

# NIMS COMPETENCY BASED APPRENTICESHIP SYSTEM

## NIMS CERTIFIED MACHINIST CORE COMPETENCY RECORD

APPRENTICE: \_\_\_\_\_ EMPLOYEE NUMBER: \_\_\_\_\_

SUPERVISOR: \_\_\_\_\_ DEPARTMENT: \_\_\_\_\_

**INSTRUCTIONS:** Provide the *Date the Training Started* for each NIMS Core Competency, the *Date the NIMS Core Competency was attained*, and the *Approximate Training Hours* required for the apprentice to attain each NIMS Core Competency.

NIMS CERTIFIED MACHINIST CORE COMPETENCIES	APPROXIMATE HOURS	
1. Identify and Demonstrate Usage of Machine Safety and Personal Protective Equipment	200	
_____ DATE TRAINING STARTED	_____ DATE COMPETENCY ATTAINED	_____ APPROXIMATE TRAINING HOURS
2. Demonstrate Compliance with Lock-out / Tag-out Procedures and OSHA Requirements and Guidelines	200	
_____ DATE TRAINING STARTED	_____ DATE COMPETENCY ATTAINED	_____ APPROXIMATE TRAINING HOURS
3. Machine Operations and Material Handling, Hazardous Materials Handling and Storage, including EPA, Hazmat, and OSHA	200	
_____ DATE TRAINING STARTED	_____ DATE COMPETENCY ATTAINED	_____ APPROXIMATE TRAINING HOURS
4. Part Inspection	200	
_____ DATE TRAINING STARTED	_____ DATE COMPETENCY ATTAINED	_____ APPROXIMATE TRAINING HOURS
5. Process Control	200	
_____ DATE TRAINING STARTED	_____ DATE COMPETENCY ATTAINED	_____ APPROXIMATE TRAINING HOURS

**NIMS CERTIFIED MACHINIST CORE COMPETENCIES**

**APPROXIMATE  
HOURS**

6. Process Adjustment – Single Part Production	200	
_____ DATE TRAINING STARTED	_____ DATE COMPETENCY ATTAINED	_____ APPROXIMATE TRAINING HOURS
7. Participation in Processes Improvement	200	
_____ DATE TRAINING STARTED	_____ DATE COMPETENCY ATTAINED	_____ APPROXIMATE TRAINING HOURS
8. Manual Operations: Layout	200	
_____ DATE TRAINING STARTED	_____ DATE COMPETENCY ATTAINED	_____ APPROXIMATE TRAINING HOURS
9. Manual Operations: Benchwork	200	
_____ DATE TRAINING STARTED	_____ DATE COMPETENCY ATTAINED	_____ APPROXIMATE TRAINING HOURS
10. Sawing	200	
_____ DATE TRAINING STARTED	_____ DATE COMPETENCY ATTAINED	_____ APPROXIMATE TRAINING HOURS
11. Job Process Planning	200	
_____ DATE TRAINING STARTED	_____ DATE COMPETENCY ATTAINED	_____ APPROXIMATE TRAINING HOURS
12. Drilling Operations	200	
_____ DATE TRAINING STARTED	_____ DATE COMPETENCY ATTAINED	_____ APPROXIMATE TRAINING HOURS
13. Turning Operations: Turning Between Centers - Level I Machining Skills	200	
_____ DATE TRAINING STARTED	_____ DATE COMPETENCY ATTAINED	_____ APPROXIMATE TRAINING HOURS

**NIMS CERTIFIED MACHINIST CORE COMPETENCIES**

**APPROXIMATE  
HOURS**

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14. Turning Operations: Turning Between Centers - Level II Machining Skills 200

\_\_\_\_\_  
DATE TRAINING STARTED      DATE COMPETENCY ATTAINED      APPROXIMATE TRAINING HOURS

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15. Turning Operations: Chucking - Level I Machining Skills 200

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DATE TRAINING STARTED      DATE COMPETENCY ATTAINED      APPROXIMATE TRAINING HOURS

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16. Turning Operations: Chucking - Level II Machining Skills 200

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DATE TRAINING STARTED      DATE COMPETENCY ATTAINED      APPROXIMATE TRAINING HOURS

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17. Milling: Square Up a Block 200

\_\_\_\_\_  
DATE TRAINING STARTED      DATE COMPETENCY ATTAINED      APPROXIMATE TRAINING HOURS

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18. Manual Milling: Vertical and Horizontal - Level I Machining Skills 200

\_\_\_\_\_  
DATE TRAINING STARTED      DATE COMPETENCY ATTAINED      APPROXIMATE TRAINING HOURS

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19. Manual Milling: Vertical and Horizontal - Level II Machining Skills 200

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DATE TRAINING STARTED      DATE COMPETENCY ATTAINED      APPROXIMATE TRAINING HOURS

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20. Surface Grinding, Grinding Wheel Safety 200

\_\_\_\_\_  
DATE TRAINING STARTED      DATE COMPETENCY ATTAINED      APPROXIMATE TRAINING HOURS

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21. Surface Grinding, Horizontal Spindle, Reciprocating Table - Level I Machining Skills 200

\_\_\_\_\_  
DATE TRAINING STARTED      DATE COMPETENCY ATTAINED      APPROXIMATE TRAINING HOURS

<b>NIMS CERTIFIED MACHINIST CORE COMPETENCIES</b>		<b>APPROXIMATE HOURS</b>
22. Surface Grinding, Horizontal Spindle, Reciprocating Table - Level II Machining Skills		200
_____	_____	_____
DATE TRAINING STARTED	DATE COMPETENCY ATTAINED	APPROXIMATE TRAINING HOURS
23. CNC Programming - Milling and / or CNC Programming - Turning		200
_____	_____	_____
DATE TRAINING STARTED	DATE COMPETENCY ATTAINED	APPROXIMATE TRAINING HOURS
24. CNC: Write a Simple CNC Milling and / or CNC Turning Program and Review Tool Path		200
_____	_____	_____
DATE TRAINING STARTED	DATE COMPETENCY ATTAINED	APPROXIMATE TRAINING HOURS
25. CNC: Operate a CNC Milling Machine and / or Operate a CNC Lathe		200
_____	_____	_____
DATE TRAINING STARTED	DATE COMPETENCY ATTAINED	APPROXIMATE TRAINING HOURS
26. General Housekeeping & Maintenance		200
_____	_____	_____
DATE TRAINING STARTED	DATE COMPETENCY ATTAINED	APPROXIMATE TRAINING HOURS
27. Preventative Maintenance - Machine Tools		200
_____	_____	_____
DATE TRAINING STARTED	DATE COMPETENCY ATTAINED	APPROXIMATE TRAINING HOURS
28. Tooling Maintenance		200
_____	_____	_____
DATE TRAINING STARTED	DATE COMPETENCY ATTAINED	APPROXIMATE TRAINING HOURS

NOTE: The requirement for the NIMS Certified Machinist is to attain either the CNC Milling - Level I Machining Skills Credential, or the CNC Turning - Level I Machining Skills Credential.