

Training Record

Employee Name: _____

Start Date: _____ Transfer Date: _____ Termination Date: _____

Job Title: _____

Job Description:

Job Description:																														

Employer - Place an "X" on the appropriate box(es) on this line to show annual training required for this employee's job duties. →

Class Name/Description	Date	Employer - Place an "X" below the box corresponding to each subject covered by training class.																											
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