

AINP Employer-Driven Stream – Semi-Skilled Worker Category

As of June 14, 2018, the Employer-Driven Stream – Semi-Skilled Worker Category is closed; no further applications will be accepted under this category.”

The information provided in this document reflects the information that was available on the AINP website at the end of June 13, 2018. This information is intended to be a reference only for Employer-Driven Stream, Semi-Skilled Worker Category candidates who submitted an application post-marked on or before June 13, 2018.

Information is provided in this document on the following application and assessment processes of the Employer-Driven Stream, Semi-Skilled Worker Category as posted on the AINP website at the end of June 13, 2018:

- Alberta Employer criteria
- Candidate criteria
- How to Apply to the Employer-Driven Stream
- Eligible AINP Manufacturing Occupations

Semi-Skilled Worker Category criteria include but are not limited to:

Alberta employer criteria

As an Alberta employer in the Semi-Skilled Worker Category, you must:

- Be incorporated or registered as a business in Alberta by or under an act of the legislature of a province or the Parliament of Canada and operating as a business that has an established production capability, plant or place of business in Alberta
- Be operating in one of the five (5) eligible industries under the AINP Semi-Skilled Worker Category listed below
- Provide a job offer for permanent, full-time employment to the candidate that:
 - Is in an eligible semi-skilled occupation
 - Meets Alberta’s employment and wage standards www.work.alberta.ca/employment-standards.html
 - Does not conflict with existing collective bargaining agreements.

The AINP will not approve an application if there is a labour dispute in progress that may directly or indirectly involve the employer or the candidate.

- Have a Labour Market Impact Assessment (LMIA) Confirmation for the candidate and meet all the conditions of the LMIA.
- Submit to the AINP a candidate who meets all job requirements and AINP criteria.
- Provide a plan outlining your approach to accommodation, settlement, and retention for the candidate
 - Complete a Settlement and Retention Plan (PDF)
- Meet all additional criteria required for your industry:
 - Food and beverage processing
 - Hotel and lodging
 - Manufacturing
 - Long-haul trucking industry
 - Foodservice industry (pilot project)

Note: For the occupation of Front Desk Agent/Clerk (NOC 6525) only: if the Candidate is working with the Alberta Employer on a Post-Graduation Work Permit, an LMIA is not required.

Eligible industries and occupations

Industry: Food and Beverage Processing

Eligible occupations:

- Food and Beverage Production Worker (NOC 9617)
- Bakery Production Worker (NOC 9617)
- Food and Beverage Processing Equipment Cleaner (NOC 9617)
- Industrial Butchers and Meat Cutters (NOC 9462)
- Poultry Production Workers (NOC 9462)

Industry: Hotel and Lodging

Eligible occupations:

- Food and Beverage Servers (NOC 6513)
- Room Attendants (NOC 6731)
- Front Desk Agent/Clerk (NOC 6525)

Industry: Manufacturing

Eligible occupations:

- Eligible AINP Manufacturing Occupations Albertacanada.com/AINP-ED-EligibleManufacturingOccs.pdf

Industry: Trucking

Eligible occupations:

- Long-Haul Truck Driver (NOC 7511)

Industry: Foodservices (pilot project)

Eligible occupations:

- Food and Beverage Servers (NOC 6513)
- Food Counter Attendants (NOC 6711)
- Kitchen Helpers (NOC 6711)

Candidate criteria

As a candidate in the Semi-Skilled Worker Category, you must:

- Be currently working in Alberta on a work permit for an eligible AINP Semi-Skilled Occupation (see list above) www.cic.gc.ca/english/work/index.asp
- Show that you have completed a minimum of high school education
 - In the Foodservices Industry (pilot project), your high school education must be equivalent to Alberta standards.
- Submit one of the following test results, showing that you meet minimum language standards. Your test result cannot be more than two (2) years old at the time you submit your AINP application. If you do not have test results or your test results are more than two (2) years old, go to the Language Test Centre section of the AINP website for up-to-date information on testing availability: Albertacanada.com/opportunity/programs-and-forms/language-test-centres.aspx
 - A Canadian English Language Proficiency Index Program (CELPIP) General Test taken on or before March 31, 2014, with minimum scores of: <https://www.celpip.ca/faq/get-registration-form-2/>
 - Listening: 2H
 - Reading: 2H
 - Writing: 2H
 - Speaking: 2H
- A Canadian English Language Proficiency Index Program (CELPIP) General Test taken on or after April 1, 2014, with minimum scores of:
 - Listening: 4
 - Reading: 4
 - Writing: 4
 - Speaking: 4

- An International English Language Testing System (IELTS) General Test with minimum scores of: www.ielts.org/test_takers_information.aspx
 - Listening: 4.5
 - Reading: 3.5
 - Writing: 4
 - Speaking: 4
- A Test d'Évaluation de Français (TEF) with minimum scores of: centredelanguefrancaise.paris/tests-diplomes/test-evaluation-francais-tef/
 - Listening: 145
 - Reading: 121
 - Writing: 181
 - Speaking: 181
- Meet additional criteria required for your industry:
 - Food and Beverage Processing
 - Hotel and Lodging
 - Manufacturing
 - Long-Haul Trucking Industry
 - Foodservice Industry (pilot project)

Meeting the criteria listed above does not guarantee a nomination or permanent residence.

Industry-specific criteria – food and beverage processing

As an Alberta Employer in the food and beverage processing industry, you must also:

- Operate an agricultural-based industrial food processing plant. In collaboration with the AINP's partner ministry, Alberta Agriculture and Forestry (AAF), this program has been established to assist with labour challenges in industrial food processing plants. Retail establishments are not considered part of the food processing sector for which this category was created and are not considered eligible employers under this AINP category.
- Have satisfactory recruitment strategies, employment policies and practices, retention and settlement in order to qualify for allocations.

As an Candidate in the food and beverage processing industry, you must also:

- Complete an interview with Alberta Agriculture and Forestry (AAF) staff and be able to satisfy AAF regarding your suitability for the AINP.
- Have a total of three years of full-time work experience in your home country prior to arriving in Canada in a physically demanding job similar to that found in the food and beverage processing industry.
- Be employed in Alberta for a minimum of three months before applying to the AINP.

Industry-specific criteria – hotel and lodging industry

As an Alberta Employer in the hotel and lodging industry, you must also:

- Be a member in good standing with the Alberta Hotel and Lodging Association (AHLA) and adopt the association's practices with respect to hiring and employing temporary foreign workers. www.ahla.ca
- Be aware that you are eligible for a maximum number of allocations per calendar year for Food and Beverage Servers and Room Attendants based on the total number of rooms at a property. Allocations can be for Food and Beverage Servers and Room Attendants or a combination of both. Allocations are as follows:
 - 1 - 50 rooms = 2 allocations/calendar year
 - 51 - 100 rooms = 4 allocations/calendar year
 - 101 - 150 rooms = 6 allocations/calendar year
 - 151 - 200 rooms = 8 allocations/calendar year
 - 201 - 250 rooms = 10 allocations/calendar year
 - 251 - 350 rooms = 12 allocations/calendar year
 - 351 - 400 rooms = 14 allocations/calendar year
 - 401 - 450 rooms = 16 allocations/calendar year
 - 451 rooms or more = 18 allocations/calendar year

- Be aware that you are only eligible for one allocation per property, per calendar year for the occupation of Front Desk Agent/Clerk.
- Have satisfactory recruitment strategies and conditions, employment policies and practices, retention and settlement in order to qualify for allocations.

Candidates must:

- Have a total of three (3) years of work experience in a job directly related to the hotel and lodging industry (abroad and/or in Canada).
- Be employed in Alberta for a minimum of six months before applying to the AINP.

Industry-specific criteria – manufacturing industry

As an Alberta Employer in the manufacturing industry, you must also:

- Have satisfactory recruitment strategies and conditions, employment policies and practices, retention and settlement in order to qualify for allocations.

As a Candidate in the manufacturing industry, you must also:

- Have a minimum of two years of work experience in a job similar to your employer’s type of business;
 - At least one year out of the two years must consist of work experience obtained in Canada.
- Be employed in Alberta for a minimum of six months before applying to the AINP.

Industry-specific criteria – long-haul trucking industry

Definition of long-haul and short-haul truck drivers

Long-haul: Drivers depart for destinations thousands of kilometres away from home. They cross inter-provincial boundaries and travel over international routes across North America. Drivers are away from home for several days per week or weeks at a time. A long-haul driver is one who operates a tractor-trailer combination vehicle and hauls commercial goods over long distances.

Long-haul truck drivers are eligible under the AINP.

Short-haul: Drivers typically leave home or the terminal in the morning and travel to destinations within a half day’s or one day’s drive; they make numerous stops to pick up and deliver goods over a relatively short distance.

Short-haul truck drivers are not eligible under the AINP.

As an Alberta Employer in the long-haul trucking industry, you must also:

- Have satisfactory recruitment strategies and conditions, employment policies and practices, retention and settlement in order to qualify for allocations.
 - Allocations will also be based on:
 - the number of temporary foreign workers approved under a Labour Market Impact Assessment (LMIA)
 - size of company, and
 - total number of long-haul drivers employed by the company and past performance (retention rates)
 - 10-15 per cent of the total number of long-haul drivers employed by the company
 - Companies will not receive an allocation larger than the number of foreign drivers for which the company has received an LMIA.
 - A review of the retention rate of the company with previous allocations will be conducted. Companies with retention rates of less than 50 per cent may not receive a full yearly allocation. These companies will have to demonstrate improved recruitment and hiring practices.
- Provide information regarding recruitment activity and supporting documentation that demonstrates that the foreign trained driver is aware of the scope of their employment, which includes:
 - duration of long-haul trips taken
 - mileage
 - normal amount of days away from home
 - anticipated annual salary.

- Show the Candidate has received in-Alberta training.
 - If you provide the training, details of the training program must be provided, including training content, hours of training provided in a classroom and supervised road training, testing methodology, and results.
 - If the training is provided by a third party, a copy of the program syllabus must be provided including hours of classroom and supervised road training, testing methodology and results.
 - The in-Alberta training and supervision must certify familiarity with traffic laws, documentation requirements (record of loads, vehicle maintenance log books, mileage, etc.) and areas of specialization (hazardous goods, mountains, winter driving conditions, running in major metropolitan areas, etc).
- Show that Candidates have prior driving training and related experience in a professional capacity.

As a Candidate in the long-haul trucking industry, you must also:

- Be working for your Alberta employer as a long-haul truck driver (refer to definition above).
- Show you have a valid Alberta Class 1 driver's license and are eligible to meet provincial regulations.
- Provide a copy of your foreign driver's license which indicates C+E certification (if from Europe).
 - Both parts of the license must be provided. If the driver's license is not in English, it must be translated by a certified translator. www.atia.ab.ca
- Be employed in Alberta for a minimum of six months before applying to the AINP.
- Have driven in a professional capacity before coming to Canada and provide sufficient credible documentation to demonstrate your previous driving related training (hazardous goods, etc.) and work experience.
 - You must provide reference letters on company letterhead, dated, and signed with the title or position of the individual from the company who is providing the reference. E-mail letters are acceptable if they are sent from the e-mail account of the company that is providing the references (not hotmail, gmail or yahoo accounts). The letter must state the occupation of the employee, either HGV/LGV driver, and/or describe the work they performed which clearly indicates the equipment that was driven (articulated, semi, reefer, tanker, etc.).

Industry-specific criteria – foodservices industry (pilot project)

At this time, applications are currently being accepted and will be assessed against the criteria below.

As an Alberta Employer in the foodservices industry, you must also:

- Be aware that you are eligible for only one allocation per restaurant location for one (1) of the three selected occupations (listed above) under this pilot project.
- Sign an Employer Compliance Declaration Form (PDF) and attach it to your application, answering each question about the status of your business with the following legislative authorities:
 - Employment Standards Code
 - Public Health Act
 - Occupational Health and Safety Act
 - Workers' Compensation Act
 - Human Rights, Citizenship and Multiculturalism Act.

You must be in compliance with all legislation. All your answers must be truthful, correct and complete. Failure to completely disclose your current status with any of the applicable legislative authorities will result in the refusal of current and future applications submitted to the AINP on the basis of non-disclosure. The AINP reserves the right to declare you as an employer ineligible to apply under the program for up to 5 years from date of application received for non-disclosure.

- You are obligated to uphold provincial standards for both workplace health and safety, and offer your candidate(s), for as long as your candidate(s) is/are employed, a sustainable and reliable work environment.
 - The AINP supports all legislation regarding a safe and healthy work environment, and will not approve an employer who does not adequately demonstrate compliance in meeting the AINP criteria and applicable requirements, criteria and/or standards under that legislation.
- Show that accommodations for the Candidate are available at a cost that does not exceed 33 per cent of the Candidate's gross salary.

As a Candidate in the foodservices industry, you must also:

- Have a total of three (3) years of work experience in a job directly related to food and beverage services (abroad and/or in Canada).
- Be employed in Alberta for a minimum of nine (9) months before applying to the AINP.

Who is not eligible?

The following are not eligible under the AINP Employer-Driven Stream, Semi-Skilled Worker Category:

- Semi-skilled workers not in an eligible AINP industry or occupation
- Refugee claimants, or individuals involved in a federal appeal or removal process.
- Live-in caregivers currently living in Canada
- Temporary Foreign Workers working and residing in a province other than Alberta
- International students studying in Canada and doing co-op work placements or internships as part of their study program.

Note: The availability of AINP streams and categories is dependent upon application volumes and labour market needs. The AINP reserves the right to close application intake for any AINP stream or category at any time, without prior notice. Further, the AINP may decline to consider applications to closed or suspended streams or categories, regardless of when the applications were submitted. Changes to the AINP, including notice of suspension or closure of its streams and categories are available on the AINP news page and/or the AINP application forms page. The AINP is not obligated to assess/process any applications submitted. Applications to the AINP are treated as an expression of interest, and as such, will be processed according to quality of the application (completeness, eligibility), labour market information, occupational supply and demand forecasting, AINP application volumes, and / or any other factors at the AINP's discretion. By submitting an application to the AINP you acknowledge and agree that your application may not be processed in the order received, or at all. Further, the decision to assess / process any particular application, and the outcome of any such assessment / processing, is at the AINP's sole discretion. Program criteria are eligibility minimums, and meeting program criteria does not guarantee that an applicant's application will be assessed, processed, or granted.

How to apply to the Employer-Driven Stream

You may only have one active AINP application in process; multiple AINP applications for multiples categories will not be accepted for processing.

1. **The Alberta Employer and the Candidate must make sure they meet the criteria for the category to which they are applying.** If the Alberta Employer or the Candidate do not meet the criteria the application will be declined.
 - Skilled Worker Category criteria
 - International Graduate Category criteria
 - Semi-Skilled Category criteria

Albertacanada.com/opportunity/programs-and-forms/expired-ainp.aspx

2. **The Alberta Employer and the Candidate must follow the instructions on the document checklist to prepare a complete application for their category.**
 - Skilled Worker Category document checklist and application forms
 - International Graduate Category document checklist and application forms
 - Semi-Skilled Worker Category document checklist and application forms

Also review the Important information about applying to the AINP section on the Application forms page for tips on how to prepare your application. Albertacanada.com/ainp-forms

3. **The Alberta Employer or the Candidate mails the complete application to the AINP.** Incomplete applications will not be processed, and will be returned. A complete application is an application that includes all of the required documents listed on the document checklist. Clearly indicate the category to which you are applying on your mailing envelope. Complete applications can be mailed to:

Employer-Driven Stream Category
Alberta Immigrant Nominee Program
Government of Alberta
Suite 940, ATB Place North Tower
10025 Jasper Avenue
Edmonton, Alberta T5J 1S6

4. **The AINP will assess the application.** Review the AINP processing and inventory page for the most current information on application processing and status. Albertacanada.com/processingtime
5. **If approved, the Candidate will become a Provincial Nominee.** The Provincial Nominee will receive a nomination package in the mail. The Provincial Nominee should make sure they read all documents in the package. The information in the package will tell the Provincial Nominee and their dependents how to apply to Immigration, Refugees and Citizenship Canada (IRCC). The Alberta Employer will also receive notification that the application has been approved.
6. **The Provincial Nominee submits their Application for Permanent Residence to IRCC along with supporting documents.** Visit the after you are nominated section of the website for more information. www.cic.gc.ca/english/immigrate/provincial/apply-how.asp | Albertacanada.com/opportunity/programs-and-forms/ainp-after-nomination.aspx
7. **IRCC will conduct health, criminality and security checks.** If you and your dependants meet all required checks, IRCC would then issue the permanent resident visa(s) for immigration to Alberta.

Manufacturing Occupations List

The specific manufacturing occupations listed are currently accepted by the AINP. They are based on the National Occupational Classification (NOC) system. This is the nationally accepted way of classifying occupations in the Canadian labour market. For more information on the NOC system visit: www5.hrsdc.gc.ca/noc/English/noc/2011/welcome.aspx

List last updated June 2014.

NOC code	Job title	Training/certification required
1521	Shippers and Receivers	Completion of a forklift certificate
1523	Production Logistics Co-ordinators	None
1524	Purchasing and Inventory Control Workers	Purchasing clerks require courses in purchasing management and inventory clerks require courses in production and inventory management
7521	Heavy Equipment Operator (Except Crane)	College or industry courses in heavy equipment operation or completion of a one to two year apprenticeship program
8412	Oil and Gas Well Drilling and Related Workers and Services Operators	<ul style="list-style-type: none"> • Certification in first aid • Certification in hydrogen sulphide awareness • Certification in blowout prevention • Certification in Workplace Hazardous Materials Information System (WHMIS) • Certification in Transportation of Dangerous Goods (TDG) • Awareness in cryogenic safety
9411	Machine Operators, Mineral and Metal Processing	None
9412	Foundry Workers	None
9414	Concrete, Clay and Stone Forming Operators	Mould makers that construct and repair wooden forms require carpentry or woodworking experience
9415	Inspectors and Testers, Mineral and Metal Processing	None
9416	Metalworking and Forging Machine Operators	None
9417	Machining Tool Operators	Completion of college level courses in machining
9421	Chemical Plant Machine Operators	<ul style="list-style-type: none"> • Certification in first aid • Certification in Transportation of Dangerous Goods (TDG) • Fire fighting or Workplace Hazardous Materials Information System (WHMIS)
9422	Plastics Processing Machine Operators	<ul style="list-style-type: none"> • Completion of Statistical Process Control (SPC) course • Moulding process operators require completion of hydraulics, pneumatics and electronic systems courses
9423	Rubber Processing Machine Operators and Related Workers	None
9431	Sawmill Machine Operators	<ul style="list-style-type: none"> • College courses in wood processing technology • Certification in industrial first aid • Head sawyers and planer operators usually require several years of experience in other sawmill machine operating positions

9432	Pulp Mill Machine Operators	<ul style="list-style-type: none"> • College diploma in forest products processing or a related subject • Certification in industrial first aid
9433	Papermaking and Finishing Machine Operators	None
9434	Other Wood Processing Machine Operators	Combination of college and company courses
9435	Paper Converting Machine Operators	None
9436	Lumber Graders and Other Wood Processing Inspectors and Graders	<ul style="list-style-type: none"> • Graders and inspectors require experience as a sawmill machine operator, or other wood processing operator or as a labourer in wood processing • Lumber graders require a lumber grader's license issued by a provincial lumber association
9437	Woodworking Machine Operators	None
9461	Process Control and Machine Operators, Food, Beverage and Associated Products Processing	None
9521	Aircraft Assemblers and Aircraft Assembly Inspectors	Completion of college program in aviation or aeronautical technology with emphasis on aircraft manufacturing
9523	Electronics Assemblers, Fabricators, Inspectors and Testers	<ul style="list-style-type: none"> • Electronic testers require post-secondary courses in basic electronic theory, testing techniques and testing equipment • Electronics inspectors and testers require experience as an electronics assembler or component fabricator
9524	Assemblers and Inspectors, Electrical Appliance, Apparatus and Equipment Manufacturing	Completion of college program in electronics
9525	Assemblers, Fabricators and Inspectors, Industrial Electrical Motors and Transformers	<ul style="list-style-type: none"> • Completion of college courses in electricity or electrotechnology • Inspectors and lead-hands require experience as an assembler, fitter or wirer
9526	Mechanical Assemblers and Inspectors	Inspectors require experience as a mechanical assembler
9527	Machine Operators and Inspectors, Electrical Apparatus Manufacturing	Inspectors require experience as an assembler
9533	Manufactured Housing Production Worker	None
9533	Prefabricated Housing Assembler	None
9534	Furniture Finishers and Refinishers	Completion of college, industry or high school level courses in furniture finishing or refinishing
9535	Plastic Products Assemblers, Finishers and Inspectors	Inspectors require experience as an assembler or finisher
9536	Industrial Painters, Coaters and Metal Finishing Process Operators	Industrial painters such as aviation painters require specialized training or college courses