

# WESTERN STATES BOILERMAKER HELPER MONTHLY WORK REPORT

**P.O. Box 1612 • Page, AZ 86040**

This report must be filled out by the helper at the end of each month or job, whichever comes first, for every employer the helper worked for in that month. It will then be taken to the company representative to be graded and signed by both parties. The helper will then send this graded report to the area apprenticeship office within ten (10) days of the end of the report month.

PLEASE REVIEW/SEND THE FOLLOWING:  
(mark the following for supplies and/or review of your file)

JOB REPORTS       ADDRESS CHANGE  
 ENVELOPES       PHONE # CHANGE

HELPER NAME: \_\_\_\_\_ SS# \_\_\_\_\_

LOCAL#: \_\_\_\_\_ HELPER ADDRESS: \_\_\_\_\_

Major Process	Work Performed	Hours Worked	Total
Care & Maint of tools & equipment:	Learning names & use	_____	_____
	Care & Maintenance	_____	_____
	Handing out Tools & Inventory	_____	_____
Rigging & Bull Gang	Other	_____	_____
	Unloading & handling	_____	_____
	Use of hoisting equip. & tackle	_____	_____
General Erection	Moving Pieces	_____	_____
	Other	_____	_____
	Steel Erection	_____	_____
Tube Installation:	Setting drums & headers	_____	_____
	Other	_____	_____
	Entering:	_____	_____
Blueprints & Layout:	Setting & Aligning:	_____	_____
	Getting proper stock:	_____	_____
	Rolling:	_____	_____
Welding & Burning:	Testing & Other	_____	_____
	Use of prints to locate/move	_____	_____
	Layout:	_____	_____
Nuclear Plant:	Other	_____	_____
	Arc Welding	_____	_____
	Helarc Welding	_____	_____
Report for Month/Year _____	Cutting & Gouging	_____	_____
	Burning	_____	_____
	Other	_____	_____
Theory - types: Research: Problems with Atomic Energy	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
<b>Total</b>		<b>Hours</b>	_____

### THIS SECTION MUST BE COMPLETED BY AN IMMEDIATE FOREMAN AND STEWARD

Attendance: # of days job operated: \_\_\_\_\_ # of days job present: \_\_\_\_\_  
# of days absent: \_\_\_\_\_ # of days late: \_\_\_\_\_

**Helper Rating System**

E is Excellent      categories to be rated: \_\_\_\_\_  
G is Good      Initiative \_\_\_\_\_  
A is Average      Workmanship: \_\_\_\_\_  
F is Fair      Ability to Learn: \_\_\_\_\_  
P is Poor      Conduct on the job: \_\_\_\_\_  
U is Unsatisfactory

**EMPLOYER REMARKS:**

FOREMAN (PRINT): \_\_\_\_\_  
 FOREMAN SIGNATURE: \_\_\_\_\_  
 STEWARD SIGNATURE: \_\_\_\_\_  
 HELPER: \_\_\_\_\_  
 COMPANY: \_\_\_\_\_  
 JOB SITE LOCATION: \_\_\_\_\_  
 TERMINATION DATE: \_\_\_\_\_

