



Australian Government

MSS402057 Participate in breakthrough improvements

Release: 1

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Modification History

Release 1. Unit code changed. Unit title changed. Application changed. Performance Criteria changed. Foundation Skills populated. Range of Conditions removed. Assessment Requirements changed. Workplace outcome has changed. Supersedes and is not equivalent to MSS402053 Participate in breakthrough improvements in an office.

Application

This unit describes the skills and knowledge required to participate in a formal or ad hoc team to identify how to radically improve selected processes, products or services to eliminate waste and improve value-add to the customer.

This unit applies to individuals who are required to contribute to identify improvements in a team or work area; and to implement and embed changes in own work to sustain the improvements.

This unit applies to any organisation that is implementing continuous improvement or more formal competitive systems and practices.

No licensing or certification requirements exist at the time of publication. Relevant legislation, industry standards and codes of practice within Australia must be applied.

Pre-requisite Unit

Nil

Competency Field

Competitive systems and practices

Elements and Performance Criteria

Elements	Performance Criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Contribute to planning improvement events	1.1 Identify how own role and functions and those of team or work area contribute to value to customer 1.2 Make suggestions for changes that might lead to improvements in targeted process, product or service 1.3 Participate in team activities to identify breakthrough improvements to be implemented

Elements	Performance Criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
	1.4 Identify own project tasks and task sequencing for improvements
2. Assist in making improvements	2.1 Identify metrics relevant to own role in target process, product or service 2.2 Gather baseline data on these metrics 2.3 Undertake tasks as allocated in project plan 2.4 Communicate with team and project leader on progress, achievements and difficulties 2.5 Contribute to making adjustments and finding solutions to problems
3. Contribute to evaluating improvements	3.1 Gather comparative data on metrics once changes have been made 3.2 Participate in team activities to evaluate outcomes of event 3.3 Make suggestions for additional changes and/or improvements for areas of poor performance
4. Sustain improvements	4.1 Consistently apply new procedures and/or processes in own work area 4.2 Apply monitoring mechanisms 4.3 Report non-conformances and suggestions for further improvements

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

- Reading skills to understand workplace procedures and documentation
- Oral communication skills to discuss work tasks and metrics and make suggestions for improvements
- Numeracy skills to identify metrics, gather and compare data.

Other foundation skills essential to performance are explicit in the performance criteria of this unit.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume Implementation Guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5b04f318-804f-4dc0-9463-c3fb9a3fe998>