

SSAPP23 Sample Room / Design Room Manager

1. Job role

TCF sub-sector	Apparel
Functional area	Product Design and Development
Job role	SSAPP23 Sample Room / Design Room Manager
Job role description	Manages the apparel development sample room where prototype garments and development samples are produced. The Sample Room / Design Room Manager coordinates sample machinists, patternmakers and technical teams to ensure development samples are produced accurately and on schedule. The role ensures effective communication between design, technical development and production teams while maintaining quality standards for development garments.
Performance expectations	• Manage daily operations of the garment sample room • Coordinate prototype and development sample production • Allocate work to sample machinists and technical staff • Ensure samples are produced according to patterns and specifications • Maintain development timelines for garment sampling • Support designers and technical teams during product development • Ensure high standards of garment construction and sample quality • Maintain organised sample tracking and documentation systems
Specialisation	Management of apparel prototype development and sample production operations..
Application in other TCF sectors	• Footwear prototype development management • Technical textile product development laboratories • Uniform and workwear product development facilities • Outdoor and protective clothing development workshops • Sewn product prototype development including bags and accessories

2. Key tasks and critical work functions

Key tasks	• Coordinate garment prototype and development sampling • Manage sample machinists and technical staff • Allocate development work based on project priorities • Maintain sample production schedules • Monitor sample quality and construction accuracy • Support fit sessions and product development reviews
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	• Maintain sample room equipment and materials • Track development samples through approval stages
Critical work functions	• Ensuring development samples accurately reflect garment specifications • Supporting efficient product development timelines • Maintaining quality standards in prototype garment construction • Coordinating communication between design and technical teams • Supporting problem-solving during product development • Ensuring development resources are used efficiently

3. Technical skills

Sample room operations	Manage prototype garment production processes.
Garment construction expertise	Understand advanced garment assembly techniques.
Pattern interpretation	Ensure samples are constructed correctly from patterns.
Technical collaboration	Work with designers and product developers.
Sample tracking systems	Monitor progress of development samples.
Quality control	Ensure high standards in prototype garment construction.
Equipment management	Maintain sewing machines and sample room equipment.
Development workflow management	Coordinate sampling within the product development cycle.

4. Generic Skills

Leadership	Supervise sample machinists and technical staff.
Communication	Coordinate information between development teams.
Organisation	Manage multiple sampling projects simultaneously.
Problem solving	Resolve construction or pattern issues.
Attention to detail	Ensure accuracy in prototype garment construction.
Time management	Maintain product development schedules.

5. Emerging skills

Emerging skills	• Integration with digital product development systems • Working from 3D garment simulation outputs • Digital sample tracking platforms • Sustainable sampling and material use practices • Collaboration with offshore development teams
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6. VET Qualifications and Skill Sets

Entry-level preparation	MST40122 Certificate IV in Textile Design and Technology or equivalent
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Advanced development	MST50122 Diploma of Apparel, Fashion and Textiles or equivalent
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7. Job progression

Possible job progression	Sample Machinist → Senior Sample Machinist → Sample Room Manager → Product Development Manager
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8. Classification

Australian Qualifications Framework	AQF Level 4-5
Australian Bureau of Statistics (ABS) Skill Levels	Skill Level 2 - Apparel Production Supervisor
Open Source Classification of Occupations for Australia (OSCA)	Sample Room Manager - Apparel



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