

USE HAND & POWER TOOLS

“Master the Tools. Maximize the Outcome. Work Safely.”

Schedule

Venue	Fees
In-House	ASK FOR THE QUOTATION

► Available delivery methods: In-House Training

Introduction

The safe and effective use of hand and power tools is essential in a wide range of trades, construction, industrial, and emergency response environments. This hands-on course equips participants with the practical skills, safety protocols, and operational techniques required to confidently select, inspect, use, and maintain various hand and power tools.

Objectives

- By the end of this course, participants will be able to:
- Identify and select appropriate tools for specific tasks
 - Conduct pre-use safety inspections and functional checks
 - Operate a variety of hand and power tools safely and efficiently
 - Recognize and control tool-related hazards
 - Maintain, clean, and store tools according to safety and manufacturer guidelines

Why Attend

Incorrect or unsafe use of tools can lead to serious injuries and costly delays. This course ensures participants are equipped with the knowledge and skill to work productively while preventing accidents and equipment damage.

Target Audience

- Construction workers
- Maintenance technicians
- Emergency responders
- Industrial personnel
- Apprentices and trainees in technical trades

Individual Benefits

- Increase personal safety awareness and technical competency
- Gain hands-on experience with commonly used tools
- Meet compliance and workplace safety standards
- Enhance job readiness and employability

Organizational Benefits

- Improve overall workplace safety culture
- Reduce incidents, injuries, and tool-related accidents
- Increase productivity through skilled tool use
- Ensure compliance with WHS regulations and standards

Instructional Methodology

- Instructor-led technical demonstrations
- Supervised practical tool operation
- Safety drills and toolbox talks
- Case studies and hazard identification activities
- Written and performance-based assessments

Course Outline

5-DAY DETAILED COURSE OUTLINE (CUSTOMIZABLE)

Training Hours: 7:30 AM – 3:30 PM

Daily Format: 3–4 Learning Modules | Coffee Breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 – 02:00

Day 1: Introduction to Tool Safety and Workplace Requirements

Module 1: WHS Requirements and Risk Management Principles (07:30 – 09:30)

Module 2: Categories and Functions of Hand and Power Tools (09:45 – 11:15)

Module 3: Personal Protective Equipment (PPE) and Site Safety Protocols (11:30 – 01:00)

Module 4: Tool Selection Based on Task and Material Type (02:00 – 03:30)

Day 2: Using Hand Tools Safely and Effectively

Module 1: Inspection and Maintenance of Common Hand Tools (07:30 – 09:30)

Module 2: Proper Handling of Saws, Wrenches, Screwdrivers, and Pliers (09:45 – 11:15)

Module 3: Techniques for Precision Work and Manual Tasks (11:30 – 01:00)

Module 4: Hands-on Practice with Realistic Scenarios (02:00 – 03:30)

Day 3: Introduction to Power Tools

Module 1: Electrical Safety, Tag-Out/Lock-Out Procedures (07:30 – 09:30)

Module 2: Drill Types, Grinders, Sanders, and Power Saws (09:45 – 11:15)

Module 3: Safe Use of Pneumatic and Battery-Operated Tools (11:30 – 01:00)

Module 4: Practical Drills and Operational Supervision (02:00 – 03:30)

Day 4: Advanced Tool Handling and Problem Solving

Module 1: Tool Malfunctions, Emergency Shutdown, and First Aid (07:30 – 09:30)

Module 2: Maintenance Logs and Equipment Checklists (09:45 – 11:15)

Module 3: Fault Finding and Troubleshooting Common Issues (11:30 – 01:00)

Module 4: Simulated Workstation Practice – Task Execution (02:00 – 03:30)

Day 5: Review, Assessment, and Certification

Module 1: Recap of Tool Safety and Operational Guidelines (07:30 – 09:30)

Module 2: Written Assessment (09:45 – 11:15)

Module 3: Practical Competency Assessment (11:30 – 01:00)

Module 4: Feedback, Certification, and Wrap-Up (02:00 – 03:30)

Certification

Participants will be issued a **Certificate of Competency – Use Hand & Power Tools** upon successful completion of theoretical and practical assessments.

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