



Australian Government

MSS403021 Facilitate a Just in Time system

Release: 1

MSS403021 Facilitate a Just in Time system

Modification History

Release 1. Supersedes and is equivalent to MSS403021A Facilitate a Just in Time system

Application

This unit of competency covers the skills and knowledge required to facilitate the implementation/operation of a Just in Time (JIT)/kanban system in a team or work area.

This unit applies to a person who needs to monitor the operation of a JIT system and facilitate its working in a team or work area. This will involve liaison with stakeholders as well as examining the data generated and being alert to potential problems and areas for improvement.

This unit requires the application of skills associated with gathering, analysing and communicating information to facilitate implementation of the JIT system. It requires planning and organising skills and has a strong emphasis on communication and teamwork skills to ensure the JIT system is being effectively implemented. This unit also requires the ability to problem solve and take the initiative to consider performance issues and learn from experience to improve future performance.

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

Pre-requisite Unit

Nil

Competency Field

Competitive systems and practices

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	Monitor the operation of the JIT system
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1.1	Track value of key measures.
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1.2	Recognise indicators of poor performance.
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1.3	Take appropriate quick fix action.
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| 2 | Liaise with relevant stakeholders | 2.1 Regularly communicate with team or work group members regarding the operation of the JIT system. |
| | | 2.2 Review JIT key performance indicators (KPIs) with team or work group members. |
| | | 2.3 Communicate with relevant personnel up and down the value stream regarding the operation of the JIT system. |
| | | 2.4 Identify issues with stakeholders and take appropriate quick fix action. |
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| 3 | Improve the JIT system | 3.1 Identify areas requiring improvement in the JIT system. |
| | | 3.2 Identify root cause of JIT-related problems. |
| | | 3.3 Review value of key measures. |
| | | 3.4 Recognise skill gaps in team members and other stakeholders. |
| | | 3.5 Determine any other issues in team or work group, other stakeholders and JIT system leading to poor performance indicators. |
| | | 3.6 Develop appropriate improvement solutions. |
| | | 3.7 Liaise with relevant people regarding improvement solutions. |
| | | 3.8 Implement and/or assist with the implementation of the solutions. |

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.

- Competitive systems and practices include one or more of:**
- lean operations
 - agile operations
 - preventative and predictive maintenance approaches
 - statistical process control systems, including six sigma and three sigma
 - Just in Time (JIT), kanban and other pull-related operations control systems
 - supply, value, and demand chain monitoring and analysis
 - 5S
 - continuous improvement (kaizen)
 - breakthrough improvement (kaizen blitz)
 - cause/effect diagrams
 - overall equipment effectiveness (OEE)
 - takt time
 - process mapping
 - problem solving
 - run charts
 - standard procedures
 - current reality tree.

- Key measures include one or more of:**
- inventory levels
 - lead time
 - In Full, On Time and In Specification (IFOTIS) delivery
 - productivity/production rate
 - other measures of pull through the value stream
 - quality.

- Stages where value stream actions can occur include one or more of**
- sales outlet/representative
 - information gathering, data analysis and research
 - product design
 - raw material sourcing
 - intermediate processing
 - final assembler/collation/preparation
 - support services (e.g. accounting, finance and legal)
 - storage and delivery to customer

- after market support.

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSS403021A Facilitate a Just in Time system

Links

Companion Volume implementation guides are found in VETNet -

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

Assessment Requirements for MSS403021 Facilitate a Just in Time system

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Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria and include the ability, for three (3) or more JIT related improvements, to:

- identify the JIT system and practices used in own work area
- identify and monitor JIT key measures
- solve JIT-related problems to root cause
- communicate effectively with stakeholders
- facilitate and monitor JIT-related changes to operations and practices.

Knowledge Evidence

Must provide evidence that demonstrates knowledge relevant to their job role sufficient to fulfil their job role independently, including:

- JIT methods relevant to own work area
- production data generated by the process and its application to JIT
- methods of gathering data against key performance indicators (KPIs)
- facilitation techniques to encourage work group development and improvement.

Assessment Conditions

- The unit should be assessed holistically and the judgement of competence shall be based on a holistic assessment of the evidence.
- The collection of performance evidence:
 - should occur over a range of situations which include typical disruptions to normal, smooth operation of the workplace
 - will typically include a supervisor/third-party report focussing on consistent performance and problem recognition and solving. A supervisor/third-party report must be prepared by someone who has a direct, relevant, current relationship with the person being assessed and who is in a position to form a judgement on workplace performance relevant to the unit of competency
 - must include facilitating the implementation of a Just in Time (JIT) system in own workplace
 - will typically include the use of appropriate tools, equipment and safety gear requiring demonstration of preparation, operation, completion and responding to problems.

- Assessment should occur in operational workplace situations.
- Knowledge evidence may be collected concurrently with performance evidence (provided a record is kept) or through an independent process such as workbooks, written assessments or interviews (provided a record is kept).
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications associated with this unit.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competency and currency.
- Technical competence can be demonstrated through:
 - relevant VET or other qualification/Statement of Attainment AND/OR
 - relevant workplace experience
- Currency can be demonstrated through:
 - performing the competency being assessed as part of current employment OR
 - having consulted with an organisation providing relevant environmental monitoring, management or technology services about performing the competency being assessed within the last twelve months.

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