

Model Curriculum

Polisher and Cleaner

Polisher and Cleaner

SECTOR: **Gem & Jewellery**
SUB-SECTOR: **Handmade Gold and Gems-Set Jewellery**
OCCUPATION: **Polishing and Cleaning**
REFERENCE ID: **G&J/Q0701, Version 1.0**
NSQF LEVEL: **3**

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Polisher and Cleaner

CURRICULUM

This program is aimed at training candidates for the job of a “Polisher and Cleaner”, in the “Gem & Jewellery” Sector and aims at building the following key competencies amongst the learner

Program Name	Polisher and Cleaner		
Qualification Pack Name & Reference ID.	Polisher and Cleaner G&J/Q0701, Version 1.0		
Version No.	1.0	Version Update Date	14 – 12 – 2015
Pre-requisites to Training	Preferably 10 th Standard Passed		
Training Outcomes	<p>After completing this programme, participants will be able to:</p> <ul style="list-style-type: none"> • Polish, clean and finish the jewellery: Finishing the jewellery frame and cleaning it in order to give it the look that the design requires. • Maintain IPR and respect copyright: Respecting intellectual property rights of company’s products and designs to avoid infringement. • Coordinate with co-workers: Encouraging artisan to work as a team and multitask and communicate with colleagues. • Maintain safe work environment: Familiarising artisan towards potential hazards in order to make work environment safe for everyone. 		

This course encompasses 4 out of 4 National Occupational Standards (NOS) of “Polisher and Cleaner” Qualification Pack issued by “Gem & Jewellery Skill Council of India”.

Sr. No.	Module	Theory Duration (hh:mm)	Practical Duration (hh:mm)	Key Learning Outcomes	Corresponding NOS Code	Equipment Required
1	Polish, clean and finish the jewellery	05:00	40:00	<ul style="list-style-type: none"> • To operate usage of magnetic tumbler. • To operate usage of vibrator. • To learn usage of brass brush for complex pieces. • To learn usage and operation of vacuum bench polishing machines. • To learn usage and operation of ultrasonic cleaner. • To dry pieces using centrifuge process. 	G&J/N0701	Magnetic tumbler, vibrator, brass brush, soapy water, ultrasonic cleaner, sodium bicarbonate, cleaning solutions for various machines, pins, hand



				<ul style="list-style-type: none"> • To learn usage of motor buff and various polishing compounds such as Tripoli, rouge, buffing materials. • To control loss of precious metal. • To tally precious metal usage. • To understand changing dimensions of components used in chain making pre and post pressing as per design. • To give desired finishes to jewellery. • To have knowledge of different kinds of finishes. • To identify defects such as filing defects and tool marks. • To identify defects in machinery used to polish and clean jewellery. 		<p>motor buff, rouge, polishing compounds, vacuum polishing machine, selvet cloth, gloves, masks, goggles, masking tapes, sand blasting machines and 10X loupe.</p>
2	Maintain IPR and respect copyright	01:00	00:30	<ul style="list-style-type: none"> • To have firm understanding of what is Intellectual Property Rights. • To have knowledge of basic IPR and patent laws. • To know company policies related to IPR. • To understand and know action of what to do in case of violation of IPR rules. • To understand what all IPR is inclusive of. • To understand direct relation of IPR violation and its effect on company's competitiveness in market. • Prevention and protection of manufacturing techniques practised in the company. 	G&J/N9910	



3	Coordinate with co-workers	01:00	01:00	<ul style="list-style-type: none"> To know the reporting structure. To coordinate with various departments as required for e.g. Inventory control for new tools, repair of old tools. To have smooth working with colleagues of other departments such as frame making, polishing, setters etc. To learn sharing of workload. 	G&J/N9912	
4	Maintain safe work environment	01:00	00:30	<ul style="list-style-type: none"> To maintain personal hygiene. To maintain cleanliness of bench and tools. To avoid accidents while using machines, sharp tools gas torches, acids from pickling tank. To report electrical problems. 	G&J/N9914	Gloves, masks, goggles
Total Duration:		<u>08:00</u>	<u>42:00</u>	Unique Equipment Required: Magnetic tumbler, vibrator, brass brush, soapy water, ultrasonic cleaner, sodium bicarbonate, cleaning solutions for various machines, pins, hand motor buff, rouge, polishing compounds, vacuum polishing machine, selvet cloth, gloves, masks, goggles, masking tapes, sand blasting machines and 10X loupe.		

Grand Total Course Duration: **50 Hours 00 Minutes**

(This curriculum has been approved by Gem & Jewellery Skill Council of India)



Annexure1: Assessment Criteria

Assessment Criteria for Polisher and Cleaner	
Job Role	Polisher and Cleaner
Qualification Pack	G&J/Q0701, Version 1.0
Sector Skill Council	Gem & Jewellery Skill Council of India

Sr. No.	Guidelines for Assessment
1	Criteria for assessment for each Qualification Pack has been created by the Sector Skill Council. Each Performance Criteria (PC) has been assigned marks proportional to its importance in NOS. SSC has laid down proportion of marks for Theory and Skills Practical for each PC.
2	The assessment for the theory part must be based on knowledge bank of questions created by the SSC.
3	Assessment agencies will create unique practical tests for skill evaluation in consultation with GJSCI for candidates at every examination/training centre. (as per assessment criteria below). Behaviour and attitude also must be assessed while the student is performing the practical.
4	To pass this Qualification Pack, every candidate should score a minimum of 50% in theory and 70% in practical to successfully clear the assessment.

ASSESSMENT OUTCOME (NOS CODE AND DESCRIPTION)	Assessment criteria (PC)	Total Marks (60+40)	Out of	Marks Allocation	
				Theory	Skills Practical
1.G&J/N0701 Polish, clean and finish the jewellery	PC1. achieve finish as per design requirement with minimum gold loss and damage	75	12	2	10
	PC2. avoid accidents while buffing and using acids for cleaning.		10	2	8
	PC3. maintain precious-metal loss as per company's loss margin policy		12	2	10
	PC4. conduct regular dust cleaning process and methodology as prescribed by company		10	2	8
	PC5. Maintain accounts and related documentation		3	0	3
	PC6. make timely delivery to next process		3	0	3



	PC7. polish number of frames and components as per target deliverable and of design quality		2	0	2
	PC8. deliver defect free and evenly finished jewellery		8	0	8
	PC9. achieve minimum damage after polishing and cleaning process		10	2	8
	PC10. deliver maximum number of QC-okayed frame or component		2	0	2
	PC11. deliver complete product on time by reporting problems faced or anticipated well in advance		3	0	3
		NOS Total	75	10	65
2.G&J/N9910 Maintain IPR and respect copyright	PC1. Spot plagiarism and report	9	4	2	2
	PC2. understand rationale of patents and IPR		3	1	2
	PC3. avoid being involved in IPR violations		2	1	1
		NOS Total	9	4	5
3. G&J/ N 9912 Coordinate with co-workers	PC1. Understand the work output requirements	8	2	1	1
	PC2. Understand company policy and rule		2	1	1
	PC3. Deliver quality work on time as required by reporting any anticipated reasons for delays		1	0	1
	PC4. Put team over individual goals		1	0	1
	PC5. resolve conflicts and multi-task		2	1	1
		NOS Total	8	3	5



4. G&J/ N9914 Maintain safe work environment	PC1. Spot and report potential hazards on time	8	4	2	2
	PC2. Follow company policy and rules regarding use of hazardous materials		2	0	2
	PC3. Deliver quality work on time as required by reporting any anticipated reasons for delays		2	1	1
		NOS Total	8	3	5
		QP Total	100	20	80



Annexure2: Trainer Prerequisites for Job role: “Polisher and Cleaner” mapped to Qualification Pack: “Polisher and Cleaner”

Sr. No.	Area	Details
1	Job Description	To deliver accredited training service, mapping to the curriculum detailed above, in accordance with the Qualification Pack “ <u>G&J/Q0701, Version 1.0</u> ”
2	Personal Attributes	Aptitude for conducting training, and pre/post work to ensure competent, employable candidates at the end of the training. Strong communication skills, interpersonal skills, ability to work as part of a team; a passion for quality and for developing others; well-organised and focused, eager to learn and keep oneself updated with the latest in the mentioned field.
3	Minimum Educational Qualifications	Minimum 10th Standard Passed
4a	Domain Certification	Certified for Job Role: Polisher and Cleaner mapped to QP: Polisher and Cleaner. Minimum accepted score as per SSC guidelines is 75% on the SSC prescribed online theory assessment test developed from a question bank
4b	Platform Certification	Recommended that the Trainer is certified for the Job Role: “Trainer”, mapped to the Qualification Pack: “SSC/1402”. Minimum accepted score for the trainers is 75% as per respective SSC guidelines.
5	Experience	Minimum of 3-year experience at Supervisor or Team Leader or Manager level.

Certificate

CURRICULUM COMPLIANCE TO QUALIFICATION PACK – NATIONAL OCCUPATIONAL STANDARDS

is hereby issued by the

GEM & JEWELLERY SECTOR SKILL COUNCIL OF INDIA

for the


MODEL CURRICULUM

Complying to National Occupational Standards of
Job Role/ Qualification Pack: 'Handmade Gold and Gems-set Jewellery – Polisher and Cleaner'
QP No. 'G&J/Qo701 NSQF Level 3'

Date of Issuance: December 14th, 2015

Valid up to: December 13th, 2016

* Valid up to the next review date of the Qualification Pack


Mr. Premkumar Kothari
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