

Jewellery Council Manufacturing Trade Certificate

“Process and Procedure”

In order for an applicant to qualify for the Jewellery Manufacturing Trade Certificate (JMTC), the employer is required to complete an application endorsing the employee whom they wish to recommend for the JMTC.

The 2-day Jewellery Manufacturing Trade Certificate will be offered to the Jewellery industry and will be managed by the Jewellery Manufacturers' Association of SA (JMASA).

The candidate is responsible for his/her own transport to and from the venue and for his/her own accommodation.

Qualification Requirements for successful completion of the Jewellery Manufacturing Trade Certificate:

- All applicants are recommended to have at least 4 years working experience in a jewellery manufacturing operation.
- Tertiary institution graduates are recommended to have at least 2 years additional experience in a jewellery manufacturing operation.
- Applicants must provide letters of reference and proof of employment.
- The following list of **essential skills and/or knowledge** will be required in order to qualify to complete the Jewellery Manufacturing Trade Certificate Test:
 - A knowledge of all Health and Safety Regulations as they apply to a jewellery manufacturing workshop;
 - Alloying of metals used for jewellery and their hallmarks;
 - Melting, preparing, forming, shaping, annealing, forging, drawing, rolling, etc. of metal;
 - Measuring, planning and marking. Use basic geometry and/or mathematics in manufacturing process;
 - Drilling, piercing, sawing, grinding, punching, scraping, filing, sanding, etc. of metal.
 - Soldering and welding of metal;
 - Surface finishing processes, e .g. texturing, sand blasting, bead blasting, polishing and brushing;
 - Cleaning of jewellery;
 - Understanding proportions of modern jewellery;
 - Interpreting design sketches;
 - Manufacturing different types of hinges, clips, pins, clasps, fastening mechanisms and other mechanisms as incorporated in jewellery;

- Cold joining methods and their uses; rivets, screws, bolts, friction fitting and different glues as used in jewellery manufacturing;
- Carving or sculpting of designs in wax for casting purposes;
- Basic chain-making;
- Making various settings for a variety of different gemstones and different gemstone cuts;
- Planning and preparing items for the setting of specific gemstones, e.g. pavé setting, channel etc.;
- Knowing the basic properties of commonly used gemstones and pearls relevant to jewellery manufacturing;
- Ability to manufacture any jewellery design to a very high quality standard.

The following is a list of ***non-essential skills and/or knowledge*** that applicants are recommended to know:

- Diamond milling/cutting of jewellery (as used by Indian inspired jewellery);
- Mould-making processes;
- Casting processes, especially lost wax casting as used in the jewellery industry;
- Stamping, blanking and press forming processes, (coins, medals and jewellery components);
- Weaving, knitting and stringing processes;
- Silver-smithing techniques; raising, repoussé, chasing, spinning etc.;
- Engraving: laser, machine, pantograph or hand engraving;
- Stone-setting;
- Creating, sharpening and hardening of steel tools;
- Etching;
- Machined jewellery manufacturing: lathe, mill, chain making machines;
- Computer aided design and manufacturing processes (CAD/CAM);
- Electroforming processes;
- Spin/die casting processes of non-precious metals, e.g. medal manufacturing
- Electroplating;
- Gemmology;
- Metallurgy

How to apply:

- If the applicant complies with the above requirements, he/she must submit an Application Form obtainable from the Council offices or via the Council's website on www.jewellery.org.za.
- Each application will be considered on an individual basis and be subject to previous training and experience.

- The application should include supporting evidence such as photos of work, a detailed curriculum vitae, letters of reference, certificates and diplomas. The Application form will include an undertaking which the applicant will sign confirming that the contents of the Application form are true and correct on all respects.
- Upon receipt of application, the Council will contact the candidate to confirm receipt of the application as well as advise them of their test date and venue.
- Members of the Jewellery Manufacturing Executive Committee will assess applications on a monthly basis.
- Applicants will be advised within 7 working days whether their application to complete the Jewellery Manufacturing Trade Certificate Test has been successful or not.

Test Day

- The Test will be conducted over 2 days and will be overseen by a supervisor.
- The tests will be hosted at designated venues to be decided by the Jewellery Manufacturing Executive Committee.
- Applicants must arrive promptly and timeously.
- The applicant must bring and use his / her own hand tools and safety equipment. This includes saw blades and sandpaper.
- The rules of the host workshop must be adhered to at all times.
- Tests will be adjudicated on technical ability and a short written or verbal test maybe given.
- The test must be concluded in the given amount of time.
- The practical test will use 'common' jewellery designs.
- The applicant will not be required to supply any materials unless otherwise specified.
- All test pieces made during the test will remain the property of the Council.
- The supervisor will collect manufactured pieces at the end of the test who will then forward these to the Council offices.
- Test pieces are to be judged by a panel of industry experts who will individually and collectively evaluate the items and make a final judgement. A feedback report will be provided identifying shortfalls in the event a candidate was found not competent.
- Results will be sent to the Council.
- Successful applicants will be issued with a Jewellery Manufacturing Trade Certificate endorsed by the Council within 6 weeks of the successful completion of the test.
- All successful candidates will be added to the Council database that will be made available to members.
- A notification will be sent to all Council members informing them of the newly qualified persons. All assessments that do not achieve the minimum standard required will be retained for 3 months.
- All decisions made by the Committee will be final.

Enquiries

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