



Australian Government

MSTFR2001 Assess and cost footwear repair job

Release: 1

MSTFR2001 Assess and cost footwear repair job

Modification History

Release 1. Supersedes and is equivalent to LMTFR2001A Assess and cost footwear repair job

Application

This unit of competency covers the skills and knowledge required to assess the shoe or product for repair, estimate materials, labour and time requirements, and establish costs for provision of services or products.

This unit of competency applies to the estimating and costing work required to repair shoes or other items. Discretion and judgement may be required, for both self and others, in planning and selecting processes, procedures and outcomes.

Work may be conducted in small to large scale enterprises and may involve individual and team activities. Work is performed within defined procedures under direct supervision.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Footwear repair

Unit Sector

Not applicable

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

1	Determine job requirements	1.1	Follow standard operating procedures (SOPs)
		1.2	Comply with work health and safety (WHS) requirements at all times
		1.3	Use appropriate personal protective equipment (PPE) in accordance with SOPs
		1.4	Identify job requirements from specifications, drawings,

job sheets or work instructions

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| 2 | Prepare to assess and cost repair | 2.1 | Examine and check footwear, including welts, insoles, sole edges, sole bottoms, upper edges and heels |
| | | 2.2 | Identify repair, design and finish requirements and confirm agreement with client to undertake work |
| | | 2.3 | Collect contact information and identify customer's preferred timeframe for work |
| 3 | Calculate footwear repair costs | 3.1 | Estimate types and quantities of materials required |
| | | 3.2 | Estimate time and labour necessary for the repair |
| | | 3.3 | Calculate costs of materials and labour |
| | | 3.4 | Calculate total job cost, including overheads and mark-up percentages |
| | | 3.5 | Calculate final cost to customer |
| 4 | Document details and advise customer | 4.1 | Document details of costs and charges and any special conditions |
| | | 4.2 | Verify costs, calculations or other details by other workplace where necessary |
| | | 4.3 | Prepare customer quotation and advise customer of repair requirements, costs and time required |
| | | 4.4 | Prepare work order ticket and job sheet according to workplace procedures |
| | | 4.5 | Document details for future reference |

Foundation Skills

This section describes those required skills (language, literacy and numeracy) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Workplace procedures include one or more of the following:

- requirements prescribed by legislation, awards, agreements and conditions of employment
- SOPs
- work instructions
- oral, written and visual communication
- quality practices, including responsibility for maintenance of own work quality and contribution to quality improvement of team or section output
- housekeeping
- tasks related to environmental protection, waste disposal, pollution control and recycling
- WHS practices

Australian Standards include:

- the relevant industry or Australian Standards that are current at the time this unit is being undertaken

Footwear repair costs include:

- type and quantities of materials
- type and amount of labour
- time required
- overheads
- percentage mark-up

Unit Mapping Information

Release 1. Supersedes and is equivalent to LMFR2001A Assess and cost footwear repair job

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a203ec5c-de7d-406b-b3e1-8f1a9b76e92e>