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| 1. Identify hazards in workplace environment
2. **Apply Occupational Health & Safety Procedures at Workplace**
 | 1. Comply with Occupational Health and Safety Precautions
 | 1. Apply Personal Protective and Safety Equipment(PPE)
 | 1. Practice safe Work habits to ensure safety in the workplace
 |
| 1. Perform hand cutting as per approved sample
2. **Perform Manipulation / Cutting operations**
 | 1. Perform Machine cutting as per approved sample
 | 1. Perform skiving as per approved sample
 | 1. Perform splitting as per approved sample
 |
| 1. Perform stamping / embossing as per approved sample
 | 1. Perform screen printing as per approved sample
 | 1. Perform marking as per approved sample
 | 1. Perform edge coloring as per approved sample
 |
| 1. Perform crimping operation as per approved sample
 | 1. Perform quality assurance as per SOPs
 | 1. Finalize plan quantity as per work ticket
 |  |
| 1. Check approved sample for stitching
2. **Perform Stitching**
 | 1. Arrange material for upper stitching
 | 1. Perform interlining with fusing press on upper components
 | 1. Prepare components for fitting and folding
 |
| 1. Perform folding components as per requirement
 | 1. Perform fitting and punching of components as per article requirements
 | 1. Perform stitching with machine
 | 1. Perform hand stitching as per design
 |
| 1. Perform binding stitching as per approved sample
 | 1. Perform String Stitching as per approved sample
 | 1. Perform Insole Sock Strobel with Upper as per approved sample
 | 1. Perform zigzag stitching as per approved sample
 |
| 1. Perform cording stitching as per approved sample
 | 1. Perform eyeleting / hooking as per approved sample
 | 1. Perform upper sealing as per requirement
 | 1. Perform upper trimming as per approved sample
 |
| 1. Apply toe puff material as per approved sample
 | 1. Perform toe shaping as per approved sample
 | 1. Place stiffener on back counter
 | 1. Perform complete edge coloring as per design
 |
| 1. Perform thread cleaning as per requirement
 | 1. Perform quality assurance as per SOPs
 |  |  |
| 1. Prepare Insole by hand
2. **Perform Insole Making**
 | 1. Perform cutting of insole by machine
 | 1. Perform Stamping as per requirement
 | 1. Perform Shank Board Skiving as per specification
 |
| 1. Perform grooving as per specification
 | 1. Attach shank with back part as per design
 | 1. Perform insole joining as per design
 | 1. Perform beveling on feather line of insole
 |
| 1. Perform Insole Molding / shaping as per design
 | 1. Perform insole covering as per design
 |  |  |
| 1. Prepare Thermo Plastic Rubber (TPR) / Poly Vinyl Chloride (PVC) outsole of shoe
2. **Prepare molded outsole**
 | 1. Prepare Polyurethane (PU) outsole of shoe
 | 1. Prepare rubber outsole of shoe as per design
 |  |
| 1. Perform cutting of outsole material
2. **Prepare leather outsole**
 | 1. Perform sole splitting as per approved sample
 | 1. Perform sole buffing / snuffing as required
 | 1. Perform roughing of heel part of outsole
 |
| 1. Perform grooving / channel making of outsole
 | 1. Join welt on sole as per design
 | 1. Perform embossing of outsole as per approved sample
 | 1. Perform pre-finishing of outsole as per requirement
 |
| 1. Prepare heel as per design
 | 1. Perform heel shaping as per design
 | 1. Perform pre-finishing of heel as per requirement
 | 1. Perform assembly of heel and sole as per design
 |
| 1. Perform sole finishing as per requirement
 |  |  |  |
| 1. Attach Insole with Last
2. **Perform Flat Lasting with Hand**
 | 1. Apply Adhesive to Insole and Upper
 | 1. Perform Toe puff & Stiffener
 | 1. Perform Toe/Forepart lasting
 |
| 1. Perform Side Lasting as per design
 | 1. Perform Heel / Back Part Lasting as per design
 | 1. Perform Wrinkle Chasing as per requirement
 | 1. Perform Upper Bottom & Sole Roughing and priming as per requirement
 |
| 1. Perform Sole Attaching as per design
 | 1. Perform De-Lasting as per design
 | 1. Perform Sole Stitching as per design
 |  |
| 1. Attach Insole with Lastas per design
2. **Perform Flat Lasting with Machine**
 | 1. Perform Back Counter Molding as per requirement
 | 1. Perform Upper Blocking as per design
 | 1. Perform Toe Activation as per design
 |
| 1. Perform Toe/Forepart Lasting as per design
 | 1. Perform Side Lasting as per design
 | 1. Perform Heel Lasting as per design
 | 1. Perform Heel Edge Rounding as per requirement
 |
| 1. Perform nail pulling as per requirement
 | 1. Perform Wrinkle Chasing as per requirement
 | 1. Perform Bottom Roughing as per requirement
 | 1. Perform Sole Roughing / Priming as per requirement
 |
| 1. Perform Sole Attaching as per design
 | 1. Perform De-Lasting as per design
 | 1. Perform Sole Stitching as per design
 |  |
| 1. Perform Back Counter Molding as per design
2. **Perform Mold Lasting**
 | 1. Perform Pre-forming as per approved sample
 | 1. Insert The Last/Mold as required
 | 1. Perform Toe/Forepart Lasting as required
 |
| 1. Perform Side Lasting as required
 | 1. Perform Heel Lasting as required
 | 1. Perform Bottom Roughing as per requirement
 | 1. Perform Sole Direct Molding as per design
 |
| 1. Perform De-Lasting as per approved sample
 | 1. Perform Sole Stitching as per design
 |  |  |
| 1. Perform leather aniline / two tone finishing as per approved sample
2. **Perform shoe finishing and packing**
 | 1. Perform suede / nubuck / synthetic finishing as per approved sample
 | 1. Insert socks as per approved sample
 | 1. Perform lacing as per approved sample
 |
| 1. Perform stuffing as per requirement
 | 1. Perform brand tagging / stickers as per sample
 | 1. Perform shoe packing as per sample
 |  |
| 1. Perform Communication with others
2. **Develop Professionalism**
 | 1. Upgrade Professional skills
 | 1. Work in a team
 |  |

Additional Information for Shoe Technician (Cut to pack)”

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| Worker traits * Responsible
* Honest
* Supportive
* Physically fit
* Committed
* Self-motivated
 | Entry RequirementsMatric | Duration of Training Required12 months  | Career PathsShoe TechnicianSupervisor TrainerEntrepreneur  |
| **Related Knowledge and Skills*** Adhesive time adjustment
* Ankle height
* Area of shank attachment
* Back height measurement
* Back height size wise
* Basic numeracy
* Bottom plugs of last
* Codes and standards ( 5S methodology)
* Color dyes
* Color matching techniques
* Colors combination
* Controlling the waste of material
* Crimping materials
* Cutting materials / components
* Cutting presses
* Decorative materials
* Describe the upper Hammering
* Different sizes and sizing system
* Direction of cutting from Tight to Toe
* Direction wise cutting
* Drying time period
* Feather line of last
* Fitting techniques
* Functions of covering and drying conveyer machines
* Functions of fusing press machine
* Identification of area for application of adhesives
* Identification of Materials
* Identification of right and left side insole
* Identification of Sole material
* Importance of leveling of feather line
* Importance of nail attaching
* Importance of oiling the machine
* Importance of proper nailing
* Importance of proper placing toe puff and stiffener
* Inside and outside of upper
 | **Tools/Equipment*** 45ᵒ lever
* Adhesive
* Adhesive applicator
* Adhesive applicator machine
* Adhesive container
* Adhesives machine
* Adjustment tools
* Alky set
* Apron
* Arc machine
* Awl
* Back forming machine
* Basket
* Beveling machine
* Binding machine
* Blocking machine
* Books
* Bottom roughing machine
* Brush for adhesive
* Buffing machine
* Card board / rubber sheets
* Casting die
* Casting pattern
* Chiller
* Chiller box
* Clipper
* Computer
* Cording stitching machine
* Coupling machine
* Covering machine
* Crape sheet
* Crimping machine
* Cut insole
* Cutting and marking templates
* Cutting boards
* Cutting dies
* Cutting knives
* Cutting pads
 |
| **Related Knowledge and Skills*** Insole material
* Insole pattern
* Knowledge of materials
* Laser cutting
* Last and its types
* Last Bottom holes for nailing
* Layers preparation
* Levelling of feather line
* Marking patterns
* Marking techniques (skin and chalk)
* Material analysis
* Material directions
* Materials of thread
* Method of hand stitching
* Methods of cutting
* Methods of edge coloring
* Methods of stamping / embossing
* Nail removing
* Oiling the machine
* Pair wise cutting
* Parts of last
* Parts of shoe
* Position of left/right
* Press beam height
* Process of cutting
* Proper force at upper
* Proper method of de-lasting
* Proper place of upper
* Proper use of chemical
* Proper use of hand tools and equipment
* Punching techniques
* Quality of insole material
* Quality of Pull over
* Quality Standards
* Safety precautions
* Safety rules
* Shoe components
* Shoe material
* Shoe Sizes
* Sizing assortment
* Sizing notches
* Sizing of insole and last
* Sizing systems
* Skiving chart
* SOPs for trimming
* Specification / standards / approved sample
* Splitting specification chart
* Techniques of beveling
* Techniques of bottom roughing
* Techniques of fitting and folding of components
 | **Tools/Equipment*** Cutting pattern
* Cutting press
* De-lasting machine/stand
* De-lasting stand
* Density meter
* Different types of hot and cold molds
* Dipping pot
* Direct molding machine
* Drying conveyer machine
* Electric Heater
* Electric roughing machine
* Embossing die
* Embossing machine
* Eyelet presser
* Eyeleting dies
* Eyeleting machine
* Flat-bed stitching machine double needle
* Flat-bed stitching machine single needle
* Folding machine
* Frame with screen
* Fusing press machine
* Gloves
* Goggles
* Grooving machine
* Hammer
* Hammering machine
* Hand pincers
* Hand punch
* Hand scoring machine
* Hardness gauge
* Heat setting machine
* Heating chamber
* Heel
* Heel Edge rounding machine
* Heel lasting machine
* Hood
* Inclination machine
* Insole sample
* Inverted stapler machine
* Iron
* Knives
* Last
* Last inserting machine
* Last length standard
* Lasting jack stand
* Lasting Pincer
* Lasting stand
* Lasting Teflon hammer
* Lubricants
* Machine for string
* Magazines books
 |
| **Related Knowledge and Skills*** Techniques of insole fixing
* Techniques of insole making by hand
* Techniques of insole making by machine
* Techniques of joining fore and back part of insole
* Techniques of nail pulling
* Techniques of nail removing
* Techniques of trimming
* Techniques used for pulling force
* Thickness of material
* Thimble of last
* Thread pulling techniques
* Threading techniques
* Types and parts of shoes
* Types and use of edge rounding machine
* Types and uses of adhesives and Primer
* Types and uses of adhesives machines
* Types and uses of arc machine
* Types and uses of binding machines
* Types and uses of blocking machine
* Types and uses of bottom roughing machine
* Types and uses of branding tags / stickers / label
* Types and uses of buffing machines
* Types and uses of Chillier
* Types and uses of coupling machine
* Types and uses of cutting boards
* Types and uses of cutting dies
* Types and uses of cutting pads
* Types and uses of cutting tools
* Types and uses of de lasting machine
* Types and uses of dies
* Types and uses of direct molding machine
* Types and uses of embossing machine
* Types and uses of emery paper / belt
* Types and uses of eyeleting machines
* Types and uses of eyelets / hooks
* Types and uses of finishing material
* Types and uses of folding machine
* Types and uses of grooving knives
* Types and uses of grooving machines
* Types and uses of handling tools and materials
* Types and uses of head cleaner
* Types and uses of heating chamber
* Types and uses of heel lasting machine
* Types and uses of heel lasting materials
* Types and uses of heel materials
* Types and uses of hot melt adhesives
* Types and uses of inclination machine
* Types and uses of insole material
 | **Tools/Equipment*** Magnifier glass
* Magnifying glass
* Marble sheet
* Marble stone
* Marking machine
* Marking patterns
* Marking template of heel
* Marking tools
* Masks
* Measuring instruments
* Measuring tools
* Molding machine
* Molding press
* Molds
* Nail remover
* Nail removing lever
* Nailing machine
* Oil can
* Oil cane
* Panches
* Peg stand
* Per-forming machine
* Plastic basket / bag
* Plier
* Portable grinding machine
* Post bed stitching machine double needle
* Post bed stitching machine single needle
* Pot
* PPEs
* Press
* Press machine
* Prickle punch
* Printing pads
* PU molding machine
* Pulling tools
* Punch
* Rack
* Riveting machine
* Roughing machine
* Round hammer
* Rounding machine
* Rubber hammer
* Rubber mixing machine
* Rubber molding press
* Safety Shoes
* Sand paper
* Scale
* Scissors
* Sealing machine
* Sharpening tools
* Shoe horn
 |
| **Related Knowledge and Skills*** Types and uses of knives
* Types and uses of laces
* Types and uses of lacing
* Types and uses of last inserting machine
* Types and uses of lubricants
* Types and uses of marking material
* Types and uses of materials
* Types and uses of mold cleaner
* Types and uses of molding machine
* Types and uses of molding materials
* Types and uses of molding press
* Types and uses of molds
* Types and uses of nailing machine
* Types and uses of nails
* Types and uses of packing accessories
* Types and uses of packing materials
* Types and uses of pre forming machines
* Types and uses of press
* Types and uses of press machine
* Types and uses of PU materials
* Types and uses of PU molding machine
* Types and uses of reinforcement materials
* Types and uses of reinforcement tape
* Types and uses of related primer
* Types and uses of rounding machine
* Types and uses of sealing machine
* Types and uses of sealing materials
* Types and uses of shank materials
* Types and uses of side lasting machines
* Types and uses of sizing system
* Types and uses of skiving machine
* Types and uses of Softener
* Types and uses of sole attaching
* Types and uses of sole leather, heel top, eel lifts and welt materials
* Types and uses of sole materials
* Types and uses of sole pressing machine
* Types and uses of sole roughing machine
* Types and uses of sole stitching machine
* Types and uses of soling materials
* Types and uses of splitting machine
* Types and uses of spray guns
* Types and uses of Stamping / embossing machine
* Types and uses of stiffener materials
* Types and uses of stitching machines
* Types and uses of stuffing materials
* Types and uses of tagging machine
* Types and uses of threads and needles
* Types and uses of toe activator
* Types and uses of toe lasting machine
 | **Tools/Equipment*** Shoe sample
* Shoe tree last
* Show board
* Shower
* Side lasting machine
* Skiver
* Skiving and marking charts
* Skiving chart
* Skiving machine
* Sole
* Sole activator
* Sole pressing machine
* Sole roughing machine
* SOPs
* Splitting machine
* Spray booth
* Spray gun
* Spray guns
* Stamping and embossing machine
* Stamping dies
* Stamping machine
* Stamping pads
* Stapler Gun & pins
* Steam chamber
* Steel wire brush
* Stitching machine
* Strapping machine
* Strobel machine
* Tagging machine
* Tape attaching machine
* Tape dispenser
* Teflon sheet
* Telephone
* Temperature gun
* Template pattern
* Templates
* Thickness gauge
* Thickness gauge meter
* Thread burning equipment
* Thread clipper
* Thread pole
* Toe activation machine
* Toe lasting machine
* Toe puff machine
* Toe shaping machine
* Tools kit
* Trimming machine
* Trolley
* Wooden hammer
* Weighing balance
* Wrinkle chasing machine
 |
| **Related Knowledge and Skills*** Types and uses of toe puff machines
* Types and uses of toe puff materials
* Types and uses of toe shaping machines
* Types and uses of toe shaping materials
* Types and uses of trimming machine
* Types and uses of upper and sole materials
* Types and uses of upper finishes
* Types and uses of upper material
* Types and uses of welt materials
* Types and uses of wrinkle chasing machine
* Types and uses plotter
* Types and uses release agents
* Types of binding
* Types of binding materials
* Types of coloring materials
* Types of cutting
* Types of cutting faults and parts
* Types of defects
* Types of lubricants
 | **Tools/Equipment*** Zigzag stitching machine
 |