





OCCUPATIONAL QUALIFICATION STANDARDS

CNC sheet metal machine tools operator level 5

The Occupational Qualification Standard are documents that describe the work, a set of skills, knowledge and attitudes or competency requirements for successful performance of the work.

The sheet metal machine tools operator level 5 occupational standard has been developed as the basis of continuing education curricula and assessment of the professional competencies of persons.

Occupational Title	Estonian Qualifications Framework (EQF) level
CNC sheet metal machine tools operator level 5	5

Possible specializations and titles on the occupational qualification certificate		
Specialization	Title on the occupational qualification certificate	
Manufacturing of sheet metal products by way of	CNC sheet metal machine tools operator level 5	
gas and plasma cutting technology	Manufacturing of sheet metal products by way of	
	gas and plasma cutting technology	
Manufacturing of sheet metal products by way of	CNC sheet metal machine tools operator level 5	
water jet cutting technology	Manufacturing of sheet metal products by way of	
	water jet cutting technology	
Manufacturing of sheet metal products by way of	CNC sheet metal machine tools operator level 5	
laser cutting technology	Manufacturing of sheet metal products by way of	
	laser cutting technology	
Manufacturing of sheet metal products on CNC	CNC sheet metal machine tools operator level 5	
sheet metal machining center	Manufacturing of sheet metal products on CNC	
	sheet metal machining center	
Manufacturing of sheet metal products on CNC	CNC sheet metal machine tools operator level 5	
bending press	Manufacturing of sheet metal products on CNC	
	bending press	







Part A DESCRIPTION OF WORK

A.1 Description of work

The CNC (Computer Numerical Control) sheet metal machine tool operator is a skilled worker with a specialty education who has completed continuous education courses and has work experience and who works in an enterprise dealing with sheet metal machining. His or her main responsibilities are manufacturing sheet metal parts on the computer numerical control devices.

When performing their tasks, CNC sheet metal machine tool operators are guided by the given technical and normative documents and general quality requirements.

The CNC sheet metal machine tools operator level 5 is depending on the work experience specialized on one or multiple technologies.

The worker of level 5 occupational qualification draws up management programs. He or she sets up the machines and ensures the quality of the workpiece, using control measuring instruments. The CNC sheet metal machine tools operator level 5 is able to supervise the work of a smaller team and is responsible for the high quality and timely execution his or her tasks.

A.2 Work Units

- A.2.1 Preparation of the work process
- A.2.2 Checking, monitoring, adjustment and setting up of the work of the machine tool
- A.2.3 Performance of maintenance and repairs of the machine tool
- A.2.4 Storage and Disposal

WORK UNITS RELATED TO SPECIALIZATION

- A.2.5 Sheet metal product manufacturing by gas and plasma cutting technology
- 2.5.1 Preparation of the workplace
- 2.5.2 Setting up the machine tool and manufacturing a sample part
- 2.5.3 Manufacturing of a sheet metal part on the gas cutter
- 2.5.4 Manufacturing of a sheet metal part on the plasma cutter
- 2.5.5 Cleaning of the parts of the offcuts
- A.2.6 Manufacturing of sheet metal products by way of water jet cutting technology
- 2.6.1 Preparation of the workplace
- 2.6.2 Setting up the machine tool and manufacturing a sample part
- 2.6.3 Manufacturing of sheet metal parts on water jet cutters
- 2.6.4 After-treatment of completed parts
- A.2.7 Manufacturing of sheet metal products by way of laser cutting technology
- 2.7.1 Preparation of the workplace
- 2.7.2 Setting up the machine tool and manufacturing a sample part
- 2.7.3 Manufacturing of a sheet metal part on the laser cutter
- 2.7.4 Cleaning of the parts of the offcuts
- A.2.8 Manufacturing of sheet metal products on a CNC sheet metal machining center
- 2.8.1 Preparation of the workplace
- 2.8.2 Setting up the machine tool and manufacturing a sample part
- 2.8.3 Manufacturing of sheet metal parts on a CNC sheet metal machining center
- 2.8.4 Cleaning of the parts of the offcuts
- A.2.9 Manufacturing of sheet metal products on a CNC bending press
- 2.9.1 Preparation of the workplace







- 2.9.2 Setting up the machine tool and manufacturing a sample part
- 2.9.3 Manufacturing of sheet metal parts on a CNC sheet bending press

A.3 Working environment and the specificity of the work

The working time of the CNC sheet metal, machine tool operators, can be in shifts, on the basis of timesheets, including night time, weekends and public holidays, depending on the employer. The work pace can be periodically fast and intense. The working environment is located indoors and can be noisy.

The working environment contains metal dust, which can cause allergic reactions. Failure to comply with occupational safety requirements could lead to an accident at work.

A.4 Work equipment

Unmanned cranes, forklifts, measuring instruments (calipers, tape measures, angle meters, etc.), electric and pneumatic hand tools (grinders, chisels, etc.).

A.5 Personal characteristics necessary for the work: aptitude and personality traits

The CNC sheet metal machine tool operator's work involves mathematical-logical ability and analytical skills, spatial imagination, visual memory and concentration.

The work requires precision of movements, coordination and the ability of physical exertion. It is helpful to have correctness, accuracy, learning ability and accountability.

A.6 Professional training

People working on the occupational qualification of CNC sheet metal machine tool operator level 5 have a long time work experience and, in general, vocational education in the professional or on a related field. Persons not having professional education have acquired the necessary skills for their job in the course of on-the-job training. Usually they have a secondary education, and they have completed professional continuing education courses.

A.7 The most common job titles

CNC sheet metal machine tools operator







Part B COMPETENCY REQUIREMENTS

B.1. Structure of the occupational qualification

On the application for the occupational qualification of the CNC sheet metal machine tools operator is required certification of the competencies B.2.1 - B.2.4, B.2.10 and of at least one competency related to specialization (B.2.5 - B.2.9).

B.2 Competencies

MANDATORY COMPETENCIES

B.2.1 Preparation of the work process

ECT Level 5

Performance indicators

- 1. Examines the work drawings and verifies that the baseline data necessary for the manufacturing of the part is present on the drawing.
- 2. Verifies that the close proximity to the workplace is in order and safe. Checks that the personal protective devices (goggles, gloves, etc.) necessary for work are present and in order.
- 3. Performs a visual inspection of the machine tool to make sure that the machine is in order, cleaned and adjusted before starting to work.
- 4. Checks the existence of the necessary documents (work order, delivery notes, error and problem reports, etc.) and executes them on an ongoing basis.
- 5. On the basis of the data selects the necessary tools and materials, draws up the operational technology and the program and sets the machine tool.

B.2.2 Checking, monitoring, adjustment and setting up of the work of the machine tool

Performance indicators

- 1. Turns on the machine tool and makes sure that there are no deviations in its work. Responds to deviations in accordance with his powers appropriately. Where relevant, informs immediate managers and/or specialist of the problems.
- 2. Prepares a specimen/sample of the product to check the compliance of the parameters and work order set for the workbench.

B.2.3 Performance of maintenance and repairs of the machine tool

ECT Level 5

ECT Level 5

Performance indicators

- 1. Checks the physical and electronic characteristics of the machine throughout the working period. If problems occur, takes measures in accordance within his powers to eliminate the deficiency. Where relevant, informs immediate managers and/or specialist of the problems.
- 2. Registers all the occurred problems and the data of the repairs carried out in the prescribed manner.
- 3. In pursuance of the powers conferred upon him performs minor repairs and technical maintenance of the machine tool. If necessary, calls a technician and informs other relevant persons.

B.2.4 Storage and Disposal	ECT Leve	5
Performance indicators		







- 1. On the basis of the work order marks the finished parts and packages them or prepares them for packaging.
- 2. Stores and marks the waste material of the performance of the work order.
- 3. Sorts and stores the material to be utilized.

COMPETENCIES RELATED TO SPECIALIZATION

Performance indicators

- 1. Verifies the technical condition of the machine tool and makes sure that there are no objects preventing the work of the machine tool in the working area. Prepares the device for operation (opens the required gas valves, checks the pressures, indexes the machine tool, etc.).
- 2. Examines the work order/drawing and adjusts the machine tool accordingly: selects the suitable parameters; and assembles and installs the equipment and the accessories necessary for work, downloads or opens the work program and, if necessary, prepares the program. Manufactures a sample part.
- 3. With a gas cutting machine tool manufactures sheet metal parts following the provided work order/drawing.
- 4. With a plasma cutting machine tool manufactures sheet metal parts following the provided work order/drawing.
- 5. If necessary, cleans the finished parts from the cuttings.
- 6. Checks the quality of the product on the basis of the determined control frequencies. Also controls the compliance of the number of the parts made with the work order.

Knowledge:

- a) Principles of operation of plasma and gas cutting technology.
- b) The equipment and the accessories of plasma and gas cutting devices, their characteristics and uses.
- c) The cutting gasses (plasma gas) and auxiliary gas (nitrogen, argon, oxygen, H2O, H35, compressed air) used in plasma cutting technology.
- d) The cutting gasses used in gas cutting technology (propane or acetylene and oxygen as an auxiliary gas), their compatibility with the base materials and the principles of their use.
- e) Selection of the cutting parameters on the basis of the standard EVS-EN ISO 9013.
- f) EVS-EN ISO 9013 standards.
- g) Safety techniques (machinery and gas safety).

Assessment Method(s):

A combined method, which includes the verification of both theoretical knowledge and practical skills.

Manufacturing of sheet metal products by way of water jet cutting technology

B.2.6 Manufacturing of sheet metal products by way of water jet cutting technology ECT Level 5 Performance indicators

- 1. Verifies the technical condition of the machine tool and makes sure that there are no objects preventing the work of the machine tool in the working area. Prepares the device for operation (indexes the machine tool, etc.).
- 2. Examines the work order/drawing and adjusts the machine tool accordingly: selects the suitable parameters; selects the suitable abrasive, assembles and installs the equipment and the accessories necessary for work, downloads or opens the work program and, if necessary, prepares the program. Manufactures a sample part.
- 3. With a water jet cutting machine tool manufactures sheet metal parts following the provided







work order/drawing.

- 4. If necessary, cleans the finished parts from the cuttings, dries the part and applies corrosion protectant.
- 5. Checks the quality of the product on the basis of the determined control frequencies. Also controls the compliance of the amount of the parts made with the work order.

Knowledge:

- a) Principles of operation of water jet cutting technology.
- b) The equipment and the accessories of water jet cutting devices, their characteristics and uses.
- c) In-depth knowledge of materials based on water jet cutting technology.
- d) Cutting abrasives, their differences and uses.
- e) Selection of the cutting parameters on the basis of the standard EVS-EN ISO 9013.
- f) EVS-EN ISO 9013 standard.
- g) Safety techniques (safety of machinery).

<u>Assessment Method(s):</u>

A combined method, which includes the verification of both theoretical knowledge and practical skills.

Manufacturing of sheet metal products by way of laser cutting technology B.2.7 Manufacturing of sheet metal products by way of laser cutting technology ECT Level 5

Performance indicators

- 1. Verifies the technical condition of the machine tool and makes sure that there are no objects preventing the work of the machine tool in the working area. Prepares the device for operation (opens the required gas valves, checks the pressures, indexes the machine tool, etc.).
- 2. Examines the work order/drawing and adjusts the machine tool accordingly: selects the suitable parameters; selects the suitable cutting gas, assembles and installs the equipment and the accessories necessary for work, downloads or opens the work program and, if necessary, prepares the program. Manufactures a sample part.
- 3. With a laser cutting machine tool manufactures sheet metal parts following the provided work order/drawing.
- 4. If necessary, cleans the finished parts from the cuttings.
- 5. Checks the quality of the product on the basis of the determined control frequencies. Also controls the compliance of the amount of the parts made with the work order.

Knowledge:

- a) Principles of operation of laser cutting technology.
- b) The equipment and the accessories of laser cutting machine tool, their characteristics, and uses.
- c) In-depth knowledge of materials based on laser cutting technology.
- d) The cutting gasses used (oxygen, nitrogen, pressurized air etc.), their compatibility with the base materials and the principles of their use.
- e) Resonator gasses, their purpose and compatibility with the equipment.
- f) Selection of the cutting parameters on the basis of the standard EVS-EN ISO 9013.
- g) EVS-EN ISO 9013 standard.
- h) Safety techniques (machinery safety and gas safety).

Assessment Method(s):

A combined method, which includes the verification of both theoretical knowledge and practical skills.

Manufacturing of sheet metal products on a CNC sheet metal machining center		
B.2.8 Manufacturing of sheet metal products on a CNC sheet metal machining center		
Performance indicators		
1. Varifies the technical condition of the machine tool and makes sure that there are no chiests		







- preventing the work of the machine tool in the working area. Prepares the device for operation (indexes the machine tool, etc.).
- 2. Examines the work order/drawing and adjusts the machine tool accordingly: assembles and installs the tools necessary for work, downloads or opens the work program and selects the suitable parameters, if necessary, prepares the program. Installs the sheet device on the worktop and manufactures a sample part.
- 3. Prepares the given work drawings, following the sheet metal parts on the CNC sheet processing machine (eccentric, hydraulic, servo-electric press, etc.). Separates the manufactures components from the processed sheet.
- 4. If necessary, cleans the finished parts from the cuttings.
- 5. Checks the quality of the product on the basis of the determined control frequencies. Also controls the compliance of the amount of the parts made with the work order.

Knowledge:

- a) The stamps, dies and consumables used in stamping, their special characteristics and use.
- b) Various types of stamping, their operation principles (embossing, finning) and the principles of their operation.
- c) Parameters of stamping and determination thereof.
- d) Principles of selection of the appropriate clearances between the stamp and the die on the basis of the specific nature of the material to be processed.
- e) The machine codes needed for preparation of the program.
- f) Safety techniques (safety of machinery).

<u>Assessment Method(s):</u>

A combined method, which includes the verification of both theoretical knowledge and practical skills.

Manufacturing sheet metal products on a CNC bending press

B.2.9 Manufacturing sheet metal products on a CNC bending press

ECT Level 5

Performance indicators

- 1. Verifies the technical condition of the machine tool and makes sure that there are no objects preventing the work of the machine tool in the working area. Prepares the device for operation (indexes the machine tool, etc.).
- 2. Examines the work order/drawing and adjusts the machine tool accordingly: assembles and installs the tools necessary for work, downloads or opens the work program and selects the suitable parameters, if necessary, prepares the program. Manufactures a sample part.
- 3. Manufactures sheet metal parts in compliance with the given work drawings by a CNC bending press.
- 4. Checks the quality of the product on the basis of the determined control frequencies. Also controls the compliance of the number of the parts made with the work order.

Knowledge:

- a) The stamps and dies used in stamping, their special characteristics and use.
- b) Different types of bending (air bending, bottom bending, coining) and the principles of their operation.
- c) Principles of selection of the die with appropriate dimensions on the basis of the specificity of the bendable.
- d) Basis of calculation of the strength necessary for the bending.
- e) Safety techniques (safety of machinery, adjustment of curtain airbags).
- f) Basis of calculation of the dimensions necessary for the product.
- g) Basis of calculation of the bending sequence suitable for the product.

Assessment Method(s):







A combined method, which includes the verification of both theoretical knowledge and practical skills.

TRASNVERSAL COMPETENCIES

B.2.10 CNC sheet metal machine tools operator level 5, transversal competencies

ECT Level 5

Performance indicators

- 1. The CNC sheet metal machine tool operator considers important in his work the satisfaction of both the customers and the team and manufactures high-quality products that meet the agreed standards. He or she considers it important to adhere to deadlines and stages and to the maintenance of quality and productivity.
- 2. He or she uses his or her time and the time of the team efficiently, works systematically and in an organized way and follows the given instructions, procedures, and safety requirements.
- 3. For achieving his work objectives, the CNC sheet metal machine tools operator uses all the acquired field-specific knowledge and opportunities offered by technology. He or she shares his or her knowledge and the field specificity also with his or her colleagues and develops his or her professional knowledge through continuous professional development.
- 4. He or she understands the new information quickly. Acquisition of new functions, methods, and techniques do not pose difficulties for him. Being oriented on results and on the achievement of personal work objectives, he or she seeks opportunities for self-development and improvement of skills.
- 5. He or she analyzes his or her own work as well as the work of the team and provides ideas and innovative suggestions for improving the work.
- 6. By his nature, a CNC sheet metal machine tools operator is a team worker. He or she has a clear understanding of the work and functions of different departments of the organization and he or she communicates with people at all levels, clearly expresses his or her opinion and does not hide information. If necessary, copes with conflict situations.
- 7. Has an understanding attitude towards criticism, is able to draw conclusions and learn from them. Is able to provide constructive criticism, draw attention to the shortcomings of the work process and make suggestions to improve the situation (improvement of work environment, or the technology, development and implementation of more efficient working techniques, motivation of the team, etc.).
- 8. A person working as a CNC sheet metal machine tools operator attaches importance to ethical principles and values.
- 9. The Estonian language level B2 and one foreign language of his or her choice (preferably in English) at level A2.
- 10. Computer skills, Module1-Module4, Module7, general knowledge of the CAD/CAM programs.

Knowledge:

- a) Professional terminology, the terms, symbols and signs used in the technical documentation.
- b) The principles of operation of machine tools, various programs and operating modes, their technical options.
- c) More common control systems of CNC machine tools.
- d) Machine performance monitoring methodology and methods, signs of malfunction on the display.
- e) Rules of conduct in the event of occurrence of a fault (knowing how to shut down the operation of the machine or the course of operation, so that the damage (the technical condition of the machine, the cost of raw materials, etc.) would be as minimal as possible.).
- f) The general safety rules, the security measures arising from the use of the machine/machine tool and personal protective equipment.
- g) The most common types of faults, methods of their prevention and elimination.
- h) The need for archiving of technical repair work from the point of view of further work, document







formatting requirements.

- i) Other documents required for the work (work orders, reports, etc.), their execution and clearance requirements.
- j) Basic knowledge of metal processing (locksmith work, mechanical processing of materials, etc.).
- k) Measuring instruments are necessary for sheet metal processing (e.g. calipers, angle meters, a measuring tape, etc.) and their use principles.
- Different sheet metal materials, their visual characteristics and the characteristics of differentiation by product marking.
- m) Commonly used sheet metal EN and ISO material standards.

Assessment Method(s):

Transferal competencies are assessed in an integrated way in the course of the assessment of other competencies provided in the occupational standard.







Part C GENERAL INFORMATION AND ANNEXES

C.1	C.1 Information for the preparation and approval of the occupational standard, the awarding body, and		
a re	a reference to the location of the occupational standard in the classifications		
1.	The marking of the occupational standard in the	10-02062014-2.2/2k	
	occupational qualification register		
2.	Occupational qualification standard prepared	Ivar Peedu – FinEst Steel AS	
	by:	Peeter Kalmet – Favor AS	
		Henri Tabri – Aider OÜ	
		Aleksei Saareväli – Tallinn Industrial Education	
		Centre	
		Veiko Põldmaa - Tallinn Industrial Education Centre	
		Katrin Tammjärv - SA Innove	
3.	Occupational qualification standard approved	Professional Council of Machine, Metal and	
	by	Electronics Industry	
4.	Professional Council Decision No.	8	
5.	Date of Professional Council Decision.	02.06.2014	
6.	Occupational Standard valid until	01.06.2019	
7.	Occupational Standard version number	2	
8.	Reference to the Classification of Occupations	7223 Metal processing machine tool setters and	
	(ISCO 08)	operators	
9.	Reference to the European Qualifications	5	
	Framework (EQF)		
C.2	Occupational title in a foreign language		
In E	inglish - Sheet metal CNC machine operator		
In Russian - Оператор станков с ЧПУ			
C.3	Annexes		
Anr	nex 1 Work units and work tasks.		
Annex 2 Language skill levels descriptions			
Anr	nex 3 Computer skills		







Annex 1

	CNC sheet metal	CNC sheet metal machine	
WORK UNITS AND WORK TASKS	machine tools operator	tools operator level 5	
	level 4		
1. Preparation of the work process	X	X	
2. Checking, monitoring, adjustment	X	X	
and setting up of the work of the			
machine tool			
3. Performance of maintenance and	Х	х	
repairs of the machine tool			
4. Storage and disposal	No	X	
OPTION	AL WORK UNITS (ECT Level 4		
5. Sheet metal cutting on water jet cutt	ers		
Setting up the water jet cutter for	X		
manufacturing of parts			
Manufacturing of a sample part on a	X	No	
water jet cutter			
Manufacturing of a sheet metal part	X		
6. Sheet metal cutting on gas cutters			
Setting up the gas cutter for	X		
manufacturing of parts			
Manufacturing of a sample part	X	No	
Manufacturing of a sheet metal part on	X		
the gas cutter			
7. Sheet metal cutting on plasma cutter		T	
Setting up the plasma cutter for	Х		
manufacturing of parts			
Manufacturing of a sample part	X	No	
Manufacturing of a sheet metal part on	Х		
the plasma cutter			
8. Sheet metal cutting on laser cutters	l v		
Setting up the laser cutter for	Х		
manufacturing of parts Manufacturing of a sample part	X	No	
Manufacturing of a sheet metal part on	X	100	
the laser cutter	^		
9. Sheet metal cutting on mechanical cu	ltters		
Setting up the machine tool for	X		
manufacturing of parts	, A	No	
Manufacturing of a sample part	X		
Manufacturing of a sheet metal part on	X		
the mechanical cutter			
10. Sheet metal stamping on a CNC sheet	metal machining center	1	
Setting up the CNC sheet metal	X		
machining center for manufacturing of			
parts		No	







Manufacturing of a sample part	Х	
Sheet metal stamping on a CNC sheet	X	
metal machining center		
11. Sheet metal stamping on other stamping	ng devices	
Setting up the stamping device for	Х	
manufacturing of parts		
Manufacturing of a sample part	Х	No
Sheet metal part stamping on other	Х	
stamping devices		
12. Plastic deformation of sheet metal on C	CNC bending machine tools	
Plastic deformation of details on CNC	X	
bending machine tools		
Manufacturing of a sample part on CNC	X	
bending machine tools		No
Setting up a machine tool for bending of		
simpler parts on CNC bending machine	X	
tools		
13. Plastic deformation of sheet metals on	· · · · ·	devices
Plastic deformation of details on CNC	X	
rolling devices	v	
Manufacturing of a sample part on CNC	X	Mo
rolling devices		No
Setting up of a work cycle for rolling of simpler parts on CNC rolling devices	X	
14. Plastic deformation of sheet metal on o	= =	
Plastic deformation of parts on other	X	
sheet metal forming devices	^	
Manufacturing of a sample part on other	X	
sheet metal forming devices		No
Setting up a machine tool for		
manufacturing of simpler parts on other	X	
forming devices.		
WORK DUTIES RELAT	ED TO SPECIALIZATION (ECT L	evel 5)
15. Manufacturing of sheet metal products	by way of gas and plasma cu	tting technology
Preparation of the workplace:		X
Setting up the machine tool and		X
manufacturing of a sample part		
Manufacturing of sheet metal parts on	No	X
the gas cutters	<u> </u>	
Manufacturing of sheet metal parts on		X
the plasma cutters		
Cleaning of the parts of the offcuts		X
Checking product quality and quantity		X
16. Manufacturing of sheet metal products	by way of water jet cutting to	
Preparation of the workplace:	_	X
Setting up the machine tool and		X
manufacturing of a sample part		







Manufacturing of sheet metal parts on	No	X
water jet cutters		
After-treatment of completed parts]	X
Checking product quality and quantity]	X
17. Manufacturing of sheet metal produc	ts by way of laser cutting tech	nology
Preparation of the workplace:		X
Setting up the machine tool and		X
manufacturing of a sample part		
Manufacturing of sheet metal parts on	No	X
laster cutters		
Cleaning of the parts of the offcuts		X
Checking product quality and quantity		X
18. Manufacturing of sheet metal produc	ts on CNC sheet metal machin	ing center
Preparation of the workplace:		X
Setting up the machine tool and		X
manufacturing of a sample part		
Manufacturing of sheet metal parts on a	No	X
CNC sheet metal machining center		
Cleaning of the parts of the offcuts		X
Checking product quality and quantity		X
19. Manufacturing of sheet metal produc	ts on a CNC bending press	
Preparation of the workplace:		X
Setting up the machine tool and		X
manufacturing of the sample part	No	
Manufacturing of sheet metal parts on a		X
CNC sheet bending press		
Checking product quality and quantity		X