



**Australian Government**

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

# **LMTFR2004A Replace half leather sole**

**Revision Number: 1**

## **LMTFR2004A Replace half leather sole**

### **Modification History**

Not applicable.

### **Unit Descriptor**

**Unit descriptor** This unit covers the skills and knowledge required for the replacement of a half leather sole.

### **Application of the Unit**

Not applicable.

### **Licensing/Regulatory Information**

Not applicable.

## Pre-Requisites

### Prerequisites

#### Application of the Unit of the Unit

This unit applies to the replacement of half leather soles. In applies to all styles of shoes.

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.

The application of this unit is according to OHS practices of the enterprise and workplace practices, which may include:

- requirements prescribed by legislation, awards, agreements and conditions of employment
- standard operating procedures
- 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

This unit requires the application of skills associated with planning and organising of replacement method, materials, tools and equipment required for repair, as well as an application of knowledge of technology used in footwear repair. This unit also requires an ability to communicate repair requirements to customers and complete job sheets. Self management skills are used to ensure work standards are achieved.

## Employability Skills Information

**Employability Skills** The required outcomes described in this unit of competency contain applicable facets of Employability Skills. The Employability Skills Summary of the qualification in which this unit of competency is packaged, will assist in identifying Employability Skill requirements.

## **Elements and Performance Criteria Pre-Content**

Not applicable.

## Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Inspect shoe	<ul style="list-style-type: none"><li>1.1 Shoes are inspected and customer advised on repair requirements and costs prior to commencing shoe repair</li><li>1.2 Job sheet is prepared and reviewed to ensure all requirements are included</li><li>1.3 Appropriate method of sole and heel replacement determined and appropriate <i>tools</i> are selected, prepared and checked</li></ul>
2 Prepare sole	<ul style="list-style-type: none"><li>2.1 Top lifts and soles are removed back to waist using the appropriate method and tools, ensuring no damage to the shoe</li><li>2.2 Appropriate replacement sole material and thickness is selected</li><li>2.3 Top pieces and lifts are selected appropriate to original footwear</li><li>2.4 Waist is marked using the new half sole as a guide, ensuring waist marks are equal on both items of footwear</li><li>2.5 Half sole is skived in a half moon shape, tapered from the waist mark to the toe consistent with workplace requirements</li><li>2.6 Lasting margin is secured and patched where necessary</li><li>2.7 Fillers are checked and replaced as required</li><li>2.8 Half sole is scoured prior to securing</li></ul>
3 Replace and finish sole	<ul style="list-style-type: none"><li>3.1 Select and prepare adhesive and primer according to manufacturer and workplace requirements</li><li>3.2 Apply adhesive evenly to both bottom of shoe and sole and top lifts, leave to dry and reactive the adhesive</li><li>3.3 Position sole and top lifts and secure using appropriate manual and <i>machine</i> operations</li><li>3.4 Quality of adhesion is checked and adjustment made as required</li><li>3.5 Sole is stitched using a sole stitching machine, if required</li><li>3.6 Edges of soles and top lifts are trimmed manually or by machine operations</li><li>3.7 Edges and heel lifts are inked or stained to match original shoe colour, and polished and finished off</li><li>3.8 Waist is cleaned, stained or coloured and finished to the original colour</li><li>3.9 Appropriate <i>OHS practices</i> are followed during the preparation, repair and finish of shoes particularly in relation to use of machines, equipment and tools, adhesives and primers, and stains, dyes and inks</li><li>3.10 Repaired shoes are packaged, labelled and stored</li></ul>

## Required Skills and Knowledge

This describes the essential skills and knowledge and their level, required for this unit.

Demonstrates knowledge of:

- full range of footwear styles and their structure or construction
- characteristics and use of adhesives and primers and their safe application and disposal
- characteristics of typical leathers, fabrics, and other materials used in shoe construction and repair
- quality standards and leather handling procedures
- safety and environmental aspects of relevant repair processes
- general industry housekeeping policies and procedures
- OHS practices, including hazard identification and control measures
- quality practices
- workplace practices
- practices for recording and reporting

Demonstrates skills to:

- handle shoes and replacement material
- carry out repair tasks by machine or by hand
- read, interpret, and follow information on work specifications , standard operating procedures and work instructions, and other reference material
- maintain accurate records
- communicate within the workplace
- sequence operations
- meet specifications
- clarify and check task-related information
- carry out work according to OHS practices

## Evidence Guide

The Evidence Guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for the Training Package.

### **Critical aspects for assessment and evidence required to demonstrate competency in this unit**

Demonstrates skills and knowledge to:

- check work against work order information and workplace quality standards
- assess repair requirements
- prepare workstation and work prior to commencing operations
- apply hand and machine techniques over the range of required operations
- repair shoes to meet quality and enterprise standards
- communicate effectively with customers
- apply workplace health and safety policies in work operations, with particular reference to adhesives and use of tools
- maintain accurate records

Consistently applies skills and knowledge when:

- organising work
- completing tasks
- identifying improvements
- using workplace practices
- using OHS practices
- recording and reporting accidents and incidents
- assessing operational readiness of equipment used and work processes
- recognising and adapting to cultural differences in the workplace, including modes of behaviour and interactions
- completing work systematically with attention to detail without damage to goods and equipment

### **Context and specific resources for assessment**

Assessment may occur on the job or in an appropriately simulated environment and requires access to work areas, materials and equipment and to information on workplace practices and OHS practices.

### **Guidance information for assessment**

This unit may be assessed independently or in combination with other relevant units.

## Range Statement

### RANGE STATEMENT

The Range Statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the Performance Criteria, is detailed below. Add any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts.

Legislative/regulatory requirements All work must comply with relevant Federal and State or Territory legislative or regulatory requirements.

Tools may include:

- shoe hammer
- tack hammer
- shoe knife
- sharpening stick
- peg awl
- glue gun
- pincers
- nippers
- lasting pliers
- shears
- drag knife
- tack

Machine may include:

- finishing machine
- heat activator
- last
- heat pliers

OHS practices OHS practices must include hazard identification and control, risk assessment and implementation of risk reduction measures specific to the tasks described by this unit, and may include:

- manual handling techniques
- standard operating procedures
- personal protective equipment
- safe materials handling
- taking of rest breaks
- ergonomic arrangement of workplaces
- following marked walkways
- safe storage of equipment
- housekeeping
- reporting accidents and incidents
- other OHS practices relevant to the job and enterprise



## **Unit Sector(s)**

**Sector**                      Footwear Repair