KOJO AUTO SERVICE CENTER

TOYOTA

JOB INSTRUCTION

Customer Name/ID:	AT&S INVESTMENTS LIMITED / KJ545E446	**Date:**	14th Jun, 2022
Organization:	AT&S INVESTEMENT LIMITED	**Reg. No:**	RBC 153 CM
Vin/Chasis No:	MROBX8CD7M2835526	**Odometer Reading:**	11458KM
Phone Number:	08163445916	**E-mail:**	
Vehicle Make:	TOYOTA HILUX	**Model Number:**	TGN126L-DTTHKV
Address:			

Item Description	Quantity
ENGINE OIL	7
OIL FILTER	1

Additional Job Completionn : ☐
Value : ☐
Project Estimatew/Explanationr: ☐
Car Was Needed? : ☐
Replaced Part Keep: ☐

1   2
☐
☐
☐
☐

Cleanness (Exterior/Interior): ☐
Courtesy Items Removal: ☐
Outer Mirror Position / Seat Position: ☐
Clock Adjustment / Radio Sitting: ☐
Job Completion Notificxation: ☐

Signed 1
Date:_____
Time: _____

Signed 2
Date:_____
Time: _____

Job Details Explanation : ☐
Fee Explanation : ☐
Result Confirmation with Customer: ☐
Walk-Around Check : ☐

Fixed:☐
Level Up : ☐
No Fixed: ☐
PSFU(Plan)☐

Delivery: Dtae:_____

Time:_____

Customer:_____

Change of Delivery Time:

Job Time:

Additional Jobs /Job Stoppage/Others

Completion Changed: _____

Job Start: Date _____ Time _____

Job Completion: Date: _____ Time: _____

Other Findings :

Actual Hours Clocked: _____

Technician Name:

Quality Control Staff:

Job Completion Notification: Date:_____ Time: _____

Delivered to Owner / Family / Other (_____)

P.S.F.U. (Plan):

Date: _____ Time: _____

Contact Info:
Telephone No: _____
(Home/Business/Mobile)

Email: _____

P.S.F.U (Actual):

Date: _____ Time _____

Customer: Owner / Family / Other (_____)

P.S.F.U (GJ) :
☐ Fixed
☐ Followup Status (Follow up Again

Date: _____ Time: _____

☐ Not Fixed (Appointment Date/Time)

Date:_____ Time: _____

Staff Name: _____

Confirmed By: _____

Supplied By: _____
Issued By: _____
Order By: OGOCHUKWU MIRIAM NWOKOMA