

SCHOOL _____

STUDENT TRAINING PLAN FOR COOPERATIVE EDUCATION

INSTRUCTOR _____ PHONE NUMBER _____

STUDENTS NAME:

ADDRESS:

TOWN: STATE: ME ZIP:

PARENTS NAME:

SOCIAL SECURITY NO:

DOT. CODE : 620.664-010 CONSTRUCTION EQUIPMENT-MECHANIC HELPER

GENERAL GOALS FOR THE STUDENT LEARNER: ASSIST CONSTRUCTION EQUIPMENT MECHANIC IN REPAIRING,ASSEMBLING, AND ADJUSTING CONSTRUCTION EQUIPMENT,SUCH AS INTERNAL COMBUSTION ENGINES,LIGHTING PLANTS,PUMPS,AIR COMPRESSORS,CONCRETE AND MORTAR MIXES,CONCRETE VIBRATORS, GENERATORS, PNEUMATIC TOOLS, AND PORTABLE WINCHES, DISSEMBLES AND ASSEMBLES EQUIPMENT, USING MECHANIC'S HANDTOOLS. WASHES PARTS AND TOOLS,USING APPROVED CLEANING FLUIDS. PERFORMS OTHER DUTIES AS DESCRIBED UNDER HELPER.

OBJECTIVES TO BE COMPLETED BY THE STUDENT LEARNER: DEVELOP KNOWLEDGE, SKILLS AND WORK HABITS TO QUALIFY AS AN ENTRY LEVEL WORKER IN THE HEAVY EQUIPMENT REPAIR AND MAINTENANCE INDUSTRY.

SKILLS THE STUDENT SHOULD ACQUIRE DURING HIS/HER TRAINING PROGRAM:

1. HAND TOOL USE
2. HAND OPERATED POWER TOOLS COMMONLY FOUND IN MAINTENANCE SHOPS
3. READ SERVICE MANUALS,BULLETINS AND SPECIFICATIONS TO OBTAIN INFORMATION ON CONSUMABLES,PARTS AND PROCEDURES NECESSARY TO PERFORM REQUIRED WORK.
4. BASIC CHECK OF FLUID LEVELS FOR ALL EQUIPMENT.
5. COMPLETED APPROPRIATE MAINTENANCE RECORDS AND DOCUMENTATION
6. USE POWERED SHOP EQUIPMENT SUCH AS JACKS, PULLERS, HOIST AND HAND DRILLS,
7. PERFORM ROUTINE SERVICE AND MAINTENANCE ON GASOLINE AND DIESELENGINE POWERED EQUIPMENT. I.E. REPLACE FLUIDS, BELTS, HOSES, FILTERS, LUBRICANTS, ETC.
8. PARTICIPATE IN REGULAR SHOP CLEANING AND MAINTENANCE.
9. DEVELOP AN ENTHUIASTIC WORK ETIC AND TEAM ORIENTATION
10. INTERACT EFFECTIVELY WITH SUPERVISORS AND PEERS IN THE WORK PLACE.
11. DEVELOP FUNDAMENTAL TROUBLE SHOOTING SKILLS WITH BASIC EQUIPMENT.
12. ASSIST IN REPAIR/REBUILD OF MINOR AND MAJOR COMPONENTS. I.E. TRANS, ENGINES, CLUTCHES AND BRAKES.
13. PROPER CLEANING OF THE EQUIPMENT

SAFETY FEATURES THE STUDENT SHOULD KNOW ABOUT HIS/HER PLACE OF EMPLOYMENT:

1. FIRST AID KIT
2. FIRE EXTINGUISHERS
3. FIRE DOOR EXITS
4. EYE WASH STATION
5. EMERGENCY PHONE NUMBERS
6. FIRE BLANKET
7. SPRINKLER SYSTEM
8. MISC. SAFETY AREAS
9. FIND, READ, UNDERSTAND APPROPRIATE M.S.D.S. DOCUMENTS
10. DRESS APPROPRIATELY-SHIRTS, LONG PANTS, HARD HATS, SAFETY GLASSES, AND STEEL TOED BOOTS.
11. SELECT APPROPRIATE P.P.E. AS REQUIRED BY TASKS
12. RECOGNIZE HAZARDS IN SHOP ENVIRONMENT AND NOTIFY SUPERVISORS OR TAKE APPROPRIATE ACTION.