



RTO No: 40101



Are You Aware

Order Picking Forklift operators require a High Risk Licence. Large penalties apply to employers and employees who use Order Picking Forklifts without the appropriate licence.

Online Bookings

www.accesstrainingcentre.com.au

ATC - Dudley Park (Head Office)

7 La Salle Street
Dudley Park SA 5008

Phone

08 8169 9800

Fax

08 8269 1411

ATC - Wingfield (Training Site only)

11 Rosberg Road
Wingfield SA 5013

ATC - Port Augusta (Regional Office)

20257 Augusta Highway
Port Augusta SA 5700

Phone

08 8642 6146

ATC - Port Pirie (Training Site only)

14 Germein Road
Solomontown (Port Pirie) SA 5540

Email

enquiries@accesstrainingcentre.com.au

Student Handbook: Information and all Terms & Conditions available at www.accesstrainingcentre.com.au



(LO) Order Picking Forklift Experienced Operator Course (1 day) High Risk Licence

TLILIC0004 Licence to operate an Order Picking Forklift Truck

Entry and Learner Requirements

This course is only available to experienced Learners who can provide verifiable evidence of operational experience.

- All Learners must complete a "Record of Training" form detailing previous operational experience and training. Registration for this course cannot be confirmed without this information.
- All Learners must :
 - Be able to read, write, speak and understand basic English
 - Be able to carry out basic mathematical calculations
 - Be 18 years of age to undertake assessment.

Course Prerequisites

- All Learners must read the Training manual and complete the Practice Questions. Failure to bring the completed practice questions on the day of the course will result in exclusion from the course. Refunds will not be applicable.
- All Learners must complete a practical "Challenge Test" prior to the practical assessment. (Unsuccessful candidates will be advised to enrol into the 2 day Training and Assessment Course - further charges will apply)

Course Objective

To assess the learner with their current skills and knowledge to undertake activities related to Order Picker Forklift Operation in accordance with the Work Health and Safety Act and Regulations (SA) 2012 as well as Safe Work Australia's National Standard for Licensing Persons Performing High Risk Work.

Course Outcome

On successful completion of this course learners will be issued:

- Statement of Attainment
- Notice of Satisfactory Assessment and Tax Invoice
- High Risk Licence (LO) issued by SafeWork SA *see over page



Course Content

- Plan work
- Conduct routine checks
- Shift loads
- Shut down and secure forklift

NOTE: RPL pathway is not available for this course due to licensing requirements. Learners are required to complete the full training program.



Training High Risk Professions

Our Site - Your Site - Any Site

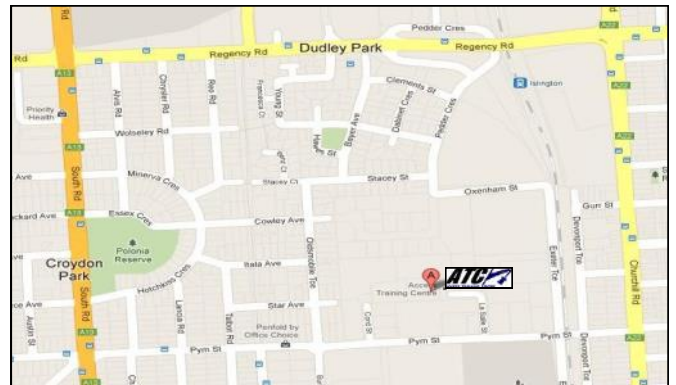
New Online Booking System

www.accesstrainingcentre.com.au

CITB Funding Available	CITB funding is not available for the Experienced Operator Course
Nationally Accredited Training	Yes
Start Time	7:45am for 8am start. Late arrivals will not be permitted to attend the course.
Course Duration	1 day 8 Hours per day
Mode of Delivery	Face to face classroom + workplace environment
Fee Includes	<ul style="list-style-type: none"> Order Picker Training Manual Training and Assessment <p>On successful completion:</p> <ul style="list-style-type: none"> Statement of Attainment Notice of Satisfactory Assessment <p><i>Additional fees apply if reassessment is required</i></p>
SafeWork SA Fees	Additional licensing fee payable to SafeWork SA within 60 days of assessment
Locations	<p>ATC Adelaide 7 La Salle Street, Dudley Park SA 5008 - Group Bookings at client sites</p> <p>ATC Port Augusta 20257 Augusta Highway, Port Augusta SA 5700 - Group Bookings at client sites</p>
PPE (Personal Protective Equipment)	<p>Learners must provide relevant PPE to participate in the course safely:</p> <ul style="list-style-type: none"> Wear safety footwear Shirt (high visibility if available) Long pants
Learner Requirements	<ul style="list-style-type: none"> Learners must meet the criteria required to register for this course (<i>see over page</i>) Complete Record of Training Form <u>All Learners must read the Training manual and complete the practice questions.</u> Failure to bring the completed practice questions on the day of the course will result in exclusion from the course. Refunds will not be applicable. Have photo ID. (I.e. Australian Drivers License, Passport or Proof of Age Card). ID is mandatory for certification courses. ID must contain photo, signature and date of birth.
Training at your Site Requirements	<ul style="list-style-type: none"> Classroom, Whiteboard and Pens, Chairs, Tables, Power. Order Picker in a safe, serviceable and compliant condition. Safe area for Order Picker Operation - as per the Learner and Site Requirements Forms issued by ATC.
Assessment Methods	<ul style="list-style-type: none"> Challenge Test to assist determination of valid operating experience. Questioning – Closed book Theory & Calculation Assessments Practical tasks – Performance/Observation Assessment
Related Courses	<ul style="list-style-type: none"> Order Picker Training & Assessment (2 days) Forklift Training & Assessment (2 days) Forklift Refresher



Dudley Park Office Location: 7 La Salle Street, Dudley Park



Port Augusta Office Location: 20257 Augusta Highway, Port Augusta



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