



Australian Government

PMBPROD235 Use materials and process knowledge to complete work operations

Release: 1

PMBPROD235 Use materials and process knowledge to complete work operations

Modification History

Release 1. Supersedes and is equivalent to PMBPROD235C Use materials and process knowledge to complete work operations

Application

This unit of competency covers the skills and knowledge required to apply materials and process knowledge to the operation of the equipment, processes, materials and end product, so that work procedures and quality requirements can be met. It applies to workers in any sector of the industry.

This unit of competency applies to operators who maintain an overview of the production process, collect and prepare materials for the production process and observe and make judgements about the end product. They also recognise routine and non-routine production problems and take appropriate action.

This unit of competency applies to an individual working alone or as part of a team or group and working in liaison with other shift team members, team leader and supervisor, as appropriate.

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

Pre-requisite Unit

Nil

Competency Field

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.

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|---|---|-----|---|
| 1 | Determine production requirements | 1.1 | Follow workplace documentation requirements relating to production processes |
| | | 1.2 | Check job sheets for work to be done |
| | | 1.3 | Identify the priority in which jobs will be done |
| | | 1.4 | Identify and locate the materials to be used and their physical forms |
| | | 1.5 | Acquire necessary equipment and tools and identify appropriate work checking procedures |
| | | 1.6 | Identify and follow safety requirements for the materials and process to be employed |
| | | | |
| 2 | Follow production process | 2.1 | Follow procedures for the production process |
| | | 2.2 | Identify the critical parts of the production process |
| | | 2.3 | Identify and apply the operating principles behind the equipment to be used |
| | | | |
| 3 | Identify product features | 3.1 | Inspect products for compliance with quality specifications |
| | | 3.2 | Identify products in terms of end purpose and relationship to workplace production output and economic value |
| | | 3.3 | Relate features of products to the production process |
| | | | |
| 4 | Store equipment, materials and product | 4.1 | Follow the correct workplace procedures and safety precautions for the storage of equipment, materials and products |
| | | 4.2 | Identify and separate incompatible materials in accordance with workplace procedures and practices |

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|---|--|-----|---|
| | | 4.3 | Ensure equipment is cleaned prior to return to storage |
| | | 4.4 | Dispose of waste materials through approved means or product recycling |
| 5 | Correct routine production and product faults | 5.1 | Identify production faults |
| | | 5.2 | Identify the causes of production faults |
| | | 5.3 | Identify product faults |
| | | 5.4 | Identify the causes of product faults |
| | | 5.5 | Take appropriate remedial action to correct the fault |
| 6 | Follow shutdown procedures | 6.1 | Differentiate between routine and emergency shutdown situations and procedures |
| | | 6.2 | Demonstrate the procedures to be followed in an emergency shutdown of the process |
| | | 6.3 | Demonstrate the alert procedures required in an emergency shutdown of the process |
| | | 6.4 | Follow the appropriate procedures for routine shutdowns |
| | | 6.5 | Notify appropriate personnel of shutdowns |
| | | 6.6 | Complete required workplace documentation |

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.

Regulatory framework

The latest version of all legislation, regulations, industry codes of practice and Australian/international standards, or the version specified by the local regulatory authority, must be used.

Applicable legislation, regulations, standards and codes of practice include:

- health, safety and environmental (HSE) legislation, regulations and codes of practice relevant to the workplace, equipment and production processes and hazardous materials
- Australian/international standards relevant to the materials being used and products being made
- any relevant licence and certification requirements.

All operations to which this unit applies are subject to stringent HSE requirements, which may be imposed through state/territory or federal legislation, and these must not be compromised at any time. Where there is an apparent conflict between performance criteria and such requirements the legislative requirements take precedence.

Procedures

All operations must be performed in accordance with relevant procedures.

Procedures are written, verbal, visual, computer-based or in some other form, and include one or any combination of:

- emergency procedures
- work instructions
- standard operating procedures (SOPs)
- safe work method statements (SWMS)
- formulas/recipes
- batch sheets
- temporary instructions
- any similar instructions provided for the smooth running of the plant.

Appropriate remedial action

Appropriate remedial action includes one or more of:

- adjust machine to achieve requirements
- report fault to supervisor/senior operator

- fill out workplace documentation
- follow workplace procedures

Tools and equipment

Tools and equipment include one or more of:

- hand tools required for opening of material packaging
- manual handling aids, such as hand carts and trolleys
- hoists/lifting equipment not requiring any special permits or licences
- rules
- callipers
- relevant personal protective equipment (PPE)
- inventory and workplace records systems.

Hazards

Hazards must be identified and controlled. Identifying hazards requires consideration of:

- material spills or leaks
- hazardous products and materials
- manual handling hazards
- heavy stationary and moving machinery
- machinery hazards
- protrusions or obstructions
- slippery surfaces
- rotational equipment or vibration
- smoke, dust, fumes, vapours or other atmospheric hazards
- extreme temperatures
- electricity
- gas
- gases and liquids under pressure
- structural hazards
- equipment failures
- machinery, equipment and product mass
- other hazards that might arise.

Problems

Problems include one or more of:

- variations in materials
- contamination of materials
- variations in equipment operations
- product faults
- equipment breakdown, malfunction or wear and tear
- variable site conditions

- limitations in available data on specific job requirements
- variations in quality
- emergency situations
- intermittent faults.

Unit Mapping Information

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Links

MSA Training Package Implementation Guides - <http://mskills.org.au/training-packages/info/>