



Australian Government

AUMAMA001 Contribute to production goals

Release: 1

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Modification History

| Release | Comment |
|-----------|--|
| Release 1 | Unit updated to reflect the new standards for Training Packages Replaces AUMAMA2001 Manage personal workplace |

Application

This unit describes the performance outcomes required to manage a personal workplace to help ensure production goals are met and to contribute to cost-reduction measures.

It applies to those in an automotive manufacturing environment and involves the application of skills and knowledge at a production worker level.

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

Competency Field

Common

Unit Sector

Management, Leadership and Supervision

Elements and Performance Criteria

| Elements | Performance Criteria |
|--|--|
| Elements describe the essential outcomes | Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section |
| 1. Identify production goals | 1.1 Workplace procedures relevant to the work area are identified and interpreted 1.2 <i>Production indicators</i> and timelines are identified and confirmed |
| 2. Support the achievement of production goals | 2.1 Work production and quality goals are monitored and variations responded to promptly 2.2 Work plans, workplace instructions, job specifications and |

| Elements | Performance Criteria |
|---------------------------------|--|
| | <p>schedules are applied and followed according to workplace procedures</p> <p>2.3 <i>Changes in work requirements</i> are clarified with supervisor</p> <p>2.4 Work goals are reviewed and continuous improvement recommendations are discussed with team members and supervisors</p> |
| 3. Contribute to cost reduction | <p>3.1 <i>Cost performance indicators</i> are identified and confirmed</p> <p>3.2 Cost-reduction targets are reviewed and modified if required</p> <p>3.3 Production and quality problems are identified and work plan adjustments reported</p> |

Foundation Skills

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

| Skills | Description |
|------------------------------------|--|
| Reading skills to: | <ul style="list-style-type: none"> interpret job requirements, workplace procedures, work instructions and production indicators interpret production schedules and work plan. |
| Writing skills to: | <ul style="list-style-type: none"> legibly fill out production work sheets and reports. |
| Oral communication skills to: | <ul style="list-style-type: none"> clarify workplace instructions and procedures report continuous improvement recommendations discuss changes to work requirements and performance indicators at team meetings inform supervisor of work production problems and possible resolution. |
| Numeracy skills to: | <ul style="list-style-type: none"> identify production lead times, dates and production numbers interpret production specifications identify cost reduction targets comprehend relevant unit quantity and measurements. |
| Planning and organising skills to: | <ul style="list-style-type: none"> achieve production continuous improvement and quality goals apply workplace instructions and standardisation procedures. |
| Self-management skills to: | <ul style="list-style-type: none"> manage time in planning and preparing for work. |
| Problem-solving skills to: | <ul style="list-style-type: none"> identify production problems aligned to production indicators identify and apply workplace procedures and instructions. |

Range of Conditions

This section specifies 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. Bold italicised wording, if used in the performance criteria, is detailed below.

| | |
|--|--|
| <i>Production indicators must include:</i> | <ul style="list-style-type: none"> • component specifications • production schedules • workplace quality. |
| <i>Changes in work requirements must include:</i> | <ul style="list-style-type: none"> • line speed • personnel absences • process change • short lead time. |
| <i>Cost performance indicators must include:</i> | <ul style="list-style-type: none"> • cycle time • productivity • waste avoidance. |

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bd587669-08b3-4cd5-85f0-f9fa0c6304c1>