

Section A - General Information

Personal Information

National ID #

Name: First Last

Date of Birth

Gender

Address

Contact information

Home

Work

Mobile

Email address

Employment information

Employment information

Status employed/self-employed/unemployed

Skilled area: Amenity horticulture level 2/ Cosmetology level 2/ Carpentry level 2/Crop production level 2/Food preparation level 2/ Furniture making level 2/ Fashion design level 2/ Electrical installation level 2/ Fibre optic Installation level 2/Plumbing level 2/ Photovoltaic roofer fitter level 2/ Photovoltaic Electrical technician level 3/ Plumbing level 2/ Massage therapy level 2/ Massage therapy level 3/ Nail technology level 2/ Occupational health safety & welfare level 2/

Years of employment None/1 year – 50 years

Job experience

Qualification None/Certificate/Diploma/Any other

Section B - Back ground information

Are you employed in the occupational area? **Yes/ No**

Have you been working in the occupational area for 3 years? **Yes/ No**

Skilled area: CCLMF20108 - Furniture making level 2

Do you have any certification in the area? **Yes/ No**

Have you engaged in training within the last 3 years? Yes/ No

Did the training occur on the job or was it conducted with a training institution? **On the job/training institution**

Do you have proof of training? **Yes/ No**

Skilled area: CCLMF20108 - Furniture making level 2

Section C - Self-Assessment

Complete this Self-Assessment Checklist to assist you in determining whether your prior learning matches furniture Making level 2.

Introduction

Please select the statements that most honestly and accurately represent your knowledge, skills and abilities.

Add your score at the end of the checklist and compare your total to the scoring scale listed there.

Rating Scale:

- 0 – I have no experience or learning in this area.
- 1 – I have a little experience and learning in this area.
- 2 – I have some experience and learning in this area.
- 3 – I have good experience and learning in this area.
- 4 – I have excellent experience and learning in this area and could mentor others

	0	1	2	3	4
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Skilled area: CCLMF20108 - Furniture making level 2

Elements/Description I am able to:					
Follow safe working policies and practices					
Follow workplace procedures for hazard identification and risk control					
Maintain personal well-being for job					
Apply emergency response first aid					
Contribute to the workplace management of occupational health and safety					
Communicate in the work place					
Gather, convey and receive information and ideas					
Draft routine correspondence					
Carry out measurements and calculations					
Obtain measurements					
Perform simple calculations					
Estimate approximate quantities					
Work effectively with others					
Develop effective workplace relationships					
Contribute to workgroup activities					
Draw and interpret simple drawings					
Prepare for drawing					
Draw geometric constructions					
Construct multi-view (orthographic 2-D) drawing					
Develop a pictorial (3D) drawing					
Construct and dimension drawings					
Apply notes and leaders					
Prepare freehand sketch					
Interpret details from sketches and drawings					
Carry out measurements and calculations					
Obtain measurements					
Perform simple calculations					
Elements/Description	0	1	2	3	4

Skilled area: CCLMF20108 - Furniture making level 2

I am able to:					
Estimate approximate quantities					
Draw and interpret simple drawings					
Prepare for drawing					
Draw geometric constructions					
Construct multi-view (orthographic 2-D) drawing					
Develop a pictorial (3D) drawing					
Construct and dimension drawings					
Apply notes and leaders					
Prepare freehand sketch					
Interpret details from sketches and drawings					
Move and store materials and products					
Identify products to be stored and stock records/inventory systems					
Establish storage areas					
Move materials and products					
Store materials and products					
Read and interpret work documents					
Identify document type and purpose					
Read and interpret the document					
Plan own work sequence					
Maintain document files					
Construct a basic timber furnishing product					
Prepare for work					
Complete instruction					
Finalise operation and maintain equipment					
Operate basic woodworking machines					
Prepare for work					
Operate machines					
Clean up work area and maintain equipment					
Elements/Description	0	1	2	3	4

Skilled area: CCLMF20108 - Furniture making level 2

I am able to:					
Use furniture making hand and power tools					
Identify hand and power tools					
Select hand tools					
Use hand tools					
Select power tools					
Assemble furnishing components					
Prepare for assembly					
Assemble components					
Join solid timber					
Prepare the work					
Layout and prepare materials					
Join timber					
Finalise operation and maintain equipment					
Hand make timber joints					
Plan and prepare for work					
Make joint					
Complete housekeeping					
Follow plans to assemble production furniture					
Prepare for assemble					
Assemble furniture					
Clean work area maintain equipment					
Construct furniture using leg and rail method					
Prepare for work					
Complete construction					
Finalise operation and maintain equipment					
Produce angled and curved furniture using manufactured board					
Prepare for work					
Complete construction					
Elements/Description	0	1	2	3	4
I am able to:					

Skilled area: CCLMF20108 - Furniture making level 2

Finalise operation and maintain equipment					
Cut mouldings to length					
Prepare for installation					
Conduct cutting operation					
Complete work					
Join moulding					
Identify work requirements					
Cut mouldings to length					
Prepare for frame assembly					
Assemble frame					
Complete work					
Select and apply hardware					
Plan and prepare work					
Apply/fit and install hardware					
Finalise operation and maintain equipment					
Set up, operate and maintain basic static machines					
Prepare for work					
Set up machines					
Operate machine					
Clean up work area and maintain equipment					
Construct chair and couch frames					
Prepare for work					
Complete construction					
Finalise operation and maintain equipment					
Select timbers for furniture production					
Prepare for work					
Evaluate timber selected					
Produce angled and curved furniture using solid timber					
Prepare for work					
Elements/Description	0	1	2	3	4
I am able to:					

Skilled area: CCLMF20108 - Furniture making level 2

Complete construction					
Finalise operation and maintain equipment					
Set up operate and maintain sawing machines					
Prepare for work					
Set up machines					
Operate machines					
Clean up work area and maintain machine					
Total					
					/220

Add your responses and total your score. Compare your results with the scoring scale below to determine your likelihood of being assessed through the Prior Learning Assessment & Recognition PLAR process.

Scoring Scale	
(75% - 100%)	You are a good candidate to proceed with the PLAR process. Please review this guide and discuss next steps with the PLAR Advisor or the Assessor
(65% - 74%)	You may need additional learning to be successful in completing the PLAR process. Please discuss with the PLAR Advisor or the Assessor.
Less than 65%)	You are unlikely to be successful in completing the PLAR process.

You have completed and scored the Self-Assessment Checklist.

If you scored 75% or higher (45 to 60) on the Self-Assessment Checklist, you may consider demonstrating your prior learning

Please discuss your Self-Assessment Checklist results with the course instructor or the PLAR Advisor or the Assessor