



# Comprehensive Forklift and Aerial Work Platform Training Courses

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Milwaukee, WI 53225

[www.meelift.com](http://www.meelift.com)



Complete Safety Concepts

## Forklift Training

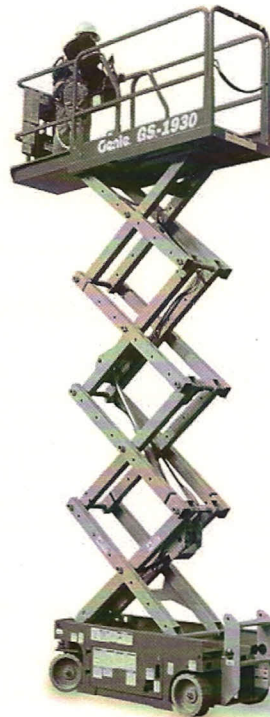
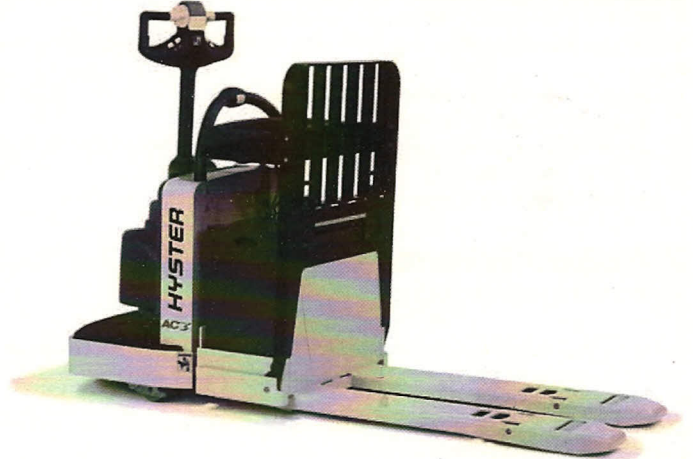
- Training the Trainer
- Refresher Training the Trainer
- Experienced Operator Training
- Refresher Operator Training
- New Operator Training

## Aerial Work Platform Training

- Training the Trainer
- Operator Training

## Safety for the Supervisor

- Review of top issues in OSHA
- Hazard Communication
- Emergency Plans
- Fire Prevention Plans
- OSHA basics



### Locations:

General Office . . . . . (414) 353-3300  
 Beloit . . . . . (800) 242-5452  
 Milwaukee . . . . . (800) 242-5452  
 Kaukauna . . . . . (800) 242-5452  
 Sheboygan . . . . . (800) 242-5452

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# Forklift Training

\*\*including counter balanced, walkies, reach, & turrenttrucks, etc.

# Aerial Work Platform Training

\*\*including scissor & boom style trucks.

## Training-the-Trainer

Meets OSHA requirements

This is an 8-hour course designed to prepare company representatives for being the designated Lift Truck Trainer for their company. It breaks down all the topics required regarding OSHA, discusses the properties of lift trucks, and assists in the development of a training program, presentation skills, documentation, and certification.

**A reference guide binder, sample operator manuals and exams, sample certification documentation, and other tools for training are given out at the class.**

The benefits of an in-house trainer are:

- 1) reduces the cost of having someone come in
- 2) can address each new employee as he/she is hired instead of waiting for a group for training
- 3) has first-hand knowledge of equipment, loads, and worksite issues.

## Refresher "Train the Trainer" Course

Meets OSHA requirements

OSHA requires that all trainers have the knowledge, training, and experience. In order to ensure your in-house trainers remain competent, it is important that they be retrained every 3-5 years. This refresher course reviews the requirements, discusses updates, addresses existing safety and training challenges, and suggests creative approaches for upcoming operator classes. It is a discussion style class with an instructor that is an OSHA Authorized Outreach Instructor.

**It includes a refresher training reference guide, a training aid CD, applicable operator manuals and exams, documentation, and Certificate of Completion.**

## Experienced Operator Training

In some cases, the easiest and most effective way of accomplishing an OSHA compliant training program is to have our Instructor come on-site and deliver the classes. We offer this 3-4 hour course for operators who have experience driving lift trucks. This class covers all the required topics mandated by OSHA's 1910.178(l) standard, tests the understanding and knowledge of each operator, and evaluate their driving skills on each type of lift truck they will be authorized to operate.

**All documentation, including Certificates and Laminated Wallet Cards will be delivered to the Company upon course completion. This course can be scheduled any day, any shift.**

## Refresher Operator Training

**Every operator must to be re-evaluated EVERY 3 YEARS** or any time they are unsafe, have a near miss incident, have an accident, or are deemed to need refresher training. We offer this 1 1/2 - 2 hour Refresher Operator course that reviews the highlights of the requirements and then focuses on one or two key elements, decided upon by the employer. We give a written test to ensure understanding and knowledge and then do hands-on driving evaluations on each type of lift truck they will be authorized to operate. Each attendee **MUST** have attended the Experienced or New Operator training prior to a Refresher Course.

**All documentation, including Certificates and Laminated Wallet Cards will be delivered to the Company upon course completion. This course can be scheduled any day, any shift.**



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## New Operator Training

Inexperienced operators need the same basic classroom instruction as experienced operators, but they need substantially more hands-on practice. This **6-8 hour** course is designed to have our Instructor come to your site and work with new operators on proper and safe operation. We start by driving the basic equipment unloaded, learning the controls and behaviors of the truck. We then move on to obstacle courses, load handling, and maneuvering the lift truck. Upon completion of this course, **the operator will be issued a Certificate and Laminated Wallet Card**, with the understanding that they will be assisted and supervised until more experienced. This course can be scheduled for any day, any shift.

## Training-the-Trainer

This is an 8-hour course designed to help prepare a designated company representative as the qualified trainer for Aerial Work Platforms. It breaks down all the topics required regarding OSHA, discusses the requirements in ANSI, and assists in the development of a training program, presentation skills, documentation, and certification. **A Reference Guide Binder, copies of the appropriate ANSI / SIA Manuals of Responsibility, sample Certification Documentation, and other tools for training are given out at class.** Many General Contractors are insisting that Aerial Work Platform operators be trained and certified prior to conducting work on a job site, or even submitting a bid for a job. Some actually require an on-staff qualified trainer for each subcontractor. This is a new requirement and is being strictly monitored by OSHA.

## Operator Training

ANSI and OSHA require that all Aerial Work Platform operators be trained to operate their equipment. This 3-4 hour course is intended to fulfill all training requirements. The classroom portion covers all vehicle and safety basics; a multiple choice written test is administered; and a hands-on driving evaluation is performed for each operator. Upon successful completion, the company will receive a list of all attendees, the written exam, the written driving evaluation, certificates **and laminated wallet cards for each operator, and a copy of such certification for training files.** This course can be scheduled any day, any shift.

## Safety for the Supervisor

This is an 8-hour course addressing some of the top issues in OSHA - HazCom, Emergency Action Plans, Fire Prevention, inspections and more. This course is for the on-site supervisor or manager that is responsible for the company safety programs that may need assistance starting a new safety program or help updating existing programs. The course will include a certificate of achievement, material binder of document samples, and activities of problem solving scenarios. Lunch and refreshments are also included.

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