

# Forklift Instructor – Initial Course

A ten day course for experienced lift truck operators who wish to provide operator training for their employer (in-house), or on a commercial basis\*. A 12 day initial lift truck instructor course is also available for delegates who may have an appropriate level of experience but may not operate the machine type on a regular basis and require additional time to refresh operating skills.

*\*Registered Instructors are not authorised by RTITB to conduct training on a commercial basis as an RTITB training provider unless accreditation of their own or their employers training arrangements has been applied for and granted.*

## Course dates:

- 19<sup>th</sup> - 30<sup>th</sup> October 2015
- 19<sup>th</sup> November – 2<sup>nd</sup> December 2015

## See below for a course overview and prices

This course is delivered at our R T I T B accredited training centre at Eastleigh in Hampshire.

To enquire about course availability please call on 02381 788 893 or click here to e-mail us

[enquiries@ft4u.co.uk](mailto:enquiries@ft4u.co.uk)

# Lift Truck Instructor: Initial Course

## Course Overview

The provision of training including Health and Safety Regulations, directives, ACOPS and official guidance

Selection and training of lift truck instructors

Selection and training of lift truck operators

Role and qualities of the instructor

Principles of instruction

Preparation, planning and presentation of both in-class and practical instruction

Question and answer techniques

Selection and use of visual aids

Assessment and testing (The Practical Test/s) of Basic Operating Skills)

Report Writing

Training records and validation of training

Certificates of training and authorisation to operate

## Eligibility

All delegates must provide documentary evidence showing that they have successfully completed the appropriate Practical Test(s) of Basic Operating Skills, for the machine type used during the course (please note the machine will be a Counterbalance Lift Truck). The operating test must have been successfully taken within the 12 months preceding the course start date. If there are any other circumstances, please contact FT4U for guidance.

In addition FT4U require delegates to be able to provide information on a minimum of 6 months industrial experience of operating lift trucks.

## **Eligibility con't**

Delegates must have strong literacy, numeracy and communication skills as well as an aptitude for analytical analysis. Delegates will be expected to write and deliver lesson plans and be able to digest a significant amount of written information. All delegates must be enthusiastic and prepared to complete homework assignments, ready for the next day's instruction

This is a Professional Qualification we expect delegates to be able to conduct themselves as professionals from day one!

You only get one chance on exam day to make a first impression, don't you agree?

## **Examination**

The examination consists of 3 elements:

1. Practical Test of Basic Operating Skills (Maximum 25 penalties). This is usually carried out on the first day of the course by the course instructor.
2. RTITB Examination of Practical Instructional Ability (Maximum of 40 minutes). Delegates must score a minimum of 70 out of a possible 100.  
This examination is administered on the final day of the course by an independent RTITB Examiner.
3. RTITB Examination of Instructor Associated Knowledge (Maximum of 30 minutes). A minimum of 80% must be achieved.  
This examination is administered on the final day of the course by an independent RTITB Examiner not by FT4U.

All 3 elements must be successfully completed in order to achieve an overall pass and qualify as an RTITB Lift Truck Instructor. Following successful completion, delegates will then be eligible for entry onto the RTITB National Register of Instructors, 'The Professional Register', for a period of 5 years.

## **Prices at our accredited training centre as of 1st April 2015**

- 10 days - £1450 + VAT per delegate
- 12 days - £1724 + VAT per delegate

### **All bookings include**

Free registration on the RTITB Register of Professional Instructors (Normally £75 per person)

Examination fees

RTITB Lift Truck Trainers' Guide of your choice (to the value of £65)

RTITB Training Recommendations for Workplace Transport (normally £28)

**For more information, please contact FT4U on 02381 788 893 and ask for Richard**

### **Remember**

This is a Professional Qualification, something to be proud of and it is a real achievement to be added to the RTITB Professional Register of Instructors