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SELF ASSESSMENT GUIDE

Qualification:	JEWELRY MAKING (Fine Jewelry) NC II		
Units of Competency Covered:	<ul style="list-style-type: none"> • FABRICATE BASIC JEWELRY COMPONENTS • POLISH JEWELRY • PLATE JEWELRY • PERFORM RUBBER MOLD MAKING 		
Instruction:			
<ul style="list-style-type: none"> • Read each of the questions in the left-hand column of the chart. • Place a check in the appropriate box opposite each question to indicate your answer. 			
Can I?	YES	NO	
COC 1: FABRICATE BASIC JEWELRY COMPONENTS			
• Clean and store work area, tools and equipment *			
• Use personal protective equipment (PPE) *			
• Demonstrate knowledge on calculation and measurements *			
• Identify and establish components and basic jewelry fabrication requirements based from predetermined specifications*			
• Select and obtain tools, equipment, materials and consumables with appropriate person/s *			
• Prepare and perform fabrication techniques*			
• Check fabricated items for quality and to ensure construction conforms with required specifications*			
• Rework/retouch defective items *			
• Check finished product for quality, dimension and construction in accordance with client's specifications *			
• Notify work completion to appropriate person/s*			
COC 2: POLISH JEWELRY			
• Identify jewelry polishing requirements*			
• Confirm and clarify with appropriate persons the required finish specifications and outcomes*			
• Prepare materials and consumables for polishing jewelry*			
• Check and return defective tools, machineries and equipment to issuing personnel*			

• Polish jewelry items*		
• Complete jewelry polishing documentation procedures*		
• Collect and store shavings/excess materials*		
COC 3: PLATE JEWELRY		
• Identify plating jewelry requirements based from predetermined specification*		
• Select and obtain materials, consumables, tools, machineries and equipment appropriate to job requirements*		
• Perform applicable plating techniques to produce the required specifications using safe operating practices and personal protective equipment*		
• Wash and dry plated jewelry to required specifications*		
• Check quality finish product for color consistency*		
• Package and store finished items*		
• Notify work completion to appropriate person/s*		
• Observe safe work practices and procedures*		
COC 4: PERFORM RUBBER MOLD MAKING		
• Prepare materials, consumables, tools and equipment*		
• Prepare/cut uncured rubber sheets to the required dimensions*		
• Pack sprued prototype metal with cut cleaned-uncured rubber sheet and placed inside the aluminum mold frame*		
• Vulcanize mold frame*		
• Cut rubber mold*		
• Produce wax pattern*		
• Check wax pattern for defects and undertake measures to rectify defects*		
• Clean and prepare wax pattern for sprueing*		
I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.		
Candidate's Name & Signature	Date:	