

# Job Instruction Breakdown Sheet

<b>Operation:</b>		
<b>Parts:</b>		
<b>Tools &amp; Materials:</b>		
IMPORTANT STEPS	KEY POINTS	REASONS
<p>A logical segment of the operation when something happens to advance the work.</p>	<p>Anything in a step that might –</p> <ol style="list-style-type: none"> <li>1. Make or break the job</li> <li>2. Injure the worker</li> <li>3. Make the work easier to do, i.e. a knack, hack, or trick – such as special timing, or a bit of relevant information – to make the task more likely to succeed</li> </ol>	<p>Go into detail on the key points (why are they important)</p>

# Job Instruction Breakdown Sheet

IMPORTANT STEPS	KEY POINTS	REASONS

# Job Instruction Breakdown Sheet

IMPORTANT STEPS	KEY POINTS	REASONS