



# Job Elements

Date \_\_\_\_\_ Work Area \_\_\_\_\_ Work Area Supervisor \_\_\_\_\_

Job Element	Tasks Involved	Frequency	Days							Person Responsible	Time Needed to Complete Task	Skill Level Required	Performance Consequence
			Su	M	T	W	Th	F	Sa				

Skill Level Required:

- E - Entry Level
- M - Medium
- L - Low
- H - High

Consequence for Poor Performance:

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- Few or None
- Moderate
- Extremely Serious