



**Australian Government**

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

# **LMT20807 Certificate II in Millinery**

**Revision Number: 1**

## **LMT20807 Certificate II in Millinery**

### **Modification History**

Not applicable.

### **Description**

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

The Certificate II reflects vocational outcomes for those performing a limited range of technical and operational tasks within a production environment. Some multi-skilled roles can be accommodated in this qualification.

#### **Application**

This qualification is typically used to develop skill and knowledge in the operations of millinery enterprises. Work is generally supervised.

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

Direct entry into this qualification requires completion of a total of thirteen (13) units according to the rules described below.

Units that have been achieved through completion of the LMT11107 Certificate I in Textiles Clothing and Footwear may be credited towards the Certificate II when they are also included in the unit lists for this qualification.

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

Further training pathways from this qualification include LMT30607 Certificate III in Millinery.

#### **Licensing considerations**

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.

### **Pathways Information**

Not applicable.

### **Licensing/Regulatory Information**

Not applicable.

## **Entry Requirements**

Not applicable.

## Employability Skills Summary

### EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

#### Employability Skills Summary - Certificate II in Millinery

The following table contains a summary of the Employability Skills as identified by the Millinery 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 with others on design requirements</li> <li>• complete standard documentation</li> <li>• use communication technologies efficiently</li> <li>• communicate production problems</li> <li>• demonstrate effective and appropriate communication skills</li> <li>• follow work instructions</li> <li>• maintain production information</li> <li>• read and apply relevant safety information and procedures</li> <li>• interpret workplace procedures and work instructions</li> </ul>
<b>Teamwork</b>	<ul style="list-style-type: none"> <li>• provide support to others in the work area</li> <li>• work independently or as part of a team</li> <li>• undertake appropriate and effective communication with team members and supervisors</li> <li>• identify performance required to meet customer needs in own work and team</li> </ul>
<b>Problem-solving</b>	<ul style="list-style-type: none"> <li>• identify risks associated with chemicals and equipment</li> <li>• report hazards</li> <li>• determine requirements in own work to meet quality standards</li> <li>• recognise and report problems and faults with millinery items, machinery or processes</li> <li>• use personal protective equipment as required</li> <li>• identify and report potential environmental hazards</li> </ul>
<b>Initiative and enterprise</b>	<ul style="list-style-type: none"> <li>• identify and recommend improvements to own work processes</li> <li>• record information on the quality and other indicators of production performance</li> <li>• report problems outside area of responsibility</li> </ul>

**EMPLOYABILITY SKILLS QUALIFICATION SUMMARY**

	<ul style="list-style-type: none"><li>• monitor and adjust activity in response to operational variations</li></ul>
<b>Planning and organising</b>	<ul style="list-style-type: none"><li>• plan work requirements</li><li>• follow schedules and monitor operations</li><li>• recognise hazards and follow appropriate hazard control measures</li><li>• follow production sequences for a given process or product</li><li>• identify production and resource requirements</li><li>• identify and monitor resource use in own work</li><li>• coordinate activity to meet delivery or collection timetables</li><li>• identify and use relevant personal protective equipment</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>• interpret data and information relevant to own millinery operations</li><li>• monitor own work to ensure quality standards are achieved</li><li>• understand own work activities and ask questions if required</li><li>• apply safety procedures, including the use of protective equipment</li><li>• identify and follow production schedules and work load priorities</li><li>• follow millinery machine operation instructions</li></ul>
<b>Learning</b>	<ul style="list-style-type: none"><li>• ask questions to expand own understanding of work processes or requirements</li><li>• demonstrate listening skills</li><li>• identify own skill requirements and seek skill development if required</li><li>• access operator manuals to assist own learning</li></ul>
<b>Technology</b>	<ul style="list-style-type: none"><li>• use manual handling technologies in the workplace</li><li>• operate millinery machinery, tools and equipment</li><li>• work with technology safely and according to workplace standards</li><li>• handle and use adhesives correctly and safely</li><li>• work on a variety of machines used in millinery operations</li></ul>

## Packaging Rules

### Packaging Rules

To be awarded the Certificate II in Millinery, competency must be achieved in thirteen (13) units of competency.

- Eight (8) core units of competency
- Five (5) elective units of competency as specified below.

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

### CORE UNITS

Complete all eight (8) units from this list

Unit code	Unit title
LMTGN2001B	Follow defined OH&S policies and procedures
LMTGN2002B	Apply quality standards
LMTGN2003B	Work in the Textiles, Clothing and Footwear industry
LMTML2001A	Identify materials used in millinery
LMTML2002A	Make flat patterns for millinery
LMTML2007A	Block and shape millinery by hand
LMTML2008A	Assemble simple blocked millinery components
MSAENV272B	Participate in environmentally sustainable work practices

### ELECTIVE UNITS

Select five (5) units as specified below.

- A minimum of one (1) unit must be selected from Group A
- A maximum of two (2) units may be selected from Group C
- The remainder must be selected from Groups A and B.
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### GROUP A

Unit code	Unit title	Prerequisites
LMTML2003A	Produce and attach millinery trims	
LMTML2004A	Produce felt for millinery	LMTML2001A
LMTML2005A	Place and cut millinery patterns	
LMTML2006A	Use millinery steaming and pressing equipment	
LMTML2009A	Apply millinery sewing and adhesion techniques	
LMTML2010A	Make millinery with flat pattern components	

**GROUP B**

Unit code	Unit title	Prerequisites
LMTCL2001B	Use a sewing machine	
LMTCL2005B	Use specialised machinery to assist assembly production	
LMTCL2011B	Draw and interpret a basic sketch	
LMTCL2018B	Perform basic maintenance of headwear or millinery	
LMTGN2004B	Work in a team environment	
LMTGN2005B	Perform minor maintenance	
LMTGN2006B	Perform test or inspection to check product quality	
LMTGN2008B	Coordinate work of team	

Unit code	Unit title	Prerequisites
	or section	
LMTGN2009B	Operate computing technology in a Textiles, Clothing and Footwear workplace	
LMTGN2010B	Perform tasks to support production	

**GROUP C**

Other Millinery units that are available at Certificates II (maximum 2 units) and III (maximum 1 unit)
Other TCF Training Package units that are available at Certificates II (maximum 2 units) and III (maximum 1 unit)
Units from other endorsed Training Packages and accredited courses that are available at Certificates I (maximum 1 unit), II (maximum 2 units) and III (maximum 1 unit)