

Texas Gulf Coast Electrical JATC

1901 N. Port
Corpus Christi, TX 78401
(361) 884-8414
(361) 884-5282 fax
ccjadc@hotmail.com
<http://tgcejadc.tripod.com>

Name: ↓

Address: ↓

City: ↓

Zip: ↓

Phone: ↓

Employer: ↓

Job: ↓

Foreman: ↓

Journeyman: ↓

Pay Period: V

Year of Apprenticeship: ↓

Days of the Month	Residential Hours worked	Commercial Hours Worked	Industrial Hours Worked	Total Hours Worked
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				
30				
31				
Hours worked this month				
Total accumulative hours from previous report				
Total accumulative hours from each classification				

Complete this form and add to your total work report sheet. YOU must have this completed form in the JATC office by the fifth (5) day of the following month. You must enter the number of actual hours worked in the column under classification of work performed. You must total the hours under each column on the line designated Hours worked this month. Then you enter the total accumulative hours worked each classification from the previous month's work report (not just last month's hours worked). On the line designated Hours worked from previous report on to this month's report. Then you add the totals from both lines and enter on the line designated Total hours worked each classification on this month's report; then you total; all hours on this line under column designated Total hours worked in all classifications. This last total is the accumulated total hours worked in all classifications and is the current hours worked toward the 8,000 hours on-the-job training necessary for completion of apprenticeship. All spaces and blanks MUST BE FILLED OUT TO BE VALID. Your journeyman must sign every work report. Work reports can be mailed, faxed, or left in the mail slot of the apprenticeship office.

MONTH: _____

YEAR: _____

Did you work all the regular hours available to you this month?

YES _____ NO _____ If No, explain:

Signature of Apprentice: _____ Date _____

JOURNEYMAN PORTION

This report is to be completed by the Journeyman or Foreman supervising the work done by the apprentice.

How much of the time shown on the reverse side of this report did the apprentice work under your supervision? It is recommended the apprentice be under your supervision for at least on week (when possible). Also show on-the-job progress of learning the trade.

Time _____

Job progress: Satisfactory _____ Unsatisfactory _____
Please remark

JIW Name: _____ Signature: _____

Address: _____ Phone: _____

City: _____ Zip: _____

Remarks: _____

