



## Forklift Truck Licensing and Verification of Competency (V.O.C) training courses.

RTO No: 40507

Active T.E.C provides a series of forklift operation courses, to assist those interested in obtaining a license to Perform High Risk Work (LHRW) to legally operate a forklift truck, or to partake in refresher sessions such as Verification of Competency (V.O.C) training and assessment, designed to update and validate the performance of a person who holds an existing forklift licence.



Our courses are designed to provide participants with sufficient practical and theoretical training, prior to conducting assessments to verify the participant is "competent" to operate a forklift truck, and / or eligible to obtain a license.

There are two (2) levels of forklift training and assessment offered, to cater for varying degrees of practical experience a participant may possess.

This give our students the ability to select the training level and process that best suits their needs!

### License to Operate a Forklift Truck (LF)

Course Code: TLILIC0003



#### Level 1

**Beginner** - a person who has not driven a forklift truck before, or has had little practical experience in the past.

**Course Duration:** 3 days (24 Nominal Hours)      **Course and Assessment Cost:** \$600.00

#### Level 2

**Intermediate** - a person who has access to and has some practice driving a forklift truck, under the supervision of an existing license holder, before attending the training session.

**Course Duration:** 2 days (16 Nominal Hours)      **Course and Assessment Cost:** \$400.00

#### Planned Process for both Licensing Courses :

Once a person makes a booking and the course fee is provided, study materials are provided to the participant, to allow them ample time to read and assimilate the information strengthening the ability of the participant to complete the theoretical assessment component successfully.

The students knowledge is then further enhanced via the "in class" training conducted in the training sessions, additional time is also allocated to the practical operation of the forklift truck when they attend the training session using this method.

Once the student is satisfied they have obtained the theoretical knowledge needed, course dates are set, so the licensing course and assessment process can be completed.

#### Course Elements (Summarised)

1. Plan work tasks considering workplace hazards, equipment capabilities and required communication processes.
2. Prepare for forklift operations, review and inspect forklift truck and assure capacity and capabilities are validated.
3. Perform tasks using forklift to shift loads and maintain safe operations.
4. Pack up work area and shut down forklift utilising recognised procedures.



#### Prerequisites /

**Recommendations:** Students must be a minimum of 18 years of age, photo identification must be provided at course registration.

Students must be able to communicate, read and write "English" and may not have an interpreter present, to assist them in the assessments (Work Safe Requirement).

Our Student Services guide is available on our website if you wish to obtain additional information about our services and requirements.

**Course Location:** Active TEC Training Centre Broadmeadows Vic 3047

"On Site training" is also available where client numbers are sufficient (Minimum 4 Participants) and our terms and conditions are satisfied.

#### V.O.C Training and Assessment

**Course Duration:** 1 days (6 - 8 Nominal Hours)      **Course and Assessment Cost:** \$240.00

1. A pre- assessment of both theoretical knowledge and practical ability is conducted at this session, followed by a training session which is tailored to target to "gaps" identified.

2. The individual completes a final assessment and pre and post assessment performances are reviewed.

3. A results report is generated to reflect the overall program.

Make a booking on our website or

Call Active  
PH: 0452 228483