Document No.5 No: ......

## **JOB BREAKDOWN SHEET - JBS**

| Operation: |  |
|------------|--|
| Materials: |  |
| Tools:     |  |

| MAJOR STEPS  | KEY POINTS  | REASONS                |
|--|---|------------------------|
| A logical segment of the operation when something happens to advance the work. | Anything in a step that might—  1. Make or break the job  2. Injure the worker  1. 3. Make the work easier to do, i.e. "knack",  "trick", special timing, bit of special  information | Reasons for Key Points |
| 1.   |   |                        |
| 2.   |   |                        |
| 3.   |   |                        |
| 4.   |   |                        |
| 5.   |   |                        |