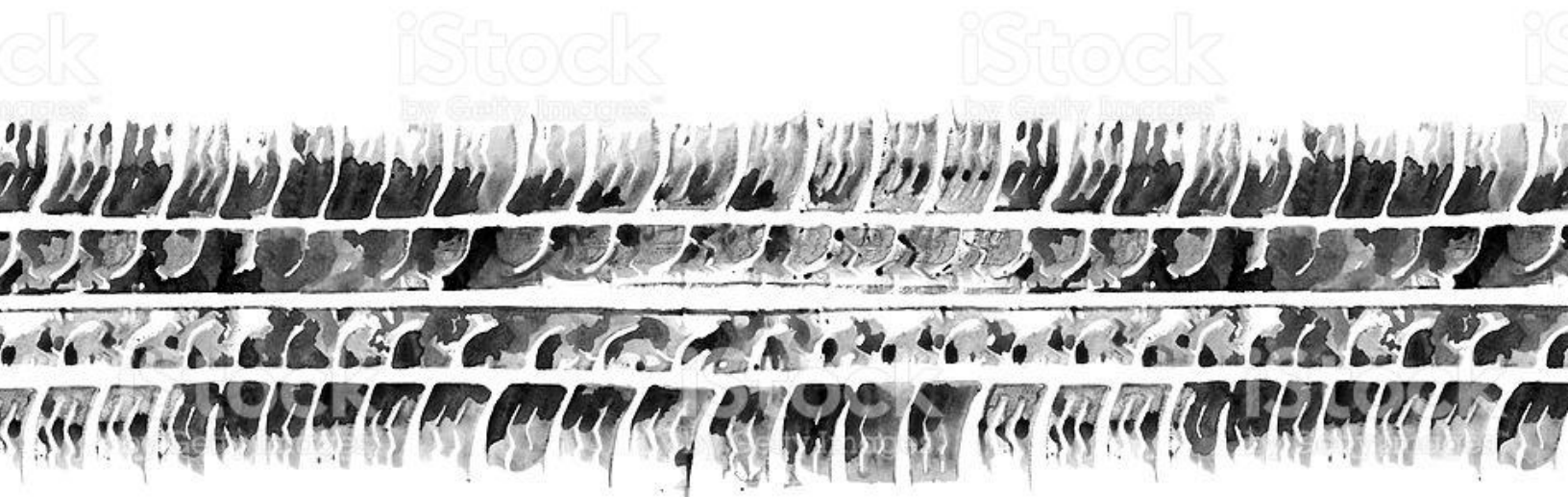


RESOURCES & INCENTIVES



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Your #1 Connection to Nova Scotia's Automotive Industry & Career Information

Nova Scotia's Automotive Sector Council is an industry driven, not-for-profit organization. Our role is to provide leadership in human resource best practices, labour market information and workforce development strategies for Nova Scotia's automotive industry employers.

To learn more about the Sector Council, please contact us:

192 Wyse Road, Suite 7

Dartmouth, N.S.

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Tel: 902-464-0168

Toll free: 1-877-860-3805

AutomotiveSectorCouncil.ca

Registered Automotive-related Trades in Nova Scotia

Automotive Glass Technician Certification. Performs work in fabricating, removing, installing, repairing and generally servicing glass and associated equipment in motor vehicles.

Automotive Painter Certification. Automotive painters work on the surfaces of motor vehicles to restore them to their original condition following damage and subsequent auto body repair. Their duties include removing exterior trim and hardware, removing layers of sub-coating, matching colours, and mixing paints. Automotive painters also prepare metal surfaces for painting, polish painted surfaces, and apply anti-corrosive treatments.



Automotive Service Technician is an apprenticeable trade. Automotive service technicians perform preventative maintenance, diagnose problems and repair the vehicle systems of cars and light trucks. This includes engine, vehicle management, hybrid, steering, braking, drive train, suspension, electrical, and heating, ventilation and air conditioning (HVAC) systems. Automotive Service Technicians also work on restraints, trim and accessories.



Service Station Mechanic is an apprenticeable trade. Performs tune-ups, safety inspections, services and repairs the brakes, clutch and tires of cars and light trucks.

Motor Vehicle Body Repairer (metal and paint) is an apprenticeable trade. These tradespersons repair and restore damaged motor vehicles. They assess body damage, make repair estimates, and restore a vehicle's interior components, electronic components and passenger restraint systems such as seat belts and air bags. They may also align and replace suspension and steering components.

Transport Trailer Technician Certification. Repairs and services the braking, electrical, hydraulic system and heating/ cooling units of trucks-trailers.



Truck and Transport Technician is an apprenticeable trade. Truck and transport mechanics inspect, repair and maintain commercial trucks, emergency vehicles, buses and road transport vehicles. They work on the vehicle's structural, mechanical, electrical and electronic systems. They also work on components such as engines, cab, chassis and frames, brakes, steering, suspension, drive train, HVAC, fuel systems and hydraulic systems.

Parts Person Certification. Partspersons manage and sell parts for vehicles, appliance, machinery and equipment. They are responsible for maintaining parts storage systems, ordering parts for sale, tracking inventory, receiving orders and ensuring they are filled accurately. Partspersons also price parts and assist both the general public and other tradespeople in finding the parts they need.

How does providing apprenticeship training help employers?

Apprenticeship is a tried and true method of recruiting and maintaining talent. Apprentices become journeypersons with better health and safety performance, greater overall productivity, and fewer mistakes.

Apprentices learn your business first. That means they learn the way you do things and the unique, specialized skills that best serve your business.

A journeyperson who has done their apprenticeship with your organization will be a better fit, and will build strong relationships with your customers.

Employers with apprentices enjoy higher sales and profits.

There are financial incentives for employers who hire apprentices.

Visit NSApprenticeship.ca for more details.

[The 2018-2019 Training Schedule for NS Apprenticeship Agency is here](#)

Funding Opportunities

Links to the following programs can be found on our website, AutomotiveSectorCouncil.ca. Simply click on the blue text or call us at 1-877-860-3805. We are here to help you with the paperwork.

Apprenticeship START Program

Nova Scotia Apprenticeship Agency

The objective of the Apprenticeship START program is to encourage employers to register and employ apprentices.

The program offers a **\$2,500 incentive grant and \$5,000 annually** for each year an employer has an apprentice who progresses (for qualifying employers).

Co-operative Education Incentive

Service Nova Scotia

The Co-op Education Incentive helps employers hire post-secondary co-operative education students for work placements.

Employers can hire a co-op student for a work term of 12-16 weeks. You'll receive a subsidy of \$7.50 an hour for the wages you pay the student. There are 32 week terms available in some education programs – please confirm with the Co-op Coordinator at the post-secondary institution.

Apprenticeship Job Creation Tax Credit

Canada Revenue Agency

A non-refundable tax credit available to employers equal to 10% of the eligible salaries and wages payable to eligible apprentices in respect of employment after May 1, 2006.

The maximum credit is \$2,000 per year for each eligible apprentice.

Productivity Investment Program (WIPSI)

NS Department of Economic and Rural Development & Tourism

If you are a small business in Nova Scotia with less than 50 employees, you may be eligible for up to 100% of your training costs to be covered up to \$10,000. For larger businesses, WIPSI provides up to 50% of direct training costs.



Funding Opportunities

Labour Market Partnership

Employment Nova Scotia

If you are an employer wanting to develop and carry out strategies that deal with labour force adjustments and meeting human resource requirements, the Labour Market Partnerships program can help.

This program funds projects that can encourage and support you. To be eligible, proposed activities must • focus on an identified labour market issue • be assessed as likely having a positive effect on the labour market • involve partnership

This funding can be used to cover wage and employment costs, research or technical studies costs, and other costs directly related to eligible project activities (as negotiated with program officers).

Canada Summer Jobs Grant

Service Canada

Canada Summer Jobs provides funding to small businesses with 50 or fewer employees to create summer job opportunities for young people aged 15 to 30 years who are full-time students intending to return to their studies in the next school year.

Employers are eligible to receive funding for up to 50% of the provincial or territorial minimum hourly wage.



Apprentice Incentives

The Nova Scotia government subsidizes the majority of tuition for in-school apprenticeship training. In addition, there are a variety of financial incentives and grants that can assist apprentices with paying for training and related costs, including the [Apprenticeship Tool Allowance](#), [Tradesperson's Tools Deduction](#), and various [Apprenticeship Grants](#).

Youth Apprentices are exempt from registration fees

Work It on behalf of NS Department of Labour & Advanced Education

You may register as a youth apprentice if you're 16 to 19 years of age and work part or full-time in one of Nova Scotia's apprenticeable trades. There is no fee to register!

Apprenticeship Incentive Grant

Service Canada

Apprentices who have successfully finished their first or second year/level of an apprenticeship program in a Red Seal Trade.

\$1,000 per year max \$2,000 per person

Provincial Apprentice Progression Award

Province of Nova Scotia

Apprentices from all designated apprenticeship programs can apply for a \$750 Provincial Apprentice Progression Award if they successfully complete all Level 3/Group C technical training. For five level programs, they may apply for another \$750 upon completing Level 4/Group C.

\$750 for levels 3& 4*Issued based on available funding

Canada Apprentice Loan

Government of Canada

Interest-free loan of up to \$4,000 per year

Apprenticeship Completion Grant

Service Canada

Apprentices who complete their training and become certified in a designated **Red Seal trade** (not applicable to Service Station Mechanic – see Provincial Completion Award) are eligible for up to \$2,000

Provincial Completion Award

Province of Nova Scotia

Apprentices in **non-Red Seal apprenticeship** programs that have 3, 4 or 5 levels of training are eligible to apply for a taxable \$2,000 Provincial Apprentice Completion Award for each level, once they complete all training requirements and receive a Certificate

Tradesperson's Tools Deduction

Canada Revenue Agency

Annual \$500 deduction to help cover the cost of new tools necessary to their trade. Applies to tools acquired in excess of \$1,000.

Apprenticeship Incentive Grant for Women

Government of Canada

The Apprenticeship Incentive Grant for Women is a taxable cash grant of \$3,000 per year/level (or equivalent) up to a maximum amount of \$6,000 per person.

Apprentice Incentives

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Capital Cost Allowance

Canada Revenue Agency

Applies to depreciable property such as equipment/tools. Up to \$500 tax deduction that lowers the amount of taxes owed by permitting the cost of business related assets to be deducted from your income over a number of years.

Tuition Tax Credit for Certification Exams

Canada Revenue Agency

A variable federal tax credit available to skilled workers for examination fees where the exam is required to obtain a professional status, certification or license.

Tuition can increase your income tax rebate (or decrease what you owe)

The tuition, education, and textbook amounts allows you to reduce any income tax you may owe.

Unemployment Insurance

Service Canada

While participating in apprenticeship technical training, you may be entitled to income support

Additional Financial Assistance

Employment Nova Scotia

In addition to unemployment insurance, there are other benefits that you may qualify for, such as financial assistance to cover costs associated with training, child care, assistance, commuting allowance and disability allowance.

Entrepreneurs & Businesses

Community Development Business Corporations

The Students in Business Program helps students start their own loan business in Nova Scotia by giving them start-up information and advice, mentoring and a loan of up to \$150,000 for qualified applicants.



Employer Resources

Links to the following programs can be found on our website, AutomotiveSectorCouncil.ca Simply click on the blue text or call us at 1-877-860-3805. We are here to help you with the paperwork.

Human Resource Toolkit

[NS Department of Labour & Advanced Education](#)

Free and easy to access information, downloadable templates, practical guides, links to relevant resources and more to help you find, keep and develop your valued employees.

Skills Online NS

[Coursepark](#)

Access, at NO COST, to hundreds of online courses ranging from software applications to customer service to HR fundamentals to accounting essentials.

Welcoming Workplaces

[NS Department of Labour & Advanced Education](#)

Information, tools and resources to support employers as they tap into the unique and beneficial blend of skills, abilities, and perspectives that diverse employees bring to the workplace.

One Journey Work and Learn

[NS Department of Labour & Advanced Education](#)

The Students in Business Program helps students start their own loan business in Nova Scotia by giving them start-up information and advice, mentoring and up to \$5,000 as an interest-free loan.

Job Bank

[Service Canada](#)

Canada's one-stop online jobsite where employers can post job openings and connect with job seekers free of any service charges.



Employer Resources

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ISANS

The [Professional Practice Program](#) connects employers across Nova Scotia with skilled immigrant professionals. As a Host Employer, you would offer a Work Placement participant the chance to work in your organization for up to six weeks at no cost to you.

NSCC Automotive Part-Time Studies

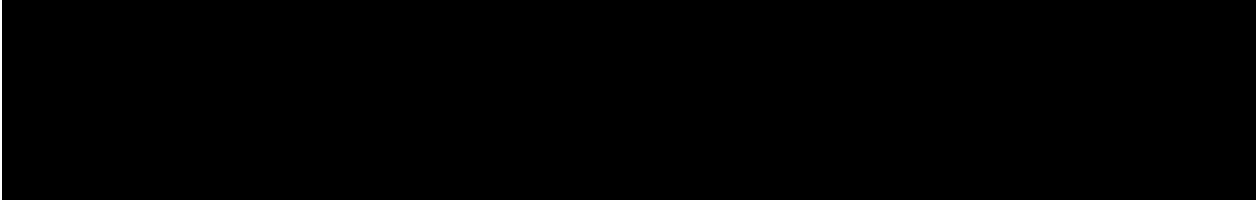
[Continuing Education courses](#) provide a variety of opportunities for lifelong learning, skills and technology upgrading, and recreational and cultural programming. Courses are scheduled over 3 terms: Fall (September – December), Winter (January – April) and Spring/Summer (April – July). Courses are often scheduled during the evenings and/or weekends.

AAEC Training

[Automotive aftermarket business management training & tools](#)

Office of the Employer Advisor

[OEANS](#) provides employers advocacy, education programs, statutory interpretation, current issues consultations, information and explanation regarding the application and administration of the WCB and OHS, assistance with complex claims and rate assessment navigation, development of workplace policies, return to work issues and WCB/OHS appeal support. Employers do not need to be registered with WCB in order to access programs and services of OEA. Our knowledgeable advisors are here to help you navigate the WCB/OHS/employment system.



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