



# Course Calendar October - December 2021

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## About GTG

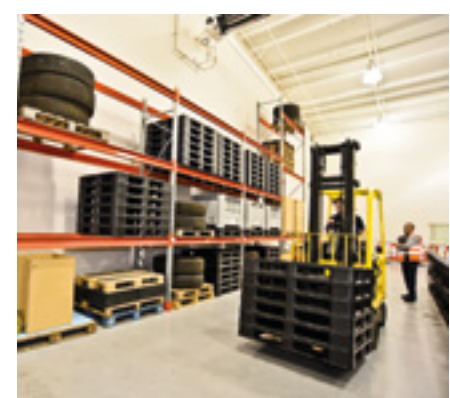
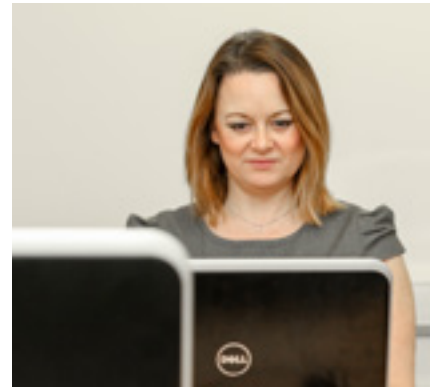
With locations in Glasgow, Edinburgh and the West Midlands, GTG Training has 40 years' experience of delivering exceptional training, personal development and education in the following fields:

- Automotive
- Transport
- Apprenticeships
- Health and Safety
- Computer and IT
- Business Skills

We also offer exceptional conferencing facilities and hire out our contemporary, well-equipped spaces to businesses for all manner of functions, events and professional gatherings.

At GTG we understand that different organisations have different training needs. So, working with our qualified instructors, we can create tailor-made training solutions to meet your specific business requirements. Funding (including government funding) may be available for some of the courses and programmes that we offer. Just ask us if you need any more information about this.

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Automotive	Days	October	November	December
MI Accreditation Light Vehicle Inspection (ATA) Familiarisation	3	26-28		
IMI Re-Accreditation Senior Paint Technician	1	6, 8		
IMI Level 2 Award in MOT Testing (Class 4 and 7)	4	19-21, 18-22, 25-28	29-3, 29-2	6-9
IMI Level 3 Award in MOT Test Centre Management	2	21-22	18-19	
IMI Level 3 Award in Electric/Hybrid Vehicle System Repair and Replacement	2	4-5	30-1	
IMI Level 3 Award in Automotive Refrigerant Handling	1	4		
IMI Accreditation Senior Panel Technician (ATA) + Familiarisation	4		23-26	
IMI Level 2 Award in Electric/Hybrid Vehicle Routine Maintenance Activities (VRQ)	1	5	23	
IMI Accreditation Light Vehicle - Master Technician	1	15		

Health and Safety	Days	October	November	December
Emergency First Aid	1	5, 15	15, 22	3, 13, 23
Fire Warden - AM	1	8, 22	22	14
Fire Warden - PM	1	8, 22	1	14
First Aid at Work	3	11-13, 18-20	15-17, 23-25	1-3, 13-15, 20-22
First Aid at Work Refresher	2	21-22	22-23	
GTG - COSHH Risk Assessment	1		19	
IOSH Managing Safely	3	25-27		7-9
IOSH Working Safely	1	15		16
Mental Health Awareness First Aid	2	28-29		1-2
NEBOSH NG (New Syllabus) Registration (OBE)	1	6		
IOSH Managing Safely Refresher	1		30	

IT Skills	Days	October	November	December
Microsoft Excel 2016 - Managing Data	1		23	

Transport	Days	October	November	December
Counterbalance Forklift Truck Operator - Experienced	1	19-21	16-18	15-17
Counterbalance Forklift Truck Operator - Novice	4	4-7, 5-8, 11-14, 12-15	29-2	6-10, 7-10, 13-16, 20-23
Counterbalance Forklift Truck Operator - Refresher	1	1, 4, 8, 14, 26	15	3, 17, 20
DCPC: Digital Tachograph & Drivers Hours Training Course in accordance with JAAPT	1	12, 26	15	8
DCPC: Fire Fighting & Emergency First Aid in accordance with JAAPT	1	11, 25	17	7
DCPC: Realities of Transport in accordance with JAAPT	1	15, 29	18	9
DCPC: Safety in Transport and Manual Handling in accordance with JAAPT	1	13, 27	16	6
DCPC: The Law and You in accordance with JAAPT	1	14, 28	19	
Lorry Loader (HIAB) - Novice	3	15-28	17-19	13-16
Lorry Loader (HIAB) - Refresher	1	7		16
Nat/Int P1 - Exam Only (Passenger)	1	5		10
Nat/Int P2 - Exam Only (Passenger)	1	5		10
Nat/Int R1 - Exam Only (Freight)	1	5		10
Nat/Int R2 - Exam Only (Freight)	1	5		10

Transport	Days	October	November	December
RTITB - Forklift Truck Instructor (10 Days)	10		15-26	
RTITB - Forklift Truck Instructor Re-registration (3 Days)	3		24-26	
RTITB - Forklift Truck Instructor Re-registration (5 Days)	5		22-26	
DCPC: Bridge Strikes and Winter Driving in accordance with JAUP T - CRS15111/383 7.0hrs	1			10
Self Study - Glasgow City Council Introduction to the Role of the Professional Taxi and Private Driver	7	15 Oct-14 Dec		
CILT) Certificate of Professional Competence (CPC) for Transport Managers in Passenger Transport	10		24-7	
(CILT) Certificate of Professional Competence (CPC) for Transport Managers in Road Haulage	10		24-7	
Reach Forklift Truck Operator - Refresher	1			
Reach Forklift Truck Operator - Conversion	2	12-13		
GTG - Forklift Truck Instructor	5		29-3	

# Edinburgh

Automotive	Days	October	November	December
IMI Accreditation Light Vehicle Inspection Technician (ATA) Familiarisation	1		29-1	
IMI Level 2 Award in MOT Testing (Class 4 and 7)	4	18-21, 18-22	15-18, 15-19	6-9, 6-10
IMI Level 3 Award in MOT Test Centre Management	2		8-9	
Level 3 Award in Electric/Hybrid Vehicle System Repair and Replacement (VRQ)	2			2-3
IMI Level 2 Award in Electric/Hybrid Vehicle Routine Maintenance Activities (VRQ)	2		10-11	
IMI Level 3 Award in Automotive Refrigerant Handling	1	26		
IMI Accreditation Senior Panel Technician (ATA)	3	27-29		
IMI Re-Accreditation Senior Panel Technician	1	29		
IMI Accreditation Autoglazing - Bodyshop Technician (ATA) Full Route	1		2	
MOT CPD			8-11	

# Edinburgh

Health and Safety	Days	October	November	December
Emergency First Aid	1	4	4	6
Fire Warden - AM	1	12, 28	8, 29	10
Fire Warden - PM	1	28	8, 29	10
First Aid at Work	3	6-8, 11-13	10-12, 30-2	
First Aid at Work Refresher	2			16-17
IOSH Managing Safely	3	12-13		13-15
Mental Health Awareness First Aid	2		25-26	
IOSH Working Safely	1	28	5	3

IT Skills	Days	October	November	December
Microsoft Excel 2016 - Developing Spreadsheets	1		18	



# Edinburgh

Transport	Days	October	November	December
Counterbalance Forklift Truck Operator - Experienced	1		8-9, 10-11, 22-23	6-7, 8-9
Counterbalance Forklift Truck Operator - Novice	4	4-7	1-4, 29-2	13-17, 20-23
Counterbalance Forklift Truck Operator - Refresher	1	8	5	3, 24
DCPC: Digital Tachograph & Drivers Hours Training Course in accordance with JAAPT	1	14	11	9
DCPC: Fire Fighting & Emergency First Aid in accordance with JAAPT	1	13	10	8
DCPC: Realities of Transport in accordance with JAAPT	1	12	9	7
DCPC: Safety in Transport and Manual Handling in accordance with JAAPT	1	15	8, 12	10
DCPC: The Law and You in accordance with JAAPT	1			6
National CPC Refresher Day	1			8, 9
Nat/Int P1 - Exam Only (Passenger)	1			10
Nat/Int P2 - Exam Only (Passenger)	1			10
Nat/Int R1 - Exam Only (Freight)	1			10
Nat/Int R2 - Exam Only (Freight)	1			10
RTITB - Forklift Truck Instructor (10 Days)	10	18-29		
RTITB - Forklift Truck Instructor Re-registration (5 Days)	5	25-29		
(CILT) Certificate of Professional Competence (CPC) for Transport Managers in Road Haulage	10		24-7	
GTG - Forklift Truck Instructor	4	4-8	1-5, 29-3	
ADR - Core	5		15-19	

# West Midlands

Automotive	Days	October	November	December
IMI Level 2 Award in MOT Testing (Class 4 and 7)	4	11-14, 11-15	1-4	20-23, 20-24
Level 3 Award in Electric/Hybrid Vehicle Routine Maintenance & Repair Activities	1		30-1	
IMI Accreditation Light Vehicle Inspection (ATA) Familiarisation	3	27-29		
IMI Level 2 Award in Electric/Hybrid Vehicle Routine Maintenance Activities	1		29	
IMI Level 1 Award in Electric/Hybrid Vehicle Awareness (VRQ)	1	1, 11,12	19	
Large Commercial Vehicle IRTEC Service Maintenance Technician	2	4-5, 4-6, 25-26		
MOT CPD	1		22,23	
IMI Diagnostic Familiarisation	1		24	8
IMI Level 3 Award in Automotive Refrigerant Handling	1			2
LGV IRTEC Inspection	3			20-22, 20-23

# West Midlands

Health and Safety	Days	October	November	December
Emergency First Aid	1	8		10
Fire Warden - AM	1	7	4	2
Fire Warden - PM	1	7	4	2
First Aid at Work	3	5-7	3-5	7-9
First Aid at Work Refresher	2			2-3
IOSH Working Safely	1		5	3
IOSH Managing Safely	3		22-24	

Transport	Days	October	November	December
Counterbalance Forklift Truck Operator - Novice	4	4-7, 18-21, 25-28	1-4, 15-18	6-9, 10-23
Counterbalance Forklift Truck Operator - Refresher	1	8, 22, 29	5	10
Nat/Int P1 - Exam Only (Passenger)	1			10
Nat/Int P2 - Exam Only (Passenger)	1			10
Nat/Int R1 - Exam Only (Freight)	1			10
Nat/Int R2 - Exam Only (Freight)	1			10
(CILT) Certificate of Professional Competence (CPC) for Transport Managers in Road Haulage	10		24-7	
National CPC Refresher Day	1			8, 9

# Kilbirnie Street

<b>Automotive</b>	<b>Days</b>	<b>October</b>	<b>November</b>	<b>December</b>
IRTEC Inspection Technician (Assessment only)	1		3, 26	
Level 3 Award in Electric/Hybrid Vehicle System Repair and Replacement	2	19-20	16-17	
LGV DVSA Inspections	2		1-2, 24-25	

Online Health and Safety	Days	October	November	December
Fire Warden - AM	1	1, 22	1	20
Fire Warden - PM	1			
IOSH Managing Safely	3			14-16
IOSH Working Safely	1		18	

Online IT Skills	Days	October	November	December
Microsoft Excel 2016 - Presenting Information		8		
Microsoft Excel 2016 - Developing Spreadsheets		11		
Microsoft Excel 2016 - Introduction			4	
Microsoft Excel 2016 - Managing Data			10	

Online Transport	Days	October	November	December
DCPC: Digital Tachograph & Drivers Hours Training Course in accordance with JAUP T	1	28	25	
DCPC: Fire Fighting & Emergency First Aid in accordance with JAUP T	1	27	24	
DCPC: Realities of Transport in accordance with JAUP T	1	26	23	
DCPC: Safety in Transport and Manual Handling in accordance with JAUP T	1	29	26	
DCPC: The Law and You in accordance with JAUP T	1	25	22	
DCPC: Bridge Strikes and Winter Driving in accordance with JAUP T	1	8		



GTG Glasgow



GTG Edinburgh



GTG West Midlands



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All courses can be tailored to your organisation's specific requirements.