



TLILIC0003 Licence to operate a forklift truck

This training is provided by L&G Forklift Training Solutions under a third party arrangement with the Registered Training Organisation Seaton Training Pty Ltd RTO 22279.



2 Day Forklift Course Objective

This training is delivered within the workplace via a combination of face to face training, self-paced learning and on the job operation of the forklift truck. This will provide students with the knowledge and experience to be assessed for a High Risk Work Licence (LF). Students benefit from being able to gain skills and knowledge over time and at their own pace. On successful completion of this course students will be issued with;

- A statement of attainment for the unit TLILIC0003 Licence to operate a forklift truck
- WorkSafe Victoria Notice of Assessment

Course Prerequisites

- Must be 18 years of age or over
- Must reside in Victoria
- Must provide Drivers Licence or other photo Identification which contains Photo, Date of Birth and Signature. (see ID list over page)
- Basic English, literacy and numeracy skills at a level sufficient to read and interpret workplace documentation and carry out basic mathematical calculations (this will be assessed on enrolment)
- Must not currently hold an equivalent High Risk Work Licence (LF) from any jurisdiction in Australia

Course Content

This unit requires a person operating a forklift truck:

- Planning Work including safe work practices, hazard identification and controls
- Forklift truck components and dynamics
- Pre-Start Checks
- Operational Checks
- Shifting Loads
- Emergency Procedures
- Shut down and secure forklift



FORKLIFT COURSE GEELONG

PHONE 0406 778 456

www.theforkliftguy.au info@theforkliftguy.au

Location:

L & G Forklift Training Solutions

10 Rodney Road North Geelong 3215

Course Times:

Day 1 – 8am to 4pm

Day 2 – 7:30am to 3:30pm

Course Fee:

2 Day Training Centre Course Fee \$580 per person (GST Free)

Additional licensing fee is payable to WorkSafe Victoria via Australia Post within 60 days of assessment. Visit www.worksafe.vic.gov.au for current licensing fees.

Other Fees:

Re-Assessment \$250.00 per person

Verbal Assessment \$60.00 per person

Payment Terms:

Full course fees payable to Seaton Training Pty Ltd during the online enrolment process via credit card unless other terms have been negotiated. Businesses can request an invoice from Seaton Training that will be due prior to the course unless other terms have been negotiated. Payment options will be on your invoice and include direct deposit, Visa and Mastercard.

Individual Needs

If you have an individual need that may impact your ability to do this course, please contact us prior to enrolment to discuss.

Students Must

- Read this course information and the Student Information booklet available on our web site or from our office prior to enrolment
- On successfully completing the enrolment process you will be provided with a Learners Guide and Activity Book. The Activity Book **MUST** be completed prior to the course commencement and you must bring it with you on the first day of the course. Failure to do so will result in not being allowed to attend the session.
- Have photo ID (example Australian Drivers Licence, Passport or Proof of Age card)
- Supply or apply for a USI number (please see student information booklet under USI for more information)
- Wear fully enclosed footwear such as safety boots and long pants and shirt
- The practical training is conducted in an open area, so please dress to the weather conditions



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Assessment

Assessment of this unit is done using a mandated assessment tool that consists of

- Written Assessment
- Calculation Assessment
- Practical Driving Assessment

The assessment must be conducted in English without the use of an interpreter. The outcome of the assessment will be either Competent or Not Yet Competent. If you are Not Yet Competent, your trainer will develop a revised training plan with you, and you will have an opportunity to re-sit the assessment. Please refer to the fee section for information of re-assessment fees.

Information on ID

WorkSafe's aim is to ensure that the person to whom they issue a High Risk Work licence is the person who attended the training. In order to accomplish this WorkSafe require Seaton Training (RTO) to verify the identity of the training course participant.

Examples of Documents that can be used as proof of identification:

- Passport (Australian Passport current or expired within the last two years, but not cancelled, International Passport must be current)
- Drivers Licence or Boat Operator Licence – Australian with photo, must be current
- Drivers Learners Permit – Australian with photo, must be current
- Firearm Licence – Victorian with photo, must be current.
- Licence to Perform High Risk Work or equivalent photo certificate of competency that is current, not expired.
- State, Territory or Federal Government Employee ID Card with photo
- Other Australian Government issued ID card with photo
- Photo Identity Card issued by a Tertiary Education Institution must be current
- Keypass ID Card with photo, must be current or Consumer Affairs Victoria Proof of Age Card with photo
- On each day of your course, your trainer will need to sight your original Photo Identification and obtain a photocopy which will be kept on file by Seaton Training as per WorkSafe's Proof of Identity requirements. Accepted ID must contain Photo, ID Type, Number, Expiry Date, Signature and Date of Birth of Student.

Contact Information

RTO	Third Party Provider
Seaton Training Pty Ltd - RTO 22279 PO Box 85 Axedale Vic 3551 Phone: 03 5433 6223 Email: admin@seatontraining.com.au	L & G Forklift Training Solutions 10 Rodney Road North Geelong 3215 Phone: 0406 778 456 Email: info@theforkliftguy.au