

MICHIGAN STATE UNIVERSITY

Performance Test for Forklift Operators

Instructions: Please print clearly, and complete each blank. Mark each task as a pass or fail. If the item does not apply, mark the item as N/A.

Operator Name	
Truck Type (I – VII)	
Department	
Evaluator Name	
Date Tested	

Corrective Lenses Required? (circle One) Yes No

Task	Pass	Fail	N/A
1. Shows familiarity with truck controls			
2. Gave proper signals when turning			
3. Slowed down at intersections			
4. Sounded horn at intersection			
5. Obeyed signs			
6. Kept a clear view of direction of travel			
7. Turned corners correctly – was aware of rear end swing			
8. Yielded to pedestrians			
9. Drove under control and within proper traffic aisles			
10. Approached load properly			
11. Lifted load properly			
12. Maneuvered properly			
13. Traveled with load at proper height			
14. Lowered load smoothly/slowly			
15. Stops smoothly/completely			
16. Load balanced properly			
17. Forks under load all the way			
18. Carried parts/stock in approved containers			
19. Checked bridge plates/ramps			
20. Did place loads within marked areas			
21. Did stack loads evenly			
22. Did drive backward when required			
23. Did check load weights			
24. Did place forks on the floor when parked, controls neutralized, brake on set, power off			
25. Followed proper instructions for inspection			

Overall Performance (circle one) Pass Fail

Comments: _____

Operator signature	
Evaluator signature	