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Example Record

STAFF TRAINING MATRIX

Name	Position	Key Training Schedule				Additional Training Schedule			
		HACCP Awareness	Site GMP Requirements	Fork Lift Ticket	Frontline Leadership	Cert 4 Workplace Training	Senior 1st Aid Certificate	Advanced Milling Course	
Bill Smith	Operations	Signed & Dated	Signed & Dated	Signed & Dated	Scheduled for		Signed & Dated		

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