



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **LMT30807 Certificate III in Certificate III in Footwear Repair**

**Revision Number: 2**

## **LMT30807 Certificate III in Footwear Repair**

### **Modification History**

Release 2 - imported units updated to current versions, outcomes equivalent.

### **Description**

#### **Job roles/employment outcomes**

The Certificate III reflects vocational outcomes for those performing supervision roles, specialised technical tasks or multi-skilled roles within a production environment.

#### **Application**

This qualification is typically used to develop skill and knowledge in the application of specialised technical, operational and supervisory skills within footwear repair enterprises.

### **Pathways Information**

#### **Pathways into the qualification**

Direct entry into this qualification requires completion of a total of nineteen (19) units of competency according to the rules described below.

Credit may be granted towards this qualification by those who have completed LMT21107 Certificate II in Footwear Repair or achieved equivalent industry experience.

#### **Pathways from the qualification**

Further training pathways from this qualification include relevant supervisory, management or competitive manufacturing qualifications.

### **Licensing/Regulatory Information**

There are no specific licences that relate to this qualification. However, some units in this qualification may have licensing or regulatory requirements in some environments. Local regulations should be checked for details.

### **Entry Requirements**

Not applicable.

## Employability Skills Summary

### EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

#### Employability Skills Summary - Certificate III in Footwear Repair

The following table contains a summary of the Employability Skills as identified by the footwear repair industries for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that reflect skill requirements for this level.

Employability Skill	Industry/enterprise requirements for this qualification include:
<b>Communication</b>	<ul style="list-style-type: none"> <li>• communicate effectively and appropriately when dealing with customers</li> <li>• give verbal and/or written feedback</li> <li>• communicate with all relevant personnel, management and administration</li> <li>• confirm relevant industry and workplace requirements</li> <li>• understand personal requirements of relevant industry and workplace standards, regulations and policies</li> <li>• complete standard documentation</li> <li>• use communication technologies efficiently</li> <li>• communicate problems with footwear processes or outcomes</li> <li>• communicate to others footwear repair requirements</li> <li>• ensure records are accurate and legible</li> <li>• establish effective working relationships with colleagues</li> <li>• undertake interactive workplace communication</li> </ul>
<b>Teamwork</b>	<ul style="list-style-type: none"> <li>• work as part of a team</li> <li>• supervise and support team activities</li> <li>• identify team performance required to meet customer needs</li> <li>• explain and implement work team reporting requirements</li> <li>• monitor work team tasks in accordance with regulatory and workplace requirements</li> <li>• apply team leadership and development techniques</li> <li>• demonstrate and encourage others in working cooperatively with people of different ages, gender, race or religion</li> <li>• undertake appropriate and effective communication with team members</li> </ul>
<b>Problem-solving</b>	<ul style="list-style-type: none"> <li>• identify footwear problems and make contributions to</li> </ul>

**EMPLOYABILITY SKILLS QUALIFICATION SUMMARY**

	<p>their solution</p> <ul style="list-style-type: none"><li>• apply knowledge of materials, product purpose and processes to problem solving</li><li>• check machine performance and address faulty operations</li><li>• use problem solving techniques</li><li>• identify risks and implement risk control measures for processes and equipment</li><li>• assess and evaluate skills requirements of self and others to perform tasks</li><li>• deal with and promptly resolve issues</li><li>• use problem solving techniques to determine footwear repair requirements</li><li>• identify and report potential environmental hazards</li></ul>
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**EMPLOYABILITY SKILLS QUALIFICATION SUMMARY**

<b>Initiative and enterprise</b>	<ul style="list-style-type: none"> <li>• determine cost effective solutions for customer repair needs</li> <li>• recognise problems in systems and documentation</li> <li>• investigate non-conformances to standards and take appropriate action</li> <li>• use decision making skills to support work flow</li> <li>• seek and provide feedback on procedures</li> <li>• collect and monitor information</li> <li>• rectify problems promptly and appropriately</li> <li>• monitor and adjust activity in response to operational variations</li> <li>• identify and assess existing and potential risks and seek advice</li> <li>• monitor information and records to identify trends that may require remedial action</li> <li>• develop and promote continuous improvement</li> </ul>
<b>Planning and organising</b>	<ul style="list-style-type: none"> <li>• identify priority in which jobs are to be completed</li> <li>• plan work requirements and task sequences</li> <li>• monitor work and make adjustments to meet deadlines</li> <li>• ensure availability of resources to meet work requirements</li> <li>• monitor and maintain product quality</li> <li>• assess equipment performance and readiness for use</li> <li>• plan work requirements for repair jobs</li> <li>• plan work requirements for self and others as required</li> <li>• monitor resource use in own work</li> <li>• monitor quality outcomes</li> <li>• allocate tasks to operators</li> <li>• implement contingency plan promptly when incidents occur</li> <li>• identify training needs for the work team and seek training support</li> <li>• monitor equipment condition and performance</li> </ul>
<b>Self-management</b>	<ul style="list-style-type: none"> <li>• keep the work area clean and tidy at all times</li> <li>• conduct regular housekeeping activities</li> <li>• plan to ensure timelines are achieved</li> <li>• accept responsibility for quality of own work</li> <li>• implement and follow OHS practices during the preparation, repair and finishing of shoes</li> <li>• manage own work</li> <li>• monitor information in work area</li> </ul>

**EMPLOYABILITY SKILLS QUALIFICATION SUMMARY**

	<ul style="list-style-type: none"> <li>• locate, interpret and apply relevant information</li> <li>• monitor own work against quality standards</li> <li>• understand own work activities and responsibilities</li> <li>• conduct work in a manner which minimises waste</li> <li>• identify and apply safety procedures, including the use of protective equipment</li> <li>• manage work load priorities</li> </ul>
<b>Learning</b>	<ul style="list-style-type: none"> <li>• recognise limits of own expertise</li> <li>• assess competencies in meeting job requirements</li> <li>• identify own skill requirements and seek skill development if required</li> <li>• ask questions to expand own knowledge</li> <li>• listen to feedback on own performance</li> </ul>
<b>Technology</b>	<ul style="list-style-type: none"> <li>• monitor and adjust machine functions</li> <li>• use machinery to meet productivity requirements</li> <li>• perform minor maintenance on machinery</li> <li>• work with technology safely and according to workplace standards</li> <li>• use communication technologies in the workplace</li> <li>• use machine or equipment in correct operational mode</li> <li>• demonstrate safe and effective use of tools and equipment to others</li> </ul>

**Packaging Rules**

To be awarded the Certificate III in Footwear Repair, competency must be achieved in nineteen (19) units of competency.

- Five (5) core units of competency
- Fourteen (14) elective units of competency as specified below.

If Certificate II has been achieved, an additional six (6) units are required. All core units listed must be achieved - any Certificate III core units not achieved at Certificate II must be completed as part of the additional six (6) units required for the Certificate III. Units that have been credited towards lower level qualifications must not be selected in the additional six (6) unit requirement. A minimum of three (3) of the six (6) units must be selected from Group B units.

Note: Where prerequisite units apply, these have been noted, and must be considered in the total number of units.

**CORE UNITS**

Complete all five (5) units from this list

Unit code	Unit title
LMTFP2001B	Identify materials used in footwear production
LMTGN2001B	Follow defined OH&S policies and procedures
LMTGN2002B	Apply quality standards
LMTGN2003B	Work in the Textiles, Clothing and Footwear industry
MSAENV272B	Participate in environmentally sustainable work practices

### ELECTIVE UNITS

Select fourteen (14) units as specified below.

- A minimum of four (4) units must be selected from Group A
- A minimum of four (4) units must be selected from Group B
- A maximum of two (2) units may be selected from Group D
- A maximum of three (3) units may be selected from Group E
- The remainder must be selected from Groups A, B and C.

NOTE: Competitive Manufacturing Training Package units, identified in Group D as MSACM coded units, should be selected on the basis of work requirements. Those at Certificate II level (units in the 200 series) are appropriate for operators. MSACM units for those in Certificate III level positions such as team leaders should be selected from both the 200 series and the 400 series.

### GROUP A

Unit code	Unit title	Prerequisites
LMTFR2001A	Assess and cost footwear repair job	
LMTFR2002A	Supply and fit new heel block	
LMTFR2003A	Attach non-slip sole and heel top piece	
LMTFR2004A	Replace half leather sole	
LMTFR2005A	Sew or patch by machine	
LMTLG2006A	Identify materials used in leather goods production	

Unit code	Unit title	Prerequisites
MEM18001C	Use hand tools	
MEM19006B	Replace watch batteries	MEM18001C
MEM20001A	Produce keys	

**GROUP B**

Unit code	Unit title	Prerequisites
LMTFR3001A	Replace full sole and heel	
LMTFR3002A	Operate sole stitcher	
LMTFR3003A	Hand sew welt	
LMTFR3004A	Re-cover footwear	
LMTFR3005A	Dye footwear or leather product	
LMTFR3006A	Undertake specialised footwear repair techniques	
LMTGN3001B	Control production in a section of a Textiles, Clothing and Footwear enterprise	
LMTGN3002B	Organise and plan own work to achieve planned outcomes	
LMTGN3003B	Estimate and cost job	
LMTGN3005B	Plan tasks to assist production operations	
MEM19014B	Perform hand engraving	MEM18001C

**GROUP C**



Unit code	Unit title	Prerequisites
LMTGN2004B	Work in a team environment	
LMTGN2005B	Perform minor maintenance	
LMTGN2006B	Perform test or inspection to check product quality	
LMTGN2007B	Select, transfer and remove materials and products	
LMTGN2008B	Coordinate work of team or section	
LMTGN2009B	Operate computing technology in a Textiles, Clothing and Footwear workplace	
LMTGN2010B	Perform tasks to support production	

**GROUP D**

Unit code	Unit title	Prerequisites
MSS402010A	Manage the impact of change on own work	
MSS403010A	Facilitate change in an organisation implementing competitive systems and practices	
MSS402001A	Apply competitive systems and practices	
MSS402002A	Sustain process improvements	

Unit code	Unit title	Prerequisites
MSS403001A	Implement competitive systems and practices	
MSS403002A	Ensure process improvements are sustained	
MSS402020A	Apply quick changeover procedures	
MSS402021A	Apply Just in Time procedures	
MSS402030A	Apply cost factors to work practices	
MSS402031A	Interpret product costs in terms of customer requirements	
MSS402040A	Apply 5S procedures	
MSS402050A	Monitor process capability	
MSS402060A	Use planning software systems in operations	
MSS402061A	Use SCADA systems in operations	
MSACMT270A	Use sustainable energy practices	
MSS402080A	Undertake root cause analysis	
MSS402081A	Contribute to the application of a proactive maintenance	

Unit code	Unit title	Prerequisites
	strategy	
MSS403021A	Facilitate a Just in Time system	
MSS403030A	Improve cost factors in work practices	
MSS403032A	Analyse manual handling processes	
MSS403040A	Facilitate and improve implementation of 5S	
MSS404050A	Undertake process capability improvements	MSS404052A
MSS403051A	Mistake proof an operational process	
MSS404052A	Apply statistics to operational processes	
MSS404060A	Facilitate the use of planning software systems in a work area or team	
MSS404061A	Facilitate the use of SCADA systems in a team or work area	
MSS404081A	Undertake proactive maintenance analyses	
MSS404082A	Assist in implementing a proactive maintenance strategy	
MSAENV472B	Implement and	

Unit code	Unit title	Prerequisites
	monitor environmentally sustainable work practices	

## GROUP E

Other Footwear Repair units that are available at Certificates II (maximum 1 unit) and III (maximum 3 units)

Other TCF Training Package units that are available at Certificates II (maximum 1 unit), III (maximum 3 units) and IV (maximum 1 unit)

Units from other endorsed Training Packages and accredited courses that are available at Certificates II (maximum 1 unit), III (maximum 3 units) and IV (maximum 1 unit)