

Equipment Operator Program

Applicant Guide



Please read the guidelines carefully

1. Program Purpose and Objectives

Unemployed Albertans have an opportunity to obtain training on light equipment through the province’s funded Equipment Operator Program. This program supports Alberta’s Recovery Plan. A minimum of 80% of the people accepted for training must meet EI eligibility qualifications.

The Equipment Operator Program is administered by Connections Career and Safety Services Ltd. (Safety Connections) and funded through Service Canada and the Government of Alberta.

2. Program Components

Training on 9 pieces of equipment:

Front End Loader	Bulldozer	Mini Excavator
Rough Terrain Forklift/Telehandler	Skidsteer	Forklift
Articulating Aerial Work Platform	Vertical Lift	Scissor Lift

6 Safety Certifications:

First Aid/CPR/AED	Fall Protection	Confined Space Level II
Ground Disturbance	WHMIS	CSTS

Each client will also engage in employability workshops and resume development.

3. Basic Eligibility Requirements

Applicants must meet the following eligibility requirements:

- Be at least 18 years of age and an Alberta resident;
- Be unemployed and on an active EI claim; be able to demonstrate that they qualify for Employment Insurance; have been on an active EI claim in the past 4 years; **or** be able to verify they have been working an average of fewer than 20 hours per week over the past 3 months (regardless of income level); applicants working at the time of application are expected to continue their employment relationship: quitting to apply for training is not acceptable and will result in acceptance denial;
- Be ready, willing, and able to participate in training and planning to seek full-time employment in an applicable industry;
- Be able to prove they can sustain themselves through training;
- Have sufficient English language skills to succeed in training components and testing;
- Deemed to meet citizenship requirements (e.g., Canadian citizen, permanent resident, or convention refugee) and legally entitled to work and train in Canada;
- Not have been in a similarly-designated, funded program in the past 4 years.

After Connections has provided preliminary approval of all other eligibility criteria, the applicant will then need to provide a satisfactory Alberta driver's medical examination report prior to commencing training.

4. How to Apply

1. Discuss over the phone your eligibility with a Connections staff member.

If you are deemed eligible to apply, you will be asked to email or drop off a resume (you must provide 2 work-related references). You will also be asked to provide information necessary to verify your eligibility through a government-secured system (legal name, birthdate, SIN).

2. Receive an email or phone call with the results of your initial assessment.

Applicants who are eligible for the program will receive an invitation to attend an appointment to complete additional assessments. This must be done in person at our Medicine Hat office.

3. Complete an interview to assess your eligibility.

We will schedule virtual or in-person interviews with applicants short-listed for program consideration. Preference will be given to those on an active EI claim and those with a verified offer of employment.

4. Receive an email or phone call regarding your application status. Seats are very limited (approximately 6 per program start).

5. Freedom of Information and Protection of Privacy Act

Personal information is being collected under section 33(c) of the *Freedom of Information and Protection of Privacy Act* for the purpose of administering the program. You will be asked to provide your Social Insurance Number, Legal Name and Birthdate at the time of initial assessment; this will be used to verify eligibility to the program funding.

6. Contact Information

For questions related to applications, eligibility, and the status of your application, please contact:

Connections Career and Safety Services Ltd.

Phone: 1-403-528-3779

Email: programeop@gmail.com

Website: <https://www.safetyconnections.ca/funded-safety-training-ipt>