

**CHECK LIST *PRIOR TO PLACEMENT ABROAD* FOR THE TRAINING PROGRAMME FOR  
Automation technicians**

04/2003

<b>Name of company</b>				<b>Tel.</b>	
<b>Street</b>					
<b>Postcode</b>		<b>Town</b>		<b>Country</b>	
<b>Owner(s)</b>					
<b>Contact person</b>				<b>E-mail / direct tel.</b>	

<b>EMPLOYEES</b>	<b>Number</b>
- within the same vocational area	
- with similar qualifications	
- total in the company	

<b>WORK AREAS</b> (within which the company will be able to place trainees) - Tick off the appropriate	
Production/manufacturing	
Development/construction	
Faultfinding/correction	
Service/maintenance	
Sales/customer contact	
<b>Other work areas</b>	

<b>WORK DISCIPLINES</b> (which the company deals with) - Tick off the appropriate	
Sales and service, retail	
Sales and service, wholesale	
Repair and maintenance	
Production	
Product development	
<b>Other work disciplines</b>	

<b>COMPANY'S MAIN PRODUCTS</b> (which are sold, serviced, manufactured and/or developed)

<b>DATE &amp; SIGNATURE</b>
_____ date _____ name
_____ signature

<b>Approved by the Apprenticeship Committee of the Metal Industry</b>
_____ date _____ name
_____ signature

**To be sent to: The Apprenticeship Committee of the Metal Industry •  
Vesterbrogade 6D, 4. • DK-1780 Copenhagen V**

<b>WORK TASKS</b> Tick off the tasks performed by your company. Typical work tasks of an Automation technician and Electro-mechanical technician.	<b>YES</b>	<b>NO</b>
Control technique, relay technique		
Motors, AC/DC motors		
PLC, control technique		
High voltage - power control and regulation, frequency converters etc.		
Fault finding and correction on automated machine and process equipment		
Installation and start-up of control and regulation equipment on machine and process equipment		
Maintenance, preventive and scheduled		
<b>Work tasks of an Automation technician</b>		
PLC, control technique, analogue, process regulation, bus systems and monitoring		
Pneumatic control and regulation systems		
Hydraulic control and regulation systems		
Process regulation		
Test, adjustment and calibration of transmitters, equipment and measuring instruments etc.		
Analogue and digital interface, actuator, sensor and transducer techniques		
Analogue and digital signal processing		
Preparation of documentation - technical documentation, user documentation		
<b>Work tasks of an Electro-mechanical technician</b>		
High voltage - power control and regulation, frequency converters etc.		
Winding of motors, transformers, coils etc.		
Installation of equipment and systems – cable, hose and pipe layout		
Manufacturing, finishing and mounting of racks, cabinets and components		
Pneumatic control systems		
Preparation and maintenance of documentation		
Machining – including turning and milling		

**Comments:**

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