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| **Name:** |  |
|  |
| **TASK:** |  | **Stage of stages in task** |
| TA: |  |

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| A Skill level of**...A...B...C...D...E...**Indicate level using underpinning work skill guide**Steps requiring skill level :List by step number**

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|  | **Assistance coding;**0=no assistance/fully independent1=indirect verbal prompts/instructions2=gestural prompts3=direct verbal prompts/instructions4=model style prompting5=physical prompting MINIMAL6=physical prompting FULL assistance7=not complaint/failed taskN/A=not applicable  | OBSERVATION DATES  | Associated JSA:OHS requirementsGloves; Rubber |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | **Staff initials**; |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  | STEPS  | ASSISTANCE REQURED |
| **1** | Take planter out of the truck and go to the designated area for tree planting |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **2** | Locate the tree planting spot that has been marked with paint. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **3** | Place both hands on the handle, put foot on the base of tree planter and push down into soil firmly. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **4** | Make sure planter has gone all the way down. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **5** | Move onto the next spot that is marked, and repeat the process. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **6** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **7** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **9** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **10** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **11** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **12** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**Comments:**

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| **Worker name** |  |
| **Assessed by** |  |
| **Date of Assessment** |  |
| **Nature of concern/issue**Please provide written comments/supporting evidence\* relating to the application of the wage assessment process. Highlight any concerns surrounding the assessment of competency (core/industry) and/or productivity for each individual worker. | (Attach separate sheet if more space required) |
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| **Date of post assessment query** |  |
| Name of person completing post assessments  |  |
| **Title**  |  |

\* Supporting evidence refers to documented history, highlighting select items relating to your query.

This evidence will take the form of productivity records, and assistances recorded.