LMT40810 Certificate IV in Certificate IV in Laundry Operations and Supervision

Release: 2

LMT40810 Certificate IV in Laundry Operations and Supervision

Modification History

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

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 Information

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/Regulatory Information

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.

Entry Requirements

Not applicable.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY	
Employability Skill	**Industry/enterprise requirements for this qualification include:**
Communication	• 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	• 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	• 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	• 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	• 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	• 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	• recognise limits of own expertise • assess competencies in meeting job requirements • identify own skill requirements and seek skill development if required

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EMPLOYABILITY SKILLS QUALIFICATION SUMMARY	
	• 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

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY	
Technology	• 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

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 perquisite 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
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

Unit code	Unit title
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	
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	

Unit code	Unit title	Prerequisites
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	
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	

Unit code	Unit title	Prerequisites
	despatch	

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Unit code	Unit title	Prerequisites
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	
BSBCUS401B	Coordinate implementation of customer service strategies	
BSBINN301A	Promote innovation in a team environment	
BSBLED401A	Develop teams and individuals	

Unit code	Unit title	Prerequisites
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	
LMTLA4002A	Program and monitor commercial laundry machine control systems	
TAEASS401B	Plan assessment activities and processes	
TAEASS402B	Assess competence	
TAEASS403B	Participate in assessment	

Unit code	Unit title	Prerequisites
	validation	

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Unit code	Unit title	Prerequisites
TAEDEL401A	Plan, organise and deliver group-based learning	
TAEDEL402A	Plan, organise and facilitate learning in the workplace	

GROUP C

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	
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	

Unit code	Unit title	Prerequisites
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	
MSACMT271A	Use sustainable environmental practices	
MSS402080A	Undertake root cause analysis	
MSS402081A	Contribute to the application of a proactive maintenance 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

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Unit code	Unit title	Prerequisites
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	MSS402060A
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 monitor 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)