

## QUALIFICATIONS PACK - OCCUPATIONAL STANDARDS FOR GEMS & JEWELLERY INDUSTRY

### What are Occupational Standards(OS)?

- OS describe what individuals need to do, know and understand in order to carry out a particular job role or function
- OS are performance standards that individuals must achieve when carrying out functions in the workplace, together with specifications of the underpinning knowledge and understanding

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### Contents

1. Introduction and Contacts..... P1
2. Qualifications Pack ..... P2
3. OS Units..... P3
4. Glossary of Key Terms.....P20
5. Nomenclature of QP& NOS.....P22

## Introduction

### Qualifications Pack – Final Quality Inspector (Cast Jewellery)

**SECTOR: GEMS & JEWELLERY**

**SUB-SECTOR:** Cast and Diamonds-Set Jewellery

**OCCUPATION:** Quality Checking

**REFERENCE ID:** G&J/Q3501

**ALIGNED TO:** NCO-2004/ NIL

**Final Quality Inspector:** Also known as ‘Quality Checker’, the Final Quality Inspector is responsible for allowing the finished jewellery piece to be shipped out to customer, after having checked quality parameters thoroughly. It is an important job role.

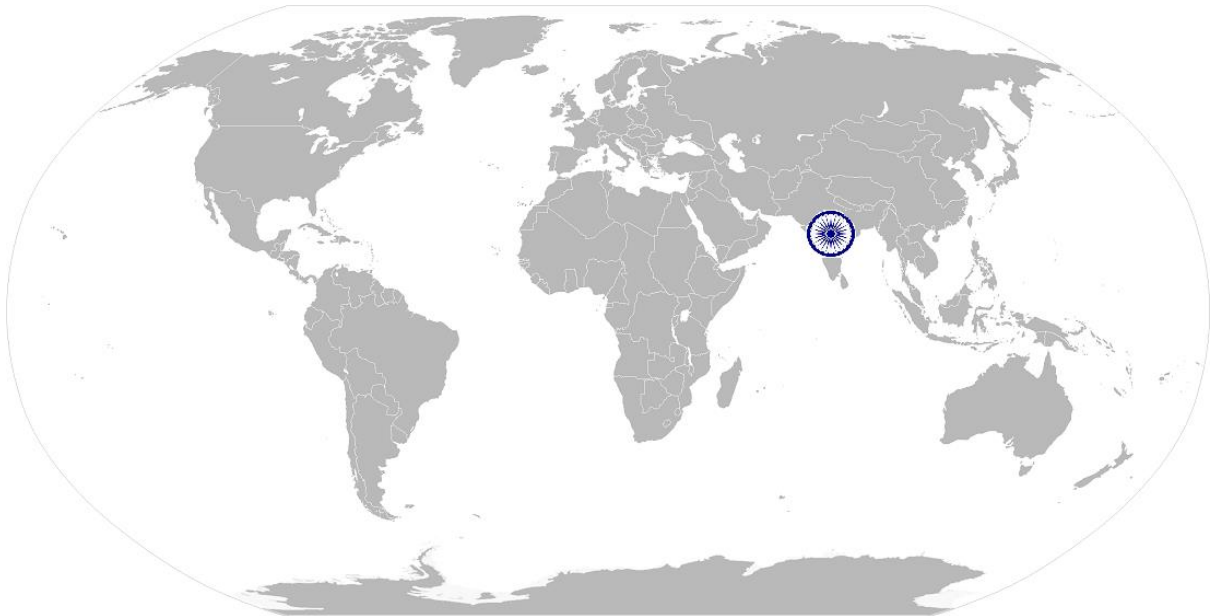
**Brief Job Description:** The individual at work ensures that the jewellery piece manufactured is as per design and defect-free before allowing it to be dispatched to the customer.

**Personal Attributes:** The job requires the individual to have: attention to details; good eyesight; steady hands; ability to communicate to bench workers and supervisors and creativity to work processes.

<b>Qualifications Pack Code</b>	<b>G&amp;J/Q3501</b>		
<b>Job Role</b>	<b>Final Quality Inspector</b>		
<b>Credits(NSQF)</b>	<b>TBD</b>	<b>Version number</b>	<b>1.0</b>
<b>Sector</b>	<b>Gems &amp; Jewellery</b>	<b>Drafted on</b>	<b>29/05/13</b>
<b>Sub-sector</b>	<b>Cast and Diamond-set Jewellery</b>	<b>Last reviewed on</b>	<b>13/08/14</b>
<b>Occupation</b>	<b>Quality Checking</b>	<b>Next review date</b>	<b>12/08/14</b>

<b>Job Role</b>	<b>Final Quality Inspector</b> Also known as 'Quality Checker'
<b>Role Description</b>	Checking finished jewellery for defects related to workmanship, utility of wearing and design match before allowing it to be tagged and labelled for dispatch to customer
<b>NVEQF/NVQF level</b>	5
<b>Minimum Educational Qualifications</b>	Minimum: 10 <sup>th</sup> Standard passed
<b>Maximum Educational Qualifications</b>	
<b>Training</b>	Not applicable
<b>Experience</b>	Minimum 3 years in jewellery manufacturing
<b>Applicable National Occupational Standards (NOS)</b>	<p><b>Compulsory:</b></p> <ol style="list-style-type: none"> <li><a href="#">G&amp;J/N3501 Check quality of jewellery before dispatch</a></li> <li><a href="#">G&amp;J/N9901 Respect and maintain IPR</a></li> <li><a href="#">G&amp;J/N9902 Coordinate with others</a></li> <li><a href="#">G&amp;J/N9905 Maintain occupational health and safety</a></li> </ol> <p><b>Optional:</b> Not applicable</p>
<b>Performance Criteria</b>	As described in the relevant OS units

# National Occupational Standard



## Overview

This unit is about the final step in cast and diamond-set jewellery manufacturing, i.e., checking the manufactured jewellery piece for any defects related to design mismatch, finish, workmanship and utility of wearing, before allowing it to be dispatched to customer.

**G&J/N3501**

**Check quality of jewellery before dispatch**

National Occupational Standard

<b>Unit Code</b>	<b>G&amp;J/N3501</b>
<b>Unit Title (Task)</b>	<b>Check quality of jewellery before dispatch</b>
<b>Description</b>	This OS unit is about ensuring that the jewellery dispatched to customer is defect-free
<b>Scope</b>	<p>The unit/ task covers the following:</p> <ul style="list-style-type: none"> <li>• Receive jewellery from Supervisor or directly from production department</li> <li>• Check quality of jewellery piece for defects related to</li> <li>• Return checked jewellery</li> <li>• Report problems arising from anticipated delays that may adversely affect delivery</li> </ul>
<b>Performance Criteria(PC) w.r.t. the Scope</b>	
<b>Element</b>	<b>Performance Criteria</b>
<b>Quality checking</b>	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. receive jewellery from the Supervisor or directly from production department for checking</p> <p>PC2. receive jewellery from the Supervisor or directly from production department for rechecking, after defects have been rectified</p> <p>PC3. check design number of jewellery as per job sheet</p> <p>PC4. understand details of the design in terms of gold weight; types of diamonds/gemstones, their size and weight and finish of overall jewellery</p> <p>PC5. check mismatch with design</p> <p>PC6. check filing defects, e.g., no rough edges or uneven surface</p> <p>PC7. check polishing, e.g., finish matt or plain or shiny</p> <p>PC8. check linking and soldering, e.g., loose links or durability, gaps</p> <p>PC9. check rhodium or plating, e.g., uneven colour or not matching design</p> <p>PC10. check sizing, e.g., size of jewellery, components or stones not matching design</p> <p>PC11. check setting, e.g., securely fixed stones and placed correctly in collet</p> <p>PC12. check casting, e.g., porosity, blisters, bubbles and cracks</p> <p>PC13. check aesthetic look of the jewellery as per the design requirement</p> <p>PC14. check utility, e.g., clip proper or not</p> <p>PC15. check cleaning, e.g., near joints</p> <p>PC16. check quality of diamond/gemstone quality as per job sheet</p> <p>PC17. weigh the jewellery piece</p> <p>PC18. check any loose pieces or stones should be returned to Production Manager</p> <p>PC19. accurately identify all defects so that the customer gets a defect-free jewellery piece</p> <p>PC20. report to Supervisor or Production Department with details of defects to be rectified</p> <p>PC21. document defects and jewellery specifications</p> <p>PC22. identify recurring defects in order to improve processes and productivity</p>

**G&J/N3501**

**Check quality of jewellery before dispatch**

<b>Achieving productivity</b>	To be competent, the user/individual on the job must be able to: PC1. check targeted number of jewellery pieces for quality PC2. send maximum number of pieces for dispatch by working closely with production department
<b>Handling problems</b>	To be competent, the user/individual on the job must be able to: PC3. anticipate problems well in advance in order to rectify it and deliver complete product on time
<b>Knowledge and Understanding (K)</b>	
<b>A. Organizational Context</b> (Knowledge of the company / organization and its processes)	The individual on the job needs to know and understand: KA1. company's policies on: delivery timelines; safety and hazards; integrity and IPR; and personnel management KA2. work flow involved in company's jewellery manufacturing process KA3. importance of the individual's role in the workflow KA4. reporting structure
<b>B. Technical Knowledge</b>	The individual on the job needs to know and understand: KB1. jewellery quality parameters in different market and customer preferences KB2. different types of precious metal alloys, diamonds and gemstones (4Cs) KB3. thoroughly, the jewellery making process of the organisation KB4. stage-wise defects KB5. utility aspects of each type of jewellery product KB6.
<b>Skills (S) [Optional]</b>	
<b>A. Core Skills/ Generic Skills</b>	<b>Basic reading and writing skills</b>
	The user/individual on the job needs to know and understand how: SA1. to read notes and put notes on design SA2. to document defects or job sheet
	<b>Measuring and geometry skills</b>
	The user/individual on the job needs to know and understand how: SA3. to assess symmetry of jewellery piece SA4. to assess flexibility of jewellery piece
<b>B. Professional Skills</b>	<b>Teamwork and multitasking</b>
	The individual on the job needs to know and understand how: SA5. to deliver jewellery to next work process on time
<b>B. Professional Skills</b>	<b>Communication skills</b>
	The individual on the job needs to know and understand how to: SB1. convey the defect to production department or supervisor for corrective action to be taken SB2. inform about design defects effectively SB3. address quality concerns raised by others, e.g., Tagger and Labeller, Production Manager or Supervisor

**G&J/N3501**

**Check quality of jewellery before dispatch**

	<b>Decision making skills</b>
	The individual on the job needs to know and understand: SB4. different quality parameters for products, clients, markets and accept or reject the finished products accordingly
	<b>Using tools and machines</b>
	The user/individual on the job needs to know and understand how: SB5. to use eye glass/optivisor or lights for checking quality SB6. to use weighing machine SB7. to use scoop and forceps to lift small jewellery pieces SB8. to use hand gloves in order to deliver scratch free or clean products SB9. to work in a safe environment, i.e., without injuries
	<b>Reflective thinking</b>
	The user/individual on the job needs to know and understand how to: SB10. work in sitting position for long hours with correct posture SB11. maintain clean work environment and organise tools for ease of use
	<b>Critical thinking</b>
The user/individual on the job needs to know and understand how: SB12. to spot process disruptions and delays	



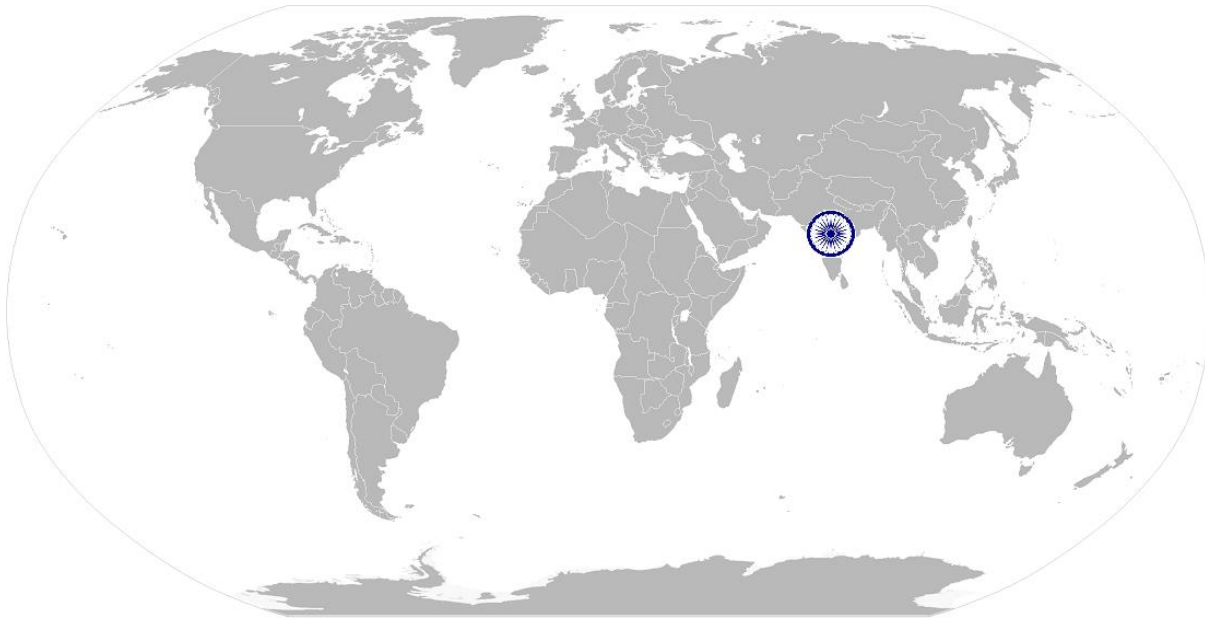


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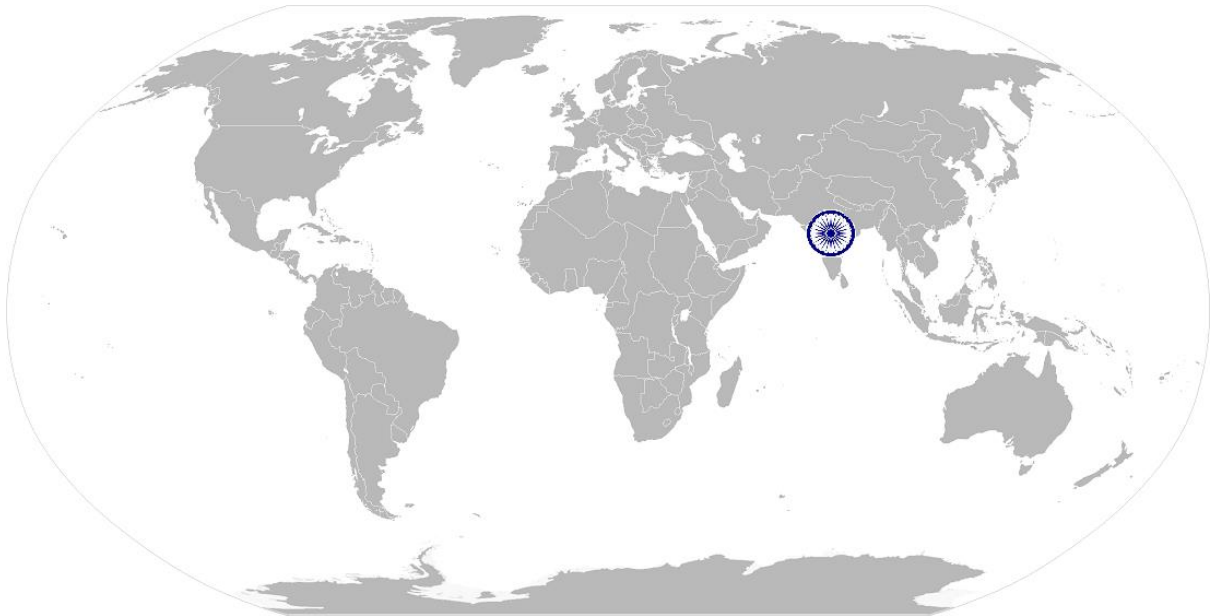
**Check quality of jewellery before dispatch**

**NOS Version Control**

<b>NOS Code</b>	<b>G&amp;J/N3501</b>		
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# National Occupational Standard



## Overview

This unit is about respecting intellectual property rights of the company's products and designs as well as avoiding infringement on IPR of other companies.



**G&J/N9901**

**Respect and maintain IPR**

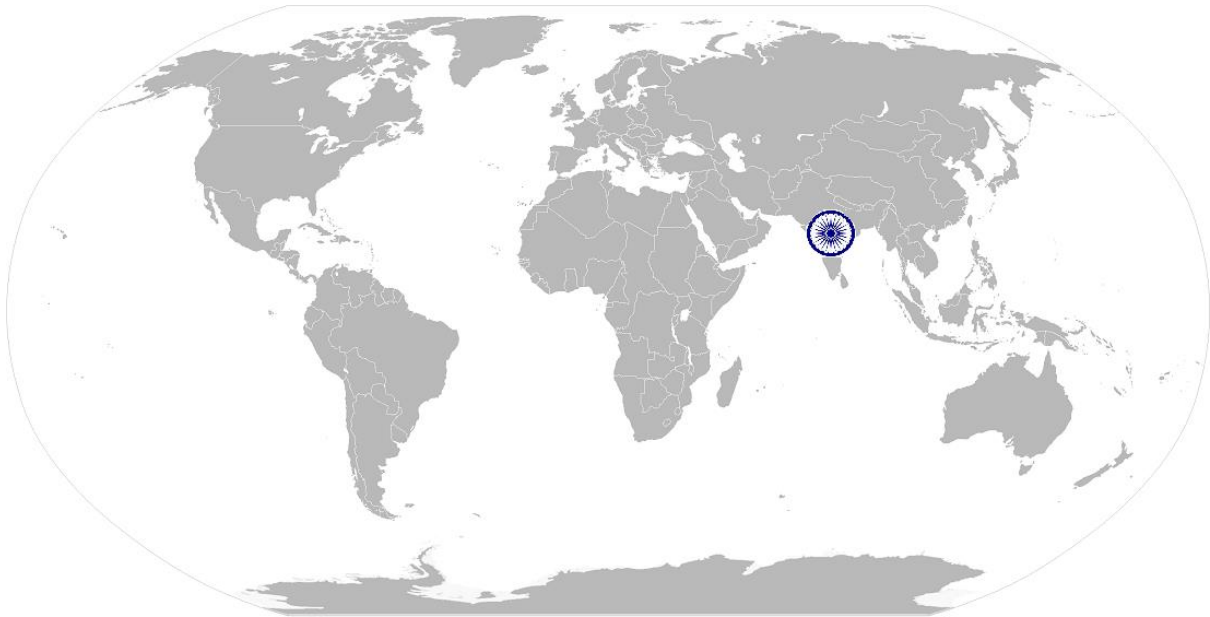
National Occupational Standard

<b>Unit Code</b>	<b>G&amp;J/N9901</b>
<b>Unit Title (Task)</b>	<b>Maintain IPR of company and respect IPR of other companies</b>
<b>Description</b>	This OS unit is about protecting company's IPR and avoiding infringement to IPR of other companies
<b>Scope</b>	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> <li>Protect company's Intellectual Property Rights (IPR)</li> <li>Avoid infringement to IPR of other companies</li> </ul>
<b>Performance Criteria(PC) w.r.t. the Scope</b>	
<b>Element</b>	<b>Performance Criteria</b>
<b>Respecting and Maintaining IPR</b>	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. prevent leak of new designs to competitors by reporting on time</p> <p>PC2. be aware of any of company's product or design patents</p> <p>PC3. report IPR violations observed in the market, to supervisor or company heads</p> <p>PC4. read copyright clause of the material published on the internet and any other printed material</p> <p>PC5. consult supervisor or senior management when in doubt about using publicly available information</p> <p>PC6. report any infringement observed in the company</p> <p>PC7. spot plagiarism and report</p> <p>PC8. understand significance of patents and IPR</p> <p>PC9. avoid being involved in IPR violations</p>
<b>Knowledge and Understanding (K)</b>	
<b>B. Organizational Context</b>	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. company's policies on IPR and plagiarism</p> <p>KA2. reporting structure</p> <p>KA3. company's unique product range</p>
<b>B. Technical Knowledge</b>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. patents and IPR laws</p> <p>KB2. how IPR protection is important for competitiveness of a company</p>
<b>Skills (S) [Optional]</b>	
<b>C. Core Skills/ Generic Skills</b>	<b>Communication skills</b>
	<p>The user/ individual on the job needs to know and understand how to:</p> <p>SA1. effectively communicate any observed IPR violations or order leaks</p>
<b>D. Professional Skills</b>	<b>Decision making</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA1. report potential sources of violations</p>

**G&J/N9901**

**Respect and maintain IPR**

	<b>Reflective thinking</b>
	The user/individual on the job needs to know and understand to: SA2. learn from past mistakes and report IPR violations on time
	<b>Critical thinking</b>
	The user/individual on the job needs to know and understand how to: SA3. spot signs of violations and alert authorities in time

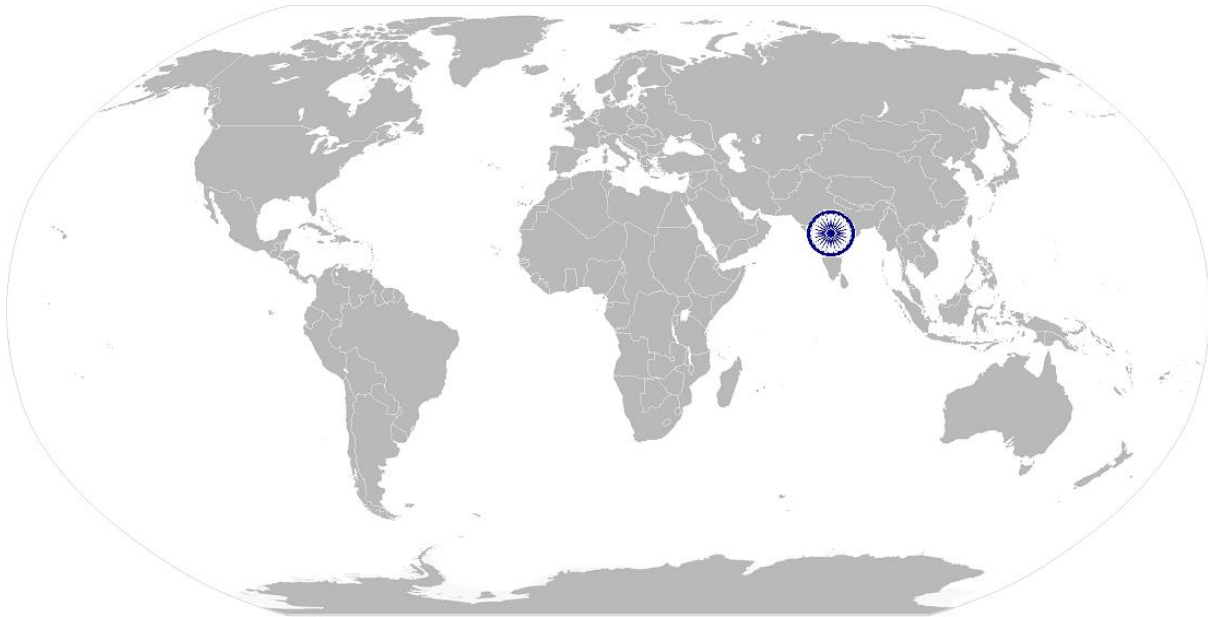


**G&J/N9901**

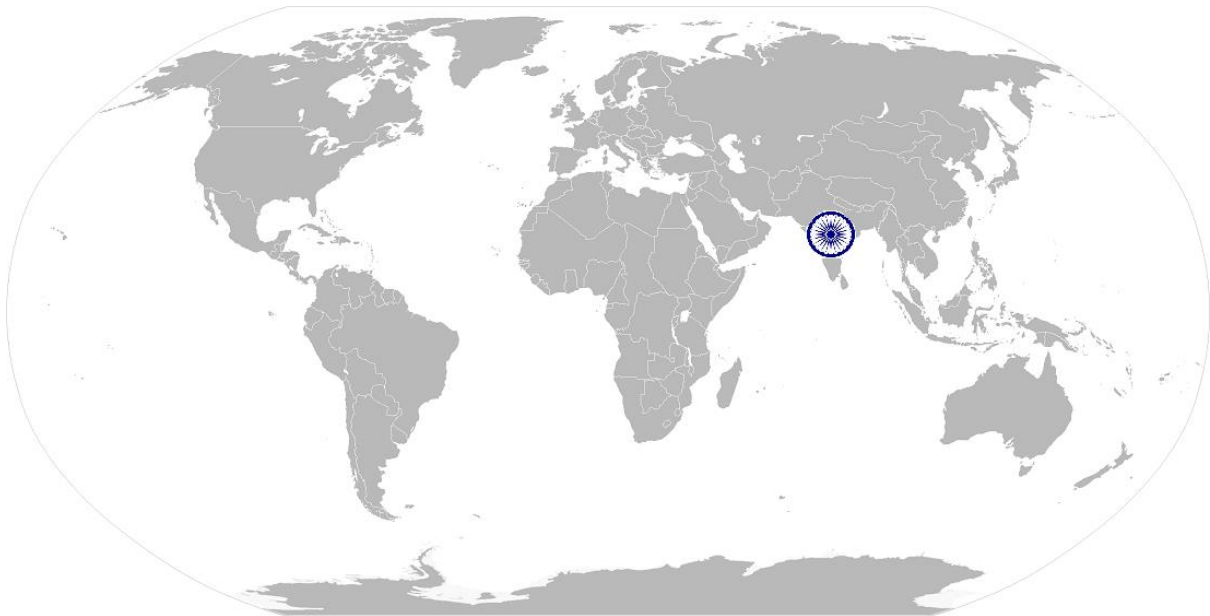
**Respect and maintain IPR**

## **NOS Version Control**

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<b>Industry Sub-sector</b>	<b>Cast and Diamond-set Jewellery</b>	<b>Last reviewed on</b>	<b>13/08/14</b>
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# National Occupational Standard



## Overview

This unit is about team work and level of communication with colleagues or clients. It determines the ability to work as a team member, share work and multi-task in order to achieve the deliverables on schedule.

**G&J/N9902**

**Coordinate with others**

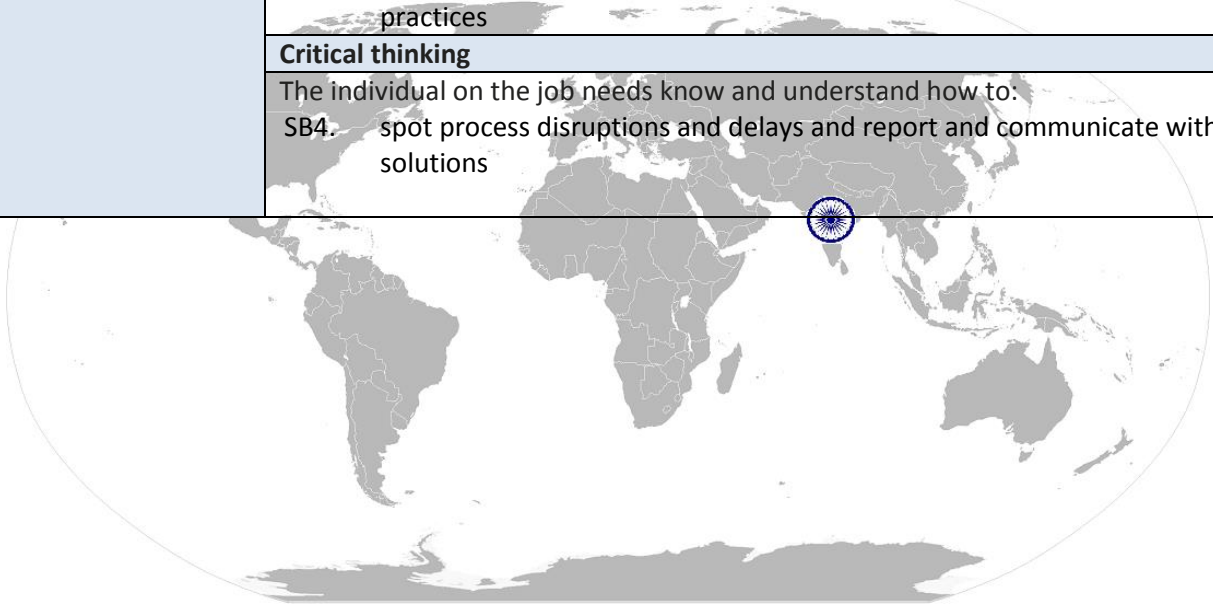
National Occupational Standard

<b>Unit Code</b>	<b>G&amp;J/N9902</b>
<b>Unit Title (Task)</b>	<b>Interact with colleagues and seniors</b>
<b>Description</b>	This OS unit is about communicating with colleagues and seniors in order to achieve smooth and hazard-free work flow
<b>Scope</b>	This unit/task covers the following: <ul style="list-style-type: none"> <li>• Interact with supervisor</li> <li>• Interact with colleagues within and outside the department</li> </ul>
<b>Performance Criteria(PC) w.r.t. the Scope</b>	
<b>Element</b>	<b>Performance Criteria</b>
<b>Interaction with supervisor</b>	To be competent, the user/individual on the job must be able to: <ul style="list-style-type: none"> <li>PC1. receive work instructions and raw materials from reporting supervisor</li> <li>PC2. communicate to reporting supervisor about process-flow improvements, product defects received from previous process, repairs and maintenance of tools and machinery as required</li> <li>PC3. communicate any potential hazards or expected process disruptions</li> <li>PC4. handover completed work to supervisor</li> <li>PC5. understand the work output requirements</li> <li>PC6. comply with company policy and rule</li> <li>PC7. deliver quality work on time as required by reporting any anticipated reasons for delays</li> </ul>
<b>Interactions with colleagues and other departments</b>	To be competent, the user/individual on the job must be able to: <ul style="list-style-type: none"> <li>PC8. work as a team with colleagues and share work as per their or own work load and skills</li> <li>PC9. work with colleagues of other departments</li> <li>PC10. communicate and discuss work flow related difficulties in order to find solutions with mutual agreement</li> <li>PC11. receive feedback from qc and rework in order to complete work on time</li> <li>PC12. put team over individual goals</li> <li>PC13. be able to resolve conflicts</li> <li>PC14. learn how to multi-task relevant activities</li> </ul>
<b>Knowledge and Understanding (K)</b>	
<b>A. Organizational Context</b>	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> <li>KA1. company's policies on: preferred language of communication, reporting and escalation policy, quality delivery standards, and personnel management</li> <li>KA2. reporting structure</li> </ul>
<b>B. Technical Knowledge</b>	The user/individual on the job needs to know and understand how to: <ul style="list-style-type: none"> <li>KB1. communicate effectively</li> <li>KB2. build team coordination</li> </ul>

**G&J/N9902**

**Coordinate with others**

<b>Skills (S) [Optional]</b>	
<b>A. Core Skills/ Generic Skills</b>	<b>Communication skills</b>
	The individual on the job needs to know and understand how to: SA1. read and write preferred language of communication as prescribed by the company SA2. read job sheets and interpret technical details mentioned in the jobsheet
<b>B. Professional Skills</b>	<b>Decision making</b>
	The individual on the job needs to know and understand: SB1. how to spot and communicate potential areas of disruptions to work process and report the same SB2. when to report to supervisor and when to deal with a colleague individually, depending on the type of concern
	<b>Reflective thinking</b>
	The individual on the job needs to know and understand how to: SB3. improve work processes by interacting with others and adopting best practices
	<b>Critical thinking</b>
The individual on the job needs know and understand how to: SB4. spot process disruptions and delays and report and communicate with solutions	



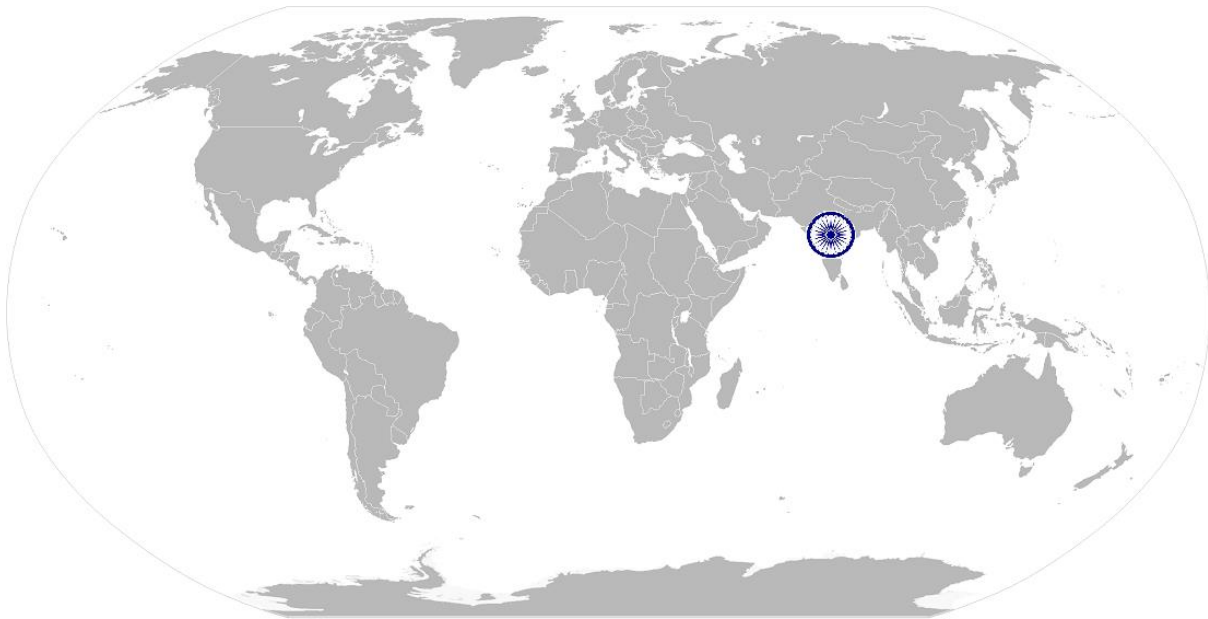


**G&J/N9902**

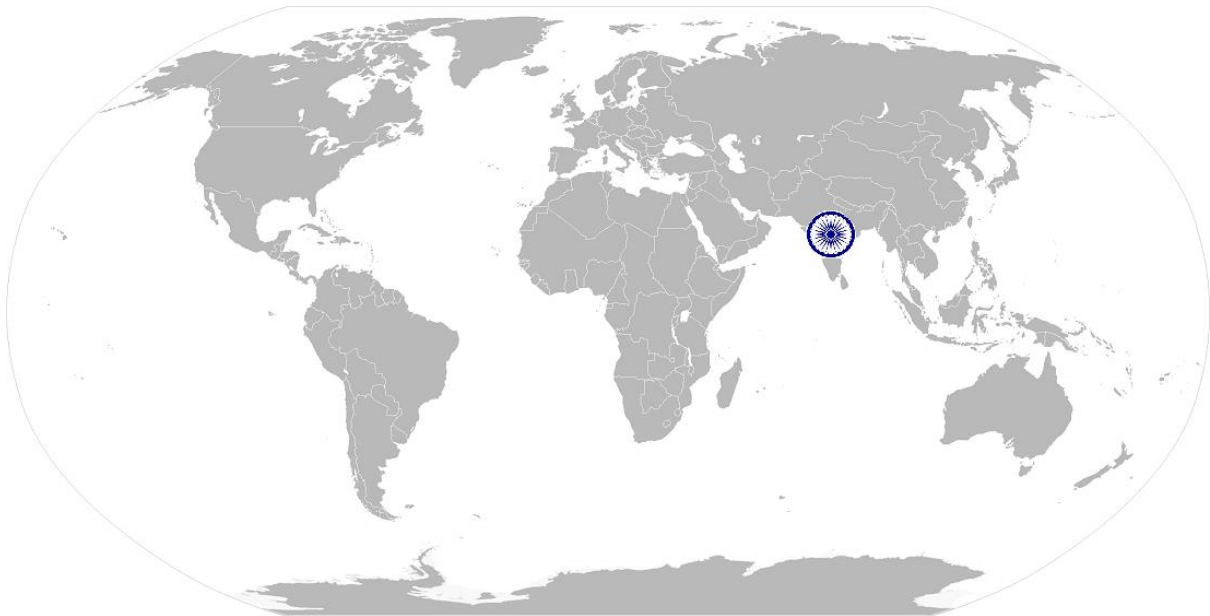
**Coordinate with others**

## **NOS Version Control**

<b>NOS Code</b>	<b>G&amp;J/N9902</b>		
<b>Credits(NSQF)</b>	<b>TBD</b>	<b>Version number</b>	<b>1.0</b>
<b>Industry</b>	<b>Gems &amp; Jewellery</b>	<b>Drafted on</b>	<b>29/05/13</b>
<b>Industry Sub-sector</b>	<b>Cast and diamond-set jewellery</b>	<b>Last reviewed on</b>	<b>13/08/14</b>
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# National Occupational Standard



## Overview

This unit is about commitment towards reporting potential hazards, taking preventive measures to contain accidents in order to make the work environment safe for self and colleagues and maintaining occupational health and safety.

**G&J/N9905**

**Maintain occupational health and safety**

National Occupational Standard

<b>Unit Code</b>	<b>G&amp;J/N9905</b>
<b>Unit Title (Task)</b>	<b>Maintain occupational health and safety</b>
<b>Description</b>	This OS unit is about being aware of, communicating and taking steps towards minimizing potential hazards and dangers of accidents on the job and maintaining occupational health and safety
<b>Scope</b>	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> <li>• Understand potential sources of accidents</li> <li>• Use safety gear to avoid accidents</li> <li>• Actively participate in the health and safety awareness campaigns</li> <li>• Communicate to reporting supervisor about:</li> </ul>
<b>Performance Criteria(PC) w.r.t. the Scope</b>	
<b>Element</b>	<b>Performance Criteria</b>
<b>Communicating potential accident points</b>	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. understand potential sources of accidents in order to avoid accidents related to use of potentially dangerous chemicals, sharp tools, hazards from machines and other equipment such as heating lamps</p> <p>PC2. spot and report potential hazards on time</p> <p>PC3. follow company policy and rules regarding use of hazardous materials</p> <p>PC4. attend and actively participate in the health and safety campaigns organised by the company</p> <p>PC5. Process flow improvements that can reduce anticipated or repetitive hazards</p> <p>PC6. Mishandling of tools, machines or hazardous materials</p> <p>PC7. Electrical problems that could result in accident</p>
<b>Using safety gear</b>	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC8. use or wear safety gear as per the rules of the company</p> <p>PC9. attend fire drills organised by the company or industrial zone</p> <p>PC10. learn first aid procedure</p> <p>PC11. be alert about designated assembly area in the event of an emergency</p> <p>PC12. read and understand the evacuation and emergency procedures</p>
<b>Knowledge and Understanding (K)</b>	
<b>A. Organizational Context</b>	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. company's policies on: safety and hazards and personnel management</p> <p>KA2. reporting structure</p>
<b>B. Technical Knowledge</b>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. how different chemicals react and what could be the danger from them</p> <p>KB2. how to use machines and tools without suffering bodily harm</p>

**G&J/N9905**

**Maintain occupational health and safety**

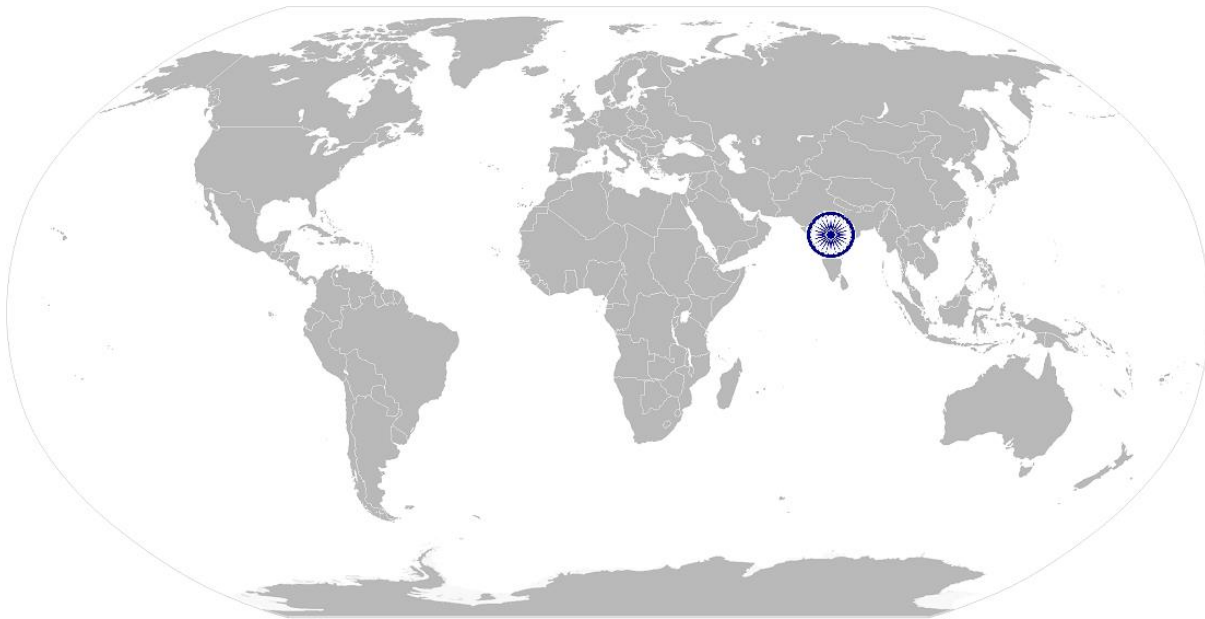
<b>Skills (S) [Optional]</b>	
<b>A. Core Skills/ Generic Skills</b>	<b>Communication skills</b> The individual on the job needs to know and understand how to: SA1. effectively communicate the danger
	<b>Organising skills</b> The individual on the job needs to know and understand how to: SA2. keep all the tools in an organised manner so as to avoid accidents SA3. keep the work environment safe and clean
	<b>B. Professional Skills</b>
	<b>Decision making</b> The individual on the job needs to know and understand how to: SB1. report potential sources of danger SB2. follow prescribed procedure in the event of an accident SB3. wear appropriate safety gear to avoid an accident
	<b>Reflective thinking</b> The individual on the job needs to know and understand to: SB4. learn from past mistakes regarding use of hazardous machines or chemicals
	<b>Critical thinking</b> The individual on the job needs to know and understand how to: SB5. spot dangers
	<b>Decision making</b> The individual on the job needs to know and understand how to: SB6. report potential sources of danger SB7. follow prescribed procedure in the event of an accident SB8. wear appropriate safety gear to avoid an accident

**G&J/N9905**

**Maintain occupational health and safety**

**NOS Version Control**

<b>NOS Code</b>	<b>G&amp;J/N9905</b>		
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Definitions

Keywords /Terms	Description
Sector	Sector is a conglomeration of different business operations having similar business and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
Sub-sector	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
Occupation	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.
Function	Function is an activity necessary for achieving the key purpose of the sector, occupation, or an area of work, which can be carried out by a person or a group of persons. Functions are identified through functional analysis and form the basis of OS.
Sub-function	Sub-functions are sub-activities essential to fulfil the achieving the objectives of the function.
Job role	Job role defines a unique set of functions that together form a unique employment opportunity in an organisation.
Occupational Standards (OS)	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the knowledge and understanding they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
Performance Criteria	Performance criteria are statements that together specify the standard of performance required when carrying out a task.
National Occupational Standards (OS)	NOS are occupational standards which apply uniquely in the Indian context.
Qualifications Pack (QP)	QP comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A QP is assigned a unique qualifications pack code.
Unit Code	Unit code is a unique identifier for an Occupational Standard, which is denoted by an 'N'
Unit Title	Unit title gives a clear overall statement about what the incumbent should be able to do.
Description	Description gives a short summary of the unit content. This would be helpful to anyone searching on a database to verify that this is the appropriate OS they are looking for.
Scope	Scope is a set of statements specifying the range of variables that an individual may have to deal with in carrying out the function which have a critical impact on quality of performance required.
Knowledge and Understanding	Knowledge and understanding are statements which together specify the technical, generic, professional and organisational specific knowledge that an individual needs in order to perform to the required standard.
Organisational Context	Organisational context includes the way the organisation is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.
Technical Knowledge	Technical knowledge is the specific knowledge needed to accomplish



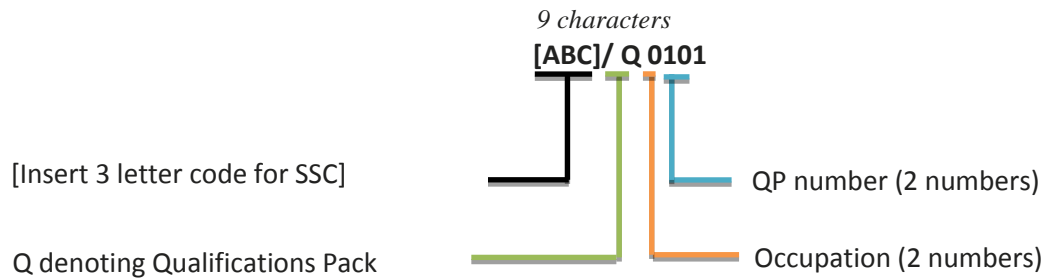
**Acronyms**

	specific designated responsibilities.
Core Skills/ Generic Skills	Core skills or generic skills are a group of skills that are the key to learning and working in today's world. These skills are typically needed in any work environment in today's world. These skills are typically needed in any work environment. In the context of the OS, these include communication related skills that are applicable to most job roles.
Keywords /Terms	Description
CAD	Computer Aided Design
CAM	Computer Aided Manufacturing
IPR	Intellectual Property Rights
NOS	National Occupational Standard(s)
NVQF	National Vocational Qualifications Framework
NSQF	National Qualifications Framework
NVEQF	National Vocational Education Qualifications Framework
QP	Qualifications Pack

## Annexure

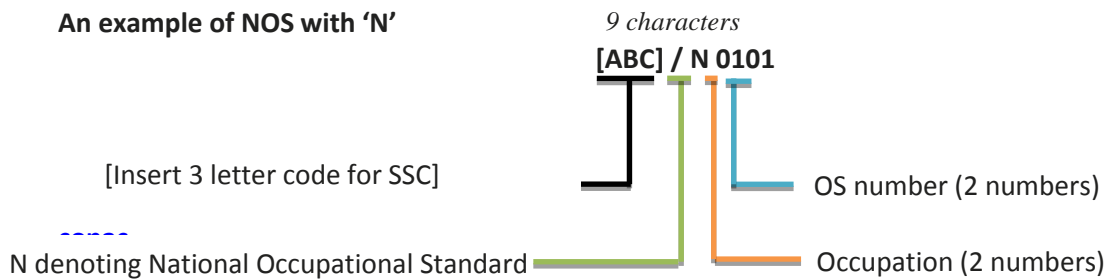
### Nomenclature for QP and NOS

#### Qualifications Pack



#### Occupational Standard

##### An example of NOS with 'N'



[Back to top...](#)

The following acronyms/codes have been used in the nomenclature above:

Sub-sector	Range of Occupation numbers
<b>Handmade gold and gems-set jewellery</b>	01-20
<b>Cast and diamond-set jewellery</b>	21-40
<b>Diamond processing</b>	41-60
<b>Gemstone processing</b>	61-80
<b>Jewellery retailing</b>	81-99

Sequence	Description	Example
<b>Three letters</b>	Industry name	G&J
<b>Slash</b>	/	/
<b>Next letter</b>	Whether <b>QP</b> or <b>NOS</b>	N
<b>Next two numbers</b>	Occupation code	01
<b>Next two numbers</b>	OS number	01

<p>Job Role Qualification Pack Sector Skill Council</p> <p><u>CRITERIA FOR ASSESSMENT OF TRAINEES</u> Final QC Inspector Final QC Inspector GEMS &amp; JEWELLERY</p> <p>To pass the Assessment, a candidate needs to score 50% in Theory and 70% in Practical</p>					
Assessment Strategy				Marks Allocation	
NOS	Elements	Performance Criteria	Theory	Practical	
G&J/N3501 Check quality of jewellery before dispatch	Quality checking	PC1. accurately identify all defects so that the customer gets a defect-free jewellery piece	2	12	
		PC2. report defects to respective processes or departments	2	12	
		PC3. document defects and jewellery specifications	2	11	
		PC4. identify recurring defects in order to improve processes and productivity	2	11	
	Productivity	PC5. check targeted number of jewellery pieces for quality	1	8	
		PC6. send maximum number of pieces for dispatch by working closely with production department	1	8	
	Problems handling	PC7. anticipate problems well in advance in order to rectify it and deliver complete product on time	0	8	
<b>Sub Total</b>			<b>10</b>	<b>70</b>	
2. G&J/N9901 Respect & Maintain IPR	Respecting & Maintaining IPR	PC1. be able to spot plagiarism and report	1	0	
		PC2. be aware of patents and IPR	1	0	
		PC3. not be involved in IPR violations	1	0	
	<b>Sub Total</b>			<b>3</b>	<b>0</b>
3. G&J/N9902 Coordinate with others	Interaction with superior	PC1. understand the work output requirements	1	2	
		PC2. comply with company policy and rule	1	2	
		PC3. deliver quality work on time as required by reporting any anticipated reasons for delays	1	1	
	Interactions with colleagues, customers and/or vendors	PC4. put team over individual goals	1	1	
		PC5. resolve conflicts and multi-task	1	1	
		PC6. take appropriate action taken at the right time as per company policy	0	0	
		<b>Sub Total</b>			<b>5</b>

CRITERIA FOR ASSESSMENT OF TRAINEES

Job Role Final QC Inspector  
 Qualification Pack Final QC Inspector  
 Sector Skill Council GEMS & JEWELLERY

To pass the Assessment, a candidate needs to score 50% in Theory and 70% in Practical

Assessment Strategy			Marks Allocation	
4. G&J/N9905 Maintain occupational health and safety	Communicating potential accident points	PC1. spot and report potential hazards on time	1	1
		PC2. follow company policy and rules regarding use of hazardous materials	1	1
		PC3. deliver quality work on time as required by reporting any anticipated reasons for delays	0	1
	Using safety gear	PC4. use or wear safety gear as per the rules of the company	0	0
<b>Sub Total</b>			<b>2</b>	<b>3</b>
<b>Total</b>			<b>20</b>	<b>80</b>

