



Australian Government

MSFBA3014 Assemble pelmets

Release: 1

MSFBA3014 Assemble pelmets

Modification History

Release 1. Supersedes and is equivalent to MSFBA3008 Construct pelmets.

Application

This unit of competency describes the skills and knowledge required to cut, prepare and assemble pelmet components for interior blind installations according to job requirements. The unit involves planning job requirements, identifying required pelmets and components to be used, and applying workplace procedures to ensure safe and correct assembly. The unit does not involve installing pelmets.

The unit applies to those assembling pelmets for any interior residential or commercial environment. The pelmets may be for a range of interior blinds, including aluminium, plastic or timber Venetian blinds; and Roman, roller or vertical blinds.

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

Pre-requisite Unit

Not applicable.

Unit Sector

Blinds and awnings.

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. Prepare for pelmet assembly	1.1	Identify job and pelmet requirements from work order and supplier instructions
	1.2	Identify work health and safety (WHS) and personal protection requirements of assembly according to workplace procedures
	1.3	Identify and select required materials, hardware, components, tools and equipment based on work order, and check their safe and effective operation
	1.4	Plan logical, safe and efficient work sequence that reflects

Elements Elements describe the essential outcomes.	Performance Criteria Performance criteria describe the performance needed to demonstrate achievement of the element.	
		work order and quality requirements, and economically uses materials
2. Prepare and assemble pelmet components	2.1	Set up required materials and equipment in line with work instructions and manufacturer specifications
	2.2	Measure and cut components to specification and lay out ready for assembly according to workplace procedures
	2.3	Assemble components according to work instructions
	2.4	Monitor work operations to identify problems and resolve within scope of own role or report to designated personnel in line with workplace procedures
3. Finalise assembly	3.1	Check that completed assembled pelmet complies with quality and work order requirements, and rectify identified deficiencies within scope of own role
	3.2	Clean, package and store completed pelmet according to workplace procedures
	3.3	Check tools and equipment, and tag and report faulty items according to workplace procedures
	3.4	Clean, maintain and store remaining tools and equipment according to workplace procedures
	3.5	Clean work area and surfaces, and dispose of waste safely and sustainably according to workplace procedures
	3.6	Legibly complete and process required workplace documentation according to workplace procedures

Foundation Skills

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

Numeracy skills to:

- interpret, discuss and use mathematical information in pelmet specifications, work orders and instructions

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	• use mathematical information to estimate and measure assembly requirements, including required tolerances
Oral communication skills to:	• communicate ideas and information to confirm work requirements and specifications and report work outcomes and problems: • speaking clearly • asking questions to gain information
Reading skills to:	• interpret routine workplace documentation, including: • WHS requirements and procedures • assembly requirements • work orders and pelmet specifications, including design, size, colour and quantity

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSFBA3008 Construct pelmets.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=0601ab95-583a-4e93-b2d4-cfb27b03ed73>