

Operating Engineers Local #3 JATC Work Summary Time Card

DOLID#: _____ **Name** _____ **Month** _____ **Year** _____
Print Last First Initial

Contr. Name: _____ **Branch** _____ **Period** _____ **District** 12

TOTAL HOURS _____

CHECK IF UNEMPLOYED THIS MONTH

PROGRESS REPORT *To be completed by contractor					
A-Outstanding B-Above Average C-Average D-Below Average F-Poor					
	A	B	C	D	F
1. Attendance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Quality of Work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Ability to follow instructions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Progress in learning trade	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Care of equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Cooperation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WORK PROCESS CATEGORIES						Lube Service Tech
A	B	C	D	E	L	
Received Instruction on Work Tasks						
Performed Work Tasks						
Observe/Other (Explain Below)						

Under training categories mark number of hours on each work task

A	Hours on task	B	Hours on task	C	Hours on task	D	Hours on task	E	Hours on task	L	Hours on task
Engines		Power Train		Electrical		Hydraulic		Welding		Lube Service Tech	
Block		Clutches		Charging System		Air Brakes		Cutting		250hr Service	
Cooling System		Differential		Control System		Air/Hyd Brakes		Fab & Layout		500hr Service	
Head		Final Drive		Elect/Hyd Sys		Contrl Valves		Grinding		1000hr Service	
Fuel System		Torque Conv		Electronic Control		Cylinders		Hardfacing		2000hr Service	
Intake & Exhaust		Trans/Auto		Lighting System		Hoses & Fittings		Oxy/Accet		Data/Records Updates	
Tune Up Diesel		Trans/Manual		Monitoring		Motors		Stick (SMAW)		Lube Truck	
Tune Up Gas		Under Carriage		Starting System		Pumps		Wire/Flux Core		Minor Repair	
Steam Clean		Clean Up		Parts Cleaning		Parts Cleaning		Clean Up		Clean Up	
Other (explain)		Other (explain)		Other (explain)		Other (explain)		Other (explain)		Other (explain)	

Observing / Other Task (Explain):

Supervisor / Foreman Comments:

Name of Person Designated by Contractor

Phone# of Person Designated by Contractor

Apprentice Signature

Signature of Person Designated by Contractor