

Candidate Name: \_\_\_\_\_

Completion Date: \_\_\_\_\_

**Skills Inventory - Certified Renovation - Subcontractor**

		Rate Yourself (Compared to an expert in the trade)	
If You are Licensed in a Trade, please include your license number next to the line item.		Speed (Slow 1 to 4 Fast)	Quality (No Experience, Novice, Competent, Expert)
<b>Building Skills</b>			
	Carpentry Rough	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Carpentry Finish (circle: cabinetry, trimwood, doors, windows, flooring, railings, decking)	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Plumbing Rough (drains, stacks, supply lines)	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Plumbing Finish (fixture and cabinet installation)	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Electrical	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Tile	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Carpet	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Painting Interior	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Painting Exterior	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Trimwork Staining	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Wood Floor refinishing	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Roofing	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Siding (circle: Vinyl, wood, Other)	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Windows	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Deck	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Drywall Hanging	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Drywall Finish	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Masonry	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Welding/Brazing	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
<b>Design/Architecture</b>			
	Print Reading (blueprints)	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Mechanical Drawing	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Architecture	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Floorplan Design	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
<b>Concrete</b>		1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
<b>HVAC</b>			
	Design	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Repair	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Tinning	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
	Installation	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
<b>Engineering Structural</b>		1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
<b>Estimating</b>	List experience and type, computer based or other	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
<b>Sales Experience</b>		1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
<b>Customer Service Experience</b>		1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
<b>Research Experience</b>	Products, quality and usage for specialty building applications	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)

Certifications, Memberships, Etc

	List any certifications trade or other that are related to building trades

Safety Training

	Please list any and all construction safety courses you have attended. (Employer or Personal)

Other Trade, Mechanical Skills

Auto/Truck Mechanics	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)
Auto Truck Bodywork	1, 2, 3, 4	(NoExp, Nov, Comp, Expert)

Supervisory/Management

	Fill In
Years in supervisory role	
Average number of employees managed	

Tool Usage and Safety

(Have you used and do you know how to use these tools and in a safe manner?)	Circle	List the safety gear required to use this tool (example: Gloves, safety glasses etc)
Circular saw	Yes / No	
Compound Tile Saw with table	Yes / No	
Compound Sliding Mitre Circular Saw	Yes / No	
Nail Gun	Yes / No	
Table Saw	Yes / No	
Jack Hammer/Hammer Drill	Yes / No	
Electric Drills	Yes / No	
Band Saw	Yes / No	
Power Sheers	Yes / No	
Chain Saw	Yes / No	
Welding Equipment	Yes / No	
Gas Torches	Yes / No	
Jig Saws	Yes / No	
Folding and Extension Ladders	Yes / No	
Scaffolding	Yes / No	
Ladder Jacks/Ladder walking planks	Yes / No	
Roof Jacks and Roofing platforms	Yes / No	
Hydraulic jack systems	Yes / No	
Driving a truck	Yes / No	
Towing a trailer	Yes / No	

Job Requirements	This job requires the candidate to: (list below)
	Consistently lift heavy objects (over 50 lbs)
	Frequent work on 1st, 2nd and 3rd story exteriors and roofs?
	Climb ladders, and walk on roofs
	Setup and work on scaffolding
	Work safely and adhere to safe working environment practices
	Use eye protection, hearing protection, steel toe boots, gloves, respiratory and other safety gear
	Attend job safety training (as required)
	Safely use and properly maintain power tools
	Do work while on a roof
	Do work while on ladders
	Clearly discuss with customers, thier concerns and issues and ensure customer satisfaction. And communicate customer concerns back to management.
	Personal cell phone with texting capability.
	Communicate when off site via cell phone, texting and email (as required) in a timely fashion to supervisor and customers
	Read and follow project plans
	Recommend improvements for efficiency and safety as required
	Recognize dangerous situations and take steps to avoid harm to themselves, while also protecting others and property from harm.
	Handle hazardous materials in a safe way. (following EPA and OSHA regulations)
	Dispose of hazardous materials in a safe way. (following EPA and OSHA regulations)
	Responsibly drive company vehicles and safely pull trailers
	Work in a professional manner with other trades

	<b>Circle Answer</b>
<b>Will you be able to meet these physical and mental job requirements?</b>	Yes / No
Subcontractor Candidate Signature:	
Today's Date:	