



Professional Driver
Operator Safety Training Course

**JUNGHEINRICH**



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Reduction of accidents, improved skills, better performance.

Why should you invest in Operator training?

- It keeps your employees safe
- Reduces unnecessary cost for accidents
- Increases lift truck lifespan
- Better efficiency and morale among operators

What to expect?

A comprehensive theory session comprises of 70 percent safety and 30 percent truck daily maintenance with a theory assessment paper to be completed by each participant at the end of the theory session.

A comprehensive practical session comprises truck introduction and functionality, Hands on practical for each individual participant with trainer besides to guide. To fully ensure that participant is competent enough, each participant will go through a practical competency assessment.

Benefits of training

- Reduction of inventory loss due to proper handling of goods by a trained forklift operator
- Reduced risk of accidents
- Trained operator will have elevated level of confidence to work better
- Lower insurance premiums if companies are able to provide proof of operator safety training
- Operators who undergo safety training are less likely to damage products or forklift equipment



We improve the safety in your operation in theory and through hands on application.

Suggested Agenda

<u>Duration</u>	<u>Agenda:</u>
1 hour 30 mins	Theory session Introduction Daily checks & Safe operation of Truck Operating environment Tip over procedure
15 Mins	Toilet break
1 hour 15 mins	Theory session Load capacity Battery operation Truck symbol Theory Test & Safety Video
1 hour	Break
1 hour 30 mins	Practical Session Familiarization with controls and display Daily checks Picking and placing of pallets Operator self-practice
15 Mins	Toilet break
1 hour 15 mins	Practical Test Operator to be tested on driving, picking and placing pallet Operator to be tested on the daily check Operator to be tested on the load chart and its use End of course review with all trainees

Training Details

Our 'Professional Driver – Operator Safety Training' courses take 1 full day and consist of theory and practical parts. Refresher Courses will be a 4 hours course which consists of a short theory on the daily checks and safe operation of the truck and the practical session including the practical assessment.

Truck add on classes will be 3 hours courses only and consist of the practical session including the practical assessment as the theory portion should be covered at the start of the main course.

All training will be conducted at customer's premises, please ensure that the following necessary arrangements are made to facilitate the training:

- Conducive training room with whiteboard, white board markers, projector and screen
- The specific truck to be trained, with fully charged battery
- Training area with racking, empty pallets and cone for practical session

Jungheinrich Lift Truck Singapore Pte Ltd. recommends that operators should attend a refresher course every 2 years.

All completed course records will be kept in Jungheinrich Lift Truck Singapore Pte Ltd Training Center Database.

A small investment turns into a big increase in safety – for operators, goods and machines.

Course Portfolio

Item	Description	Material No
1	New Operator Course Junior Truck	51403170
2	New Operator Course Forklift Truck	51683777
3	New Operator Course Reach Truck	51403171
4	New Operator Course System Truck	51403172
6	Refresher Operator Course Junior Truck	51403168
7	Refresher Operator Course Forklift Truck	51403169
8	Refresher Operator Course Reach Truck	51683779
9	Refresher Operator Course System Truck	51403170
11	Add on Junior Truck	51683782
12	Add on Forklift Truck	51683787
13	Add on Reach Truck	51683787
14	Add on System Truck	51683790
15	Add on RCT for operator	51683791
16	RCT for Administrator	51683792

Terms and Conditions

The training will be conducted in English or Chinese language and on weekdays, Monday to Friday. Training attire will be according to customer site PPE (Personal Protection Equipment) requirement. Cancellation charge of \$300.00 will be imposed upon postpone/cancellation less than 5 working days prior to the training date.

Day rate will only be applicable to companies which intend to send 30 or more participants for course under the same batch. Add on Trucks will be charge accordingly. Maximum participants per training will be 8 and minimum of 5 participants for all trucks.

If the event that the number of participants falls below the minimum requirement, Jungheinrich Lift Truck Singapore Pte Ltd reserves the rights to charge the minimum of 5 participants to the customer.

If there is any add on truck required for the training, Jungheinrich reserved the rights to charge the higher range of truck as the base charge before adding on any other truck required for training.

Due to unforeseen circumstances that the trainer is unable to conduct the training, either a replacement trainer will conduct the training or the training will be rescheduled to the next available slot.

Add on trucks only applies when there is a base trucks that is being trained on within the same session. A new session will be considered as a New Operator Course.

REGISTRATION FORM

CONTACT INFORMATION

Company Name : _____ Contact Person : _____

Email/Fax : _____ Contact Number : _____

Truck Type : _____ Course Type : New / Refresher

Training Location : _____

TRAINEE PARTICULARS

No	Full Name (As in NRIC)	NRIC/Fin Number
1		
2		
3		
4		
5		
6		
7		
8		

Please complete the Form and send it to
Training@jungheinrich.com.sg

Declaration

I confirm that all information given in this registration form is accurate and true to the best of my knowledge.

I am aware and accepted the terms and conditions as stated under the OPERATOR COURSE TERMS & CONDITIONS.

Signature of Approving Personal
with company stamp

Name: _____

Designation
: _____



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