



Course Calendar October - December 2020

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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:

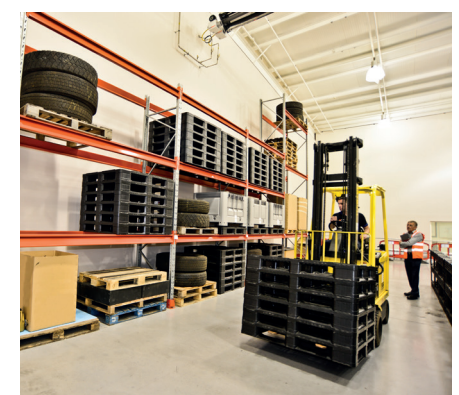
- Automotive
- Transport
- Apprenticeships
- Health and Safety
- Computer and IT
- Business Skills

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.

Glasgow	3
Edinburgh.....	9
West Midlands	12
Kilbirnie Street	15



Automotive	Days	October	November	December
AOM030 Bonding and Riveting	1		13	
Familiarisation: IMI Senior Panel Technician (ATA) Pre-assessment Training	1	6		
IMI Accreditation Light Vehicle (ATA) - Master Technician	1			17, 18
IMI Accreditation Light Vehicle Inspection Technician (ATA)	1	15, 16, 29, 30	19, 20	10
IMI Accreditation Light Vehicle Inspection Technician (ATA) Pre-assessment Training	2	13-14, 27-28	17-18	8-9
IMI Accreditation MET Technician (ATA) - Familiarisation	1	5	11	
IMI Accreditation Resistance Spot Welding (BS1140) MAG Welding (BS4872) AOM 009 - Level 2	1	14	13	
IMI Accreditation Senior MET Technician (ATA)	2	6-7, 7	12-13	
IMI Accreditation Senior Paint Technician (ATA)	1		17	
IMI Level 2 Award in MOT Testing (Class 4 and 7)	4	19-22, 26-29	16-19, 24-27, 30-3, 30-4	14 -17, 14-18
IMI Level 3 Award in Automotive Refrigerant Handling EC 842-2006 (Air Conditioning)	1	6, 15		7
IMI Level 3 Award in MOT Test Centre Management	2	22-23	26-27	10-11, 21-22
IMI Re-Accreditation Senior MET Technician (ATA)	1	6, 7	12, 13	
IMI Re-Accreditation Senior Paint Technician (ATA)	1	6, 7, 8, 9	18	
IMI Re-Accreditation Senior Panel Technician	1	2, 23	12, 13	
IMI Senior Panel Technician (ATA)	3	7-9	11-13	

Automotive	Days	October	November	December
Level 2 Award in Electric/Hybrid Vehicle Routine Maintenance & Repair Activities (VRQ)	1	7, 19, 21	2, 4, 9, 24, 30	2, 11, 14, 16, 21
Level 3 Award in Electric/Hybrid Vehicle System Repair and Replacement (VRQ)	2	7-8, 19-20	2-3, 4-5, 11-12, 30-1	2-3, 14-15, 21-22
MOT CPD Morning Session	1	8	6, 9, 10	7, 8, 9, 10, 23, 24
MOT CPD Afternoon Session	1	8	9, 10	7, 8, 9, 10, 23, 24

Health and Safety	Days	October	November	December
Emergency First Aid	1	9, 16	9, 25	3
Fire Warden - AM	1	23	6, 16	11
Fire Warden - PM	1	23	6, 16	11
First Aid At Work	3	5-7, 20-22, 27-29	16-18	7-9
First Aid At Work Refresher	2	6-7	17-18	1-2
GTG - COSHH Risk Assessment	1	19		
GTG - Manual Handline Instructors	2	21-22		17-18
H&S in a Construction Environment (CSCS)	1		2, 23	14
IOSH Managing Safely	3		9-11	15-17
IOSH Managing Safely Refresher	1			7
IOSH Working Safely	1	5		4
Mental Health Awareness First Aid	2		16-17	

Business Skills	Days	October	November	December
Communication Skills	2		6-13	
Minute Taker's Workshop	1			7
The Fundamentals of Supervising and Leading People	2			16-17
The Performance Appraisal	1			18
Time Management - Get Organised	1		9	
Train the Trainer	3		27-11	

IT Skills	Days	October	November	December
Microsoft Excel 2016 - Introduction	1			9
Microsoft Excel 2016 - Managing Data	1		9	

Transport	Days	October	November	December
Counterbalance Forklift Truck Operator - Experienced	3	19-21	3-5	15-17
Counterbalance Forklift Truck Operator - Novice	4	6-9, 12-15, 26-29	3-6, 24-27	1-4, 15-18
Counterbalance Forklift Truck Operator - Refresher	1	2, 5, 9, 23, 26	2, 6, 23, 27, 30	18, 24
DCPC: Digital Tachograph & Drivers Hours Training Course in accordance with JAUP - CRS0994/383	1	13	18	16
DCPC: Fire Fighting & Emergency First Aid in accordance with JAUP - CRS1909/383 7.0hrs	1	2, 16	17	18
DCPC: Realities of Transport in accordance with JAUP - CRS10019/383 7.0hrs	1	14	20	14
DCPC: Safety in Transport and Manual Handling in accordance with JAUP - CRS11733/383 7.0hrs	1	25	16	17
DCPC: The Law and You in accordance with JAUP - CRS5850/383 7.0hrs	1	12	19	15
Lorry Loader (HIAB) - Novice	3	21-23	16-18	7-10, 16-18
Lorry Loader (HIAB) - Refresher	1	30		7, 14
NAT/INT P1 - Exam Only (Passenger)	1			4
NAT/INT P2 - Exam Only (Passenger)	1			4
NAT/INT R1 - Exam Only (Freight)	1			4
NAT/INT R2 - Exam Only (Freight)	1			4
National CPC Refresher Day	1		16, 17, 18, 19	
National International CPC - Freight	10		23-4	
National International CPC - Passenger	10		23-4	

Transport	Days	October	November	December
NVDIR Novice	5		2-6	
Reach Forklift Truck Operator - Conversion	2	8-9		
RTITB - Forklift Truck Instructor	10		9-20	
RTITB - Forklift Truck Instructor Re-Registration	5		16-20	
RTITB - Forklift Truck Instructor Re-Registration	3		18-20	
Self Study - Glasgow City Council Introduction to the Role of the Professional Taxi and Private Driver	7	8 Oct - 24 Nov, 8 Oct - 26 Nov, 21 Oct - 11 Dec		
Transport Manager - Professional Competence Refresher Course	2		9-10	

Online Transport	Days	October	November	December
DCPC: Digital Tachograph & Drivers Hours Training Course in accordance with JAUP	1	28	9	9
DCPC: Fire Fighting & Emergency First Aid in accordance with JAUP	1	26	12	11
DCPC: Realities of Transport in accordance with JAUP	1	27	13	7
DCPC: Safety in Transport and Manual Handling in accordance with JAUP	1	29	10	8
DCPC: The Law and You in accordance with JAUP	1	30	11	8

Online Health and Safety	Days	October	November	December
IOSH Managing Safely	1		24, 25, 26	
IOSH Working Safely	1		24	21
Fire Warden AM & PM	1		13	18
COVID Update for existing First aiders	1		27	

Automotive	Days	October	November	December
IMI Accreditation Light Vehicle Inspection Technician (ATA)	1	14		2, 23
IMI Accreditation Light Vehicle Inspection Technician (ATA) Pre-assessment Training	2	12-13	30-1	21-22
IMI Level 2 Award in MOT Testing (Class 4 and 7)	4	19-22, 19-23	9-12, 9-13, 23-26, 23-27	7-10, 7-11
IMI Level 3 Award in Automotive Refrigerant Handling (EC842-2006) (VRQ)- 500/6771/0	1	14	18	1
IMI Level 3 Award in MOT Test Centre Management	2	26-27		2-3
IMI Re-Accreditation Senior MET Technician (ATA)	1	12		
IMI Re-Accreditation Senior Panel Technician	1	13		
Level 3 Award in Electric/Hybrid Vehicle System Repair and Replacement (VRQ)	2		2-3, 16-17	21-22
MOT CPD Morning Session	1		4, 5, 6, 19, 20	4, 14, 15, 16, 17, 18, 21, 22, 23

Health and Safety	Days	October	November	December
Emergency First Aid	1	12, 26	23	21
Fire Warden - AM	1	19	6	11
Fire Warden - PM	1	19	6	
First Aid At Work	3	28-30	3-5, 10-12	
First Aid At Work Refresher	2	15-16	2-9	
GTG Risk Assessment	1		20	
IOSH Managing Safely	3			1-3

Health and Safety	Days	October	November	December
IOSH Managing Safely Refresher	1		19	
IOSH Working Safely	1	2		
Manual Handling - PM	1			11

Business Skills	Days	October	November	December
Conflict Resolution - Dealing with Difficult People	1		30	14
Presentation Skills: Deliver with Impact	1			15

IT Skills	Days	October	November	December
Microsoft Excel 2016 - Managing Data	1			15

Transport	Days	October	November	December
Counterbalance Forklift Truck Operator - Experienced	3	12-14	11-13	
Counterbalance Forklift Truck Operator - Novice	4	5-8, 19-22, 26-29	16-19, 30-3	21-24
Counterbalance Forklift Truck Operator - Refresher	1	2, 9	20	18
DCPC: Digital Tachograph & Drivers Hours Training Course in accordance with JAUP - CRS0994/383	1	12	23	14
DCPC: Fire Fighting & Emergency First Aid in accordance with JAUP - CRS1909/383 7.0hrs	1	16	27	18
DCPC: Realities of Transport in accordance with JAUP - CRS10019/383 7.0hrs	1	15	26	17
DCPC: Safety in Transport and Manual Handling in accordance with JAUP - CRS11733/383 7.0hrs	1	13	24	15
DCPC: The Law and You in accordance with JAUP - CRS5850/383 7.0hrs	1	14	25	16
NAT/INT P1 - Exam Only (Passenger)	1			4
NAT/INT P2 - Exam Only (Passenger)	1			4
NAT/INT R1 - Exam Only (Freight)	1			4
NAT/INT R2 - Exam Only (Freight)	1			4
National International CPC - Freight	10		23-4	
Operators Licence Awareness Training (OLAT)	1			21

Online Transport	Days	October	November	December
DCPC: Digital Tachograph & Drivers Hours Training Course in accordance with JAUP T	1	28	9	9
DCPC: Fire Fighting & Emergency First Aid in accordance with JAUP T	1	26	12	11
DCPC: Realities of Transport in accordance with JAUP T	1	27	13	7
DCPC: Safety in Transport and Manual Handling in accordance with JAUP T	1	29	10	8
DCPC: The Law and You in accordance with JAUP T	1	30	11	8

Automotive	Days	October	November	December
IMI Accreditation Light Vehicle Inspection Technician (ATA)	1	21, 22	27	11
IMI Accreditation Light Vehicle Inspection Technician (ATA) Pre-assessment Training	2	9, 19-20	25-26	9-10
IMI Level 2 Award in MOT Testing (Class 4 and 7)	4		16-19, 16-20	15-18
IMI Level 3 Award in Automotive Refrigerant Handling EC 842-2006 (Air Conditioning)	1	16		14
IMI Level 3 Award in MOT Test Centre Management	2		16-17	
IRTEC Inspection Technician	1	2, 15, 21	6, 20, 27	
IRTEC Reaccreditation Large Vehicle Inspection	1		3	
Level 2 Award in Electric/Hybrid Vehicle Routine Maintenance & Repair Activities (VRQ)	1	6, 7, 12, 13	24	7
Level 3 Award in Electric/Hybrid Vehicle System Repair and Replacement (VRQ)	2	8-9, 14-15		8
LGV DVSA Inspections	2	19-20		
PCV DVSA Inspections	2	13-14	4-5, 18-19, 25-26	

West Midlands

Health and Safety	Days	October	November	December
Emergency First Aid	1			10
Fire Warden - AM	1	30		11
Fire Warden - PM	1	30		11
First Aid At Work	3		17-19	

West Midlands

Transport	Days	October	November	December
Counterbalance Forklift Truck Operator - Novice	4		2-5	
Counterbalance Forklift Truck Operator - Refresher	1	16, 23		
DCPC Drivers Hours and Walkaround Checks	1			9
DCPC: Digital Tachograph & Drivers Hours Training Course in accordance with JAUP T - CRS0994/383	1	5		
DCPC: Fire Fighting & Emergency First Aid in accordance with JAUP T - CRS1909/383 7.0hrs	1	9		11
DCPC: Realities of Transport in accordance with JAUP T - CRS10019/383 7.0hrs	1	8		10
DCPC: Safety in Transport and Manual Handling in accordance with JAUP T - CRS11733/383 7.0hrs	1	6		7
DCPC: The Law and You in accordance with JAUP T - CRS5850/383 7.0hrs	1	2, 7		7
LGV Assessors Course	5		2-6	
NAT/INT R1 - Exam Only (Freight)	1			4
NAT/INT R2 - Exam Only (Freight)	1			4
National CPC Refresher Day	1			2, 3
National International CPC - Freight	10		23-4	
Operators Licence Awareness Training (OLAT)	1	22		

Automotive	Days	October	November	December
BPW Axle and Suspension Maintenance Course	2	5-6, 7-8, 19-20, 21-22	4-5	7-8, 9-10
IRTEC Inspection Technician	1	28, 29	25, 26	11
PCV DVSA Inspections	2	26-27	23-24	



GTG Glasgow



GTG Edinburgh



GTG West Midlands



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