

Martyr Training Services

REGISTERED TRAINING ORGANISATION

MARTYR TRAINING SERVICES PTY LTD. ABN 46 606 648 748

Course Title:	Forklift
Course Code/s:	TLILIC0003 Licence to Operate a Forklift Truck
Prerequisite/s:	<ul style="list-style-type: none"> • 18 years of age • Language, Literacy, and Numeracy Level 2
Assessment/s:	<ul style="list-style-type: none"> • This course includes a mandated CLOSED BOOK EXAM.

Course Description:

This course aims to teach participants the skills and knowledge required to operate a forklift truck safely in accordance with all relevant legislative requirements. You will be trained and assessed to the nationally recognised standard of TLILIC0003. You will be required to achieve full competency in this unit to receive a statement of attainment.

Your formal training will take three days to complete. On your first day of training, you will be provided with a Student Workbook. You will complete this workbook under the direct supervision of a Martyr Training Services Trainer and Assessor.

By the end of this course, you will be able to:

- Identify and control risks and hazards in the work area.
- Locate and interpret relevant documentation (e.g., logbook)
- Select and inspect relevant equipment (e.g., barricades, firefighting equipment)
- Conduct all mandatory checks (pre-operational, operational, and post-operational) on a forklift truck.
- Operate a forklift truck .

You will need to successfully demonstrate your skills and knowledge by:

- Completing the full course three-day course, including both the theory and performance components,
- Documenting the use of a forklift truck on more than one occasion while under the direct supervisor,
- Maintaining a logbook detailing operations, under direct supervision, and
- Completing a series of JSA, prestart checks, and challenge tests.

This course includes a number of practice exams, which were designed to prepare you for your final assessment.

Your final assessment will consist of a mandated Workplace Health and Safety Queensland (WHSQ) licensed assessment instrument. This assessment is CLOSED BOOK and must be completed without reference to learning material. This assessment consists of three sections: knowledge assessment, calculations assessment, and performance assessment.

To achieve a satisfactory result on the mandated assessment, you must achieve a benchmark of:

- A result of 95% (a minimum of 60 correct answers) on the knowledge assessment,
- A result of 100% on the calculations assessment, and
- A result of 100% in the mandated performance assessment.

Please be advised that competency in this unit **does not** result in a HRWL to operate this plant. Participants can apply for a HRWL through the Queensland Government website. An application fee applies.

Location:	Martyr Training Services 64 Duchess Road, Mount Isa QLD, 4825
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Course Duration:	3 days, including mandated assessment.
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Course Requirements:

- All participants must be of at least 18 years of age.
- **Participants are required to bring THREE (3) FORMS OF ID with them to EACH DAY OF TRAINING, including assessment days. Participants who arrive without the required forms of ID will not be allowed into training, and no refunds will be given.** See page 3 for more information on acceptable forms of ID.
- Students must possess the literacy skills to read and write basic English. Numeracy skills need to be of at least a Grade 8 standard. For further information, please read the LLN document provided. If you were not provided with a separate LLN document, please contact our administration staff.
- Students must bring their USI (unique student identification number).
- Courses are conducted in a simulated work environment. Students must be attired appropriately with enclosed shoes. Students wearing sandals or thongs will not be allowed into the course.
- To allow time for registration, please arrive 15 minutes prior to the commencement of your course. Students who arrive late will not be allowed into class.

Please note: This course may require participants to perform light manual handling such as bending, twisting, kneeling, dragging, lifting light objects at waist or shoulder height.

Evidence of Identity (EOI) Requirements for Application

(Should you not hold one of the Department of Transport and Main Roads identification types).

You will need to provide EOI documents that you presented during assessment (i.e., one category A + two category B OR two category A + one category B from the following list). **At least one category A document must be photographic and show a full name and date of birth (DOB).**

Category A documents		Status
<input type="checkbox"/>	Australian Birth Certificate - full (not an Extract or a Commemorative Certificate)	Current
<input type="checkbox"/>	Bicentennial Birth Certificate (born in 1988)	
<input type="checkbox"/>	Australian Citizenship Certificate/Naturalisation Certificate	
<input type="checkbox"/>	Department of Immigration and Border Protection (DIBP) <ul style="list-style-type: none"> - Certificate of Evidence of Resident Status - Visa Evidence Card (with PLO56 Visa) 	
<input type="checkbox"/>	Queensland or Federal police officer photo identity card.	
<input type="checkbox"/>	Queensland High Risk Work licence (photographic)	
<input type="checkbox"/>	Australian Passport (including Australian Document of Identity)	Current or expired less than two years
<input type="checkbox"/>	Foreign Passport	
<input type="checkbox"/>	Australian photo driver licence	
<input type="checkbox"/>	Queensland Accreditation/Authorisation (laminated) <ul style="list-style-type: none"> - Driver/rider trainer; pilot/escort vehicle driver; dangerous goods driver; tow truck driver/assistant certificate - Bus; taxi; limousine driver 	
<input type="checkbox"/>	DIBP - ImmiCard; Temporary or Resident Visa; Document for travel to Australia. Note: Electronic Travel Authority (ETA) is not accepted.	Valid up to five years after issue
<input type="checkbox"/>	Queensland Card 18+ (laminated)	Issued after 01/01/1992
Category B documents		Status
<input type="checkbox"/>	Australian Defence Force photo identity card (excluding civilians)	Current
<input type="checkbox"/>	Australian Firearm Licence (with photo)	
<input type="checkbox"/>	Australian Security Guard/Crowd Controller Licence (with photo)	
<input type="checkbox"/>	Department of Veterans' Affairs/Centrelink Pensioner Concession Card (including Healthcare card)	
<input type="checkbox"/>	Education institution student identity document (must include photo and/or signature)	
<input type="checkbox"/>	Financial institution debit/credit card (must include signature and embossed/printed name)	
<input type="checkbox"/>	Medicare card (Green, Blue or Yellow)	
<input type="checkbox"/>	Interstate government-issued or government-approved Proof of Age Card	

Change of Name:

If you have changed your name and the name on the EOI documents is different from the name you wish the HRW licence to appear in, you will need to provide a change of name document from the below list.

Change of name documents		Status
<input type="checkbox"/>	Australian Marriage Certificate (ceremonial marriage certificates are not accepted)	Issued by relevant Registrar of Births, Deaths and Marriages
<input type="checkbox"/>	Australian civil partnership/relationship certificate	
<input type="checkbox"/>	Australian Change of Name Certificate	
<input type="checkbox"/>	Australian Birth Certificate (amended and/or with notations)	Issued by relevant court
<input type="checkbox"/>	• Divorce papers, Decree Nisi or Absolute (must show the name being reverted to)	
<input type="checkbox"/>	• Deed Poll	Issued prior to 01/02/2004