



**TOTALGROUP<sup>+</sup>**  
OF COMPANIES

## Approved Confined Space Entry Instructor Application

Total Fire Solu-ons Inc. has developed the Instructor Training Program to equip Ontario's industries with skilled and effective Working at Heights instructors. Please select all that apply.

### Admission Requirements

TECHNICAL REQUIREMENT (AT LEAST ONE REQUIRED)	Y/N
Professional health and safety designa-on (CRSP, CHSC, NCSO etc.)	
At least 30 hours of completed OH and S training over the last two years and or a Total Group of Companies Train the Trainer Course.	
Five years of recent OH and S safety experience (for example, working as a safety coordinator, safety instructor, firefighter or safety manager).	
A degree diploma or cer-ficate in OH and S safety from a recognized ins-tu-on.	
Three con-nuous years of experience as a cer-fied Joint Health and Safety CommiZee Member.	
ADULT EDUCATION DELIVERY EXPERIENCE (AT LEAST ONE REQUIRED)	Y/N
More than 100 hours of adult educa-on delivery.	
A degree, diploma or cer-ficate in adult educa-on principles.	
Adult Teaching or development designa-on.	
Comple-on of the Total Group of Companies Train the Trainer Course or another relevant Train the Trainer Course. Proof of comple-on to be submiZed with this applica-on.	

TOTAL GROUP OF COMPANIES (519) 400 8530 [www.totalrescue.ca](http://www.totalrescue.ca)

WORKING AT HEIGHTS EXPERIENCE (AT LEAST ONE REQUIRED)	Y/N
Minimum five years recent delivery or working experience related to a working at heights program.	
Completion of the Total Group of Companies Train the Trainer Course or another relevant Train the Trainer Course. Proof of completion to be submitted with this application.	
Co-facilitation of a minimum of at least one session of the approved training program as evaluated by The Total Group of Companies.	

### The Instructor Process

The following steps must be taken to become a certified Working at Heights Instructor:

- 1) Submit the completed Application for review **before the desired train the trainer date (contact Total Rescue at [info@totalrescue.ca](mailto:info@totalrescue.ca) for date availability and application submission)**
  - This includes submitting a current resume and at a minimum one Professional Reference to represent health and safety work experience.
- 2) Attend a course and pass the exam as well as co-teach, unless alternate plans made with Total Rescue, such as current WAH training with another organization.
- 3) Review and sign the Total Rescue Certified Instructors Agreement.
- 4) Pass an audit within six months or the first five course deliveries.

Applicants are considered to have abandoned the process and must reapply when they:

- do not register for the instructor course within four months of approval,
- do not complete the instructor course within one year of approval,
- do not complete a student audit within six months of course completion.

Such individuals will have to restart the process by resubmitting an application.

### Application Checklist

Before submitting your application, please ensure that the application has been completed in full and includes the following:

- 1) Fully completed application
- 2) Copy of Certificates (if applicable)
- 3) Current resume

Section 1: Personal Information		
First Name, Middle Initial		
Last Name		
Current Employer		
Date of Birth		
<b>Business Address</b>		
City		
Province		
Street		
Postal Code		
Business Telephone		
Business e-mail		
<b>Home Address</b>		
City		
Province		
Street		
Postal Code		
Personal Telephone		
Home e-mail		
Preferred to be contacted at:	Business Address	Home Address
It is the instructor's responsibility to notify Total Rescue of any changes to this information.		

Section 2: Health and Safety Education/Designations CHECK ANY THAT APPLY		
Designation	Registration Number	Date Designation Obtained
CRSP		
CHSMSA		
CMIOSH		
Education	Program/Institution	Date Program Completed
OHS Certificate		
OHS Diploma		
OHS Degree		

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\*Other cer-fica-ons/-ckets/educa-on:

**Sec:on 3: Employment History – IF COMPANY OWNER PLEASE NOTE THAT**

Total Rescue must verify that the required experience of each applicant meets at a minimum the five years' requirement. This may involve Total Rescue contac-ng your references directly to review with them the informa-on they provided in the PRF.

**Current Employer**

Job Title	
Dates Held	
Posi-on is full--me	Yes    No
% of job dedicated to H&S func-ons	100% or ____ %
Supervisor's Name	
Supervisor's Contact Informa-on	
<p>Responsibili-es:</p> <p>Include a comprehensive list of all H&amp;S responsibili-es or aZach a copy of job descrip-on and/or professional resume.</p>	

**Previous Employer**

Job Title	
Dates Held	
Posi-on is full--me	Yes    No
% of job dedicated to H&S func-ons	100% or ____ %
Supervisor's Name	
Supervisor's Contact Informa-on	
<p>Responsibili-es:</p> <p>Include comprehensive list of all H&amp;S responsibili-es or aZach a copy of job descrip-on and/or professional resume.</p>	

#### Section 4: Professional Reference Form (PRF) Summary

Please provide the names and contact information of at least one individual reference.

##### Professional Reference

<b>Name:</b>	
<b>Telephone:</b>	
<b>Email:</b>	

#### Section 5: Applicant Declaration

I understand that the information provided on this application is material to my being accepted and I verify that I have the equipment and skills to facilitate WAH courses. Any inaccuracy or misrepresentation will be sufficient reason for me to be suspended as an instructor.

Candidate's Signature:	Date:
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Please email completed forms and supporting documents to [info@totalrescue.ca](mailto:info@totalrescue.ca) with "name\_ Instructor Application" as the subject heading.

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