Appendix A

WORK PROCESS SCHEDULES

AND

RELATED INSTRUCTION OUTLINE

Northern Nevada Operating Engineers Local #3 JAC

Lubrication Technician Branch

O*NET-SOC CODE: 49-3031.00 RAPIDS CODE:

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APPROVED BY
THE NEVADA LABOR COMMISSIONER AND THE NEVADA STATE APPRENTICESHIP COUNCIL

Richard J. Williams, Nevada State Apprenticeship Director

REGISTRATION DATE: _____

RAPIDS PROGRAM ID NUMBER: NV00267002

DEVELOPED IN COOPERATION WITH THE
THE NEVADA LABOR COMMISSIONER, THE NEVADA STATE APPRENTICESHIP COUNCIL, AND THE U.S. DEPARTMENT OF LABOR

Appendix A

WORK PROCESS SCHEDULE

This schedule is attached to and a part of these Standards for the above identified occupation.

1. TYPE OF OCCUPATION

☒ Time-based ☐ Competency-based ☐ Hybrid

2. TERM OF APPRENTICESHIP

The term of the occupation shall be defined by the attainment of all competencies of the position. 1) If the program uses a time-based approach, requires the completion of not less than 2,000 hours of [work experience,] on-the-job learning, consistent with training requirements as established by practice in the trade; (2) If the program uses a competency-based approach, specifies the skills that must be demonstrated by an apprentice and addresses how on-the-job learning will be integrated into the program; or (3) If the program uses a hybrid approach, specifies the skills that must be acquired and the minimum number of hours of on-the-job learning that must be completed by an apprentice.

This would be expected to occur within approximately 4000 hours (must be at least 2,000 hours) of OJL, supplemented by the minimum of 144 hours of related instruction per year of the apprenticeship.

3. RATIO OF APPRENTICES TO JOURNEYWORKERS

The apprentice to journey worker/fully trained worker ratio is: 1 apprentice(s) to 5 journey worker/fully trained worker(s).

4. APPRENTICE WAGE SCHEDULE

An apprentice minimum starting wage will be at least $ 28.62 per hour. Apprentices shall be paid a progressively increasing schedule of wages based on either a percentage or a dollar amount of the current hourly journey worker/fully trained worker wage. A journey worker/fully trained worker minimum wage will be at least $ 44.03 .

1-Year Term Example:

1st 6 months = % or $ 2nd 6 months = % or $

Periodic review and evaluation of the apprentice's on-the-job learning and related technical instruction will be conducted in alignment with the wage schedule established.

5. WORK PROCESS SCHEDULE (See attached Work Process Schedule)

The sponsor may modify the work processes to meet local needs prior to submitting these Standards to the appropriate Registration Agency for approval.

6. RELATED INSTRUCTION OUTLINE (See attached Related Instruction Outline)

The sponsor may modify the related instruction to meet local needs prior to submitting these Standards to the appropriate Registration Agency for approval.

Appendix A

WORK PROCESS SCHEDULE

The term of the occupation shall be defined by the attainment of all competencies, both technical and behavioral, of the position, which would be expected and approximated to occur within 4000 hours of OJL, supplemented by a minimum of 144 hours of related instruction per year of apprenticeship.

Apprenticeship Competencies – Technical

Item	Work Processes	Approx. Hours
A	Preventative maintenance shall include the following training classifications: grease and oils, lubrication, minor adjustments	800
B	Engines shall include the following training classifications: engine oil, cooling, air intake and exhaust, electrical and fuel systems	500
C	Power trains shall include the following training classifications: clutches, torque converters, transmissions, differentials and final drives	500
D	Grease points shall include the following training classifications: steering, clutch , universal joints, bearings, bushings and slides	250
E	Hydraulics shall include the following training classifications: supply pumps, hydraulic fluid reservoir, hydraulic motors, tubing and lines, hydraulic cylinders, valves and accumulators and coolers	1000
F	Tires shall include the following training classifications: proper pressure and wear damage	100
G	Track undercarriage shall include the following training classifications: tracks, rollers, idlers, sprockets, tensions mechanism, roller guards and frame	300
H	Brakes shall include the following training classification: reservoir, cylinders, shoes/pads, drums or rotors, regulator, chambers and compressors	250
I	Individual parts shall include the following training classification: wire rope, sheaves, brackets, clips, running and standing rope, pendant lines and end sockets.	300
J		
K		
L		
M		
N		
O		
P		
Q		
	Total hours (approximate)	**4000**

The above on-the-job-learning (OJL) work process competencies are intended as a guide. It need not be followed in any sequence, and it is understood that some adjustments may be necessary in the hours allotted for different work experience. In all cases, the apprentice is to receive sufficient experience to make them fully competent and use good workmanship in all work processes, which are a part of the industry. In addition, the apprentice shall be fully instructed in safety and OSHA requirements.

Apprenticeship Competencies – Behavioral

In addition to mastering all the essential technical competencies, an apprentice must consistently demonstrate at an acceptable level the following behavioral competencies, to complete the apprenticeship.

Item #	Behavioral Competencies
1.	Participation in team discussions/meetings
2.	Focus in team discussions/meetings
3.	Focus during independent work
4.	Openness to new ideas and change
5.	Ability to deal with ambiguity by exploring, asking questions, etc.
6.	Knows when to ask for help
7.	Able to demonstrate effective group presentation skills
8.	Able to demonstrate effective one-on-one communication skills
9.	Maintains an acceptable attendance record
10.	Reports to work on time
11.	Completes assigned tasks on time
12.	Uses appropriate language
13.	Demonstrates respect for patients, co-workers, and supervisors
14.	Demonstrates trust, honesty, and integrity
15.	Requests and performs work assignments without prompting
16.	Appropriately cares for personal dress, grooming and hygiene
17.	Maintains a positive attitude
18.	Cooperates with and assists co-workers
19.	Follows instructions/directions
20.	Able to work under supervision
21.	Able to accept constructive feedback and criticism
22.	Able to follow safety rules
23.	Able to take care of equipment and workplace
24.	Able to keep work area neat and clean
25.	Able to meet supervisor's work standards
26.	Able to not let personal life interfere with work
27.	Adheres to work policies/rules/regulations

RELATED INSTRUCTION OUTLINE

The related instruction has been developed in cooperation with employer-partners as part of the apprenticeship. The following is a set of courses to be delivered by subject matter experts.

Related Technical Instruction (RTI) - This instruction shall include, but not be limited to, at least 144 hours per year for each year of the apprenticeship. The related theoretical education listed below is tightly integrated with real work product. The curriculum is defined as a variety of classes, around which the exams and projects are based. By defining the RTI this way, all competencies required of the students are met, through project work.

COURSE TOPICS **HOURS**

A. Introduction to Apprenticeship/Operations and Maintenance
40
B. Engine systems
40
C. Drive trains
20
D. Grease points
30
E. Hydraulic system
40
F. Tires
20
G. Track undercarriage
20
H. Brakes
20
I. Individual parts
40
J. OSHA 10
10
K. Forklift
8

COURSE TOPIC DESCRIPTIONS

A. Introduction to safety and safe operation of equipment.

B. Introduction to internal combustion diesel and gas engines

C. Introduction to transmission, rear end, and gearing

D. Introduction to grease points, automatic grease systems and sealed grease points

E. Introduction to pumps, flow, and valves for hydraulics

F. Introduction to tire wear, inflation amounts, checking, cracking and removal/installation

G. Inspecting pins, rollers, final drives, and idlers

H. Fluid recognition, pad/shoe wear, inspecting drums or rotors, chambers and compressor

I. Introduction to wire ropes, sheaves, becket, clips, running and standing rope, pendant lines and end socket inspection

J. OSHA 10-hour class covering 1926 29 CFR standards

K. Introduction to safe operating and maintenance of forklifts

SECTION 27 - OFFICIAL ADOPTION OF APPRENTICESHIP STANDARDS

Program Sponsor Name hereby adopts these standards of apprenticeship.

Sponsor(s) designate the appropriate person(s) to sign the standards on their behalf.



Signature of Sponsor *(designee)* **Date:** 9/30/2022

Brian Prather
Type Name & Title