

BAR Training Services

Training Course Dates

Fragile and Non-Fragile Packing

Course Description:

This course is aimed at those who want to gain essential general packing skills. Participants will learn how to correctly pack a variety of fragile and non-fragile items using packing materials in an effective and economical way.

Duration: One day

Price (Per Person):

BAR Member: £185 + VAT

BAR Non-Member: £190 + VAT

Venue	Training Dates
Manchester	9 August, 17 August, 13 September, 21 September, 4 October, 11 October, 8 November, 15 November
Shipdham, Norfolk	4 October

Working Safely in the Removals and Storage Industry

Course Description: This removals focused H&S course includes a number of essential subjects that employees should be aware of to help maintain safety at work. The topics include: general Health and Safety requirements of all; workplace hazards; safety around work vehicles; the Control of Substances Hazardous to Health (COSHH); knowing what to do when someone gets injured at work; the safe use of hand tools; manual handling and personal protective equipment; principles of risk assessment.

Duration: One day

Price (Per Person):

BAR Member £145 + VAT

BAR Non-Member £150 + VAT

Venue	Training Date
Manchester	8 August, 12 September, 3 October, 7 November
Shipdham, Norfolk	2 October

Export Packing

Course Description: This course is ideally suited to those who are new to export packing or those who wish to refresh their export packing skills. This two-day course contains both theoretical and practical sessions whereby the participants will gain a variety of export packing skills that include: learning how to correctly use wrapping and packing materials; wrapping/packing to the required export standards; learning about prohibited items and country restrictions; gaining a comprehensive understanding of the principles of container loading for export.

Duration: Two days:

Price (Per Person)

BAR Member: £345 + VAT

BAR Non-Member: £350 + VAT

Venue	Training Date
Manchester	10-11 August, 14-15 September, 5-6 October, 9-10 November
Shipdham, Norfolk	5-6 October

Advanced Customer Service Skills (for the Removals and Storage Industry)

Course Description: This one day customer service course is ideally suited for Team Leaders or office staff who deal directly with customers. Participants will learn about the importance of excellent customer service; how to communicate more effectively and efficiently with customers; how to make a making a positive impression; principles of handling customer queries and complaints; the BAR Alternative Dispute Resolution Service and an optional session on delivering great customer service over the phone.

Duration: One day

Price (Per Person)

BAR Member: £145 + VAT

BAR Non-Member: £150 + VAT

Venue	Training Date
Watford	10 October

Specialist Packing (and Transporting Pianos)

Course Description: This two-day course is aimed at those who want to gain a thorough grounding in Specialist Packing and piano transporting. Participants will learn how to prepare and transport specialist items including barometers and clocks, silverware, glassware, fine porcelain and Object d'Art. In addition, the course will cover how to correctly prepare, move and secure a piano for transportation.

Duration: Two days:

Price (Per Person)

BAR Member: £345 + VAT

BAR Non-Member: £350 + VAT

Venue	Training Date
TBC	September 2017

Manual Handling & Furniture Handling

Course Description: This course is aimed at all staff who are required to carry customers' furniture effects in a safe manner whilst ensuring the risk of damage is kept to an absolute minimum. The course participants will learn the removals industry 'best practice' techniques and methods in moving everyday and less common items of furniture. The course comprises of a number of elements that includes manual handling and furniture theory, learning how to protect a customers' premises, and also there will be practical manual and furniture handling activities.

Duration: One day

Price (Per Person):

BAR Member £145 + VAT

BAR Non-Member £150 + VAT

Venue	Training Dates
Manchester	7 August, 16 August, 11 September, 19 September, 2 October, 10 October, 6 November, 14 November
Shipdham, Norfolk	3 October

Removals Vehicle Loading

Course Description:

This course is aimed at those who have responsibility for the loading of a removals vehicle with emphasis on safety, legislation and practical loading skills. Participants will learn how to position a vehicle safely, correctly interpret parking and loading signage, what to look for in a risk assessment regarding the vehicle and in a property, the correct loading sequence, ensuring weight distribution is even and avoids overloading, load a vehicle securely to avoid movement within a load.

Duration: One day

Price (Per Person):

BAR Member **£145 + VAT**

BAR Non-Member **£150 + VAT**

Venue	Training Date
Manchester	14 August, 18 September, 9 October, 13 November

Introduction to Practical Estimating

Description:

This course has been designed for people who are completely new to estimating. Delegates will learn the art of cubing volumes of furniture and effects and the importance of the Estimator's role.

Course Content:

Quantity assessment and the unit system, the role of the Estimator, Estimator's reports, putting skills into practice, practical Exercises, risk assessment

Duration: One day

Price (Per Person)

Bar Member: **£199.00 + VAT**

BAR Non-Member: **£239.00 + VAT**

Venue	Training Date
Watford	25 October

Practical Estimating

Description:

The Practical Estimating course is designed to improve the knowledge and skills of the Estimator. The two-day course includes three site visits to local properties where students will carry out mock surveys.

Course Content:

The structure of the industry, the unit system, the role of the Estimator/Surveyor, risk assessment. The Estimator's report, communication skills, contract conditions, selling the company services, removal insurance and exam.

Duration: Two days

Price (Per Person)

Bar Member: £495.00 + VAT

BAR Non-Member: £604.00 + VAT

Venue	Training Date
Watford	6-7 September

Commercial Estimating

Description:

Designed to expand knowledge of Commercial Removals, this course focuses on calculating volume, methods for Estimating in the Commercial environment, what to look out for and questions to ask the customer. The courses includes practical exercises.

Course Content:

Why volume is important, how to calculate volume (including guidelines/hints/tips to calculating volume), estimating the amount of packing crates needed, questions to ask on site viewings, methods of site viewing, risk assessment, information to include in a commercial quotation.

Duration: One day

Price (Per Person)

Bar Member: £199.00 + VAT

BAR Non-Member: £239.00 + VAT

Venue	Training Date
Watford	TBC (end of 2017)

Introduction to Overseas Moving

This is an essential course for those who are new to International Moving and for those who wish to refresh their knowledge with the latest requirements. The course covers the different methods of international moving, outlining the advantages and disadvantages of each. It covers the documentation required, relevant regulations and the general processes involved in an International Move.

Course Content:

- The basics of shipping by air, sea, and shipping cars.
- Freight rates, airline chargeable weights, container sizes, documentation, choice of agent.
- Insurance for overseas moves.
- Imports – handling agent-booked imports and own-booked imports/3rd country moves, the moving process:
- Enquiry taking, survey, planning, costing/quoting, booking, arranging freight, invoicing, dealing with agents, insurance claims.

Duration: Two days:

Price (Per Person)

BAR Member: This course is Sponsored by the Overseas Group – 1 sponsored place per overseas group member. Any additional places are priced at £495.00 + VAT

BAR Non-Member: £604.00 + VAT

Venue	Training Date
Watford	TBC (end of 2017)

IOSH Managing Safely

Description:

Managing Safely is designed for managers and supervisors in any sector, and any organisation worldwide. They won't suddenly become safety experts – but they'll get up-to-speed on the practical actions they need to take, and gain the knowledge and tools to tackle the safety and health issues they're responsible for.

Course Content:

- Assessing risks
- Controlling risks
- Understanding responsibilities
- Understanding hazards
- Investigating incidents
- Measuring performance

The trainer David Sanderson, has a wealth of experience in both health and safety training and the removals industry as a whole. David previously worked within the removals sector for 18 years as a national trainer for a large home removal and relocation company. David's knowledge of the removals industry and health and safety experience, allows the IOSH Managing Safely course to be easily tailored to the removals sector'

Duration: Four days

Price (Per Person)

Bar Member: £545.00 + VAT

BAR Non-Member: £595.00 + VAT

Venue	Training Date
Watford	2-5 October

If you have specific requirements, dates or locations that are not shown above, please contact us to discuss at: BAR Training Services Tel: 01923 699 484 or email: training@bar.co.uk