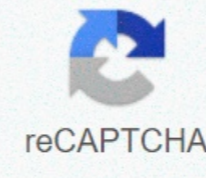




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## Certificate of competency for broward county

Contractors and traders working in Miami-Dade County are licensed by Miami-Dade County's Contractor Licensing Section. The Construction Trades Qualifying Board has authority over these types of licenses and scopes of licenses that are issued. [Deadline Data for Intake of Applications](#) Visit the contractors page for information on Contractor exams and follow-up courses, as well as contractor searches and complaints. Informative brochures about contractors More than 100 different types of licenses are issued within these six main licensing categories (click to see the license types): Maintenance Electrical Mechanical Plumbing Building Building Specialties Complete List of Certification Miami Categories-Dade County issues personal and business licenses. Veterans Fee Waiver The Construction Trades Qualifying Board will waive the initial application fee for a military veteran who applies for a license in the format prescribed by the Council, within 24 months of the dismissal of a branch of the United States Armed Forces. In order to be eligible for this waiver, the veteran must have been honorably discharged and provided appropriate service documentation. Back to Top To obtain a new personal license from Miami-Dade County, you must first meet certain experience requirements and maintain a level of financial responsibility. You must submit an application to include proof of experience by means of letters from employers indicating the dates of employment and the description of the work performed and the filing of W-2 tax documents over the working period. Restoration of null and void Miami-Dade County Certificates As of September 29, 2013, the holder of a certificate that has become void may re-apply to the Construction Trades Qualifying Board or a division for a new certification or recovery request. The Board of Directors may not reintroduce a non-n single licence unless illness or unnecessary hardship and a good faith attempt to comply with the renewal requirements is demonstrated. The Board of Directors interprets and determines the applicability for renewal strictly on the basis of documentation provided by the licensee. Personal application (relocation) Where permission is granted to be re-employed, the completion of eight hours of secondary education for each year shall be involuntarily inactive, as specified by the council or a division thereof, and the payment of renewal fees fixed in administrative order for each renewal period in which the certificate was involuntarily involuntarily imposed shall be imposed. For questions call 786-315-2880. Back to Top If you are a trader or contractor, you should generally renew your license every two years. You will receive an extension notice 2 months before the expiry of your active license. Return the message by mail or drop it off at our office at 11805 SW 26th Street, Street, 207, Miami, Florida 33175, between the hours of Monday through Friday from 7:30 a.m. to 4 p.m. The notice must be filed with the requested fee in the form of a personal check or money order to be paid to Miami-Dade Regulatory and Economic Resources. Qualified contractors can submit applications for renewal of the contractor's competency/fitness certificate using our online contractor license renewal application. In addition to the above requirements, each holder with a permit must have 16 hours of credits. A certificate holder shall not be required to meet the requirements for secondary education for the period during which a certificate is initially issued in accordance with Chapter 10 of the Code of Miami-Dade County, Article 10-13.1(3). Persons holding a business license must provide a certificate of liability insurance and proof of the employee's compensation coverage. Sponsorship of secondary education in Miami-Dade County The following guidelines and documents relate to sponsorship of secondary education, per Miami-Dade County Code Section 10-13.1: Registration of course sponsors Any person or legal entity wishing to perform a course, seminar, or other instructional program intended to enable participants to earn ongoing teaching hours under this chapter applies to the Construction Trades Qualifying Board for registration as a sponsor course. In order to register as a course sponsor, the person or legal person must submit an application for approval on a form and in a manner approved by the board with payment of the registration fee established by a separate administrative order. The registration of the course sponsor is valid for two years from the date of issue. Read the new sponsor application Read the sponsor renewal application Approval of further training courses Each registered course sponsor can apply for approval of a further education. The application for approval of continuing training shall be submitted on a form approved by the Council with payment of the fee established by a separate administrative order. The approval of continuing training shall be valid for two years from the date of approval. Read the new course application Read the Course Renewal Application Discipline course sponsors If, at any time, a partner, owner, director, officer or duly appointed representative of a course sponsor falsified or fraudulently misrepresented any information provided to the Trade Constructions Qualifying Board or, alternatively, in violation of any of the provisions of Chapter 10 of the Code of Miami-Dade County the Management Board rules and regulations covered there) shall be considered a violation of Article 10-14 of this Code, punishable in the ways provided for in that Section, with sanctions to include repeal or course sponsor registration. Read the Course Sponsor Procedures New mandatory Continuing Education Requirements for Miami-Dade County Licensees Starting with the 2014 Miami-Dade County License Renewal cycle, mandatory seminars are included in the biennial 16 hours of continuing education required for license renewal. Of the required 16 hours of student loan, at least one hour is included in each of the following study areas: Chapter 10 of the Code of Miami-Dade County and Florida Statute 713. The remaining 14 hours of continuing training can be met by participating in a Construction Trades Qualifying Board-approved courses. For questions call 786-315-2880. Permanent Education Provider List (22 MB) Military personnel who ask to make their license inactive while they are active, and agree to do no business during that time, will waive their renewal fee for up to six months after dismissal. It also waives the requirements for further education. See the military personnel authorization renewal waiver back to top If the category you are applying for is an exam category, you must pass the exam and pass with at least a grade of 70% (excluding Journeyman license). Journeyman should at least pass a passing grade of 75% or better. Once you submit your application, it will be reviewed by the board of directors and if approved, you will receive information on how to plan your exam. Exams for certificates of competence and eligibility are offered many times during the month. The exams are open book and the required books for each exam category can be found in the providers exam descriptions pdf file found in the exams link above. Exams are offered in English or Spanish and special accommodations can be made for people with disabilities. Contractor Exams: Candidate Information Bulletin Back to Top Requires three years of demonstrable field experience in the profession or, education equivalent or a combination of the two, but no more than half consisting of education equivalent. Requires an application to include proof of experience by means of letters from employers detailing the dates of employment and the description of the work performed and the submission of W-2 tax documents over the working period. Requires successfully passing an exam with a grade of 75% or higher. Exam is open book and a list of the books will be provided to you at the time you apply. Requires payment of \$240 This license does not give you the right to perform as a contractor; you may only work under the guidance of a Master in your respective trade. Back to Top Requires that an applicant has had a Competency Certificate as a Companion for two years, which is ctqb and at least two years of experience in the field or at least six years of specialised specialised registration as a professional engineer in the discipline in question. Requires an application to include proof of experience by means of letters from employers detailing the dates of employment and the description of the work performed and the submission of W-2 tax documents over the working period. Requires successfully passing an exam with a grade of 70% or higher. Exam is open book and a list of the books will be provided to you at the time you apply. Requires payment of \$315.00. After completing the application to obtain your personal license, you must complete a business application to obtain your business license. You must pay an additional \$315.00. Proof of liability insurance and the employee's compensation insurance is required after approval by the board. If you do business without meeting the minimum requirements, you will be subject to citations for violating Chapter 10 of the Miami-Dade County Code. Back to Top For a change of affiliation, a business application, outgoing affidavit (Change of Affiliation) and applicant financial history form must be completed. Back to Top To place a certificate in inactive status, an outgoing affidavit (Inactive Status) and Form For the applicant's Financial History form must be completed. Voluntary inactive status of members of the Armed Forces Any member of the United States Active Duty Armed Forces requesting voluntary inactive status and providing documentation to the Construction Trades Qualifying Board and, at the time he became such a member, had the right to practice or exercise his or her trade in Miami-Dade County and whose license was in good condition with the Board of Directors and no longer acts as a contractor for profit, is kept in good condition by the Management Board without extending or paying the regular renewal fee and is not obliged to fulfil the requirements for continuing training as long as he is in active service and a member of the United States Armed Forces for six months after discharge from active duty. Back to Top Miami-Dade County offers a voluntary registration process that makes it easier for state contractors who perform work in Unincorporated Dade County to obtain permits. The process includes verifying the contractor's license status, copying the driver's license, and obtaining a copy of the current general liability and employee compensation insurance. This information is then placed in our computer system, allowing the Miami-Dade County to quickly check the state contractor's information without the contractor having to present it document every time. Florida Certified Contractor License Registration and Verification Back to Top A contractor license is not required for individuals who are exclusively engaged in cleaning and handling water in existing pools. Swimming pools: all these persons are required to fill out a registration form and submit it to the Contractor Licensing department of the department. All registrations are valid for one year and expire on the last day of September. The annual extension shall include verification of the continuing qualification for registration. 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