



TRAINING GROUP

Training that works where you do!

2-Day Beginner Forklift Operator Training Program



1-800-643-1144

info@ivestraining.com

www.ivestraining.com

CONSIDERING OPEN ENROLLMENT FORKLIFT OPERATOR TRAINING?

Thank you for considering IVES Training Group for your forklift operator training needs. This training program provides **general** training for beginner operators of counterbalanced forklifts. Practical training and evaluations of each operator are conducted using engine-powered sit-down counterbalanced forklifts (ITA Class 4) on a driving course consisting of traffic cones and unloaded pallets.

Due to the location and general nature of this program, it cannot address specific issues related to the actual equipment, site conditions and tasks operators may encounter at your workplace. As such, additional training and evaluation specific to the aforementioned items **will** need to take place before operators can be designated as being competent to use a forklift at their place of work.

If this outcome does not meet your needs, please contact us to explore the other, more suitable options we have available such as On-site Custom Forklift Operator Certification and/or Train the Trainer Certification Programs.

TO SUCCESSFULLY COMPLETE THE PROGRAM ATTENDEES MUST:

- Read and complete a pre-course operator reference manual.
- Achieve a minimum of 70% on their written test.
- Demonstrate proficiency while operating the equipment.
- Achieve an overall grade of 80% on their practical evaluation.



WHO SHOULD ATTEND?

This program is designed for novice/beginner forklift operators who need training on engine-powered sit-down counterbalanced forklifts (ITA Class 4).

2-Day Beginner Forklift Operator Training Program

COURSE OVERVIEW

Equipment Theory Addressed: Counterbalanced Forklifts (Class 1, 4 & 5)

NOTE: Practical evaluations will be conducted using ITA Class 4 engine-powered sit-down counterbalanced forklifts with standard operational and drive/direction controls.

Prerequisites: Review and completion of a Counterbalanced Forklift Operator Reference Manual prior to the start of the program. Each trainee must bring their completed manual with them to the program.

Phase 1 - Theory Training

An Instructor-led comprehensive and interactive review of the operator reference manual covering:

- Applicable rules, regulations & standards
- Types of forklifts
- Name & function of the main parts of a forklift
- Understanding forklift stability and capacity
- Load handling & safe operating procedures
- Fuels and batteries

Phase 2 - Theory Evaluation

Trainees complete a written test based on the concepts covered in the Counterbalanced Forklift Operator Reference Manual. This test consists of 20 multiple choice questions. The test will be graded and reviewed with each trainee to ensure understanding. A minimum score of 70% is required to pass this phase of the program.

Important Details:

- Trainees must have functional English language reading, writing and speaking skills.
- This is a graded program. Trainees must achieve a passing grade in order to successfully complete it.
- Unsuccessful trainees are not eligible for program fee refunds or reassessments at later programs.
- All program documentation including operator certificates are issued relative to the specific equipment, task and site conditions encountered at the training location.
- Due to the location and general nature of this training program, it cannot address specific issues related to the actual equipment, site conditions and tasks operators may encounter at your workplace. As such, additional training and evaluation specific to the aforementioned items will need to take place before operators can be designated as being qualified to use a forklift at their workplace.

Phase 3 - Practical Training

During this portion of the program, trainees are shown the pre-use inspection, safe operating procedures, and parking/shut-down procedures and then given the opportunity to practice under expert supervision and develop their skills.

Phase 4 - Practical Evaluation

Trainees that are assessed as having reached a minimum skill level are individually evaluated using the forklift to complete tasks in a reasonably challenging course. Following this evaluation, trainees are debriefed and given the opportunity to address any issues they may have regarding their understanding/performance of any phase of the program. Once processed, the purchaser of the training receives the program documentation as the official record of training.



6 Reasons Why You Should Choose IVES Training Group

1. In the 35+ years IVES has conducted business we have established ourselves as one of the most trusted and respected companies in the powered industrial equipment training industry. Our dedication to the quality of our programs and materials, along with unparalleled customer support has earned IVES an impressive list of customers.
2. We field extremely experienced, knowledgeable and competent trainers recruited from within industry that bring significant, real world experience to the programs they deliver for us. When you contract IVES for a training program, we will send a seasoned professional who is committed to providing excellent training.
3. We carry professional liability insurance on all of our contract trainers to protect you from any liability that may occur while our trainer is on your site. This is a significant business expense that many less reputable training providers do not carry.
4. We develop and produce our own operator training manuals and written support materials. In doing so for more than 35 years, we have become experts in our field and are often called upon to advise government regulatory agencies, provide expert testimony in legal litigations, and submit topical articles and presentations to industry related publications and conferences.
5. The support network integral to the IVES Training System™ includes FREE and easily accessible general and technical support, use of our Train Trak Operator Recertification Reminder System, downloadable materials and updates, as well as exclusive discount pricing on our industry leading operator training materials.
6. From introduction to final documentation, we will ensure that your in-house safety training is compliant, accurate, effective and all that it can be.

CLIENT TESTIMONIALS

“IVES Training is without a doubt the best instructor program on the planet.” Rudy, High Impact Inc.

“Any company that owns or uses industrial equipment should use this program.” Nathan, Wonderful Company.

“IVES has the most comprehensive training program around, and I have taken a lot of training.” Sarah, Washington State University.

“One of the best safety investments my company has made, was incorporating IVES Training.” Jesse, Scaled Composites.

DON'T WAIT, REGISTER TODAY!

REGISTRATION INFORMATION

The cost of the program is \$495 per person.

Payment can be made by credit card or purchase order. For individuals, payment by credit card at the time of registration is required.

CANCELLATION POLICY

30+ days prior: You may reschedule once free of charge. Any subsequent reschedule is subject to a 10% administrative fee. Cancellation is subject to a 25% administrative fee.

15-30 days prior: Reschedules are subject to a 25% administrative fee. Cancellation is subject to a 25% administrative fee.

Less than 14 days prior: Not eligible for reschedule or refund.

Day of program: Not eligible for reschedule or refund.

IVES reserves the right to reschedule or cancel this training program for reasons including, but not limited to, low enrollment and logistical difficulties. A full refund of fees shall be made should circumstances require a course cancellation.

CONTACT US

Phone: 1-800-643-1144

Email: info@ivestraining.com

Web: www.ivestraining.com

On-Site Training

We can deliver training at your location (on-site) for your employees on your equipment. On-Site Training Programs are a cost-effective alternative to sending your trainees to an open enrollment course at our locations. Available in Train the Trainer or operator course formats for forklifts, aerial lifts and loaders. Enjoy all the benefits of an IVES training program without the hassle and expense of sending your employees off-site!



TRAINING GROUP

Training that works where you do!