

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. Once completed, file this form with the Operator's employment file.

Operator _____

Truck #/Model _____

Dept. _____

Evaluator _____

Date _____

Task	Pass	Fail
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 maintenance		

Overall Performance (circle one) Pass Fail

Comments: _____

 Operator signature

 Evaluator signature