

**Work areas** (within which the company will be able to place trainees)**Basic programme**

✓ Tick off the appropriate

- Reading, preparing and working to sketches and scaled working drawings and diagrams in connection with the performance of practical work assignments; understanding symbols and methods of illustration used; and preparing scaled working drawings and projection drawings electronically using CAD software, including illustrating, rotating and developing objects in plan and vertically.
- Using general geometry in the preparation of drawings and in workshop activities, including designing, plotting, calculating and checking the most common angles, triangles and rectangles, using the most common geometrical designations for the various components of triangles, rectangles, squares, prisms, cones and circles.
- Carrying out measurements and calculations and preparing unit lists and lists of materials for specific assignments or working drawings relating to the fields of work covered by the training programme, using relevant material names, quantities, lengths and surface areas.
- Using measuring techniques and tools in connection with marking, installing, levelling and setting off, and applying the relevant measuring standards, levels, values and tolerances.
- Using and maintaining the most common hand tools of the trade as well as portable power tools, including reporting of faulty power tools; and selecting relevant tools for specific assignments that fall within the fields of work covered by the training programme.
- Finding relevant instructions in written and electronic works of reference regarding the fields of work covered by the training programme regarding structures, tools, materials, and work health and safety, and using such instructions in practice.
- Selecting wood types, structural wood, sheet materials, floor boards, flooring materials, adhesives, fillers, nails, fittings and screws for specific assignments that fall within the fields of work covered by the training programme, including discarding defective materials and materials with dry rot; and using the most common designations and terms for wood, fastening systems and sheet materials.
- Setting off simple work assignments on profiles and timber in the fields of work covered by the training programme.
- Installing and cladding simple floor, wall and roof structures, preparing documentation and performing process control in compliance with the most common rules regarding anchorage, stabilisation, fire, sound, light and moisture; installing doors and windows; and carrying out simple insulation of structures.
- Performing simple jobs using fillers and adhesives on floors.
- Performing and assessing creative assignments within the fields of work covered by the training programme on the basis of pre-specified requirements regarding functionality, form, design and aesthetic aspects on a level corresponding to Level F of the basic subject of style, form and colour.

**Work areas** (within which the company will be able to place trainees)**Main programme**

✓ Tick off the appropriate

- Levelling surfaces, setting off levels, marking horizontal and vertical lines, and selecting measuring instruments.
- Determining the layout of a building site with due consideration of health and safety, access routes, waste sorting, winter measures and welfare installations.
- Taking part in preventative safety work, including its organisation at the building site or in the business.
- Carrying out quality management and preparing quality documentation for receipt control, process control and end control, including identification of the most common construction errors within the speciality field of work chosen.
- Calculating quantities of materials needed for common work assignments within the speciality field of work chosen.
- Conducting information searches for material, safety, work and user instructions and for relevant rules and regulations in printed and electronic works of reference.
- Making IT-based drawings or sketches for use in the execution and documentation of practical work assignments within the speciality field of work chosen, as well as free-hand drawings to illustrate solutions to problems regarding details.
- Providing advice on the choice of materials and design for a given work assignment, taking into account matters relating to style, fire, moisture, sound, insulation, costs, time constraints and maintenance.
- Communicating and making appointments with customers on a basis of proper customer service and personal conduct.
- Communicating about work-related matters in a foreign language when working abroad or with foreign colleagues or business partners.
- Choosing dimensions, materials, tools and protective gear for a specific work assignment.
- Fixing floor joists; framing and cladding interior partitions and walls.
- Making floor and wall structures correctly in damp rooms in accordance with applicable rules and regulations.
- Laying wooden parquet or board floors.
- Constructing, installing and stabilising trusses and rafters.

**Work areas** (within which the company will be able to place trainees)**Main programme**

✓ Tick off the appropriate

- Designing, drawing and building hip and valley roof structures.
- Installing roof boarding.
- Changing loading on structures, installing skylights and ridge windows, and fixing relevant flashing on roof.
- Putting in interior and exterior doors and windows, including surrounds and jointing.
- Designing, drawing and installing valley boards and dormers, including interior cladding.
- Constructing and installing eavesgutters.
- Lathing roofs to a given material.
- Installing eaves, including eaves with eaves boards.
- Fixing gable cladding, gable boards and soffit boards.
- Identifying and remedying dry rot and fungal attacks.
- Constructing exterior wall structures with cladding.
- Fixing ceilings and ceiling supports.
- Fitting cabinet units and other furniture.
- Measuring, ordering, making and installing stairs.
- Thatching roofs with due respect of local traditions and styles.
- Constructing and installing a curved dormer with a window and interior surrounds.
- Carrying out fire protection work in relation to thatched roofs.
- Filling floor and wall gaps and levelling and aligning floors and walls.
- Assessing and preparing supporting surfaces.
- Installing carpets, vinyl and linoleum and gluing these materials onto floors, walls and stairs.
- Welding and sealing elastic flooring.
- Installing wooden parquet floors or floorboards and gluing them together.
- Fixing mouldings and skirting boards between floor and wall, on the edges of steps and on profiles.
- Making decorations and ornamental edgings on floors.
- Sanding and surface-treating wooden floors.
- Installing conductive and electrostatic flooring.
- Filling joints using soft joint sealants.
- Working with free-standing flooring tools.
- Drawing, constructing and installing aluminium doors and windows.
- Drawing, constructing and installing bay windows and dormers, as well as pyramid, roof and facade structures with surrounds, including the installation of glass and aluminium flashings.
- Providing advice on different types of glass and their uses.
- Utilising technology and machining equipment in the performance of work assignments.