














Performance setup and procedures

-  Each driver will do a safety inspection
 -  Driver will note the data plate and weight capacity of vehicle
 -  Mount the forklift and continue the inspection
 -  Drive through the cone course forward and pick up a load
 -  Drive backward through the course
 -  Get off the forklift and move an obstruction
 -  Return the load to the original location
 -  Drive forward and park the forklift
 -  They will drive over RR tracks (if applicable)
 -  Note: make sure there is a full circle turn, and an intersection
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-  Watch each driver perform the driving course, enter Pass or Fail on each item and any comments. If the driver scores less than 70% instruct on the proper procedures on the items they failed and re-test.

Forklift University

Forklift Training & Certification for companies and individuals

Performance Test for Forklift Operators

Employee: _____ Date: _____ Site: _____

Item Evaluated	P/F	Comments
1. Forklift Inspection		
2. Put on seatbelt		
3. Shows familiarity with controls		
4. Checked around forklift before moving		
5. Slowed down on turns		
6. Kept a clear view in direction of travel		
7. Turned corners correctly		
8. Sounded Horn at intersections		
9. Crossed RR Tracks properly or entered warehouse correctly.		
10. Travel with load at proper height		
11. Drove backward properly		
12. Traveled with empty forks at proper height		
13. Approached and lifted load properly		
14. Lifted and lowered load smoothly		
15. Stops smoothly and completely		
16. Followed proper parking procedure		
17. Understands use of attachments		
Special Site situations or issues		
1.		
2.		
3.		

Employee Rating _____ Evaluator: _____ Date: _____