



Australian Government

MSTLG2003 Perform table work

Release: 1

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Modification History

Release 1. Supersedes and is equivalent to LMTLG2003A Perform table work

Application

This unit of competency covers the skills and knowledge required to assemble leather components and products using largely manual table production processes.

Work may be conducted in small to large scale enterprises and may involve individual and team activities. Work is performed within industry codes, standards and defined procedures, under direct supervision.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Leather production

Unit Sector

Not applicable

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

1	Determine job requirements	1.1	Follow standard operating procedures (SOPs)
		1.2	Comply with work health and safety (WHS) requirements at all times
		1.3	Use appropriate personal protective equipment (PPE) in accordance with SOPs
		1.4	Identify job requirements from specifications, drawings, job sheets or work instructions

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|---|--|-----|---|
| 2 | Prepare work pieces | 2.1 | Receive and check work bundle and assess any follow-up action |
| | | 2.2 | Assess quality of received component parts |
| | | 2.3 | Lay out work pieces in the correct sequence in accordance with specifications |
| | | | |
| 3 | Prepare workstation | 3.1 | Position self to achieve operator comfort and to minimise fatigue |
| | | 3.2 | Clean and check tools in accordance with SOPs |
| | | 3.3 | Keep records in accordance with procedures |
| | | | |
| 4 | Carry out bench work activities | 4.1 | Perform folding and turning operations to specifications |
| | | 4.2 | Join parts, panels and pieces, as required |
| | | 4.3 | Use adhesives to achieve specifications |
| | | 4.4 | Perform other table work operations, including punching, riveting and the application of studs, according to style and to achieve quality requirements, as required |
| | | | |
| 5 | Finish work | 5.1 | Perform finishing operations to specifications |
| | | 5.2 | Check finished product against specifications |
| | | 5.3 | Report faults and return product for rework or repair in accordance with workplace procedures and quality measures |
| | | | |
| 6 | Despatch completed work | 6.1 | Bundle, stock, store or despatch component and products |
| | | 6.2 | Record production faults, as required |
| | | 6.3 | Complete records |

Foundation Skills

This section describes those required skills (language, literacy and numeracy) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Workplace procedures include one or more of the following:

- requirements prescribed by legislation, industry codes and standards, awards, agreements and conditions of employment
- SOPs
- 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
- WHS practices

Australian Standards include:

- the relevant industry or Australian Standards that are current at the time this unit is being undertaken

Tools include one or more of the following:

- leather scissors
- leather marker
- beating hammer
- turning bone

Operations include one or more of the following:

- simple folding
- beading and joining where straight work is produced
- attachments to components:
 - side fittings and rivets
 - insertion of accessories
 - trimmings
- fault marking
- applying adhesives

- other bench work operations at the preparatory or finishing stage

Finishing operations include one or more of the following:

- clipping
- sorting
- spotting
- attaching labels

WHS practices

WHS practices must include hazard identification and control, risk assessment and implementation of risk reduction measures specific to the tasks described by this unit, and include one or more of the following:

- manual handling techniques
- PPE
- safe materials handling
- ergonomic arrangement of workplaces
- following marked walkways
- safe storage of equipment
- housekeeping
- reporting accidents and incidents
- other WHS practices relevant to the job and enterprise

Unit Mapping Information

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Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a203ec5c-de7d-406b-b3e1-8f1a9b76e92e>