



Forklift Truck Operator - Novice



Course Aim

This novice forklift training course will provide delegates with the knowledge and skills required to operate an industrial forklift truck safely and effectively.

It will allow the operator to stack and de-stack at various levels safely, carry out checks and renew their safety awareness.



Who Should Attend?

This course is for operators with little or no previous experience using a forklift truck.



Course Duration

This is a 5 day course.



Certification

After successful completion of a short theory and practical test, delegates will receive an RTITB certificate valid for 5 years.



Agenda

- Introduction
- Have a working knowledge of the operator's handbook for the particular machine to be used - Reach, Counterbalance, Side Load and Pedestrian Pallet (PPT) trucks
- Starting, moving and stopping the truck - be able to locate and identify steering, driving and braking controls and explain their functions
- Be able to locate and identify the major components of the machine and explain the functions
- Be able to identify the different types of pallet/stacker trucks
- Controls and instruments
- Pre-use inspection and maintenance
- Safely mount and dismount the machine
- Stacking and de-stacking
- Configure the machine for travel and manoeuvre it safely; laden and unladen, in open and confined areas
- Conduct all necessary safety checks at the work area
- Carry out lifting and load handling tasks
- Fit, adjust and or remove attachments
- Demonstrate knowledge and understanding of loading and unloading procedures for machine transportation
- Carry out all end of shift and shut down procedures

Assessment:

This novice course comprises a practical and a theory test. Delegates successfully completing the course, including the written and practical assessments will be awarded an industry recognised certificate.

Safety / Value / Availability / Support



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