



# ABC Widget Oilfield Services Ltd.

## ON THE JOB TRAINING RECORD

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<b>Employee:</b> <i>Sarah Greenhand</i>	<b>Position:</b> <i>Field Tech</i>
<b>Critical task to be performed:</b> <i>Pre-use maintenance of Widget Stretcher</i>	
<b>Training Provided:</b> <i>First demonstrated the 4 steps in order while she observed. She then imitated the 4 steps in proper order.</i>	
<b>Date training provided:</b> <i>Oct 10/13</i>	<b>Trainer:</b> <i>Ringo Starr</i>
<b>Comments:</b> <i>Sarah was proficient in the 4 maintenance steps required prior to using the Widget Stretcher. She was able to identify the tools and bring the oil to the correct level. She has done this work before but on a different model.</i>	

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