

## OCCUPATION GROUP DEFINITIONS

### GROUP 1

Senior management in large business organisation, government administration and defence, and qualified professionals

Senior executive / manager/ department head in industry, commerce, media or other large organisation.

Public service manager (Section head or above), regional director, health/ education/police/fire services administrator.

Other administrator (school principal, faculty head/dean, library/museum/gallery director, research facility director).

Defence Forces  
Commissioned Officer.

Professionals generally have degree or higher qualifications and experience in applying this knowledge to design, develop or operate complex systems; identify, treat and advise on problems; and teach others.

Health, Education, Law, Social Welfare, Engineering, Science, Computing professional.

Business (management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer).

Air/sea transport (aircraft/ship's captain/officer/pilot, flight officer, flying instructor, air traffic controller).

### GROUP 2

Other business managers, arts/media/sportspersons and associate professionals.

Owner/ manager of farm, construction, import/export, wholesale, manufacturing, transport, real estate business.

Specialist manager (finance/ engineering/production/ personnel/industrial relations/ sales/marketing).

Financial services manager (bank branch manager, finance/ investment/insurance broker/ credit/loans officer).

Retail sales/service manager (shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency).

Arts/media/sports (musician, actor, dancer, painter, potter, sculptor, journalist, author, media presenter, photographer, designer, illustrator, proof reader, sportsman/woman, coach, trainer, sports official).

Associate professionals generally have diploma/technical qualifications and support managers and professionals.

Health, Education, Law, Social Welfare, Engineering, Science Computing technician/associate professional.

Business/administration (recruitment/employment/

industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager).

Defence Forces senior Non-Commissioned Officer.

### GROUP 3

Tradesman/women, clerks and skilled office, sales and service staff

Tradesmen/women generally have completed a 4 year Trade Certificate, usually by apprenticeship. All tradesman/ women are included in this group.

Clerks (bookkeeper, bank/PO clerk, statistical/actuarial clerk, accounting/claims/audit clerk, payroll clerk, recording/registry/ filing clerk, betting clerk, stores/ inventory clerk, purchasing/order clerk, freight/transport/shipping clerk, bond clerk, customs agent, customer services clerk, admissions clerk).

Skilled office, sales and service staff.

Office secretary, personal assistant, desktop publishing operator, switchboard operator.

Sales (company sales representative, auctioneer, insurance agent/assessor/loss adjuster/market researcher).

Service (aged/disabled/refuge/ child care worker/ nanny/ meter reader, parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/ supervisor).

### GROUP 4

Machine operators, hospitality staff, assistants, labourers and related workers

Drivers, mobile plant, production/processing machinery and other machinery operators.

Hospitality staff (hotel service supervisor, receptionist, waiter, bar attendant, kitchen hand, porter, housekeeper).

Office assistants, sales assistants and other assistants.

Office (typist, word processing/ data entry/business machine operator, receptionist, office assistant).

Sales (sales assistant, motor vehicle/caravan/parts salesperson, checkout operator, cashier, bus/train conductor, ticket seller, service station attendant, car rental desk staff, street vendor, telemarketer, shelf stacker).

Assistant/aide (trades' assistant, school/teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/ gallery attendant, usher, home helper, salon assistant, animal attendant).

Labourers and related workers.

Defence Forces ranks below senior NCO not included in previous groups.

Agriculture, horticulture, forestry, fishing, mining worker (farm overseer, shearer, wool/ hide classer, farm hand, horse trainer, nurseryman, green keeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer, fishing hand).

Other worker (labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor).