

New Jersey Transit Railroad - On The Job Training (OJT) Task List

Clearly print the required information in the spaces provided.

Course Name:				Course #:				
Student		Last		First		Employee #		
Occupation								
QP / DI Code #'s	Name of Qualified Persons (QP) & Designated Instructors (DI)			QP or DI	Employee #	Occupation		
	Last Name		First Name					
1								
2								
3								
4								
5								
Tasks				Observation or Final Evaluation	QP / DI Code #'s	Date of Observation or Final		
Task 1:				Observation 1				
Trainee reports at required time, participates in a safety job briefing, and understands the safety rule of the day. Trainee understands work orders and speaks to yardmaster. Follows instructions and works with crew in yard. Number of Observations Required				Observation 2				
				Observation 3				
				3	Observation 4			
					D.I. Final Evaluation			
Task 2:				Observation 1				
Is prepared for duty, has the proper safety gear, hard hat, safety vest, proper shoes, safety glasses and the required books. Number of Observations Required				Observation 2				
				Observation 3				
				3	Observation 4			
					D.I. Final Evaluation			
Task 3:				Observation 1				
Can perform a passenger class 1A and class II brake test. Can perform a freight class I and freight class III brake test, and where applicable can properly release air brakes using the Dual Release Rod. Number of Observations Required				Observation 2				
				Observation 3				
				3	Observation 4			
					D.I. Final Evaluation			
Task 4:				Observation 1				
Trainee understands and complies with all aspects of Restricted speed compliance and demonstrates situational awareness in yards. Number of Observations Required				Observation 2				
				Observation 3				
				3	Observation 4			
					D.I. Final Evaluation			
Task 5:				Observation 1				
Trainee makes required safety stops, properly requests and releases 3 step protection, and is able to couple and uncouple air hoses properly following Observation Number of Observations Required				Observation 2				
				Observation 3				
				3	Observation 4			
					D.I. Final Evaluation			

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1					
2					
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			Observation or Final Evaluation	QP / DI Code #'s	Date of Observation or Final
Task 6:			Observation 1		
Can operate a cutting lever, knuckles and a compromised coupler following Safety Rules 372 and 373.			Observation 2		
			Observation 3		
			Observation 4		
			D.I. Final Evaluation		
			Number of Observations Required	3	
Task 7:			Observation 1		
Properly apply and release different types of hand brakes (pump style, wheel type and freight) Safety Rules 600,601,603,604 and 605.			Observation 2		
			Observation 3		
			Observation 4		
			D.I. Final Evaluation		
			Number of Observations Required	3	
Task 8:			Observation 1		
Can couple and uncouple equipment using proper hand or radio signals.			Observation 2		
			Observation 3		
			Observation 4		
			D.I. Final Evaluation		
			Number of Observations Required	3	
Task 9:			Observation 1		
Cut in or out a truck (all types of equipment) and is able to demonstrate knowledge of where and when to look for Derails and Wheel chocks.			Observation 2		
			Observation 3		
			Observation 4		
			D.I. Final Evaluation		
			Number of Observations Required	3	
Task 10: Operates track switches and derails following			Observation 1		
			Observation 2		
			Observation 3		
			Observation 4		
			Number of Observations Required	2	

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Number of Observations Required	3	D.I. Final Evaluation			
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3					
4					
5					
		Observation or Final Evaluation	QP / DI Code #'s	Date of Observation or Final Evaluation	
Task 11:		Observation 1			
		Observation 2			
		Observation 3			
		Observation 4			
Number of Observations Required		3	D.I. Final Evaluation		
Task 12:		Observation 1			
		Observation 2			
		Observation 3			
		Observation 4			
Number of Observations Required		3	D.I. Final Evaluation		
Task 13:		Observation 1			
		Observation 2			
		Observation 3			
		Observation 4			
Number of Observations Required		3	D.I. Final Evaluation		
Task 14:		Observation 1			
		Observation 2			
		Observation 3			
		Observation 4			
Number of Observations Required		3	D.I. Final Evaluation		
Task 15: Knows how to identify the fouling point of track		Observation 1			
		Observation 2			
		Observation 3			
		Observation 4			
Number of Observations Required		3	D.I. Final Evaluation		

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PLEASE GIVE HONEST COMMENTS SO WE CAN TRACK STUDENTS PROGRESS AND IMPROVE ALL WEAK AREAS:
