

SECTION
FOR
THE APPRENTICE

APPRENTICE DETAILS

Family Name: _____

Given Names: _____

Address: _____

Photograph

Date of Birth: _____

Registration Number: _____

Training Provider Enrolment Number: _____

EMPLOYMENT DETAILS

Commencement of Employment: _____

Transfer or Termination of Employment: _____

Company or Business Name: _____

Address: _____

Employer/supervisor _____ **Signature** _____

Contact Details: Phone: _____ **Mobile:** _____

FAX: _____ **E-mail:** _____

Note: Additional forms for change of employer details are included at the back of the Work Record Book.

Instructions for the Apprentice

What is this book?

This book is your Work Record Book. It will become a record of the jobs you get experience with at your workplace during your apprenticeship. This information will assist your Training Provider in determining when you can be issued with your certificate.

This book, by itself, is not a statement of competence or a qualification.

Why do you need this book?

As an apprentice, there are two parts to your training:

- ◆ **an off-the-job part.** You will do this with a training provider. You will learn new things and develop new skills. As you progress your training provider will assess your knowledge and skills.
- ◆ **an on-the-job part.** You will do this at work with your employer. Your employer will give you jobs to do that will require you to apply your knowledge and skills.
A technically qualified person at work will help you learn how to do each new job.

For your training provider to give you your certificate they must be sure you have the necessary knowledge and skills and can actually do the work. This Work Record Book is a way of gathering evidence of the jobs you have done at work.

Without evidence of the practical application of your knowledge and skills your training provider will not be able to give you your certificate.

What does this book do?

Your Work Record Book helps you and your employer to:

- ◆ know what jobs you need to become good at in order for you to get your certificate.
- ◆ keep an accurate record of the jobs you have learnt to do at work.
- ◆ pass this information on to your training provider, who will record the information and issue the certificate when the necessary training has been completed.

How is this book organised?

There are two sections to this book, Work Evidence Records and Work Evidence Reports.

- ◆ The front of the book contains Work Evidence Records sheets that you, as the **apprentice**, are responsible to fill in and keep up to date.
- ◆ The back of the book contains Work Evidence Reports that can only be filled out when you and your **supervisor** are satisfied that you can do all the jobs stated on the report to the required standard (Refer to Page 5 for the standard).

What is your role in this?

You are responsible for:

- ◆ looking after your work record book – keeping it safe and in good condition,
- ◆ keeping the book up to date by recording information about the jobs you do each day, at work, on the Work Evidence Record sheets,
- ◆ having the Work Evidence Report sheets signed off when you and your supervisor are satisfied that you can do all the jobs,
- ◆ presenting your record book to your training provider as often as required, so that they can update their records of your training.

There is only one copy of your work record book.
It is not your employer's responsibility to look after it. **IT IS UP TO YOU.**

So what do you need to do? – four easy steps

1. **Read the Work Evidence Records** - This will give you a good idea of the kind of jobs you should be learning to do.
2. **Record the jobs you are able to do** - Each time you complete one of the jobs shown on a Work Evidence Record, *to the standard shown on the following page*, record the details in one of the boxes.
3. **Sign off the Work Evidence Reports with your supervisor** - When you and your supervisor are both satisfied that you can do all the jobs on a Work Evidence Record, *to the required standard*, together with your supervisor you should sign off on the Work Evidence Report in the back section of the book.
4. **Show the completed Work Evidence Reports to your training provider** - Present your Work Record Book to your training provider as often as required, so they can update their records of your training and counter sign the completed Work Evidence Reports.

Note: When filling out a Work Evidence Record with multiple jobs make sure your record shows that you have done each job a number of times, not the same job over and over again.

Work Evidence Records have a number against each job. Use the number or numbers from the list of jobs to show what job or jobs you did. Where relevant you should also write down what you repaired or replaced or what fault you found.

What is the required standard?

Your work evidence records should help show that you can do each job:

- ◆ **correctly and safely.** This means that your work must comply with statutory and enterprise Occupational Health and Safety policies and procedures, and with relevant manufacturer's specifications and procedures.
- ◆ **without causing damage to any components or system,**
- ◆ **on a range of vehicles/components** not over and over on the same vehicle.
- ◆ **in a technically correct way,**
- ◆ **without your supervisor (or any other person) having to step in and correct you.**

When should I start recording the jobs I have done?

You should only record jobs when you can do them to the required standard. Don't start recording jobs when you are only learning to do them, when you are being shown what to do by your supervisor or other tradesperson.

What if you can't do all the jobs at work?

There may be a few jobs related to the compulsory units of competence that are not done where you work. If this is the case you should get your employer to talk to your training provider and have them work out how you can get experience with these jobs.

How many times do I have to do a job before my supervisor can sign the work evidence report?

There is no requirement to do a job a certain number of times. What is important is that you can do the job to the required standard. In the early part of your apprenticeship you may have to do a particular job many times before you and your supervisor are satisfied you can do it correctly. Towards the end of your apprenticeship, when you have become more skilled, you may only need to do a job two or three times before you get the report signed.

Do I have to fill up every box of a Work Evidence Record before my supervisor can sign the Work Evidence Report?

No. Again, there is no requirement to do any job a certain number of times. Work Evidence Records have enough boxes to allow you to show that you have done each job at least a couple of times and on more than one make or model etc.

WORK EVIDENCE RECORDS
FOR COMPULSORY STREAM
UNITS OF COMPETENCE

WORK EVIDENCE RECORD

7292BW Maintenance and Service Work Evidence

Automotive Retail Service & Repair Competency

AUR00108A Carry out maintenance and/or component servicing operations.

Apprentice Name. _____

This Work Evidence Record is to be maintained by the apprentice.

Your responsibility, as an apprentice, is to keep a record of the maintenance and service work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 60 of this book.

Each time you complete a service that involves all of the actions listed in the table below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done job a number of times on different vehicles. Do not fill up the table showing you have completed the job over and over again on the same make and model of vehicle.

7292BW Maintenance and Service Work Evidence

WORKSHOP JOB

1. Carry out a maintenance and service job that includes all of the following:

- Engine lubricating oil and filter changes.
- Fuel and induction system filter service.
- Cooling system coolant changes and / or clearing of air passages.
- Drive belt inspection and adjustment.
- Spark plug replacement (heavy vehicle apprentice exempted).
- Hydraulic system fluid level checks.
- Tyre checks (pressure / wear / damage).
- Transmission / drive line / chassis / body lubrication and fluid level checks.
- Fluid leaks / lubricant loss checks and reports (leaking seals, damaged boots, etc.).
- Checking of security of fasteners, mountings, etc

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____

7292BW Maintenance and Service Work Evidence

WORKSHOP JOB

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____

7292BW Maintenance and Service Work Evidence

WORKSHOP JOB

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____

WORK EVIDENCE RECORD

7292DW Engine Service Work Evidence

Automotive Retail Service & Repair Competency

AUR01170A Service engines and associated engine components

Apprentice Name. _____

This Work Evidence Record is to be maintained by the apprentice.

Your responsibility, as an apprentice, is to keep a record of the engine service work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 61 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done each job a number of times and on more than one vehicle. Do not fill up the table with the same job over and over again on the same make and model of vehicle.

7292WD Engine Service Work Evidence

WORKSHOP JOBS

- 1. Replace timing belt**
- 2. Check and where necessary adjust valve tappet clearances.**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

WORK EVIDENCE RECORD

7292FW Minor Electrical Repair Work Evidence

Automotive Retail Service and Repair Competency

AUR18708A Carry out minor repairs to electrical circuit/system

Apprentice Name. _____

This Work Evidence Record is to be maintained by the apprentice.

Your responsibility, as an apprentice, is to keep a record of the electrical system minor repair work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 62 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done each job a number of times and on more than one vehicle. Do not fill up the table with the same job over and over again on the same make and model of vehicle.

7292FW Minor Electrical Repair Work Evidence

WORKSHOP JOBS

- 1. Remove, fit or repair a variety of electrical components that may include any of the following:-
fuses, light globes, terminals, connections, wires or insulation, relays.**
- 2. Inspect and test electrical circuits and identify actual faults**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

WORK EVIDENCE RECORD

7292HW Automotive Batteries Work Evidence

Automotive Retail Service & Repair Competency

AUR18676A Test, service and replace battery

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the battery service work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 63 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

7292HW Automotive Batteries Work Evidence

WORKSHOP JOBS

1. Test batteries, correctly identify faulty ones and replace them

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____

WORK EVIDENCE RECORD

7116AW Brake System Service & Repair Work Evidence

Automotive Retail Service & Repair Competency

AUR10170A Service braking systems.

AUR10166A Repair braking systems.

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the brake system service and repair work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 64 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done each job a number of times and on more than one vehicle. Do not fill up the table with the same job over and over again on the same make and model of vehicle.

7116AW Brake System Service & Repair Work Evidence

WORKSHOP JOBS

1. Remove and fit disc brake pads
2. Flush and bleed brake hydraulic systems
3. Remove and fit brake master cylinders
4. Remove, dismantle and reassemble brake calipers, and assemble disc brake units
5. Dismantle, assemble and adjust (where applicable) drum or disc brake units that incorporate a park brake mechanism
6. Inspect and test braking systems and identify actual faults

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

7116AW Brake System Service & Repair Work Evidence

WORKSHOP JOB

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____

7116AW Brake System Service and Repair Work Evidence

WORKSHOP JOB

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

WORK EVIDENCE RECORD

7116BW Suspension & Steering Service and Repair Work Evidence

Automotive Retail Service & Repair Competency

AUR15170A Service steering systems

AUR15166A Repair Steering Systems

AUR16170A Service suspension systems

AUR16166A Repair Suspension Systems

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the suspension and steering service and repair work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 65 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done each job a number of times on more than one vehicle. Do not fill up the table with the same job over and over again on the same make and model of vehicle.

7116BW Suspension & Steering Service and Repair Work Evidence

WORKSHOP JOBS

1. Remove and fit a variety of steering system components or assemblies that may include any of the following: - tie rod ends, steering rack boots, steering gear/rack assemblies, power steering pumps, steering wheels, steering column components, etc.
2. Remove and fit shock absorbers or strut assemblies
3. Remove and fit a variety of suspension system components that may include any of the following:- suspension arms or links, bushes, ball joints, springs, stabiliser bars, etc.
4. Inspect and test steering and suspension systems and identify actual faults

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

7116BW Suspension & Steering Service and Repair Work Evidence

WORKSHOP JOB

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____

**7116BW Suspension & Steering Service and Repair Work Evidence
WORKSHOP JOB**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____

WORK EVIDENCE RECORD

7116DW Petrol Fuel System Service and Repair Work Evidence

Automotive Retail Service and Repair Competency

AUR03170A Service petrol fuel systems

AUR03166A Repair petrol fuel systems

Apprentice Name. _____

This Work Evidence Record is to be maintained by the apprentice.

Your responsibility, as an apprentice, is to keep a record of the petrol fuel system service and repair work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 66 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done each job a number of times on more than one vehicle. Do not fill up the table with the same job over and over again on the same make and model of vehicle.

7118DW Petrol Fuel System Service Work Evidence

WORKSHOP JOBS

1. Remove and fit a variety of petrol fuel system components or assemblies that may include any of the following: - fuel pumps, fuel injectors, throttle body assemblies, fuel pressure regulators, air flow sensors, manifold pressure sensors, temperature sensors, carburetors, induction manifolds, fuel tanks, etc.
2. Adjust petrol fuel systems to enable them to operate within manufacturer's specifications and/or legislated requirements
3. Inspect and test petrol fuel systems and identify actual faults

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

7116DW Petrol Fuel System Service and Repair Work Evidence
WORKSHOP JOB

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____

7116DW Petrol Fuel System Service and Repair Work Evidence
WORKSHOP JOB

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____

WORK EVIDENCE RECORD

7116GW Cooling System Service and Repair Work Evidence

Automotive Retail Service & Repair Competency

AUR02170A Service cooling systems and associated components

AUR02166A Repair cooling systems and associated componentss

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the cooling system service and repair work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 67 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done each job a number of times on more than one vehicle. Do not fill up the table with the same job over and over again on the same make and model of vehicle.

7116GW Cooling System Service and Repair Work Evidence

WORKSHOP JOBS

- 1. Clean and flush cooling systems**
- 2. Remove and fit cooling system radiators and cowlings**
- 3. Remove and fit a variety of cooling system components or assemblies that may include any of the following:- thermostats, water pumps, hoses, drive belts, viscous fan drives, electric fans, thermo switches, relays, etc.**
- 4. Inspect and test cooling systems and identify actual faults**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

7116GW Cooling System Service and Repair Work Evidence
WORKSHOP JOB

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____

7116GW Cooling System Service and Repair Work Evidence
WORKSHOP JOB

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____

WORK EVIDENCE RECORD

7116HW Emission Control System Service and Repair Work Evidence

Automotive Retail Service & Repair Competency

AUR04671A Service and repair emission control systems

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the emission control system service and repair work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 68 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done each job a number of times on more than one vehicle. Do not fill up the table with the same job over and over again on the same make and model of vehicle.

7116HW Emission Control System Service and Repair Work Evidence

WORKSHOP JOBS

- 1. Remove and fit a variety of emission control system components or assemblies that may include any of the following: - catalytic converters, oxygen sensors, exhaust gas re-circulating valves, air injection pumps, valves or pipes, intake air heating devices, etc.**
- 2. Check and determine the compliance of exhaust emission levels with specifications and/or statutory regulations**
- 3. Inspect and test emission controls systems and identify actual faults**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make:_____	Make:_____	Make:_____	Make:_____
Model:_____	Model:_____	Model:_____	Model:_____
Date:_____	Date:_____	Date:_____	Date:_____
Job:_____	Job:_____	Job:_____	Job:_____

**7116HW Emission Control System Service and Repair Work Evidence
WORKSHOP JOB**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____

**7116HW Emission Control System Service and Repair Work Evidence
WORKSHOP JOB**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____

WORK EVIDENCE RECORD

7116JW Final Drive & Driveline Service and Repair Work Evidence

Automotive Retail Service & Repair Competency

AUR12670A Service final drive assemblies.

AUR12666A Repair final drive assemblies

AUR13170A Service final drive (driveline)

AUR13166A Repair final drive (driveline)

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the final drive and driveline service and repair work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 69 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done each job a number of times and on more than one vehicle. Do not fill up the table with the same job over and over again on the same make and model of vehicle.

7116JW Final Drive & Driveline Service and Repair Work Evidence

WORKSHOP JOBS

- 1. Remove and fit final drive assemblies in vehicles or transaxle units**
- 2. Remove and fit driving axles**
- 3. Remove and fit drive shafts**
- 4. Remove and fit drive shaft universal joints or constant velocity joints**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

WORK EVIDENCE RECORD

7116KW Electrical System Service and Repair Work Evidence

Automotive Retail Service & Repair Competency

AUR19066A Repair charging and starting systems

AUR21371A Service and repair electronic body management systems

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the electrical and body management system service and repair work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 70 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done each job a number of times and on more than one vehicle. Do not fill up the table with the same job over and over again on the same make and model of vehicle.

7116KW Electrical System Service and Repair Work Evidence

WORKSHOP JOBS

- 1. Remove and fit alternators**
- 2. Inspect and test charging systems and identify actual faults**
- 3. Remove and fit starter motors**
- 4. Inspect and test starting systems and identify actual faults**
- 5. Remove and fit components of any of the following electronic body management systems: central locking, electric windows, electric mirrors, security systems, ride control (height or dampening), etc.**
- 6. Inspect, test and identify actual faults in electronic body management systems that may include any of the following: central locking, electric windows, electric mirrors, security systems, ride control (height or dampening), etc.**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make:_____	Make:_____	Make:_____	Make:_____
Model:_____	Model:_____	Model:_____	Model:_____
Date:_____	Date:_____	Date:_____	Date:_____
Job:_____	Job:_____	Job:_____	Job:_____

7116KW Electrical System Service and Repair Work Evidence
WORKSHOP JOB

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____

7116KW Electrical System Service and Repair Work Evidence
WORKSHOP JOB

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____

WORK EVIDENCE RECORD

7116LW Clutch & Manual Transmission Service and Repair

Automotive Retail Service & Repair Competency

AUR06170A Service clutch assemblies and/or associated operating system components

AUR06166A Repair clutch assemblies and/or associated operating system components

AUR06670A Service transmission (manual)

AUR06666A Repair transmissions (manual)

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the clutch and manual transmission service and repair work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 71 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done each job a number of times and on more than one vehicle. Do not fill up the table with the same job over and over again on the same make and model of vehicle.

7118LW Clutch & Manual Transmission Service and Repair Work Evidence

WORKSHOP JOBS

- 1. Remove and fit manual transmissions or transaxles**
- 2. Remove and fit clutch assemblies**
- 3. Remove and fit and/or adjust clutch operating mechanisms**
- 4. Inspect and test clutch and manual transmission systems and identify actual faults**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

7116LW Clutch & Manual Transmission Service and repair Work Evidence

WORKSHOP JOB

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

7116LW Clutch & Manual Transmission Service and repair Work Evidence

WORKSHOP JOB

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

WORK EVIDENCE RECORD

7116MW Automatic Transmission Service and Repair Work Evidence

Automotive Retail Service & Repair Competency

AUR07170A Service transmissions (automatic)

AUR07166A Repair transmissions (automatic)

AUR21271A Service and repair electronic drive management systems

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the automatic transmission service and repair work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 72 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done each job a number of times and on more than one vehicle. Do not fill up the table with the same job over and over again on the same make and model of vehicle.

7116MW Automatic Transmission Service and Repair Work Evidence

WORKSHOP JOBS

- 1. Change automatic transmission fluid and filters**
- 2. Perform adjustments on automatic transmission systems that may include any of the following: transmission bands, kick down/throttle cables, selector linkages, etc.**
- 3. Remove and fit automatic transmission or transaxle assemblies**
- 4. Remove and fit electronic drive management system components that may include any of the following: sensors, relays, solenoids, electronic control units, etc**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

**7116MW Automatic Transmission Service and Repair Work Evidence
WORKSHOP JOB**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

**7116LW Automatic Transmission Service and Repair Work Evidence
WORKSHOP JOB**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

WORK EVIDENCE RECORD

7116NW Engine Repair Work Evidence

Automotive Retail Service & Repair Competency

AUR01166A Repair engines and associated engine components

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the engine repair work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 73 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done each job a number of times and on more than one vehicle. Do not fill up the table with the same job over and over again on the same make and model of vehicle.

7116NW Engine Repair Work Evidence

WORKSHOP JOBS

- 1. Remove and fit engines in vehicles**
- 2. Remove and fit engine cylinder heads**
- 3. Remove and fit a variety of engine mechanical components that may include any of the following: - oil seals, camshaft and/or balance shaft drive mechanisms, camshafts, balance shafts, piston and connecting rod assemblies, crankshafts, etc.**
- 4. Test engines and identify actual faults**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

7116NW Engine Repair Work Evidence

WORKSHOP JOB

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

7116NW Engine Repair Work Evidence

WORKSHOP JOB

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

WORK EVIDENCE RECORD

7116QW Exhaust System Repair Work Evidence

Automotive Retail Service & Repair Competency

AUR05166A Repair exhaust systems

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the exhaust system repair work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 74 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done each job a number of times and on more than one vehicle. Do not fill up the table with the same job over and over again on the same make and model of vehicle.

7116QW Exhaust System Repair Work Evidence

WORKSHOP JOBS

1. Remove and fit exhaust system components that may include any of the following: - exhaust pipes, muffler or silencers, catalytic converters, manifolds, gaskets, mountings, heat risers, etc.

2. Inspect exhaust systems and identify actual faults

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

WORK EVIDENCE RECORD

7116RW Engine Management System Service and Repair

Automotive Retail Service & Repair Competency

AUR21171A Service and repair electronic engine management systems

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the electronic engine management system service and repair work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 75 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done each job a number of times and on more than one vehicle. Do not fill up the table with the same job over and over again on the same make and model of vehicle.

7116RW Engine Management System Service and Repair

WORKSHOP JOBS

- 1. Remove and fit a variety of engine management system components that may include any of the following:- electronic control units, sensors, actuators, etc.**
- 2. Extract data from and test engine management systems and identify actual faults**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

**7116RW Engine Management System Service and Repair
WORKSHOP JOB**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

**7116RW Engine Management System Service and Repair
WORKSHOP JOB**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

WORK EVIDENCE RECORDS

FOR ELECTIVE

UNITS OF COMPETENCY

WORK EVIDENCE RECORD

7108AW Wheel Alignment Work Evidence

Automotive Retail Service & Repair Competency

AUR17108A Carry out wheel alignment operations

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the wheel alignment work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 77 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done the job a number of times on more than one vehicle. Do not fill up the table showing the job being done over and over again on the same make and model of vehicle.

7108AW Wheel Alignment Work Evidence

WORKSHOP JOBS

1. Carry out wheel alignment on light passenger or commercial vehicles that includes:

- **the measurement of the alignment of all 4 wheels**
- **the adjustment of the alignment to specifications**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____
Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____

WORK EVIDENCE RECORD

7109BW Automatic Transmission Overhaul Work Evidence

Automotive Retail Service & Repair Competency

AUR07145A Overhaul transmissions (automatic)

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the automatic transmission overhaul work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 78 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done the job a number of times on more than one transmission. Do not fill up the table showing the job being done over and over again on the same make and model of transmission.

7109BW Automatic Transmission Overhaul Work Evidence

WORKSHOP JOBS

1. Overhaul automatic transmission or transaxle which includes:

- **completely dismantle transmission or transaxle**
- **clean, inspect, measure and test components to determine their serviceability and appropriate repair or reconditioning options**
- **assemble and adjust transmission or transaxle using procedures and components that will enable it to operate as designed and within specifications with a maximized service life.**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____

WORK EVIDENCE RECORD

7109DW Final Drive Overhaul Work Evidence

Automotive Retail Service & Repair Competency

AUR12645A Overhaul final drive assemblies

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the final drive assembly overhaul work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 79 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done the job a number of times on more than one final drive assembly. Do not fill up the table showing the job being done over and over again on the same make and model of final drive.

7109DW Final Drive Overhaul Work Evidence

WORKSHOP JOBS

1. Overhaul final drive assembly which includes:

- **completely dismantle final drive assembly**
- **clean, inspect, measure and test components to determine their serviceability and appropriate repair or reconditioning options**
- **assemble and adjust final drive using procedures and components that will enable it to operate as designed and within specifications with a maximized service life.**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____

WORK EVIDENCE RECORD

7109EW Clutch Assembly Overhaul Work Evidence

Automotive Retail Service & Repair Competency

AUR06145A Overhaul clutch assembly and/or components

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the clutch assembly overhaul work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 80 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done the job a number of times on more than one clutch assembly. Do not fill up the table showing the job being done over and over again on the same make and model of clutch assembly.

7109EW Clutch Assembly Overhaul Work Evidence

WORKSHOP JOBS

1. Overhaul clutch pressure plate assembly which includes:

- **completely dismantle clutch pressure plate assembly**
- **clean, inspect, measure and test components to determine their serviceability and appropriate repair or reconditioning options**
- **assemble and adjust clutch pressure plate assembly using procedures and components that will enable it to operate as designed and within specifications with a maximized service life.**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____

WORK EVIDENCE RECORD

7110AW Brake Disc Rotor & Drum Machining Work Evidence

Automotive Retail Service & Repair Competency

AUR10736A Machine brake drums and brake disc rotors

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the brake machining work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 81 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done each job a number of times on more than one brake disc or drum. Do not fill up the table showing the job being done over and over again on the same make and model of brake disc or drum.

7110AW Brake Disc Rotor & Drum Machining Work Evidence

WORKSHOP JOBS

- 1. Inspect, measure and machine brake drums in compliance with specified tolerances and safety standards while producing appropriate surface finishes**
- 2. Inspect, measure and machine brake disc rotors in compliance with specified tolerances and safety standards while producing appropriate surface finishes.**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make:_____	Make:_____	Make:_____	Make:_____
Model:_____	Model:_____	Model:_____	Model:_____
Date:_____	Date:_____	Date:_____	Date:_____
Job:_____	Job:_____	Job:_____	Job:_____
Make:_____	Make:_____	Make:_____	Make:_____
Model:_____	Model:_____	Model:_____	Model:_____
Date:_____	Date:_____	Date:_____	Date:_____
Job:_____	Job:_____	Job:_____	Job:_____

WORK EVIDENCE RECORD

7116AX ABS Brakes Service and Repair Work Evidence

Automotive Retail Service & Repair Competency

AUR21471A Service and repair electronically controlled anti-lock brake systems

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the ABS service and repair work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 82 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done each job a number of times and on more than one vehicle. Do not fill up the table with the same job over and over again on the same make and model of vehicle.

7116AX ABS Brakes Service and Repair Work Evidence

WORKSHOP JOBS

- 1. Bleed the hydraulic circuits of anti-lock brake systems**
- 2. Remove and fit a variety of anti-lock brake system components or assemblies that may include any of the following:- wheel speed sensors, pressure modulator units, electronic control units, etc.**
- 3. Inspect, extract data from, test and identify actual faults in anti-lock brake systems**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

WORK EVIDENCE RECORD

7116CW Air Conditioning Service and Repair Work Evidence

Automotive Retail Service & Repair Competency

AUR22670A Service air conditioning systems

AUR22666A Repair/retrofit air conditioning systems

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the air conditioning system service and repair work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 83 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done each job a number of times and on more than one vehicle. Do not fill up the table with the same job over and over again on the same make and model of vehicle.

7116CW Air Conditioning Service and Repair Work Evidence

WORKSHOP JOBS

- 1. Remove / recover and charge refrigerant in air conditioning systems**
- 2. Remove and fit a variety of air conditioning system components or assemblies that may include any of the following:- receiver/dryer, condenser, evaporator, compressor, expansion valve, associated electrical components, etc.**
- 3. Inspect and test air conditioning systems and identify actual faults**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

WORK EVIDENCE RECORD

7116EW Ignition System Repair Work Evidence

Automotive Retail Service & Repair Competency

AUR20666A Repair ignition systems

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the ignition system service and repair work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 84 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done each job a number of times and on more than one vehicle. Do not fill up the table with the same job over and over again on the same make and model of vehicle.

7116EW Ignition System Repair Work Evidence

WORKSHOP JOBS

1. Remove and fit ignition system distributors and adjust ignition timing
2. Remove and fit a variety of ignition system components that may include any of the following: contact breaker points, condensers, advance mechanisms, coils, ballast resistors, high tension leads, induction pick up coils, Hall sensors, electronic modules, electronic control units, etc..
3. Inspect, test and identify actual faults in ignition systems

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

WORK EVIDENCE RECORD

7116FW Diesel Fuel System Service & Repair Work Evidence

Automotive Retail Service and Repair Competency

AUR03670A Service diesel fuel injection systems

AUR03666A Repair diesel fuel injection systems

Apprentice Name. _____

This Work Evidence Record is to be maintained by the apprentice.

Your responsibility, as an apprentice, is to keep a record of the diesel fuel system service and repair work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 85 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done each job a number of times and on more than one vehicle. Do not fill up the table with the same job over and over again on the same make and model of vehicle.

7116FW Diesel Fuel System Service & Repair Work Evidence

WORKSHOP JOBS

- 1. Remove, fit and service diesel fuel filters**
- 2. Remove, fit and time diesel fuel injection pumps**
- 3. Remove and fit a variety of diesel system components or assemblies that may include any of the following: injector lines, injectors, solenoids, glow plugs, electronic units, etc.**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

WORK EVIDENCE RECORD

7116PW Engine Overhaul Work Evidence

Automotive Retail Service & Repair Competency

AUR01145A Overhaul engines and associated engine components

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the engine overhaul work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 86 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done the job a number of times on more than one engine assembly. Do not fill up the table showing the job being done over and over again on the same make and model of engine.

7116PW Engine Overhaul Work Evidence

WORKSHOP JOBS

1. Overhaul engine which includes:

- **completely dismantle engine**
- **clean, inspect, measure and test components to determine their serviceability and appropriate repair or reconditioning options**
- **assemble engine using procedures and components that will provide operational clearances and conditions contributing to a maximized service life.**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____

WORK EVIDENCE RECORD

7116WA Brake System Component Overhaul Work Evidence

Automotive Retail Service & Repair Competency

AUR10145A Overhaul braking system components

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the brake system component overhaul work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 87 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done the job a number of times on more than one brake system component or assembly. Do not fill up the table showing the job being done over and over again on the same make and model of brake component.

7116WA Brake System Component Overhaul Work Evidence

WORKSHOP JOBS

- 1. Dismantle, clean, inspect, measure, assemble and test brake master cylinders and associated valving using procedures and components that will enable them to operate as designed and within specifications with a maximised service life.**
- 2. Dismantle, clean, inspect, measure, assemble and test brake wheel cylinders and / or brake calipers using procedures and components that will enable them to operate as designed and within specifications with a maximised service life**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make:_____	Make:_____	Make:_____	Make:_____
Model:_____	Model:_____	Model:_____	Model:_____
Date:_____	Date:_____	Date:_____	Date:_____
Job:_____	Job:_____	Job:_____	Job:_____
Make:_____	Make:_____	Make:_____	Make:_____
Model:_____	Model:_____	Model:_____	Model:_____
Date:_____	Date:_____	Date:_____	Date:_____
Job:_____	Job:_____	Job:_____	Job:_____

WORK EVIDENCE RECORD

7116WB Steering Assembly Overhaul Work Evidence

Automotive Retail Service & Repair Competency

AUR15145A Overhaul steering system components

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the steering system component or assembly overhaul work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 88 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done the job a number of times on more than one steering assembly. Do not fill up the table showing the job being done over and over again on the same make and model of steering assembly.

7116WB Steering Assembly Overhaul Work Evidence

WORKSHOP JOBS

1. Overhaul power assisted steering box or rack assembly which includes:

- **completely dismantle power assisted steering box or rack assembly**
- **clean, inspect, measure and test components to determine their serviceability and appropriate repair or reconditioning options**
- **assemble and adjust power assisted steering box or rack assembly using procedures and components that will enable it to operate as designed and within specifications with a maximized service life**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____

WORK EVIDENCE RECORD

7116WD Petrol Fuel System Component Overhaul Work Evidence

Automotive Retail Service & Repair Competency

AUR03145A Overhaul petrol fuel system components

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the petrol fuel system component or assembly overhaul work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 89 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done the job a number of times on more than one petrol fuel system component. Do not fill up the table showing the job being done over and over again on the same make and model of fuel system component.

7116WD Petrol Fuel System Component Overhaul Work Evidence
WORKSHOP JOBS

1. Overhaul carburettor assembly which includes:

- **completely dismantle carburettor assembly**
- **clean, inspect, measure and test components to determine their serviceability and appropriate repair or reconditioning options**
- **assemble and adjust carburettor using procedures and components that will enable it to operate as designed and within specifications with a maximized service life**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____

WORK EVIDENCE RECORD

7116WK Instrument System Service and Repair Work Evidence

Automotive Retail Service & Repair Competency

AUR18966A Repair instruments and warning systems

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the instrument service and repair work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 90 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done each job a number of times on more than one vehicle. Do not fill up the table showing the same job being done over and over again on the same make and model of vehicle.

7116WK Instrument System Service and Repair Work Evidence

WORKSHOP JOBS

- 1. Remove and fit a variety of automotive instrument and warning system components that may include any of the following: dash board gauges, fuel tank sender units, pressure/temperature switches/sender units, pulse generators, etc.**
- 2. Inspect, test and identify actual faults in instrument and warning systems**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

WORK EVIDENCE RECORD

7116WL Manual Transmission Overhaul Work Evidence

Automotive Retail Service & Repair Competency

AUR06645A Overhaul transmissions (manual)

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the manual transmission overhaul work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 91 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done the job a number of times on more than one transmission. Do not fill up the table showing the job being done over and over again on the same make and model of transmission.

7116WL Manual Transmission Overhaul Work Evidence

WORKSHOP JOBS

1. Overhaul manual transmission or transaxle which includes:

- **completely dismantle transmission or transaxle**
- **clean, inspect, measure and test components to determine their serviceability and appropriate repair or reconditioning options**
- **assemble and adjust transmission or transaxle using procedures and components that will enable it to operate as designed and within specifications with a maximized service life.**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____

WORK EVIDENCE RECORD

7116WQ Forced Induction Service and Repair Work Evidence

Automotive Retail Service & Repair Competency

AUR05671A Service and repair engine forced induction systems

Apprentice Name. _____

This Work Evidence Record is to be maintained by the Apprentice.

Your responsibility, as an apprentice, is to keep a record of the forced induction system service and repair work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 92 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure that you have done each job a number of times on more than one vehicle. Do not fill up the table showing the same job being done over and over again on the same make and model of vehicle.

7116WQ Forced Induction Service and Repair Work Evidence

WORKSHOP JOBS

- 1. Remove and fit a variety of forced induction system components or assemblies that may include any of the following:- turbo chargers, waste gates, shut off timers, drive belts or gears, superchargers, bypass valves, boost pressure sensors, solenoids, etc.**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

WORK EVIDENCE RECORD

7139AW Tyre Service & Repair Work Evidence

Automotive Retail Service and Repair Competency

AUR17766A Remove, repair and fit tyres and tubes (light)

Apprentice Name. _____

This Work Evidence Record is to be maintained by the apprentice.

Your responsibility, as an apprentice, is to keep a record of the tyre service and repair work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 93 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completion this record, make sure that you have done each job a number of times. Do not fill up the table with the same job over and over again.

7139AW Tyre Service & Repair Work Evidence

WORKSHOP JOBS

1. Remove and fit tyres to drop centre, steel rims
2. Remove and fit tyres to drop centre, alloy wheels
3. Remove and fit tyres to demountable flange wheels
4. Repair punctures in tubeless tyres
5. Repair punctures in tyre inner tubes

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

WORK EVIDENCE RECORD

7139BW Wheel Balancing Work Evidence

Automotive Retail Service and Repair Competency

AUR17606A Balance tyres/wheels

Apprentice Name. _____

This Work Evidence Record is to be maintained by the apprentice.

Your responsibility, as an apprentice, is to keep a record of the wheel balance work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 94 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completion this record, make sure that you have done each job a number of times. Do not fill up the table with the same job over and over again.

7139BW Wheel Balancing Work Evidence

WORKSHOP JOBS

1. Dynamically balance wheel and tyre assemblies (steel rims)

2. Dynamically balance wheel and tyre assemblies (alloy wheels)

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____

WORK EVIDENCE RECORD

7292GW Heating and Welding Work Evidence

Automotive Retail Service and Repair Competency

AUR23708A Carry out welding, thermal cutting and heating procedures

Apprentice Name. _____

This Work Evidence Record is to be maintained by the apprentice.

Your responsibility, as an apprentice, is to keep a record of the welding, thermal cutting and heating work you perform during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on Page 95 of this book. Each time you complete one of the jobs listed in the tables below you should record the make and model of the vehicle and the date you did it on.

Note: When completion this record, make sure that you have done a range of heating and welding jobs a number of times not the same job over and over again.

7292GW Heating and Welding Work Evidence

WORKSHOP JOBS

- 1. Weld low carbon steel using oxy acetylene welding processes**
- 2. Cut low carbon steel using oxy acetylene equipment**
- 3. Weld low carbon steel using any process incorporating heat generated by an electrical arc and a consumable filler rod or wire**
- 4. Apply heat to components to aid in their assembly or disassembly**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make:_____	Make:_____	Make:_____	Make:_____
Model:_____	Model:_____	Model:_____	Model:_____
Date:_____	Date:_____	Date:_____	Date:_____
Job:_____	Job:_____	Job:_____	Job:_____
Make:_____	Make:_____	Make:_____	Make:_____
Model:_____	Model:_____	Model:_____	Model:_____
Date:_____	Date:_____	Date:_____	Date:_____
Job:_____	Job:_____	Job:_____	Job:_____

