



## Use Hand Tools

**Code:** UHT

**Duration:** 12 Hours

**Synopsis:**

This course is developed to enable participants to acquire knowledge and skills in carrying out preparation of work activities, usage of hand tools, correct handling faulty and/or unsafe hand tools and performing maintenance checks of hand tools.

**Course Objective:**

On completion of this course, participants will be able use hand tools to produce work according to the specifications.

**Course Outline:**

Knowledge:

- Hand Tools
  1. Hand Saw
  2. Hammers & Mallets
  3. Pliers
  4. Cutters
  5. Penknife
  6. Screwdrivers
  7. Wrenches
  8. Allen Keys
  9. Electrical Drills
- Handling, care and storage of hand tools
- Workplace Safety and Health (WSH) & Personal Protective Equipment (PPE)
- Common faults and defects in hand tools

Abilities:

- Use hand tools to produce work to specifications
- Correctly handle faulty and/or unsafe hand tools
- Perform routine maintenance checks of hand tools

**For Whom:**

Suitable for machine operators, production floor operators, machine specialists, planners, craftsman and assemblers.

### Entry Requirements:

Participants are assumed to:

- Have a basic knowledge of the manufacturing sector;
- Have a basic knowledge of the Singapore Workplace Safety and Health requirements;
- Be able to follow written and oral work instructions;
- Be able to listen, read and write English at a proficiency level equivalent to the Employability Skills System (ESS) level 3 and above;
- Be able to manipulate numbers at a proficiency level equivalent to Employability Skills System (ESS) level 3 and above.

### Training Medium:

This course is conducted in English/Mandarin.

### Training Methodology:

This course is delivered through lectures, group activities, hands-on and demonstration.

### Assessment Methodology:

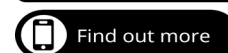
Practical assessment is conducted at the end of the course.

### Certification:

A Certificate of Proficiency will be awarded to participants upon completing and passing the assessment. Otherwise, a Certificate of Participation will be issued to those who attained a minimum attendance of 75%.

### Contact Us:

For further information or registration, please contact +65 6483 2535 or email [emarketing@elitic.com](mailto:emarketing@elitic.com)



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