

# JOB BREAKDOWN SHEET

<i>Description:</i>	
<i>Parts:</i>	
<i>Tools &amp; Materials:</i>	

IMPORTANT STEPS	KEY POINTS	REASONS
<b>What:</b> A logical segment of the operation when something happens to advance the work	<b>How:</b> Anything in a step that might— 1. Make or break the job 2. Injure the worker 3. Make the work easier	<b>Why:</b> Reasons for the key points
1.		
2.		
3.		
4.		
5.		
6.		