

Just the Job

Information Sheet

Job title/s

Driver – Forklift Operator; Warehouse and Distribution Storeperson

Job description

Heavy truck drivers may do some or all of the following:

- carry out routine checks on their trucks every time they drive them
- pick up the daily delivery instructions
- make sure they understand the instructions and know the route
- weigh the truck before and after it is loaded
- supervise or help with the loading of the truck
- check the condition of the load and that it is securely fastened
- follow the correct safety procedures if the goods being transported are dangerous
- handle livestock
- check all the documentation related to the loads
- drive a truck to make deliveries or pick up goods
- keep a log book of the hours they work
- carry out basic vehicle maintenance
- run their own trucking business.

Warehouse workers:

- load and unload trucks and containers
- keep records of goods coming in and out
- check and label goods
- wrap goods for storage
- put goods away in the correct areas
- pack and assemble goods for delivery
- restock warehouse shelves when necessary
- clean and tidy the warehouse
- operate trolleys and fork-lifts
- follow safe work practices.

Fork-lift operators may do some or all of the following:

- carry out daily maintenance checks on the fork-lift
- operate the fork-lift in areas such as warehouses and at wharves
- position the lifting platform and pick up loads
- make sure loads are stable and safe
- drive the fork-lift to the unloading area
- deposit the loads on the floor, or stack the goods in piles or on shelves
- refuel the fork-lift
- move goods by hand

- issue packing slips
- fill in paperwork such as delivery forms, and electronically record the movement of goods
- repack and distribute goods
- secure attachments to the forks to lift odd shaped loads or people
- ensure their work area is free of oil spills.

Qualifications required

To obtain a Forklift (F) endorsement on your Driver Licence (you can then legally drive a forklift on a road) you must hold a full licence (other than a motorcycle licence).

Training costs

Variable – Depends on whether both Operator Certification and Driver Licence F endorsement are required, and which unit standards are required, and whether these are to be registered on the operator's NZQA Record of Learning. Before committing to the training, know what outcomes you want and check if these will be met by the provider, and check if the training provider is an OSH approved forklift trainer (some are not). Costs will vary between \$150 for a simple one day familiarisation course, to as much as \$460 for a full two day course that meets all these requirements. Note that if you are already employed a training subsidy may apply.

Location of job

Heavy truck drivers work in city and country areas, and their workplaces depend on what kind of load they carry. They may work in truck yards, warehouses, mechanical workshops, and on docksides, farms and quarries. Some heavy truck drivers travel within a small local area, while others travel long distances across the country and may stay away from home for long periods. Driving conditions vary depending on the weather.

Warehouse workers work in warehouses and storerooms, and outside unloading trucks.

Warehouses are cold in winter and cool in summer. Conditions may also be noisy when fork-lifts are being operated.

Fork-lift operators work in warehouses, factories, cool-stores, timber yards and shipping terminals. When working inside, LPG, compressed natural gas (CNG) or battery powered fork-lifts are used, while diesel fork-lifts are used when working outside.

Salary range

Wages vary, but heavy truck drivers usually earn between \$9 and \$22 per hour depending on the type of goods being transported, the size of the vehicle being driven and the length of the trip.

Most fork-lift operators earn an hourly wage, which varies depending on their experience and skill level. There may be opportunities for overtime and some shifts may be paid at a higher hourly rate.

Salaries vary, but warehouse workers usually earn between \$17,500 and \$28,000 per year depending on their level of responsibility. They are usually paid an hourly rate.

Other places to source information about this job

<http://www.careerservices.govt.nz/>

<http://www.tranzqual.org.nz>