



Australian Government

Department of Education, Employment and Workplace Relations

LMTFP4004A Assemble and finish custom-made shoe

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

Unit descriptor This unit covers the skills and knowledge required to assemble and finish custom-made shoes.

Application of the Unit

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This unit applies to manual or machine assembly and finish of custom-made shoes according to pattern specifications. The degree of complexity will depend on the leather and other materials used and intricacy of the design. Discretion and judgement may be required for both self and others in planning and selecting processes, procedures or outcomes.

Competency must be demonstrated in relevant machine operations including the setting of machines within specified tolerances and in accordance with manufacturer specifications, selection of materials, stitch types, needle threads and their qualities.

Work may be conducted in small to large scale enterprises and may involve individual and team activities.

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 interpreting work specifications, planning and organising for safe and effective use of specialised custom made footwear construction technology and operations. This unit also requires an ability to check the quality of outcomes and identify and address problems relating to own work. Initiative and enterprise and problem solving will be used to combine a range of materials and processes to achieve desired design outcomes.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisites

Employability Skills Information

Employability Skills This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Not applicable.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Set up workstation	1.1 Appropriate assembly processes are determined and workstation is set up according to specifications and OHS practices
2 Perform preparatory work on shoe	2.1 Work ticket is followed to collect, sort, assemble and reassemble parts 2.2 Conditioning is undertaken to reflect workplace procedures and according to, construction technique 2.3 Upper is blocked, rounded or randed as required to conform to the last shape 2.4 Counter or stiffener is inserted in accordance with workplace procedures and construction techniques 2.5 Insoles are prepared in accordance with specifications and to reflect construction techniques being used 2.6 Pre-cemented insoles and uppers are heat activated as appropriate 2.7 Bonding area is solvent wiped where roughing could damage the backing fabric 2.8 Track, belt or rack is loaded or workstation prepared to reflect various stages of production 2.9 Toe puff is applied using the appropriate machine methods as specified 2.10 Back part is moulded using hot and cold moulds in accordance with construction techniques and specifications 2.11 Specific processes are carried out as per workplace requirements
3 Last the shoe	3.1 Uppers and insoles are attached as required in accordance with specifications 3.2 Shanks or stiffeners are attached as required 3.3 Stapling is applied as required 3.4 Toe puff is inserted 3.5 Last or foot form is checked before attaching insole and upper, checking for sizes 3.6 Toes and upper are conditioned in accordance with workplace procedure
4 Assemble the shoe	4.1 Materials are prepared in accordance with workplace and manufacturer specifications 4.2 Soles and uppers are prepared in accordance with work requirements 4.3 Machines are set up and checked for correct operations 4.4 Shoes are assembled using the appropriate manual or machine construction techniques in accordance with work requirements

ELEMENT	PERFORMANCE CRITERIA
5 Finish shoe	5.1 Finishing of shoe is conducted in accordance with specifications 5.2 Final quality check is assessed against work specifications 5.3 Construction problems are identified and addressed to ensure quality standards are met 5.4 Work is forwarded for preparation to despatch to client

Required Skills and Knowledge

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

Demonstrates knowledge of:

- shoe construction methods
- procedures for making and assembling shoe components
- materials used including adhesives and solvents and safety requirements in their use
- quality standards and leather handling procedures
- safety and environmental aspects of relevant workplace activities
- workplace procedures
- processes for reporting
- OHS practices, including hazard identification and control measures
- practices for recording and reporting

Demonstrates skills to:

- operate various shoe assembly machines and processes
- communicate effectively with clients, individuals, work groups and supervisors
- select, interpret and apply procedures and processes
- prepare and present reports and information in appropriate formats
- 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 of evidence to be considered	Demonstrates skills and knowledge to: • apply manual and machine assembly and making techniques • carry out all machine operations • finish shoe • check work against specifications • apply workplace health and safety policies in work operations • maintain accurate records
Consistency in performance	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
Resource implications	Access is required to real or appropriately simulated situations, including work areas, materials and equipment, and to information on workplace practices and OHS practices.
Context for assessment	Assessment may occur on the job or in an appropriately simulated environment.
Interdependent 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.
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
Parts may include:	• last • uppers • insoles • heels • soles
Conditioning may include:	• rapid conditioning • mulling • use of toe steamer
Construction techniques may include:	• cement • moulded construction • veldtschoen construction • moccasin construction • welt construction
Machines may include:	• heavy stitch • blake stitcher • toe laster • side laster

- seat laster
- seat and side laster
- the forepart laster
- force lasting machine.

Unit Sector(s)

Sector Footwear Production