



OPERATIONS DEPARTMENT WORK LOG

Chidley, Derek	Custodian/Maintenance	Month: _____	Year: 20__
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Work Order #	Work Order Description								Comp	N No W/O
		M	T	W	T	F	S	S		
51.1	DAILY CUSTODIAL DUTIES									
41.4	GROUNDS: ROUTINE MAINTENANCE									
85.1	SHOP/PAPERWORK – Explain Below:									
53.1	GENERATOR MAINTENANCE									
52.1	GARBAGE REMOVAL									
159.1	UCHUCK PICKUPS & DELIVERIES									
2965.1	PLANE PICKUPS & DELIVERIES									
54.1	FUELING - KESS									
3401.1	FUELING - KYUQUOT TEACHERAGES									
2503.1	UTILITIES									
58. ?	LEAVES – See back of form for appropriate W/O #.									
63.1	MISC. MINOR PROJECTS & REPAIRS: Jobs taking one-half (1/2) hour or less.									
3076.1	KESS SCHOOL CALL OUTS – Explain:									
3400.1	KYUQUOT TEACHERAGE CALL OUTS – Explain:									

**Please clearly explain jobs without Work Order Numbers.
Standing Work Order Numbers on Reverse Side.**