



Central Ohio Chapter

# Concrete Finishing Apprenticeship Program

Monthly OJT Report

Work Processes For:      Month: \_\_\_\_\_      Year: \_\_\_\_\_

Apprentice: \_\_\_\_\_

Trade: \_\_\_\_\_      Level: \_\_\_\_\_

Employer: \_\_\_\_\_

- A. Safety and good work habits \_\_\_\_\_
- B. Learning to set screeds and lay out work \_\_\_\_\_
- C. Learning proper mix and consistency \_\_\_\_\_
- D. Pouring and tamping concrete \_\_\_\_\_
- E. Using vibrating machine \_\_\_\_\_
- F. Rough finishing – hand or machine \_\_\_\_\_
- G. Hand troweling \_\_\_\_\_
- H. Patching – hand rubbing \_\_\_\_\_
- I. Marking and edging \_\_\_\_\_
- J. Protecting newly poured concrete and laid concrete from rain, sun, and wind \_\_\_\_\_

**Total This Month:** \_\_\_\_\_

**Total To Date:** \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Apprentice Signature: \_\_\_\_\_ Date: \_\_\_\_\_

