

Eau Claire Area Steamfitter Apprentice Monthly Work Record

Name _____
 Street _____
 City _____ ZIP _____
 Email _____

Month/Year _____
 Indenture Date _____
 Employer(s) _____
 Home Ph. () _____ Cell Ph. () _____

Day of Month	1	2	3	4	5	Day School	Total	Night School
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								
21								
22								
23								
24								
25								
26								
27								
28								
29								
30								
31								
Month Total								
Prev. Total								
New Total								

Supervisor's Signature _____

Apprentice's Signature _____

Supervisor Evaluation: Please complete ALL evaluation boxes.

Each box in the supervisor evaluation section must contain a rating of A, B, C, D, or F based on the individual's time in the trade and training.

ATTITUDE
 DEPENDABILITY
 QUALITY OF WORK
 APPEARANCE TO CUSTOMER
 CARE OF TOOLS
 SAFETY

Written Comments by Supervisor: _____

Written Comments by Apprentice: _____

All the hours you are compensated for should be entered in one of the six (6) classifications listed below:

1. System Piping Installations – 2500 Hours
 2. Equipment Installation – 1500 Hours
 3. Mechanical Skills – 1500 Hours
 4. Welding, Soldering, Brazing, and Fusion – 1500 Hours
 5. Miscellaneous – 500 Hours
- Day School (Paid Related Instruction) – 624 Hours

Night School (Unpaid Related Instruction) – Night school is NOT included in the total hours, but is included on this form for you to track your hours.

If you are on vacation, sick leave, laid off, etc., note this on your work record for those days.

These cards form a permanent record of your apprenticeship training and assist the Committee in safeguarding your rights & opportunities to receive a well-rounded experience in the trade you selected. It is your responsibility to make sure they are **accurate** and turned in **on time**.

Be sure to total each day & column.