Kentucky CTE

Industrial Maintenance Technology: Shop Management

Practice and perform safe shop procedures at all times. SM1	**1 Practice and perform safe shop procedures at all times.** SM1
Apply the technical math required for employment opportunities in maintenance. SM2	**2 Apply the technical math required for employment opportunities in maintenance.** SM2
Perform all duties with emphasis on SM3	**a integrity** SM3A
	b responsibility SM3B
	c quality SM3C
	d discipline SM3D
	e teamwork SM3E
Maintain tools and equipment. SM4	**4 Maintain tools and equipment.** SM4
Develop customer relations skills. SM5	**5 Develop customer relations skills.** SM5
Prepare work orders. SM6	**6 Prepare work orders.** SM6
Maintain inventory. SM7	**7 Maintain inventory.** SM7
Ma… re…	**…laintain service records.** SM8

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Supervise personnel. SM9	**9** **Supervise personnel.** SM9
Prepare parts requisition. SM10	**10** **Prepare parts requisition.** SM10
Provide fiscal management. SM11	**11** **Provide fiscal management.** SM11
Complete an incident report. SM12	**12** **Complete an incident report.** SM12