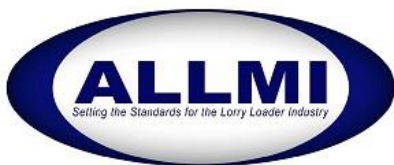




Course Prospectus 2017





Our Courses

JJ Training (UK) Limited have been delivering accredited and quality training courses to a variety of industries since 2005.

We are an Approved Training Centre for multiple awarding bodies including PASMA, IPAF, and NPORS enabling us to deliver the highest quality of training from First Aid and Manual Handling through to Forklift Truck Training (FLT), Lifting Operations and MEWP Training.

We understand that each working environment is unique; therefore, our training professionals will work closely with our clients to ensure that the training we deliver is tailored to meet their exact needs.



Health and Safety			
Course Title	Duration	Delegates	Accreditation
First Aid at Work	3 Days	12 Maximum	Highfields, In House
Emergency First Aid at Work	1 Day	12 Maximum	Highfields, In House
First Aid Requalification	2 Days	12 Maximum	Highfields, In House
Fire Safety/Fire Marshall	½ Day	12 Maximum	Highfields, In House
Manual Handling	½ Day	12 Maximum	NPORS, Highfields In House

Instructor Courses			
Course Title	Duration	Delegates	Accreditation
NPORS Instructor	5 – 10 days	4 Maximum	NPORS

PASMA Courses			
Course Title	Duration	Delegates	Accreditation
Towers for Users	6 Hours Minimum	Maximum 12	PASMA
Towers for Managers	6 Hours Minimum	Maximum 12	PASMA

IPAF Courses			
Course Title	Duration	Delegates	Accreditation
MEWP Static Boom (1b)	1 Day	6 Maximum	IPAF, In House
MEWP Scissor (3a)	1 Day	6 Maximum	IPAF, In House
MEWP Boom (3b)	1 Day	6 Maximum	IPAF, In House

Lifting Operations			
Course Title	Duration	Delegates	Accreditation
Appointed Person	1 to 5 days	6 Maximum	NPORS, In House
Slinger/Signaller	1 to 2 days	6 Maximum	NPORS, ALLMI
Crane / Lift Supervisor	1 to 3 Days	6 Maximum	NPORS
Overhead Gantry Crane	1 to 3 Days	4 Maximum	NPORS
Mobile Crane	1 to 10 Days	3 Maximum	NPORS
Tower Crane	1 to 10 Days	3 Maximum	NPORS
Overhead Crane	1 to 3 Days	3 Maximum	NPORS
Remote Control Tower Crane	1 to 3 Days	3 Maximum	NPORS
Excavator as Crane - Bolt on only	1 to 2 Days	4 Maximum	NPORS
Telescopic Handler Suspended Loads - Bolt on only	1 to 2 Days	4 Maximum	NPORS

Plant Operations and Power Tools			
Course Title	Duration	Delegates	Accreditation
All Lift Truck Courses	1 to 5 Days	3 Maximum	NPORS, In House
Dozer	1 to 10 Days	3 Maximum	NPORS, In House
Loading Shovel	1 to 5 Days	3 Maximum	NPORS, In House

Rear Tipping Dumper	1 to 4 Days	3 Maximum	NPORS, In House
Forward Tipping Dumper	1 to 3 Days	3 Maximum	NPORS, In House
Ride on Roller	1 to 3 Days	6 Maximum	NPORS, In House
Telescopic Handler	1 to 5 Days	3 Maximum	NPORS, In House
360 Excavator	1 to 10 Days	4 Maximum	NPORS, In House
Excavator 180°	1 to 10 Days	3 Maximum	NPORS, In house
Excavator Mini up to 5 Tonnes	1 to 10 Days	3 Maximum	NPORS, In house
Lorry Loader	1 to 2 days	3 Maximum	NPORS, ALLMI, In House
Shunt Vehicle	1 to 4 Days	3 Maximum	In House
Vehicle Marshal	1 Day	6 Maximum	NPORS, In House
Plant Marshal	1 Day	6 Maximum	NPORS, In House
Plant Mover	1 to 2 Days	6 Maximum	NPORS
Power Tools Training Handheld Maximum 4 Tools Per Course	1 Day	6 Maximum	In House
Cartridge Tools	½ Day	6 Maximum	NPORS
Pillar Drill & Bench Grinder	½ Day	16 Maximum	In House
Safe Selection & Mounting of Abrasive Wheels	½ Day	6 Maximum	NPORS
Safe Selection & Use of Abrasive Wheels on Portable Machines	1 Day	6 Maximum	NPORS
Abrasive Wheels with Practical Cutting/Grinding	1 Day	6 Maximum	NPORS
Bench Saw	1 Day	6 Maximum	NPORS
Circular Saw	1 Day	6 Maximum	NPORS
Cartridge Tools	1 Day	6 Maximum	NPORS
Face Fit Train the Tester (Masks)	½ Day	6 Maximum	In House
Face Fit Testing (Masks)	½ Day	10 Maximum	In House
Cable Avoidance (Cat and Genny)	½ Day	6 Maximum	In House

Working at Height			
Course Title	Duration	Delegates	Accreditation
Safe Work at Height	½ Day	10 Maximum	NPORS, In House
Working at Height Management Awareness	1 Day	10 Maximum	In House
Rooftop Safety	1 Day	6 Maximum	In House
Safe Use of Stepladders / Ladders	½ Day	10 Maximum	NPORS, In House
Harness and Fall Arrest	½ Day	10 Maximum	NPORS, In House
Ladders and Steps for Managers and Supervisors	1 Day	12 Maximum	In House

Health & Safety

JJ TRAINING (UK) Limited offers a wide range of courses to ensure that your company continues to meet their statutory obligations in promoting a health & safety culture.

Contact us to discuss bespoke Health and Safety Training Packages

First Aid Courses

All our First Aid Courses are:

- ✓ Fully Approved First Aid at Work course in accordance with the Health & Safety Regulations 1981.
- ✓ Accredited or In-House certification
- ✓ Adapted to suit your First Aid Needs
- ✓ Available for Novices through to Experienced First Aiders
- ✓ Includes both Theory and Practical Training
- ✓ Fully Interactive

Course Title	Duration	Delegates	Accreditation
First Aid at Work	3 Days	12 Maximum	Highfields, In House
Emergency First Aid at Work	1 Day	12 Maximum	Highfields, In House
First Aid Requalification	2 Days	12 Maximum	Highfields, In House

Fire Safety

Fire can occur even at well maintained premises, so it is important that your workforce is fully trained in fire safety.

JJ Training can provide both on and off-site training for new and existing staff. Courses can be tailored to the type and size of your business, incorporating your fire safety policy and emergency procedures, and at a time that suits your work schedule.

Course Title	Duration	Delegates	Accreditation
Fire Safety/Fire Marshall	½ Day	12 Maximum	Highfields, In House

Manual Handling

Course Title	Duration	Delegates	Accreditation
Manual Handling	½ Day	12 Maximum	NPORS, Highfields In House

This course is designed to help explain the problems associated with manual handling in the workplace. It will also demonstrate the basic principles and techniques of manual handling and provide key information to help reduce the likelihood of injury by emphasising a 'common sense' syllabus.

NPORS Instructor Training

Course Title	Duration	Delegates	Accreditation
NPORS Instructor	5 – 10 days dependant on experience	4 Maximum	NPORS



The NPORS Instructor Course is aimed at experienced, certificated mobile plant operators and delivers the instructional techniques and knowledge to provide NPORS approved training to others. The instructor course is fully accredited by the National Plant Operators Registration Scheme (NPORS).

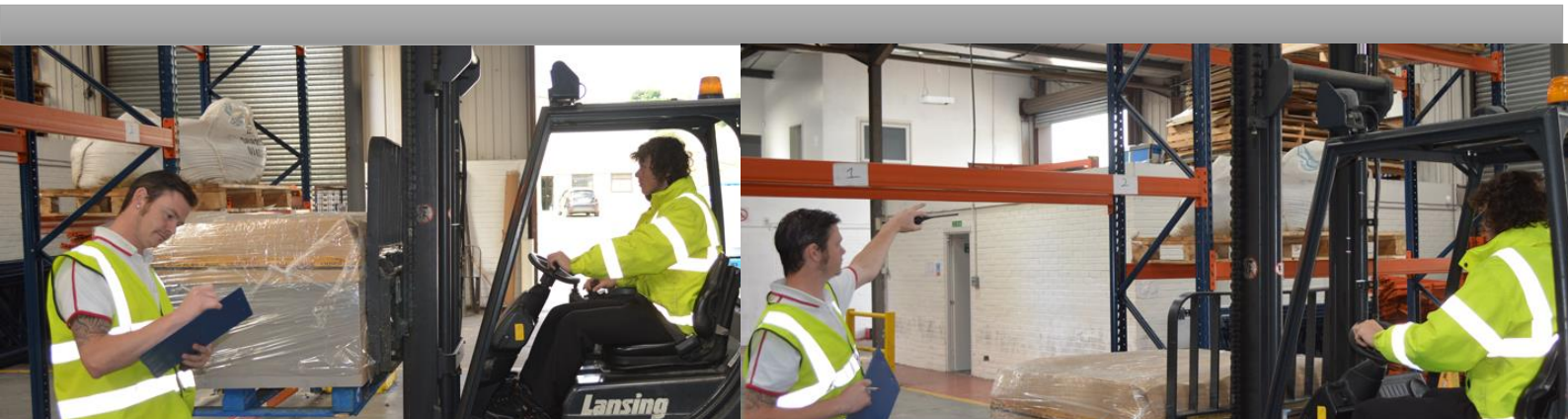
In order to take the course delegates must have completed the various prerequisites which are detailed in the course details. These include holding current, valid certification for the machinery being used and a current approved health and safety qualification.

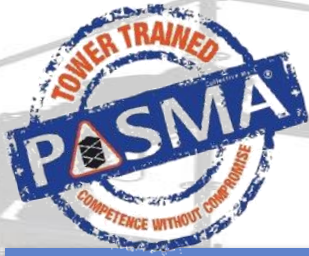
The course is delivered at a JJ Training (UK) Limited training facility and runs for a total of 10 days for the novice NPORS instructor course and 5 days for Existing Instructors.

The Courses Available at JJ Training's Location include:

- ✓ Counterbalance Lift Truck
- ✓ Mobile Elevated Working Platforms (MEWP)
- ✓ Lorry Loader

However, we can deliver in all plant operation categories with Advanced Booking. Please discuss this with the office 01457 899322.





PASMA are committed to the highest standards of practice and operate the industry standard training scheme which trains thousands of delegates each year through a select network of approved training centres. All PASMA training centres are audited annually to ensure that they continue to meet the stringent standard.

The Work at Height Regulations 2005, require that the assembly, dismantling, alteration or use of Mobile Access Towers should only be undertaken by a competent person, or if being trained, under the supervision of a competent person. Many workplaces now demand PASMA proof of competence.

Courses Available at JJ Training (UK) Limited

Course Title	Course Duration	Delegates
Towers for Users	6 Hours Minimum	Maximum 12
Towers for Managers	6 Hours Minimum	Maximum 12

IPAF MEWP Training

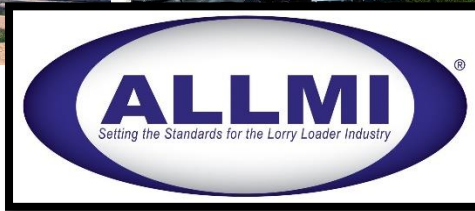
Course Title	Duration	Delegates	Accreditation
MEWP Static Boom	1 Day	6 Maximum	IPAF, In House
MEWP Scissor (3a)	1 Day	6 Maximum	IPAF, In House
MEWP Boom (3b)	1 Day	6 Maximum	IPAF, In House



COURSE ENTRY CRITERIA:

All delegates must be able to understand and speak fluent English.

As the use of MEWP's can be physically demanding, users should be physically fit, in good health. If you have any problems or you have any doubts about your fitness to use MEWP's, you must bring them to the attention of your employer. This need not preclude you from using MEWP's, provided your employer conducts an assessment and is able to put in place adequate measures to take account of any difficulties you may have.



Course Title	Course Duration	Delegates
Lorry Loader	1 to 2 Days	Maximum 4
Slinger Signaller	1 to 2 Days	Maximum 4

JJ Training (UK) Limited are a fully accredited ALLMI Approved Training Centre delivering Lorry Loader and Slinger Signaller Courses.

The aim of ALLMI training is to raise the standard of lorry loader operators and instructors throughout the UK. This is achieved by providing a comprehensive training programme for operators of lorry loaders as well as accreditation for instructors.

The ALLMI approved training programme is designed to meet employers' and employees' responsibilities under the Health and Safety at Work Act 1974, as well as the requirements of all other legislation relating to the operation of lorry loaders.

Slinger / Signaller Training

The approved ALLMI Slinger / Signaller course content is very comprehensive and so cardholders are able to use their skills when performing Slinger / Signaller duties with any type of lifting equipment, not just lorry loaders. The Slinger / Signaller course consists of 13 modules. The course duration is one day for experienced candidates and a minimum of two days for novice candidates. A maximum of four candidates can attend a course. Both courses culminate in a written and practical examination.

Upon successful completion of the course every candidate will receive an identity card and certificate, and will be registered on the ALLMI & JJ Training database. The certificate and identity card are valid for five years, after which time refresher training and assessments will need to be undertaken. Candidates also receive the ALLMI Slinger / Signaller manual, which is used as a reference guide throughout their career.

The strength of ALLMI training comes from the technical and training knowledge on its Training Standards Committee. The Committee is made up of training and technical professionals from all the major loader crane manufacturers and importers within the UK. In addition, the Health and Safety Executive is represented. The Committee develops, consults upon and maintains all the training standards set by ALLMI.

The ALLMI Slinger / Signaller course is approved by CSCS.

Warehouse & Forklift Truck Training

- ✓ All Forklift and Warehouse Courses can be delivered either In House or NPORS accredited.
- ✓ All courses are up to 5 Days Dependent on experience.

Course Title	
Industrial Counterbalance Lift Truck	Rough Terrain Lift Truck
Reach Truck	Rough Terrain Telescopic Handler
Lorry Mounted Lift Truck	Industrial Telescopic Handler
Order Picker	Pallet/Stacker Truck
Side Loader	Pivot Steer Lift Truck
Narrow Isle Lift Truck	Multi Directional Lift Truck

Should you operate forklift trucks you will be aware that all drivers need to be properly trained and certified. This is not as costly or as time consuming as you might think. JJ Training (UK) offers two services:

- ✓ Trainees can attend our training facility
- ✓ Our fully qualified assessors and trainers can visit the trainee's place of work for site specific training

Available Courses

Basic Operators (Novice)

This course is for anyone wishing to learn to drive a Forklift truck without any prior experience.

Duration: 5 Days

Conversion Training

If you already hold a licence for a counterbalance truck or reach truck and would like to obtain certification for another Forklift Truck, then this course is designed for you.

Duration: 1 – 2 Days

Experienced Operator

This course is for those who already have experience driving a forklift truck, but don't yet hold the necessary certification

Duration: 1 - 3 Days



Lifting Operations

Appointed Person, Slinger Signaller and Crane Supervisor

“Lifting operations can often put people at great risk of injury, as well as incurring great costs when they go wrong. It is therefore important to properly resource, plan and organise lifting operations so they are carried out in a safe manner. Each of these elements requires a person or people with sufficient competence to be involved at each step. These people should have sufficient theoretical and practical knowledge of the work and equipment in question, as well as the requirements of the law, to be able to do this properly. For complex and high-risk operations, the planning and organisation should be extensive and meticulous.” – HSE

With highly trained and experienced assessors we have some of the most thorough Lifting Operations courses and comply with all current legislation and codes of practice such as the Provision and Use of Work Equipment Regulations (PUWER 98), Lifting Operation Lifting Equipment Regulations (LOLER 98) and BS7141.

All courses in this section are either accredited by NPORS – National Plant Operators Registration Scheme or we can offer our very own In-House competency certificate.

Course Title	Course Duration	Delegates	Accreditation
Appointed Person	5 Days	6 Maximum	NPORS, In House
Slinger/Signaller	2 Days	3 Maximum	NPORS, In House
Crane / Lift Supervisor	Up to 3 Days	6 Maximum	NPORS, In House
Overhead Gantry Crane	Up to 3 Days	4 Maximum	NPORS, In House
Mobile Crane	10 Days	3 Maximum	NPORS
Tower Crane	10 Days	3 Maximum	NPORS
Overhead Crane	10 Days	3 Maximum	NPORS
Remote Control Tower Crane	3 Days	3 Maximum	NPORS
Excavator as Crane - Bolt on only	2 Days	4 Maximum	NPORS
Telescopic Handler Suspended Loads - Bolt on only	2 Days	4 Maximum	NPORS



899322/07493072349

jj.training@btconnect.com

www.jjtraininguk.com



Driver CPC

JJ Training (UK) Limited offer professional, client specific Driver CPC Training that fully complies with EU Directive 2003/59

Regardless of whether you already hold these licences you will be obliged to commit to 35 hours of training on a rolling 5-year basis.

From September 10th, 2009, all commercial LGV Drivers will need to complete 35 hours of training before 9th September 2014 and hold a Driver CPC in addition to their vocational licence.

If you are a new LGV driver taking a test in either category C1 or C after 10th September 2009 you will need to pass all 4 modules of the Driver CPC to be able to driver commercially

Plant Operations NVQ



The Level 2 NVQ/QCF in Plant Operations (ProQual) qualification is competence-based and candidates must demonstrate the level of competence described in the units. The qualifications will be assessed

in a work environment and in accordance with the ConstructionSkills' Consolidated Assessment Strategy for Construction and the Built Environment, and it will be internally assessed by an appropriately experienced and qualified assessor. Each candidate is required to produce a portfolio of evidence which demonstrates their achievement of all of the learning outcomes and assessment criteria for each unit. The awarding body for this qualification Level 2 NVQ/QCF in Plant Operations (ProQual) is ProQual Awarding Body and the regulatory body is the Office of Qualifications and Examinations Regulation (Ofqual) and is also endorsed by the sector body for construction - CITB. The qualification has been accredited onto the Regulated Qualifications Framework (RQF) and is published on Ofqual's Register of Qualifications

at: http://register.ofqual.gov.uk/Qualification/Details/601_9028_0 This qualification replaces 600/4275/8 ProQual Level 2 NVQ Certificate in Plant Operations (Construction)(QCF).

There are no Formal Entry Requirements for this Qualification

To achieve the qualification candidates must complete the two Mandatory units plus the required Mandatory and/or Optional Units from one of the Pathways, they may also complete any of the Additional Units but these will not count towards the qualification. CITB references and credit values are provided in this document for information only. Mandatory Units for all Pathways CITB references and credit values provided for information only.

When the candidate achieves the requirements for this qualification they will be awarded: A certificate listing all units achieved, and A certificate giving the full qualification title - ProQual Level 2 NVQ Certificate in Plant Operations (Construction)

JJ TRAINING (UK) LIMITED

A WORLD OF TRAINING AND ASSESSING



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