



Australian Government

Department of Education, Employment and Workplace Relations

LMT40810 Certificate IV in Laundry Operations and Supervision

Revision Number: 1

LMT40810 Certificate IV in Laundry Operations and Supervision

Modification History

Not applicable.

Description

Job roles/employment outcomes

The Certificate IV in Laundry Operations and Supervision reflects vocational outcomes for those performing a broad range of skilled applications, including requirements to evaluate and analyse current laundry practices, develop new criteria and procedures for performing current practice, and provision of some leadership and guidance to others in the application and planning of laundry skills.

Application

This qualification is typically used to develop skill and knowledge in leadership and management operations within laundry enterprises.

Pathways into the qualification

Direct entry into this qualification requires completion of a total of twenty-five (25) units according to the rules described below.

Credit may be granted towards this qualification by those who have completed LMT31110 Certificate III in Laundry Operations or achieved equivalent industry experience.

Pathways from the qualification

Further training pathways from this qualification include suitable leadership, management or competitive manufacturing qualifications.

Licensing considerations

There are no specific licences that relate to this qualification. However, depending on the jurisdiction, licensing or regulatory requirements may apply to the use of some units in this qualification. 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 Skill	Industry/enterprise requirements for this qualification include:
Communication	<ul style="list-style-type: none"> • confirm relevant industry and workplace requirements • understand personal requirements of relevant industry and workplace standards, regulations and policies • read and understand international and Australian care labels and symbols • complete standard documentation • use communication technologies efficiently • apply communication strategies to support, train and supervise others • ensure laundry records and procedures are accurate and legible • establish effective working relationships with colleagues • collect and analyse information and data on laundry process quality
Teamwork	<ul style="list-style-type: none"> • establish work team reporting requirements • monitor work team tasks in accordance with regulatory and workplace requirements • supervise and lead work teams • demonstrate and encourage others in working cooperatively with people of different ages, gender, race or religion • undertake appropriate and effective communication with team members • participate in sustainability improvements
Problem solving	<ul style="list-style-type: none"> • identify risks and implement risk control measures for chemicals and equipment • identify and act on environmental hazards • rectify problems and faults and determine cause • assess performance of machinery and operators • assess and evaluate skills requirements of self and others to perform tasks • deal with and promptly resolve issues • use problem solving techniques to determine training requirements • identify and act on compliance issues

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

Initiative and enterprise	<ul style="list-style-type: none"> • use feedback to improve procedures • collect and analyse information • identify non-conformances to standards and take appropriate action • rectify problems promptly and appropriately • address operational variations through procedural or process improvements • provide advice to eliminate or reduce existing and potential risks • identify opportunities to improve environmental performance • monitor information and records to identify trends that may require remedial action • lead continuous improvement
Planning and organising	<ul style="list-style-type: none"> • plan or schedule work • monitor quality outcomes • allocate tasks to operators and monitor effectiveness in achieving targets • lead others to implement contingency plan promptly when incidents occur • identify training needs and organise training support for the work team • ensure equipment condition and performance meets workplace requirements
Self-management	<ul style="list-style-type: none"> • supervise activity in own work area • monitor information in work area • keep the work area clean and tidy at all times • conduct regular housekeeping activities during shift • locate, interpret and apply relevant information • monitor own work against quality standards • apply own work activities and responsibilities • identify and apply safety procedures, including the use of protective equipment • manage work load priorities • provide positive role modelling to team members • delegate work activity to meet work requirements • monitor use of resources
Learning	<ul style="list-style-type: none"> • recognise limits of own expertise • assess competencies in meeting job requirements • identify own skill requirements and seek skill development if required

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

	<ul style="list-style-type: none"> • learn about sustainability developments relating to work practice • ask questions to expand own knowledge • seek and assess feedback from work team • monitor and evaluate environmental performance
Technology	<ul style="list-style-type: none"> • monitor machine operation against operational targets • support others to use machine or equipment efficiently • perform minor maintenance and problem solving on machinery • work with technology safely and according to workplace standards • handle and use chemicals correctly and safely • use electronic information systems • ensure compliance of machine operations

Packaging Rules**Packaging Rules**

To be awarded the Certificate IV in Laundry Operations and Supervision, competency must be achieved in twenty-five (25) units of competency.

- Ten (10) core units of competency
- Fifteen (15) elective units of competency.

If the Certificate III in Laundry Operations has been achieved, an additional seven (7) units are required. All core units listed must be achieved - any Certificate IV core units not achieved at Certificate III must be completed as part of the additional seven (7) units required for the Certificate IV. Units that have been credited towards lower level qualifications must not be selected in the additional seven (7) unit requirement.

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

CORE UNITS

Complete all ten (10) units from this list.

Unit code	Unit title
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Unit code	Unit title
LMTDC2010A	Identify fabric and garment cleaning requirements
LMTGN2001B	Follow defined OH&S policies and procedures
LMTGN2002B	Apply quality standards
LMTGN2003B	Work in the Textiles, Clothing and Footwear industry
LMTGN3002B	Organise and plan own work to achieve planned outcomes
LMTLA2001A	Conduct safe handling of laundry chemicals
LMTLA2002A	Operate washing machines
LMTLA2003A	Control washing machine operation
LMTLA4001A	Monitor compliance with industry standards and regulations
MSAENV272B	Participate in environmentally sustainable work practices

ELECTIVE UNITS

Select fifteen (15) units as specified below.

- A minimum of five (5) units must be chosen from Group A.
- A minimum of four (4) units must be chosen from Group B.
- A maximum of two (2) units may be chosen from Group C.
- A maximum of four (4) units may be chosen from Group D.
- The remainder may be chosen from Groups A and B.

NOTE: Competitive Manufacturing Training Package units, identified in Group C 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
LMTCL2001B	Use a sewing machine	

Unit code	Unit title	Prerequisites
LMTCL2002B	Provide hand sewing and finishing support	
LMTCL2003B	Identify fibres and fabrics	
LMTCL2004B	Sew components	LMTCL2001B
LMTCL2006B	Press work	
LMTCL3004B	Press whole garments	LMTCL2006B
LMTDC2001A	Provide customer service in a dry cleaning or laundry enterprise	
LMTDC2007A	Receive and sort articles for cleaning	
LMTGN2004B	Work in a team environment	
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	
LMTGN3001B	Control production in a section of a Textiles, Clothing and Footwear enterprise	

Unit code	Unit title	Prerequisites
LMTGN3005B	Plan tasks to assist production operations	
LMTGN3009B	Supervise operations in a textiles, clothing and footwear enterprise	
LMTLA2004A	Perform linen rewash	LMTLA2002A
LMTLA2005A	Operate hydro extractor	
LMTLA2006A	Perform conditioning and drying processes	
LMTLA2007A	Finish products for despatch	
LMTLA2008A	Repair damaged laundry items	
LMTLA2009A	Inspect, fold and pack theatre linen	
LMTLA2010A	Prepare products for storage or despatch	
LMTLA2011A	Apply infection control policies and procedures in laundry operations	
LMTLA3001A	Perform advanced laundry operations	
LMTLA3002A	Determine linen rental requirements	
MEM07033B	Operate and monitor basic boiler	
MEM07034A	Operate and monitor intermediate class boiler	MEM07033B

GROUP B

Unit code	Unit title	Prerequisites
BSBADM409A	Coordinate business resources	
BSBCUS401A	Coordinate implementation of customer service strategies	
BSBINN301A	Promote innovation in a team environment	
BSBLED401A	Develop teams and individuals	
BSBMGT402A	Implement operational plan	
BSBMGT403A	Implement continuous improvement	
BSBWOR402A	Promote team effectiveness	
LMTGN4005A	Plan and implement production within a work area	
LMTGN4006A	Evaluate equipment and systems	
LMTGN4010A	Implement and monitor OH&S in the workplace	
LMTGN4011A	Coordinate quality system and procedures	
LMTGN5001B	Participate in production planning processes	

Unit code	Unit title	Prerequisites
LMTLA4002A	Program and monitor commercial laundry machine control systems	
TAEASS401A	Plan assessment activities and processes	
TAEASS402A	Assess competence	
TAEASS403A	Participate in assessment validation	
TAEDEL401A	Plan, organise and deliver group-based learning	
TAEDEL402A	Plan, organise and facilitate learning in the workplace	

GROUP C

Unit code	Unit title	Prerequisites
MSACMC210A	Manage the impact of change on own work	
MSACMC410A	Lead change in a manufacturing environment	
MSACMS200A	Apply competitive manufacturing practices	
MSACMS201A	Sustain process improvements	
MSACMS400A	Implement a	

Unit code	Unit title	Prerequisites
	competitive manufacturing system	
MSACMS401A	Ensure process improvements are sustained	
MSACMT220A	Apply quick changeover procedures	
MSACMT221A	Apply Just in Time (JIT) procedures	
MSACMT230A	Apply cost factors to work practices	
MSACMT231A	Interpret product costs in terms of customer requirements	
MSACMT240A	Apply 5S procedures in a manufacturing environment	
MSACMT250A	Monitor process capability	
MSACMT260A	Use planning software systems in manufacturing	
MSACMT261A	Use SCADA systems in manufacturing	
MSACMT270A	Use sustainable energy practices	
MSACMT271A	Use sustainable environmental practices	
MSACMT280A	Undertake root cause analysis	
MSACMT281A	Contribute to the application of a	

Unit code	Unit title	Prerequisites
	proactive maintenance strategy	
MSACMT421A	Facilitate a Just in Time (JIT) system	
MSACMT430A	Improve cost factors in work practices	
MSACMT432A	Analyse manual handling processes	
MSACMT440A	Lead 5S in a manufacturing environment	
MSACMT450A	Undertake process capability improvements	MSACMT452A
MSACMT451A	Mistake proof a production process	
MSACMT452A	Apply statistics to processes in manufacturing	
MSACMT460A	Facilitate the use of planning software systems in manufacturing	MSACMT260A
MSACMT461A	Facilitate SCADA systems in a manufacturing team or work area	MSACMT261A
MSACMT481A	Undertake proactive maintenance analyses	
MSACMT482A	Assist in implementing a proactive maintenance strategy	
MSAENV472B	Implement and monitor	

Unit code	Unit title	Prerequisites
	environmentally sustainable work practices	

GROUP D

Other Laundry Operations units that are available at Certificates IV (maximum 4) or V (maximum 1)

Other TCF Training Package units that are available at Certificates III (maximum 1), IV (maximum 4) and V (maximum 1)

Units from other endorsed Training Packages and accredited courses at Certificates III (maximum 1), IV (maximum 4) and V (maximum 1)
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