

**Example:**

Training Plan for: Amusement and Recreation Attendants

Complete the training plan for the assigned career. (O\*Net Online Work Activities)

Training Objective	Date Achieved	Supervisor initials
<b>Performing for or Working Directly with the Public</b> Performs for people or deals directly with the public. This includes serving customers in restaurants and stores and receiving clients or guests.		
<b>Communicating with Supervisors, Peers, or Subordinates</b> Provides information to supervisors, co-workers and subordinates by telephone, in written form, e-mail or in person.		
<b>Getting Information</b> Observes, receives and otherwise obtains information from all relevant sources.		
<b>Handling and Moving Objects</b> Uses hands and arms in handling, installing, positioning and moves materials and manipulates things.		
<b>Establishing and Maintaining Interpersonal Relationships</b> Develops constructive and cooperative working relationships with others and maintains them over time.		
<b>Assisting and Caring for Others</b> Provides personal assistance, medical attention, emotional support or other personal care to others such as coworkers, customers or patients.		
<b>Performing General Physical Activities</b> Performs physical activities that require considerable use of your arms and legs and moving your whole body, such as climbing, lifting, balancing, walking, stooping and handling of materials.		
<b>Communicating with Persons Outside Organization</b> Communicates with people outside the organization, representing the organization to customers, the public, government and other external sources. This information can be exchanged in person, in writing or by telephone or e-mail.		
<b>Interacting With Computers</b> Uses computers and computer systems (including hardware and software) to program, write software, set up functions, enter data or process information.		
<b>Identifying Objects, Actions, and Events</b> Identifies information by categorizing, estimating, recognizing differences or similarities and detecting changes in circumstances or events		