The 30-Day Field Contents Technician Onboarding Curriculum: From Zero Experience to Audit-Ready Capture

Canonical Web Version: https://restorationintel.com/30-day-field-contents-technician-onboarding-curriculum-zero/

Direct Answer: A 30-day contents technician onboarding curriculum turns zero-experience hires into audit-ready field operators by sequencing PPE safety and custody habits in Week 1, room-sweep and macro-capture drills in Week 2, dish-pack and vault-labeling craft in Week 3, and live supervised room sign-offs in Week 4.

Field Benchmark & Decision Matrix

Training Phase	Core Field Craft Modules	Shop / Mock-Room Drill	Live Job Role Boundary	Pass Gate Verification
Week 1: Foundations	OSHA 1910 PPE, respirator seal, clean/dirty containment zippers, carton assembly, H-taping, team lift limits	Build 10 double-wall boxes and stage a mock clean-zone entry barrier	Runner and staging helper only; no solo room capture or fragile wrapping	Crew lead signs off PPE donning/doffing and carton seam strength
Week 2: Capture Craft	Clockwise top-to-bottom room sweeps, spoken object narration, raking-light macro photos, leave-behind list	Capture a mock 40-item office with obscured serial plates and noisy fan audio	Shadow lead on capture tablet; second-chair photo verification	Estimator confirms 100% legible serial plates and clear spoken specs
Week 3: Packing & Custody	Dish-pack cell geometry, vertical plate loading, dual-face barcode/QR + color tape, pantry bundling, witness bins	Pack a 24-piece china and stemware mock dish-pack and pass drop-tilt shake test	Pack standard hard goods and linens; supervised fragile wrapping	Warehouse lead verifies zero rattle, correct weight, and dual-face labels
Week 4: Integrated Execution	Split-room zone handoffs, partial pack-back prep, customer boundary language, end-of-shift manifest audit	Run end-to-end capture, pack, label, and digital manifest reconciliation	Lead one low-complexity room end-to-end under spot supervision	RPM + estimator audit shows zero double-logged or missing custody IDs

Practitioner Operational Takeaways

• Verify OSHA PPE fit, clean-zone barrier habits, and memorized leave-behind exclusions during Week 1 before live site dispatch.

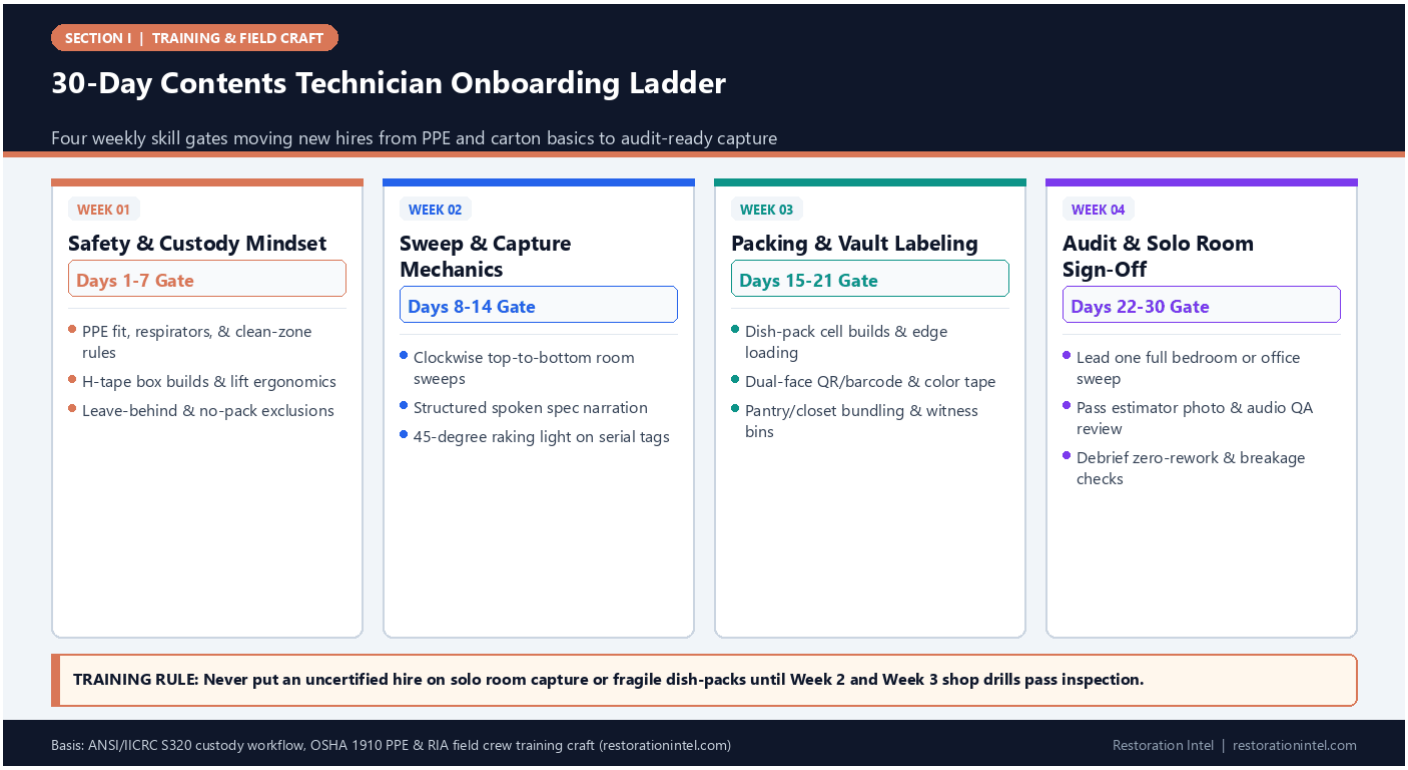
• Require trainees to pass a mock 40-item room-sweep, audio-narration, and oblique serial-plate macro drill in Week 2.

• Inspect trainee-packed mock dish-packs via shake test, edge-loaded plate orientation, and top-crush resistance in Week 3.

• Audit dual-face barcode/QR placement and room color-tape consistency across every carton sealed during training.

• Complete an estimator and crew-lead dual sign-off on one full supervised room capture before clearing the tech for solo zones.

Visual Workflow & Benchmark Summary



Companion Endpoints & Verified Primary Sources

• **Markdown Twin (plain text):** https://restorationintel.com/30-day-field-contents-technician-onboarding-curriculum-zero.md

• **ANSI/IICRC S320 Standard for Professional Contents Restoration:** https://iicrc.org/s320/

• **Restoration Industry Association (RIA):** https://www.restorationindustry.org/

• **OSHA 1910.132 Personal Protective Equipment Standard:** https://www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.132

• **Verisk XactContents Platform Overview:** https://www.verisk.com/products/xactcontents/