/Employer/Business:		Business Registration Number: (Self-Employment only)	
Mailing Address:			City:
Province/ State:	Country:	Postal Code/ Zip Code:	
Business Phone Number: ()	Email Address:	Website:	

Enter the dates and number of hours for this period of employment or self-employment. You may combine multiple periods of self-employment on one form, but you must separate periods of employment with different employers on separate forms.

Dates of Employment (MM/DD/YYYY):		Total Number Hours of Professional Cook 2 Experience Accumulated in that Period:
From:	To:	
Job Title of Applicant:		



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C. Reason for Statutory Declaration

Indicate why a Statutory Declaration is required for this period of employment:

- Applicant was self-employed Employer will/can not complete Employer Declaration

Applicants **must** attempt to contact current or previous employers to request an Employer Declaration to be filled out and signed.

If you have been unable to obtain an Employer Declaration for any portion of your non-self-employed work experience, **indicate the steps you have taken to try to obtain it.** If sufficient evidence of steps taken is not provided, the application may not be approved.

D. Statutory Declaration of Job Task Performance

By checking “Yes” or “No” in the Declaration Response column, indicate whether you have performed the job tasks listed below during the period indicated in Section B.

Job tasks	Frequently	Occasionally	Never
A. OCCUPATIONAL SKILLS			
Professional Cook 1 Skills			
Follow roles and responsibilities in the kitchen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Apply safe work practices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Apply food safety standards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use tools and equipment; follow and convert recipes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use common menu terminology	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Receive and store supplies; handle waste appropriately	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Apply principles of seasoning and basic ingredient knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Professional Cook 2 Skills (in addition to PC1 skills)			
Follow employment standards and practices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Apply basic menu planning procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Take and extend inventory	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare food for allergies, intolerances, and special diets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Job tasks	Frequently	Occasionally	Never
Use communication skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Apply basic purchasing procedures and cost calculations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Describe table settings, table service, basic service of wine and spirits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. STOCKS, SOUPS AND SAUCES			
Professional Cook 1 Skills			
Prepare stocks from scratch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use thickening agents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare basic soups (clear, cream, purée) from scratch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare basic sauces (white, blonde, brown, purée, emulsion)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Professional Cook 2 Skills (in addition to PC1 skills)			
Prepare specialty soups (consommé, chilled, ethnic)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare secondary and derivative sauces	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. VEGETABLES AND FRUITS			
Professional Cook 1 Skills			
Prepare common vegetables	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare fruits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Professional Cook 2 Skills (in addition to PC1 skills)			
Specialty and volume vegetable preparation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vegetarian diets and vegetarian cooking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. STARCHES			
Professional Cook 1 Skills			
Prepare basic potato dishes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare dry pasta and noodle dishes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare rice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Professional Cook 2 Skills (in addition to PC1 skills)			
Specialty and volume potato preparation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare fresh pasta and specialty starches	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare grains and legumes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Job tasks	Frequently	Occasionally	Never
E. MEATS			
Professional Cook 1 Skills			
Trim and portion cut meats	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cook basic meat dishes using moist and dry heat methods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Professional Cook 2 Skills (in addition to PC1 skills)			
Debone and process meats	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Volume and banquet service of meats	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F. POULTRY			
Professional Cook 1 Skills			
Trim and portion cut chicken and turkey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cook basic poultry dishes using moist and dry heat methods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Professional Cook 2 Skills (in addition to PC1 skills)			
Debone common and specialty poultry (ducks, geese, and quail)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Volume and banquet service of poultry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G. SEAFOOD			
Professional Cook 1 Skills			
Fillet flat and round fish; clean bivalves and shrimp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cook basic fish dishes using moist and dry heat methods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cook basic shellfish dishes using moist and dry heat methods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Professional Cook 2 Skills (in addition to PC1 skills)			
Fillet specialty fish and clean crustaceans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Volume and banquet service of fish	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Volume and banquet service of shellfish	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
H. GARDE-MANGER			
Professional Cook 1 Skills			
Prepare basic salad dressings from scratch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare basic salads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare hot and cold sandwiches	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Professional Cook 2 Skills (in addition to PC1 skills)			
Prepare specialty dressings and cold sauces	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare specialty salads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Job tasks	Frequently	Occasionally	Never
Prepare hors d'oeuvre and appetizers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assemble presentation platters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I. EGGS, BREAKFAST COOKERY, AND DAIRY			
Professional Cook 1 Skills			
Prepare egg dishes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare breakfast items other than eggs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cook with dairy and cheese	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
J. BAKED GOODS AND DESSERTS			
Professional Cook 1 Skills			
Apply basic methods used in baking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare basic pies and pastry from scratch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare fruit desserts and custards from scratch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare quick breads from scratch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare cookies from scratch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare basic yeast breads from scratch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Professional Cook 2 Skills (in addition to PC1 skills)			
Prepare puff pastry, choux paste, meringues, specialty pastries	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare specialty yeast products (sourdoughs and laminated doughs)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare and assemble cakes, cheesecakes, icings and frostings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
K. BEVERAGES			
Professional Cook 1 Skills			
Prepare coffee and tea products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

E. Applicant Signature

I certify that the information I have provided is accurate. (Note: Collection and protection of personal information on this form is in accordance with the provisions of the Freedom of Information and Protection of Privacy Act.)

Applicant Name (please print):	Applicant Signature:	Date: (MM/DD/YYYY)
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F. References

Minimum of Three References must accompany **each Statutory Declaration form**. Include names and contact information of minimum three individuals who can attest to your hours and/or scope of trade. References listed must be related to the organization and period of employment listed in Section B of this form.

Each individual listed will be contacted by ITA to verify the information provided on your application.

1. Reference

Relationship to Applicant:		
<input type="checkbox"/> Former Employee	<input type="checkbox"/> Contractor	<input type="checkbox"/> Supplier
<input type="checkbox"/> Co-worker	<input type="checkbox"/> Client	<input type="checkbox"/> Other (i.e. HR; Book keeper; Accountant, Business Partner) please specify: _____
First and Last Name of Reference:	Language(s) that reference can communicate: (Check all that apply)	
	<input type="checkbox"/> English	<input type="checkbox"/> Other (specify): _____
Organization/Business Name:	Position/Title:	
Phone Number:	Email Address:	

2. Reference

Relationship to Applicant:		
<input type="checkbox"/> Former Employee	<input type="checkbox"/> Contractor	<input type="checkbox"/> Supplier
<input type="checkbox"/> Co-worker	<input type="checkbox"/> Client	<input type="checkbox"/> Other (i.e. HR; Book keeper; Accountant, Business Partner) please specify: _____
First and Last Name of Reference:	Language(s) that reference can communicate: (Check all that apply)	
	<input type="checkbox"/> English	<input type="checkbox"/> Other (specify): _____
Organization/Business Name:	Position/Title:	
Phone Number:	Email Address:	

3. Reference

Relationship to Applicant:		
<input type="checkbox"/> Former Employee	<input type="checkbox"/> Contractor	<input type="checkbox"/> Supplier
<input type="checkbox"/> Co-worker	<input type="checkbox"/> Client	<input type="checkbox"/> Other (i.e. HR; Book keeper; Accountant, Business Partner) please specify: _____
First and Last Name of Reference:	Language(s) that reference can communicate: (Check all that apply)	
	<input type="checkbox"/> English	<input type="checkbox"/> Other (specify): _____
Organization/Business Name:	Position/Title:	
Phone Number:	Email Address:	

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