



Australian Government

Department of Education, Employment and Workplace Relations

LMTFR3001A Replace full sole and heel

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

Unit descriptor This unit covers the skills and knowledge required for the replacement of a shoe sole and heel using a variety of replacement or repair methods.

Application of the Unit

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This unit applies to the replacement of a full sole and heel on a variety of shoe styles and replacement materials. Repair process include those applicable to full leather sole and heels (welts), full resin sole and heel (cement lasted blakes) and TPR (thermo plastic rubber)

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 repair method, materials, tools and equipment as well as the application of knowledge of technology used in sole and heel replacement and ability to recognise and act upon problems with own work. This unit also requires an ability to communicate information to customer and check quality of outcomes. Self management skills are used to ensure work standards are achieved.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisites

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">1.1 Shoes are inspected and customer advised on repair requirements and costs prior to commencing shoe repair1.2 Job sheet is prepared and reviewed to ensure all requirements are included1.3 Appropriate method of sole replacement determined and appropriate tools are selected, prepared and checked
2 Prepare sole	<ul style="list-style-type: none">2.1 Heel pads, socks and top lifts are removed, if appropriate2.2 Sole and heel block or sole or heel unit are removed using the appropriate method and tools, ensuring no damage to the shoe2.3 Surface of the sole area of the shoe is scoured using appropriate hand or machine operations to ensure even finish2.4 Pre-cut sole of appropriate thickness and material is selected, or sole is marked and cut out from sheet of appropriate material and thickness2.5 Filler is checked and replaced, as required2.6 Condition of welting is checked and welt replaced, as required
3 Replace and finish sole	<ul style="list-style-type: none">3.1 Adhesive and primer are selected and prepared to suit materials and manufacturer and workplace requirements3.2 Adhesive is applied evenly to both bottoms of shoe and sole, left to dry and reactivated, as required3.3 Sole or sole and heel unit is positioned and secured using appropriate manual and machine operations3.4 Quality of adhesion is checked and adjustment made as required3.5 Sole is trimmed back to the appropriate edge by manual or machine operations3.6 Heel block is reattached following standards workplace procedures3.7 Sole and heels edges are inked or stained to match original shoe colour, and polished and finished off.3.8 Appropriate OHS practices 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 inks3.9 Repaired shoes are packaged, labelled and stored

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 and 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	<p>Demonstrates skills and knowledge to:</p> <ul style="list-style-type: none">• 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:<ul style="list-style-type: none">• 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	<p>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.</p>
Guidance information for assessment	<p>This unit may be assessed independently or in combination with other relevant units.</p>

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

Material may include:

- leather
- resin
- TPR

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