

**IEC SOUTHERN ARIZONA MONTHLY HOURS REPORT - ELECTRICIAN – Due the 15<sup>th</sup> of each month**

**OJT sheet without previous hours will not be accepted. Hours must match company payroll hours.**

Apprentice Name \_\_\_\_\_

Apprenticeship School Year (1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>) \_\_\_\_\_

MONTH  YEAR	1.	2.	3.	4.	5.	6.	7.	8.	9.	TOTALS
	Residential Wiring: Layout, Install, troubleshoot & repair: device & fixture outlets, romex & low voltage cabling, device & fixture trim, service panels & risers, sub-panels & mechanical equipment feeds & terminations	Underground: Layout & install of: trenches, conduit sys, former stubs, service stubs, junction boxes & vaults to power & telco specs, concrete foundations, site & under slab power trenches, conduit systems & circuitry	Branch Conduit: Layout & Install: device, fixture & junction boxes, GRC, IMC, & EMT conduit systems & metal clad cabling.	Branch Wiring: Layout, Install, troubleshoot & repair: building wire & cable, connections, splices & terminations, outlet devices & equipment disconnections & connections.	Lighting: Layout, install, troubleshoot & repair: interior & exterior incandescent, fluorescent & HID fixtures, lamps & ballasts, pole mounted area & parking fixtures.	Control Systems: Layout, install, troubleshoot: manufacturing process, automated lighting, HVAC & emergency management control systems.	Grounding Systems: Layout, install, troubleshoot & repair: service entrance, computer room, lightning protection & other specialty grounding system.	Distribution: Layout, Install, troubleshoot & repair: service entrance & motor control equipment, panel boards, GRC, IMC, & EMT conduit feeder systems, feeder wire pulling & terminations.	Special Systems: Layouts, install, troubleshoot & repair: conduit, boxes, wiring, devices & terminations for fire alarm, sound, security & video, voice & data transmission systems.	
	1,000	1,000	1,000	1,000	1,000	800	400	1,000	800	
PREVIOUS HOURS										
THIS MONTH'S HOURS										
TOTAL HOURS										

Below please rate the Apprentice's work according to the following scale:

**1 = Outstanding    2 = Above Average    3 = Average    4 = Below Average    5 = Poor**

- |                     |                         |                                   |
|---------------------|-------------------------|-----------------------------------|
| A. Quality of work  | D. Attitude toward work | G. Ability to work with others    |
| B. Quantity of work | E. Initiative           | H. Attendance & punctuality       |
| C. Safe worker      | F. Leadership ability   | I. Ability to follow instructions |

Current Wage per hour \_\_\_\_\_

Apprentice Signature & Date \_\_\_\_\_

Authorized Company Representative's Signature  
Immediate Supervisors/No Apprentices

Company Name \_\_\_\_\_

E-mail OJT sheets to [tucson@iecsaz.org](mailto:tucson@iecsaz.org)