### 2015-1 MANAGERS
Managers plan, direct, coordinate and evaluate the overall activities of enterprises, governments and other organizations, or of organizational units within them, and formulate and review their policies, laws, rules and regulations.

**Tasks include:**
- Authorising material, human and financial resources to implement policies and programs
- Formulating and advising on the policy, budgets, laws and regulations of enterprises, governments and other organizational units
- Ensuring appropriate systems and procedures are developed and implemented to provide budgetary control
- Ensuring compliance with health and safety requirements, planning and directing daily operations
- Establishing objectives and standards and formulating and evaluating programs and policies and procedures for their implementation
- Monitoring and evaluating performance of the organization or enterprise and of its staff, selecting, or approving the selection of staff
- Representing and negotiating on behalf of the government, enterprise or organizational unit managed in meetings and other forums

### 2015-11 Chief Executives, Senior Officials and Legislators
Chief executives, senior officials and legislators formulate and review the policies and plan, direct coordinate and evaluate the overall activities of enterprises, governments and other organizations with the support of other managers.

**Tasks include:**
- Authorising material, human and financial resources to implement policies and programs
- Formulating and advising on the policy budgets, laws and regulations of enterprises, governments and other organizations
- Monitoring and evaluating performance of the organization or enterprise
- Ensuring appropriate systems and procedures are developed and implemented to provide budgetary control
- Formulating or approving and evaluating programs and policies and procedures for their implementation
- Electing, or approving the selection of senior staff
- Establishing objectives for enterprises, government departments or agencies and other organizations
- Presiding over or participating in the proceedings of legislative bodies, boards of directors and committees
- Performing ceremonial duties and representing the enterprise, government, organization or community at official occasions and in meetings, negotiations, conventions and public hearings

### 2015-111 Legislators and Senior Officials
Legislators and senior officials determine, formulate, advise on and direct the implementation of policies of national, state, regional or local governments or communities, and of special interest organizations. They make, ratify, amend or repeal laws, public rules and regulations and plan, organize, direct, control and evaluate the overall activities of government departments and agencies, traditional communities and special interest organizations.
Tasks include:
Recommending, reviewing, evaluating and approving documents, briefs and reports submitted
Presiding over or participating in the proceedings of legislative bodies and administrative councils of governments, legislative assemblies, local communities and special interest organizations
Investigating matters of concern to the public and promoting the interests of constituents
Ensuring appropriate systems and procedures are developed and implemented to provide budgetary control
Establishing objectives for organizations and formulating or approving and evaluating programs and policies and procedures for their implementation
Formulating and advising on government policy, budgets, laws and regulations
Serving on government administrative boards or official committees
Allocating the use of communal land and other resources
Performing ceremonial duties and representing the government, organization or community at official occasions and in meetings, negotiations, conventions and public hearings

2015-1111
Legislators
Legislators determine, formulate, and direct policies of national, state, regional or local governments and international governmental agencies, and make, ratify, amend or repeal laws, public rules and regulations. They include elected and non-elected members of parliaments, councils and governments.
Tasks include:
Making, ratifying, amending or repealing laws, public rules and regulations within a statutory or constitutional framework
Investigating matters of concern to the public and promoting the interests of the constituencies which they represent
Negotiating with other legislators and representatives of interest groups in order to reconcile differing interests, and to create policies and agreements
Serving on government administrative boards or official committees
Determining, formulating, and directing policies of national, state, regional or local governments
Attending community functions and meetings to provide service to the community, understand public opinion and provide information on government plans
Presiding over or participating in the proceedings of legislative bodies and administrative councils of national, state, regional or local governments or legislative assemblies
As members of the government, directing senior administrators and officials of government departments and agencies in the interpretation and implementation of government policies

2015-111101
Local or Provincial Government Legislator
Recommends the interests of people in a constituency as their elected member of a government authority.
Alternative Titles and Specialisations:
Member of Mayoral Committee
Speaker (Local or Provincial Government)
Member of The Council of Provinces
Member of Executive Council (MEC)
Community Board Member
Ward Committee Member
Councillor
Premier
Mayor

2015-11102  Member of Parliament / Parliamentarian
Represents the interests of people in a constituency as their elected member to national government.

Alternative Titles and Specialisations:
Speaker (Parliament)
Member of Cabinet
Cabinet Minister
Parliament official / Parliament secretary
Chief Whip
Government Minister
Deputy President
State Secretary
President

2015-1112  Senior Government Officials
Senior government officials advise governments on policy matters, oversee the interpretation and implementation of government policies and legislation by government departments and agencies, represent their country abroad and act on its behalf, or carry out similar tasks in intergovernmental organizations. They plan, organize, direct, control and evaluate the overall activities of municipal or local, regional and national government departments, boards, agencies or commissions in accordance with legislation and policies established by government and legislative bodies.

Tasks include:
Formulating or approving and evaluating programs and procedures for the implementation of government polices in conjunction or consultation with government:
Ensuring appropriate systems and procedures are developed and implemented to provide budgetary control
Making presentations to legislative and other government committees regarding policies programs or budgets
Recommending, reviewing, evaluating and approving documents, briefs and reports submitted by middle managers and senior staff members
Advising on the preparation of government budgets, laws and regulations, including amendments
Advising national, state, regional or local governments and legislators on policy matters
Establishing objectives for government departments or agencies in accordance with government legislation and policy
Coordinating activities with other senior government managers and officials
Overseeing the interpretation and implementation of government policies and legislation by government departments and agencies

2015-111201  Defence Force Senior Officer
Plans, organises, directs, controls and reviews the day-to-day operations and major functions of organisational units of the South African National Defence Force through subordinate officers.

Alternative Titles and Specialisations:

2015-111202 General Manager Public Service

Plans, organises, directs, controls and reviews the day-to-day operations and major functions within a division of the public service.

Alternative Titles and Specialisations:
Chief Director / Director
Labour Inspectorate Manager
Diplomatic Mission Administrator

2015-111203 Local Authority Manager

Plans, organises, directs, controls, reviews and oversees the interpretation and implementation of local government policies and legislation.

Alternative Titles and Specialisations:
City Treasurer
Municipal Manager
Town Clerk
City Administrator
General Manager Local Authority

2015-111204 Senior Government Official

Plans, organises, directs, controls, reviews and oversees the interpretation and implementation of government policies and legislation.

Alternative Titles and Specialisations:
Chief Operating Officer (Government Department)
Trade Commissioner Attaché
Spokesperson
Commissioner
Secretary (Government Department)
Chief of Staff
Plenipotentiary
Registrar (Including Legal / Court etc. But Excluding Tertiary Institutions)
Administrative Attaché
Chief Electoral Officer
Consular Officer
Attaché

2015-111205  Senior Police Officer
Plans, organises, directs, controls and reviews the day-to-day operations and major functions of organisational units of the south African police and metro police services through subordinate officers.

Alternative Titles and Specialisations:
Senior Metro Police Officer

2015-111206  Ombudsperson
Acts as an advocate for the public and investigates complaints and mediates fair settlements between parties.

Alternative Titles and Specialisations:
Public Protector
Ombudsman
Public protector official

2015-111207  Senior Government Manager
Manages a department, providing direct support to the minister, through strategic leadership and within a designed strategic planning framework, whilst ensuring an integration of governance throughout the department.

Alternative Titles and Specialisations:
Ambassador
Director General (DG)
High Commissioner
Head of Mission
Consul General
Superintendent-general
Head of Department
Deputy Director General

2015-1113  Traditional Chiefs and Heads of Villages
Traditional chiefs and heads of villages perform a variety of legislative, administrative and ceremonial tasks and duties, determined by ancient traditions, as well as by the division of rights and responsibilities between village chiefs and the local, regional and national authorities.

Tasks include:
Allocating the use of communal land and other resources among households in the community or village
Performing ceremonial duties in connection with births, marriages, deaths, harvests and other important occasions
Representing the community or village on local or regional councils
Settling disputes between members of the community or village
Collecting and distributing surplus production of the community or village
Disciplining members of the community or village for violation of rules and customs
Informing the community or village about government rules and regulations

2015-111301  Traditional Leader
Performs a variety of legislative, administrative and ceremonial tasks and duties, as determined by the community or village.

**Alternative Titles and Specialisations:**
Member of Traditional Council
Head of Village

2015-114  Senior Officials of Special-interest Organisations
Senior officials of special-interest organizations determine, formulate and direct the implementation of policies of special-interest organizations, such as political-party organizations, trade unions, employers' organizations, trade and industry associations, humanitarian or charity organizations, or sports associations, and represent their organizations and act on their behalf.

**Tasks include:**
Negotiating on behalf of the organization, its members and relevant special-interest groups
Planning, directing and coordinating the general functioning of the organization
Ensuring appropriate systems and procedures are developed and implemented to provide budgetary control
Planning, organising and directing sections charged with implementing the organization's policies, programmes, rules and regulations
Determining and formulating the policies, rules and regulations of the organization
Monitoring and evaluating performance of the organization or enterprise against established objectives and policies
Promoting the interests of the organization, its members and relevant special-interest groups before the legislature, government or general public
Reviewing the operations and results of the organization and reporting to boards of directors and governing bodies, the organization's membership and funding agencies
Representing the organization at official occasions and board meetings, in negotiations, at conventions, public hearings and forums

2015-111401  Elected Official
Oversees the implementation of policies, rules and regulations of an organisation, directs its application and represent the organisation or act on its behalf.

**Alternative Titles and Specialisations:**
Elected Full Time Party Official
General Secretary (Trade Union)
President Trade Union

2015-111402  Trade Union Representative
Determines, formulates and direct the implementation of policies of trade unions, and represent their organization and act on its behalf.

**Alternative Titles and Specialisations:**
Trade Union Official
Shop Steward
Union Organiser

Managing Directors and Chief Executives
Managing directors and chief executives formulate and review the policies and plan, direct, coordinate and evaluate the overall activities of enterprises or organizations (except special interest organizations and government departments) with the support of other managers, usually within guidelines established by a board of directors or a governing body to whom they are answerable for the operations undertaken and results.

Tasks include:
Consulting with senior subordinate staff and reviewing recommendations and reports
Providing overall direction and management to organizations
Planning, directing and coordinating the general functioning of an enterprise or organization
Selecting, or approving the selection of senior staff
Determining objectives, strategies, policies and programs for the enterprise or organization
Authorising material, human and financial resources to implement organizational policies and programs
Monitoring and evaluating performance of the organization or enterprise against established objectives and policies
Reviewing the operations and results of the enterprise, or organization and reporting to boards of directors and governing bodies
Ensuring the organization complies with relevant legislation and regulations

Managing Directors and Chief Executives
Managing directors and chief executives formulate and review the policies and plan, direct coordinate and evaluate the overall activities of enterprises or organizations (except special interest organizations and government departments) with the support of other managers, usually within guidelines established by a board of directors or a governing body to whom they are answerable for the operations undertaken and results.

Tasks include:
Consulting with senior subordinate staff and reviewing recommendations and reports
Establishing and managing budgets, controlling expenditure and ensuring the efficient use of resources
Planning, directing and coordinating the general functioning of an enterprise or organization
Selecting, or approving the selection of senior staff
Representing the organization at official occasions and board meetings, in negotiations, at conventions, seminars, public hearings and forums
Reviewing the operations and results of the enterprise, or organization, and reporting to boards of directors and governing bodies
Determining objectives, strategies, policies and programs for the enterprise or organization
Authorising material, human and financial resources to implement organizational policies and programs
Monitoring and evaluating performance of the organization or enterprise against established objectives and policies
Providing overall leadership and management to the enterprise or organization
Representing the organization at official occasions, in negotiations, at conventions, seminars, public hearings and forums

Ensuring the organization complies with relevant legislation and regulations

2015-112101 Director (Enterprise / Organisation)
 Determines, formulates and reviews the general policy program and the overall direction of an organisation, within the framework established by a board of directors or a similar governing body.

Alternative Titles and Specialisations:
Managing Director (Enterprise / Organisation)
Senior / Lead Independent Non-executive Director
Managing Director
Company Director
Non-executive Director
Independent Non-executive Director
Deemed (Shadow) Director
Alternative Director
Chief Executive Officer (CEO)
Corporate Chairman
Executive Director

2015-12 Administrative and Commercial Managers
Administrative and commercial managers plan, organize, direct, control and coordinate the financial, administrative, human resource, policy, planning, research and development, advertising, public relations, and sales and marketing activities of enterprises and organizations, or of enterprises that provide such services to other enterprises and organizations.

Tasks include:
Establishing and directing operational and administrative procedures
Controlling selection, training and performance of staff
Ensuring compliance with relevant legislation, regulations and standards
Implementing, monitoring and evaluating strategies and policies
Representing the enterprise or organization in negotiations, and at conventions, seminars, public hearings and forums
Consulting with the chief executive and with managers of other departments or sections
Controlling expenditure and ensuring the efficient use of resources
Preparing budgets and overseeing financial operations
Setting prices and credit arrangements
Determining and directing sales activities, product mix, customer service standards
Directing the development of initiatives for new products, marketing, public relations and advertising campaigns
Formulating and administering policy advice, strategic and financial planning
Providing advice to senior Managers

2015-121
Business Services and Administration Managers
Business services and administration managers plan, organize, direct, control and coordinate the financial, administrative, human resource, policy, planning, activities of organizations, or of enterprises that provide such services to other enterprises and organizations.

Tasks include:
Establishing and directing operational and administrative procedures
Controlling selection, training and performance of staff
Ensuring compliance with relevant legislation, regulations and standards
Implementing, monitoring and evaluating strategies and policies
Representing the organization in negotiations, and at conventions, seminars, public hearings and forums
Consulting with the chief executive and with managers of other departments or sections
Controlling expenditure and ensuring the efficient use of resources
Preparing budgets and overseeing financial operations
Providing advice to senior managers and board members on financial, administrative strategic, policy, program and legislative issues
Formulating and administering policy advice, strategic and financial planning

2015-1211
Finance Managers
Finance managers plan, direct and coordinate the financial operations of an enterprise or organization, in consultation with senior managers and with managers of other departments or sections.

Tasks include:
Establishing and directing operational and administrative procedures
Planning and directing daily operations
Establishing and managing budgets, controlling expenditure and ensuring the efficient use of resources
Assessing the financial situation of the enterprise or organization, preparing budgets and overseeing financial operations
Overseeing the selection, training and performance of staff
Consulting with the chief executive and with managers of other departments or sections
Planning, directing and coordinating the financial operations of an enterprise or organization
Representing the enterprise or organization in dealings with outside bodies

2015-121101
Finance Manager
Plans, organises, directs, controls and coordinates the financial and accounting activities within an organisation.

Alternative Titles and Specialisations:
Revenue Assessment Manager
Internal Revenue Controller
Budgeting Manager
Municipal Finance Manager
Account Systems Manager
Finance Director
Financial Controller
Foreign Exchange Manager
Financial Administrator
Chief Financial Officer (CFO)
Financial Administration Manager
Chief Accountant

2015-121102 Payroll Manager
Manages the payroll budget and directs the activities of payroll staff, monitors the payroll processing objectives including audits and legislative compliance.

Alternative Titles and Specialisations:
Remuneration Manager

2015-121103 Credit Manager
Plans, organises, directs, controls, & coordinates the credit allocation, billing and settlement plan of clients.

Alternative Titles and Specialisations:
Billing and Settlement Plan (BSP) Manager

2015-121104 Internal Audit Manager
Advises organisations on a systematic and disciplined approach to evaluate and improve the effectiveness of the organisations risk management, control and governance processes in accordance with the Internal Audit Charter.

Alternative Titles and Specialisations:

2015-1212 Human Resource Managers
Human resource managers, plan, direct and coordinate policies concerning the personnel, industrial relations and occupational health and safety activities of an enterprise or organization, or of enterprises that provide human resource services to other enterprises and organizations.

Tasks include:
Establishing and direct operational and administrative procedures
Establishing and managing budgets, controlling expenditure and ensuring the efficient use of resources
Ensuring compliance with standards and legislation relating to employees rights, health and safety, equal opportunity and related concerns
Planning and organizing procedures for recruitment, training, promotion, transfer and dismissal of staff,
Planning, directing and coordinating the personnel and industrial relations activities, policies and practices of an enterprise or organization
Overseeing safety, health and related programmes and activities
Overseeing the selection, training and performance of staff for the entire enterprise or organization
Consulting with senior management and with managers of other departments
Planning and organizing negotiations and procedures for determination of wage structures and level and for consultation with workers on conditions of employment
Overseeing the development and implementation of management information systems
Representing the enterprise or organization in dealings with outside bodies

2015-121201 Personnel / Human Resource Manager
Plans, organises, directs, controls and coordinates human resource and workplace relations activities within an organisation.
Alternative Titles and Specialisations:
Employee Relations Manager
Transition Manager

2015-121202 Business Training Manager
Plans, directs, organises, controls and coordinates training policy, provides advice, training and administrative support to trainers and learners.
Alternative Titles and Specialisations:
Learning Programme Manager
Training Manager
Education Training and Skills Development Manager
Learning and Development Manager
Technical Training Manager
Human Resources Development Manager
Assessments Manager
Training & Development Manager

2015-121203 Compensation and Benefits Manager
Develops and implements organisation's compensation strategy. May be appointed as trustee of the company's retirement fund.
Alternative Titles and Specialisations:
Benefits Manager
Remuneration and Benefits Manager
Employee Benefits Manager
Corporate Benefits Controller

2015-121204 Recruitment Manager
Manage, plan and evaluate recruitment services of the organisation.

Alternative Titles and Specialisations:

2015-121205 Employee Wellness Manager
Defines and manages a wellness strategy that is linked with and in support of department's hr strategy and coordinates the services and outputs of wellness practitioners in the execution of programmes and projects.

Alternative Titles and Specialisations:
Employee Wellness Consultant

2015-121206 Health and Safety Manager
Manages, reviews and evaluates work environments and oversee the design of programs and procedures to control, eliminate, and prevent disease or injury caused by chemical, physical, and biological agents or ergonomic factors.

Alternative Titles and Specialisations:
Safety, Health and Environmental (SHE) Manager

2015-1213 Policy and Planning Managers
Policy and planning managers plan, organize, direct and coordinate policy advice and strategic planning activities within government or for non-government organizations and private sector agencies, or manage the activities of enterprises that provide policy and strategic planning services.

Tasks include:
Developing, implementing and monitoring strategic plans, programs, policies, processes, systems and procedures to achieve goals, objectives and work standards
Establishing activity measures and measurements of accountability
Coordinating the implementation of policies and practices
Planning and directing daily operations
Overseeing the selection, training and performance of staff
Representing the enterprise or organization in negotiations, and at conventions, seminars, public hearings and forums
Developing, directing, administering and participating in policy research and analysis
Leading and managing the activities of policy development and strategic planning staff

2015-121301 Policy and Planning Manager
Plans, develops, organises, directs, controls and coordinates policy advice and strategic planning within organisations.

Alternative Titles and Specialisations:
Policy Development Manager
Corporate Planning Manager
Planning & Development Manager
Public Policy Manager
Strategic Planning Manager
Business Services and Administration Managers not Elsewhere Classified

This unit group covers business services and administration managers not classified elsewhere in minor group 121, business services and administration managers. For instance, the group includes occupations such as facilities manager, cleaning services manager, administrative services manager.

Tasks include:

- Leading, managing and developing administrative staff to ensure smooth business operations and the provision of accurate and timely information
- Providing information and support for the preparation of financial reports and budgets
- Planning and directing daily operations
- Establishing and managing budgets, controlling expenditure and ensuring the efficient use of resources
- Overseeing the selection, training and performance of staff
- Representing the enterprise or organization in negotiations, and at conventions, seminars, public hearings and forums
- Analyzing complex resource management issues and initiatives that affect the organization, and preparing associated reports, correspondence and submissions
- Providing administrative, strategic planning and operational support, research and advice to senior management on matters such as the management of building facilities and administrative services
- Developing and implementing administrative and procedural statements and guidelines for use by staff in the organization
- Developing and managing the organization's administrative and physical resources

Corporate General Manager

Plans, organises, directs, controls and reviews the day-to-day operations and major functions of a commercial, industrial or other organisation (excluding government or local government) through departmental managers and subordinate executives.

Alternative Titles and Specialisations:

- Business Operations Manager
- Clinical Manager

Corporate Services Manager

Plans, organises, directs, controls and coordinates the overall administration of an organisation.

Alternative Titles and Specialisations:

- Administrative Services Manager
- Business Services Manager

Physical Asset Manager

Manages physical assets throughout its lifecycle to ensure optimal return on investment.

Alternative Titles and Specialisations:

- Resources Manager

Contract Manager

Plans, organises, directs, controls and coordinates the contractual arrangements related to the implementation of programmes and projects.
Alternative Titles and Specialisations:

2015-121905 Programme or Project Manager
Plans, organises, directs, controls and coordinates special programmes or projects.

Alternative Titles and Specialisations:
Project Director

2015-121906 Franchise Manager
Maintains relationship with and support franchise partners.

Alternative Titles and Specialisations:

2015-121907 Labour Recruitment Manager
Manages people and resources to ensure compliance and operational delivery of recruitment services.

Alternative Titles and Specialisations:

2015-121908 Quality Systems Manager
Plans, organises, directs, controls and coordinates the deployment of quality systems and certification processes within an organisation.

Alternative Titles and Specialisations:
Quality Assurance / Systems Auditor
Quality Certification Manager
Management System Auditor
Quality Control Manager
ETQA Manager
Quality Auditor
Quality Manager
Quality Systems Coordinator
Agriculture & Forestry Quality Controller

2015-121909 Sustainability Manager
Plans, organises, directs, controls and coordinates sustainability or environment-related risk assessments, develops methodologies to assess the viability or success of sustainability initiatives and the monitoring and evaluation thereof.

Alternative Titles and Specialisations:

2015-122 Sales, Marketing and Development Managers
Sales, marketing and development managers plan, organize, direct, control and coordinate the advertising, public relations, research and development, and sales and marketing activities of enterprises and organizations, or of enterprises that provide such services to other enterprises and organizations.

Tasks include:

Marketing, public relations and advertising campaigns
Determining and directing sales activities, product mix, customer service standards and merchandising methods and distribution policy
Establishing and managing budgets and controlling expenditure to ensure the efficient use of resources
Overseeing the selection, training and performance of staff
Setting prices and credit arrangements
Directing the development of initiatives for new products or scientific research
Formulating and implementing policies and plans for advertising, public relations, product development, sales and marketing in consultation with other managers
Representing the enterprise or organization at conventions, trade exhibitions and other forums

2015-1221
Sales and Marketing Managers
Sales and marketing managers plan, direct and coordinate the sales and marketing activities of an enterprise or organization, or of enterprises that provide sales and marketing services to other enterprises and organizations.
Tasks include:
Planning and directing daily operations
Determining price lists, discount and delivery terms, sales promotion budgets, sales methods, special incentives and campaigns
Establishing and directing operational and administrative procedures related to sales and marketing activities
Establishing and managing budgets and controlling expenditure to ensure the efficient use of resources
Overseeing the selection, training and performance of staff
Leading and managing the activities of sales and marketing staff
Planning and organizing special sales and marketing programmes based on sales records and market assessments
Representing the enterprise or organization at sales and marketing conventions, trade exhibitions and other forums

2015-122101
Sales and Marketing Manager
Plans, organises, directs, controls and coordinates the sales and marketing activities of an organisation.
Alternative Titles and Specialisations:
Business Support Manager
Insurance Sales and Marketing Manager
Key Account Manager
Business Development Manager

2015-122102
Sales Manager
Plans, organises, directs, controls, analyses and coordinates the sales strategy activities and the organisational integration thereof.
Alternative Titles and Specialisations:
Sales Director
Sales Executive
2015-122103  Director of Marketing

Plans, organises, directs, controls, analyses and coordinates the marketing strategy activities and the organisational integration thereof.

**Alternative Titles and Specialisations:**
- Marketing Manager
- Market Research Manager
- Marketing Director

2015-122104  Interactive and Direct Marketing Strategist

Plan, organize, direct, control and evaluate the design, development and maintenance of interactive and direct marketing strategies, this includes internet and intranet sites to manage an organization's internet presence, public relations, communications and commercial activities.

**Alternative Titles and Specialisations:**
- Interactive Direct Marketing Compliance Officer

2015-122105  Customer Service Manager

Plans, administers and reviews customer services and after-sales services and maintains sound customer relations.

**Alternative Titles and Specialisations:**
- Customer Services Engineer
- Customer Care Manager / Representative
- Client Services Advisor
- Client Services Manager / Representative
- Client Service Manager

2015-1222  Advertising and Public Relations Managers

Advertising and public relations managers plan, direct and coordinate the advertising, public relations and public information activities of enterprises and organizations or of enterprises that provide related services to other enterprises and organizations.

**Tasks include:**
- Establishing and directing operational and administrative procedures
- Planning and directing daily operations
- Overseeing the selection, training and performance of staff
- Planning, directing and coordinating the advertising and public relations activities of an enterprise or organization
- Establishing and managing budgets and controlling expenditure and ensuring the efficient use of resources
- Planning and managing information programmes to inform legislators, the mass media and the general public about the plans, accomplishments and points of view of the enterprise or organization
- Leading and managing the activities of advertising and public relations staff
- Negotiating advertising contracts with clients or with newspapers, radio and television stations, sports and cultural organizations and advertising agencies
2015-12201 Advertising and Public Relations Manager
Plans, organises, directs, controls and coordinates the advertising and public relations activities of an organisation.

Alternative Titles and Specialisations:
Media Advisor / Manager
Corporate Relations Manager
Chief Communications Manager / Officer
Green Marketer
Media and Communications Manager
Advertising Manager
Public Relations Manager
Relationship Manager

2015-1223 Research and Development Managers
Research and development managers plan, direct and coordinate the research and development activities of an enterprise or organization or of enterprises that provide related services to other enterprises and organizations.

Tasks include:
Establishing and directing operational and administrative procedures
Planning and directing daily operations
Establishing and managing budgets, controlling expenditure and ensuring the efficient use of resources
Overseeing the selection, training and performance of staff
Planning the overall research and development programme of an enterprise or organization, specifying goals and budgetary requirements
Leading and managing the activities of research and development staff
Planning, directing and coordinating research and development activities, in-house or commissioned from external research organizations, to develop new or improved technical processes, products, knowledge, or utilisation of materials
Representing the enterprise or organization at conventions, seminars and conferences

2015-122301 Research and Development Manager
Plans, organises, directs, controls and coordinate research and development activities within organisations.

Alternative Titles and Specialisations:
Research Director
Research Manager
Product Development Manager

2015-13 Production and Specialised Services Managers
Production and specialised services managers plan direct and coordinate the production of the goods and the provision of the specialised professional and technical services
provided by an enterprise or organization. They are responsible for manufacturing, mining, construction, logistics, information and communications technology operations, for large scale agricultural, forestry and fisheries operations, and for the provision of health, education, social welfare, banking, insurance and other professional and technical services.

Tasks include:
Preparing tenders and contract bids
Controlling the operation of plant and of procedures
Planning and directing daily operations
Overseeing the acquisition and installation of new plant and equipment
Establishing and managing budgets, monitoring costs, and adjusting activities, procedures and resources to minimize costs
Overseeing the selection, training and performance of staff,
Assuring quality of the goods produced and services provided
Coordinating the implementation of health and safety requirements
Planning details of activities in terms of output, services provided, quality, quantity, cost, timeliness and labour requirements
Preparing, or arranging for the preparation of, reports, budgets and forecasts
Setting standards and objectives

2015-131

Production Managers in Agriculture, Forestry and Fisheries
Production managers in agriculture, forestry and fisheries plan, direct, and coordinate production in large scale agricultural, horticultural, forestry aquaculture and fishery operations such as plantations, large ranches, collective farms and co-operatives to grow and harvest crops, breed and raise livestock, fish and shellfish and to catch and harvest fish and other forms of aquatic life.

Tasks include:
Identifying and controlling environmental toxins, weeds, pests and diseases
Establishing and managing budgets, monitoring production output and costs, recording information such as farm and fisheries management practices, and preparing financial and operational reports
Monitoring market activity and planning production to meet contract requirements and market demand
Conferring with buyers to arrange for the sale of crops, catch and stock
Planning the type, intensity and sequence of operations
Contracting with farmers, skippers or independent owners for production of produce and management of production
Organizing operations such as maintaining buildings, water supply systems and equipment
Purchasing machinery, equipment, and supplies
Overseeing the selection, training and performance of workers and contractors

2015-1311

Agricultural and Forestry Production Managers
Agricultural and forestry production managers plan, direct, and coordinate production in large scale agricultural, horticultural and forestry operations such as plantations, large ranches, collective farms and agricultural co-operatives to grow and harvest crops, and breed and raise livestock.

Tasks include:
Identifying and controlling agricultural and forest environmental toxins, weeds, pests and diseases

Monitoring agricultural and forestry market activity and planning production to meet contract requirements and market demand

Contracting with farmers or independent owners for production of crops and livestock, or for management of production

Inspecting plantations and fields to determine maturity dates of crops, or to estimate potential crop damage from weather

Organizing farming operations such as maintaining buildings, water supply systems and equipment

Directing and coordinating activities such as planting, irrigation, chemical application, harvesting, and grading

Purchasing machinery, equipment, and supplies such as tractors, seed, fertilizer, and chemicals

Conferring with buyers to arrange for the sale of crops and livestock

Analysing soil to determine types and quantities of fertilizer required for maximum production

Establishing and managing budgets, monitoring production output and costs, recording information such as farm management practices, and preparing financial and operational reports

Planning the type, intensity and sequence of farm operations (e.g. Determining the best times for planting, spraying and harvesting)

Overseeing the selection, training and performance of agricultural and forestry workers and contractors

2015-131101 Agricultural Farm Manager

Plans, directs, and coordinates production in large scale agricultural and horticultural operations such as collective farms and agricultural co-operatives to grow and harvest crops.

Alternative Titles and Specialisations:

Mixed Crop Farm Manager
Dairy Farm Manager
Field Vegetable Farm Manager
Horticultural Farm Manager
Sugar Farm Manager
Agronomy Farm Manager
Mixed Crop and Livestock Farm Manager
Vegetable Farm Manager
Arboriculture Farm Manager
Ornamental Horticultural Farm Manager
Livestock Farm Manager

2015-131102 Production / Operations Manager (Forestry)

Plans, organises, directs and controls the production activities of a forestry operation including physical and human resources.

Alternative Titles and Specialisations:

Harvest Manager (Forestry)
Plantations Manager
Forest Manager
Timber Productions Manager
Forest Logistics Manager

2015-131103 Production / Operations Supervisor (Forestry)
Plans, organises, controls, leads, coordinates and reviews forestry activities of an organisation including physical and human resources.

Alternative Titles and Specialisations:
Forestry Production Foreman

2015-1312 Aquaculture and Fisheries Production Managers
Aquaculture and fisheries production managers plan, direct, and coordinate production in large scale aquaculture and fishery operations to catch and harvest fish and shellfish, and to grow fish shellfish or other forms of aquatic life, as cash crops or for release into freshwater or saltwater.

Tasks include:
Coordinating the selection and maintenance of brood stock
Directing and monitoring the transfer of mature fish to lakes, ponds, streams, or commercial tanks
Monitoring aquaculture and fishery market activity and planning production and fishing activities to meet contract requirements and market demand
Contracting with fishing skippers or owners of vessels and aquaculture farms for fishing and aquaculture operations, or for management of production
Devising and coordinating activities to improve fish hatching and growth rates, and to prevent disease in hatcheries
Directing and monitoring trapping and spawning of fish, egg incubation, and fry rearing, applying knowledge of management and fish culturing techniques
Purchasing machinery, equipment, and supplies such as vessels and nets
Organizing operations such as maintenance of ships, boats and equipment
Conducting and organizing aquaculture or fishery stock examinations in order to identify diseases or parasites
Conferring with buyers to arrange for the sale of produce and catches
Establishing and managing budgets, monitoring production output and costs, recording information such as fisheries management practices, and preparing financial and operational reports
Monitoring environments to maintain or improve conditions for aquatic life
Overseeing the selection, training and performance of aquaculture or fishery workers and contractors

2015-131201 Aquaculture Farm Manager
Plans, directs and controls farming operations to breed and raise fresh and saltwater fish and other aquatic stock.

Alternative Titles and Specialisations:
Crocodile Farm Manager
Fresh Water Aquaculture Farm Manager
Mariculture Farmer / Farm Manager
Aquaculture Hatchery Manager
Abalone Farm Manager

Manufacturing, Mining, Construction and Distribution Managers
Manufacturing, mining, construction, and distribution managers plan, organize, and coordinate the manufacturing, mineral extraction, construction, supply, storage and transportation operations.

Tasks include:
Preparing tenders and contract bids
Controlling the preparation of production records and reports
Planning and directing daily operations
Controlling the operation of plant and quality procedures through planning of maintenance, designation of operating hours and supply of equipment
Planning details of activities in terms of output quality and quantity, cost, timeliness and labour requirements
Overseeing the acquisition and installation of new plant and equipment
Overseeing the selection, training and performance of staff
Coordinating the implementation of health and safety requirements
Establishing and managing budgets, monitoring production output and costs, and adjusting processes and resources to minimize costs

Manufacturing Managers
Manufacturing managers plan, direct, and coordinate manufacturing production activities of large enterprises or as the manager of a small manufacturing company.

Tasks include:
Determining, implementing and monitoring production strategies, policies and plans
Planning details of production activities in terms of output quality and quantity, cost, time available and labour requirements
Controlling the preparation of production records and reports
Researching and implementing regulatory and statutory requirements affecting manufacturing operations and the environment
Coordinating the implementation of occupational health and safety requirements
Overseeing the provision of quotes for the manufacture of specialised goods and establishing contracts with customers and suppliers
Overseeing the acquisition and installation of new plant and equipment
Overseeing the selection, training and performance of staff
Identifying business opportunities and determining products to be manufactured
Controlling the operation of production plant and quality procedures through planning of maintenance, designation of operating hours and supply of parts and tools
Establishing and managing budgets, monitoring production output and costs, and adjusting processes and resources to minimize costs
Consulting with and informing other managers about production matters

Manufacturer
Plans, organises, directs, controls and coordinates the operations of a small manufacturing establishment.

**Alternative Titles and Specialisations:**
- Factory Manager

2015-132102 Production / Operations Manager (Manufacturing)
Plans, organises, directs and controls the manufacturing activities of an organisation including physical and human resources. Measures performance, quality and implements continuous improvement strategies.

**Alternative Titles and Specialisations:**
- Planning Manager (Manufacturing)
- Plant Manager (Manufacturing)
- Operations Manager (Production)
- Processing Unit Manager
- Distillery Manager
- Works / Workshop Manager (Manufacturing)
- Processing Manager
- Industrial Production Manager
- Plant Superintendent

2015-132104 Engineering Manager
Plans, organises, directs, controls and coordinates the design and construction of engineering and process plants.

**Alternative Titles and Specialisations:**
- Bankable Feasibility Study Manager
- Engineering Maintenance Manager
- Engineering Manager (Mining)

2015-132105 Power Generation Production / Operations Manager
Plans, directs and coordinates the work activities and resources of power generation and bio fuel plants.

**Alternative Titles and Specialisations:**
- Wind Energy Operations Manager
- Biofuels Production Manager
- Hydroelectric Production Manager
- Landfill Gas Collection Manager
- Biomass Power Plant Manager
- Concentrated Solar Power (CSP) Plant Manager
Geothermal Production Manager
Methane Collection Manager

2015-132106 Manufacturing Quality Manager
Plants, organizes, directs, controls and coordinates the performance of the quality management system, produce data and report on performance, measuring against set standards.

Alternative Titles and Specialisations:
Quality Control Manager

2015-1322 Mining Managers
Mining managers plan, direct, and coordinate the production activities of mining, quarrying and oil and gas extraction operations.

Tasks include:
Planning details of production activities in terms of output quality and quantity, cost, time available and labour requirements
Controlling the preparation of production records and reports
Controlling the operation of plant and quality procedures through planning of maintenance, designation of operating hours and supply of equipment
Researching and implementing regulatory and statutory requirements affecting mineral extraction operations and the environment
Overseeing the acquisition and installation of new plant and equipment
Overseeing the selection, training and performance of staff
Conferring with other managers to set production quotas, plan extraction sites and develop policies for the removal of raw materials
Evaluating efficiency of production sites to determine adequacy of personnel, equipment and technologies used, and make changes to work schedule or equipment when necessary
Coordinating the implementation of health and safety requirements
Establishing and managing budgets, monitoring production output and costs, and adjusting processes and resources to minimize costs

2015-132201 Production / Operations Manager (Mining)
Plans, organizes, directs and controls the production activities of a mining operation including physical and human resources.

Alternative Titles and Specialisations:
Quarry Manager
Mine Deputy
Factory Manager (Mining)
Mine Manager

2015-132202 Mineral Resources Manager
Plans, organizes, directs and coordinates complex operational resources to establish optimal, economically viable and safe strategies and objectives to extract mineral resources from the earth, utilising appropriate engineering designs, mining and metallurgical processes, equipment and schedules that will accomplish these objectives and lead to the safe and productive recovery of mineral reserves and final product, in line with customer requirements.
Alternative Titles and Specialisations:
Chief Geologist (Mining)
Grade Controller (Mining)
Planning Manager (Mining)
Chief Mine Planner
Exploration Manager
Chief Surveyor (Mining)
Chief of Mining Services
Mine Design and Planning Manager
Mine Planning Manager
Technical Services Manager (Mining)
Resource Geologist
Geology Manager (Mining)
Mining Exploration Manager

2015-132203 Rock Engineering Manager
Plans, organises, directs, controls and coordinates the rock engineering and related functions, including support, extraction sequences and infrastructure to ensure safe and optimal extraction of ore reserves on a mine.

Alternative Titles and Specialisations:

2015-1323 Construction Managers
Construction managers plan, direct and coordinate the construction of civil engineering projects, buildings and dwellings.

Tasks include:
- Operating and implementing coordinated work programs for sites
- Building under contract, or subcontracting specialised building services
- Ensuring adherence to building legislation and standards of performance, quality, cost and safety
- Interpreting architectural drawings and specifications
- Negotiating with building owners, property developers and subcontractors involved in the construction process to ensure projects are completed on time and within budget
- Preparing tenders and contract bids
- Arranging submission of plans to local authorities
- Establishing and managing budgets, controlling expenditure and ensuring the efficient use of resources
- Overseeing the selection, training and performance of staff and subcontractors
- Coordinating labour resources, and procurement and delivery of materials, plant and equipment
Arranging building inspections by relevant authorities

2015-132301  Construction Project Manager
Plans, organises, directs, controls and coordinates construction of civil engineering and building projects, and the physical and human resources involved in the construction process.

Alternative Titles and Specialisations:
Construction Site Manager
Property Development Manager
Building and Construction Manager
Construction Manager
Construction Project Director

2015-132302  Project Builder
Plans, organises, directs, controls and coordinates the construction, alteration and renovation of dwellings and other buildings, and the physical and human resources involved in building process.

Alternative Titles and Specialisations:
Building Contractor
Building Site Manager / Agent
Professional Builder

2015-1324  Supply, Distribution and Related Managers
Supply, distribution and related managers plan, direct and coordinate the supply, transportation, storage and distribution of goods.

Tasks include:
Preparing and implementing plans to maintain required stock levels at minimum cost
Monitoring and reviewing storage and inventory systems to meet supply requirements and control stock levels
Liaising with other departments and customers concerning requirements for outward goods and associated forwarding transportation
Determining, implementing and monitoring purchasing, storage and distribution strategies, policies and plans
Negotiating contracts with suppliers to meet quality, cost and delivery requirements
Establishing and directing operational and administrative procedures
Overseeing the recording of purchase, storage and distribution transactions
Planning and directing daily operations
Operating recording systems to track all movements of goods, and ensuring re-ordering and re-stocking at optimal times
Establishing and managing budgets, controlling expenditure and ensuring the efficient use of resources
Overseeing the selection, training and performance of staff

2015-132401  Supply and Distribution Manager
Plans, administers and reviews the supply, storage and distribution of equipment, materials and goods used and produced by an organisation, enterprise or business.

**Alternative Titles and Specialisations:**
- Acquisitions Manager
- Supply Chain Executive
- Procurement Manager
- Depot Manager
- Goods Clearance Manager
- Storage and Distribution Manager
- Supply Lead Manager
- Purchase Manager
- Supply Chain Manager
- Parts Manager
- Freight Manager
- Freight Forwarding Customs Clearing Manager

**Logistics Manager**

2015-132402

Plans, directs, or coordinates purchasing, warehousing, distribution, forecasting, customer service, or planning services. Manages logistics personnel and logistics systems and directs daily operations.

**Alternative Titles and Specialisations:**
- Dispatch Logistics Manager

**Road Transport Manager**

2015-132403

Organises and controls the operations of an enterprise which operates a fleet of vehicles to transport goods and passengers.

**Alternative Titles and Specialisations:**
- Cargo Manager
- Car Rental Agency Manager
- Transport Company Manager

**Warehouse Manager**

2015-132404

Plans, directs, and coordinates the storage and distribution operations within an organization or the activities of organizations that are engaged in storing and distributing materials and products.

**Alternative Titles and Specialisations:**
- Coolstore / Packhouse / Stockroom / Storeroom Manager
- Storage and Warehousing Manager

**Fleet Manager**

2015-132405
Organises the buying, selling and maintenance of vehicles and coordinates the usage thereof.

Alternative Titles and Specialisations:

2015-132406  Railway Station Manager
Organises and controls the operations of a railway station.

Alternative Titles and Specialisations:

Railway Station Master

2015-132407  Airport or Harbour Manager
Plans, organises, directs, controls and coordinates the operations of a airport or harbour.

Alternative Titles and Specialisations:

2015-132408  Grain Depot Manager
Plans, directs and coordinates the receipt, storage and out loading of grain stored in silos.

Alternative Titles and Specialisations:

2015-132409  Fuel Manager
Plants, directs and coordinates the receipt, storage and distribution of fuel

Alternative Titles and Specialisations:

2015-133  Information and Communications Technology Service Managers
Information and communications technology service managers plan, direct, and coordinate the acquisition, development, maintenance and use of computer and telecommunication systems.

Tasks include:
Directing the selection and installation of ICT resources and the provision of user training
Formulating and directing information and communication technology (ICT) strategies, policies and plans
Establishing and directing operational and administrative procedures
Consulting with users, management, vendors, and technicians to assess computing needs and system requirements and specifying technology to meet those needs
Establishing and managing budgets, controlling expenditure and ensuring the efficient use of resources
Overseeing the selection, training and performance of staff
Evaluating the organization’s technology use and needs and recommending improvements, such as hardware and software upgrades
Assigning, reviewing, managing and leading the work of systems analysts, programmers, and other computer-related workers
Directing ICT operations, analyzing workflow, establishing priorities, developing standards and setting deadlines
Representing the enterprise or organization at ICT related conventions,
Overseeing the security of ICT systems, seminars and conferences
Information and Communications Technology Service Managers

Information and communications technology service managers plan, direct, and coordinate the acquisition, development, maintenance and use of computer and telecommunication systems.

Tasks include:

- Overseeing the security of ICT systems
- Directing the selection and installation of ICT resources and the provision of user training
- Formulating and directing information and communication technology (ICT) strategies, policies and plans
- Establishing and directing operational and administrative procedures
- Consulting with users, management, vendors, and technicians to assess computing needs and system requirements and specifying technology to meet those needs
- Establishing and managing budgets, controlling expenditure and ensuring the efficient use of resources
- Overseeing the selection, training and performance of staff
- Evaluating the organization's technology use and needs and recommending improvements, such as hardware and software upgrades
- Directing ICT operations, analysing workflow, establishing priorities, developing standards and setting deadlines
- Assigning, reviewing, managing and leading the work of systems analysts, programmers, and other computer-related workers
- Representing the enterprise or organization at ICT related conventions, seminars and conferences

Chief Information Officer

Plans, organises, directs controls and coordinates the ICT strategies, plans and operations of an organisation to ensure the ICT infrastructure supports the organisation's overall operations and priorities.

Alternative Titles and Specialisations:
ICT / IT Manager
ICT / IT Director
Chief Technology Officer

ICT Project Manager

Plans, organises, directs, controls and coordinates quality accredited ICT projects. Accountable for day-to-day operations of resourcing, scheduling, prioritisation and task coordination, and meeting project milestones, objectives and deliverables within agreed timeframes and budget.

Alternative Titles and Specialisations:
ICT / IT / Computer Operations Manager
ICT / IT / Computer Marketing Executive
ICT / IT / Computer Support Manager
ICT / IT / Computer Service Manager
Hardware Development Manager
ICT Project Director
Data Management Manager

Plans, coordinates, and supervises all activities related to the design, development, and implementation of organizational database systems.

Alternative Titles and Specialisations:
Data Operations Manager
Data Processing Manager

Application Development Manager

Plans, coordinates, and supervises all activities related to the design, development, and implementation of organizational information systems and software applications.

Alternative Titles and Specialisations:
Technical Policy Manager
ICT Development Manager
Technical Solutions Manager

Information Technology Manager

Plans, coordinates, directs, and designs IT-related activities of the organization, as well as provide administrative direction and support for daily operational activities of the IT department.

Alternative Titles and Specialisations:

Information Systems Director

Oversees the streamlined operation of the IT department and ensures it aligns with the business objectives of the organization.

Alternative Titles and Specialisations:

Professional Services Managers

Professional services managers plan, direct and coordinate the provision of childcare, health, welfare, education and other professional services, and manage the branches of institutions providing financial and insurance services.

Tasks include:
- Developing and implementing programs and services to meet the needs of clients
- Directing and coordinating the allocation of resources
- Liaising with parents, boards, funding bodies, the community representatives and related agencies to discuss areas of cooperation and coordination
- Monitoring and controlling expenditure
- Overseeing the selection, development and performance of staff
- Formulating policies and plans for the provision of services and operation of establishments
- Preparing, or arranging for the preparation of, reports, budgets and forecasts
- Setting standards and objectives
- Representing the organization in negotiations other agencies, and at conventions, seminars, public hearings and forums

Child Care Service Managers
Child care service managers plan, direct, and coordinate and evaluate the provision of care for children in before-school, after-school, vacation and day care centres and services.

Tasks include:
- Developing and implementing programs to enhance the physical, social, emotional and intellectual development of young children
- Monitoring children’s progress and conferring with parents or guardians
- Managing physical facilities and making sure all buildings and equipment are maintained to ensure the centre is a safe area for children, staff and visitors
- Overseeing and coordinating the provision care for children in before-school, after-school, day, and vacation care centres
- Reviewing and interpreting government codes, and developing procedures to meet codes (e.g., concerning safety and security)
- Preparing and maintaining records and accounts for a child care centre
- Directing and supervising child carers in providing care and supervision for young children
- Establishing and monitoring budgets and determining allocation of funds for staff, supplies, materials, equipment and maintenance
- Recruiting and evaluating staff and coordinating their professional development

2015-134101  Child Care Centre Manager

Plans, organises, directs, controls and coordinates the activities of a child care centre or service.

Alternative Titles and Specialisations:
- Child Care Coordinator
- Day Care Centre Manager
- Child Care Centre Director
- Pre-school Principal
- Early Childhood Development Centre Manager

2015-1342  Health Service Managers

Health service managers plan, direct coordinate and evaluate the provision of clinical and community health care services in hospitals, clinics, public health agencies and similar organizations.

Tasks include:
- Developing, implementing and monitoring procedures, policies and performance standards for medical, nursing, technical and administrative staff
- Liaising with other health and welfare service providers, boards and funding bodies to coordinate the provision of services
- Monitoring the use of diagnostic services, inpatient beds, facilities, and staff to ensure effective use of resources and assess the need for additional staff, equipment, and services
- Representing the organization in negotiations, and at conventions, seminars, public hearings and forums
- Providing overall direction and management for the service, facility, organization or centre
- Directing or conducting recruitment, hiring and training of personnel
- Establishing objectives and evaluative or operational criteria for units they manage
Directing, supervising and evaluating the work activities of medical, nursing, technical, clerical, service, maintenance, and other personnel

Advising government bodies about measures to improve health and welfare services and facilities

Controlling administrative operations such as budget planning, report preparation and expenditure on supplies, equipment and services

2015-134201 Medical Superintendent
Plans, organises, directs, controls and coordinates medical programs and clinical services in a hospital or other health service facility; maintains standards of medical care and provides leadership to ensure an appropriately skilled medical workforce and contributes to health service planning.

Alternative Titles and Specialisations:
Health Service Manager
Public Health Manager
Director of Medical Services
Medical Manager
Hospital Manager
Public Health Administrator
Director of Clinical Services
Health Service Coordinator

2015-134202 Nursing Clinical Director
Plans, organises, directs, controls and coordinates nursing programs and clinical services in a hospital, aged care or other health service facility; maintains standards of nursing care and provides leadership to ensure an appropriately skilled nursing and contributes to health service planning.

Alternative Titles and Specialisations:
Hospital Matron
Director of Nursing

2015-134203 Primary Health Organisation Manager
Plans, organises, directs, controls and coordinates a primary health organisation which provides a broad range of out-of-hospital health services.

Alternative Titles and Specialisations:

2015-134204 Secondary Health Services Manager
Plans, organises, directs, controls and coordinates secondary health services.

Alternative Titles and Specialisations:
Director of Physiotherapy Services
Director Allied Health Services
Director of Pharmacy
Director of Speech Pathology

2015-134205 Clinic Manager (specialised Health Service)
Plans, directs, coordinates and evaluates the provision of specialised health services in a clinics.

**Alternative Titles and Specialisations:**
- Sport Psychology Manager
- Biokinetics Clinic Manager

**2015-134206**

**Sport Science Manager**

Maximize human physical performance to ensure elite sporting performance on a continuous basis to all sporting clients.

**Alternative Titles and Specialisations:**

**2015-1343**

**Aged Care Service Managers**

Aged care service managers plan, direct coordinate and evaluate the provision of residential and personal care services for individuals and families who are in need of such services due to the effects of ageing.

**Tasks include:**
- Controlling administrative operations such as budget planning, report preparation, expenditure on supplies, equipment and services
- Liaising with other health and welfare providers, boards and funding bodies to coordinate the provision of services
- Representing the organization in negotiations, and at conventions, seminars, public hearings and forums
- Directing or conducting recruitment, hiring and training of personnel
- Establishing objectives and evaluative or operational criteria for units they manage
- Developing, implementing and monitoring procedures, policies and performance standards for nursing, personal care, technical, and administrative staff
- Directing, supervising and evaluating the work activities of medical, nursing, technical, clerical, service, maintenance, and other personnel
- Advising government bodies about measures to improve health and welfare services and facilities
- Coordinating and administering welfare programs and care services for the elderly
- Providing overall direction and management for a service, facility, organization or centre

**2015-134301**

**Special Care Accommodation Manager**

Organises and controls the operation of accommodation establishments for people that need special care.

**Alternative Titles and Specialisations:**
- Aged Care Manager
- Retirement Village Manager

**2015-1344**

**Social Welfare Managers**

Social welfare managers plan, direct, and coordinate the provision of social and community service programs such as income support, family assistance, children’s services and other community programs and services.

**Tasks include:**
- Controlling administrative operations such as budget planning, report preparation, expenditure on supplies, equipment and services
- Establishing and directing operational and administrative procedures
Developing, implementing and monitoring procedures, policies and standards for staff
Establishing and managing budgets, controlling expenditure and ensuring the efficient use of resources
Advising government bodies about measures to improve welfare services and facilities
Representing the organization in negotiations, and at conventions, seminars, public hearings and forums
Overseeing the selection, training and performance of staff
Liaising with other welfare and health services providers, boards and funding bodies to discuss areas of health and welfare service cooperation and coordination
Providing overall direction and management for a service, facility, organization or centre
Monitoring and evaluating resources devoted to the provision of welfare, housing, and other social services
Representing the organization at conventions, seminars and conferences

2015-134401 Social Services Manager
Plans, organizes, directs, controls and coordinates a centre, program or project concerned with social services.

Alternative Titles and Specialisations:
Child and Youth Care Centre Manager
Social Work Manager
Child and Youth Care Services Manager
Social Services Project Manager
Social Services Centre Manager

2015-134402 Community Development Manager
Ensures the effective coordination of integrated and transformative social development programs, delivered within an identified service delivery area in partnership with key stakeholders for the effective empowerment of communities.

Alternative Titles and Specialisations:

2015-134403 Child and Youth Care Manager
Plans, organizes, directs, controls and coordinates child and youth care services in a service delivery area and/or organization

Alternative Titles and Specialisations:

2015-1345 Education Managers
Education managers plan, direct, coordinate and evaluate the educational and administrative aspects of education services, primary and secondary schools, colleges and faculties and departments in universities and other educational institutions.

Tasks include:

Controlling administrative operations such as budget planning, report preparation, expenditure on supplies, equipment and services
Implementing systems and procedures to monitor school performance and student enrolments
Controlling selection, training and supervision of staff
Directing administrative and clerical activities concerning student admissions and educational services
Promoting the educational program, and representing the service or institution in the wider community
Providing leadership and guidance to teaching, academic and administrative staff as well as to students
Developing and enforcing a disciplinary code to create a safe and conducive environment for students and teachers
Evaluating the work of teachers and lecturers by visiting classrooms, observing teaching methods, reviewing instructional objectives and examining learning materials
Organizing and implementing methods of raising additional funds in conjunction with parent and community groups and sponsors
Supervising the maintenance of educational facilities
Determining educational programs based on frameworks established by education authorities and governing bodies

2015-134501 School Principal

Plans, organises, directs, controls and coordinates the educational and administrative aspects of primary and secondary schools.

Alternative Titles and Specialisations:
Headmistress
Headmaster
Early Childhood Development School Principal
Independent School Principal
Deputy Principal

2015-134502 FET College Principal

Plans, organises, directs, controls and coordinates the educational, training and administrative aspects of an FET college.

Alternative Titles and Specialisations:
Further Education and Training College Programme Managers

2015-134503 Faculty Head

Plans, organises, directs, controls and coordinates the educational and administrative aspects of a department, faculty or school within a university or other tertiary education institution.

Alternative Titles and Specialisations:
Campus Principal
Dean of Faculty
Head of College Faculty

2015-134504 District Education Manager

Plans, organises, directs, controls and coordinates educational approaches and policy, and curriculum resources and development for teachers and administrators.

Alternative Titles and Specialisations:
Schools Director
Provincial Education Manager
2015-134505  Rector (Educational)
Plans, organises, directs, controls and coordinates the educational and administrative aspects of a university or other tertiary education institution.
Alternative Titles and Specialisations:
Vice-chancellor (Principal)
Deputy Vice-chancellor

2015-134506  Registrar / Councillor (Educational)
Plans, organises, directs, controls and coordinates the administrative aspects of a university or other tertiary education institution.
Alternative Titles and Specialisations:

2015-134507  Head of Department (Teacher)
Plans, organises, directs, controls and coordinates the educational and administrative aspects of a department of a school.
Alternative Titles and Specialisations:

2015-1346  Financial and Insurance Services Branch Managers
Financial and insurance services branch managers plan, direct, and coordinate the branches of institutions that provide financial and insurance services, such as banks, building societies, credit unions and insurance companies. They provide advice and assistance to clients on financial and insurance matters.
Tasks include:
- Conducting financial investigations
- Overseeing the flow of cash and financial instruments, and the preparation of financial and regulatory reports
- Monitoring credit extension decisions
- Overseeing the selection, training and performance of staff
- Approving or rejecting, or coordinating the approval or rejection of, lines of credit commercial, real estate and personal loans
- Coordinating cooperation with other branches of the company
- Providing advice and assistance to customers on their financial and insurance needs and with matters such as changes in law that may affect customers
- Examining, evaluating and processing loan and insurance applications
- Establishing and maintaining relationships with individual and business customers
- Managing budgets, controlling expenditure and ensuring the efficient use of resources
- Planning, directing and coordinating the activities of staff in the branch

2015-134601  Bank Manager
Organises and controls the general operational activities of a branch of a bank or similar financial institution.
Alternative Titles and Specialisations:

2015-134602  Credit Bureau Manager
Organises and controls the general operational activities of a credit bureau or similar financial institution.
Alternative Titles and Specialisations:
Credit Control Manager

2015-134603
Financial Markets Business Manager
Organises and controls the general operational activities of a stock broking or similar financial institution.

Alternative Titles and Specialisations:

2015-1347
Armed Forces Managers
Armed forces managers provide high level management to support the running of organisational, geographical and operational units and sections within the South African National Defence Force.

Tasks include:
Preparing budgets and other management plans
Preparing reports, authorising the release of information and handling public relations activities
Establishing lines of control and delegating responsibilities to subordinate staff
Representing the organisation in dealings with other organisations and the public
Controlling the collection and interpretation of management information to monitor performance
Establishing administrative and operational procedures, taking account of the organisation's operating environment and national legislative, security and/or emergency policies and procedures
Monitoring the morale, welfare and behaviour of subordinates, and advising commanding officers accordingly
Controlling the use of, and accounting for, the assets and facilities of the organisation
Making policy decisions and accepting responsibility for operations, performance of staff, achievement of targets and adherence to budgets, standards and procedures
Instructing and teaching subordinates in dress, deportment, demeanour, behaviour, drill and devotion to duty to maintain military traditions, customs and standards

2015-134701
Military Manager
Plans, organises, directs, controls and reviews the day-to-day military operations and major functions of organisational units of the South African National Defence Force. Manage units other than combat units and act as staff officers to military commanders.

Alternative Titles and Specialisations:

2015-134702
Military Commander
Train, prepare, employ, command and direct military capabilities, organised as formations or units, in military operations during war and peace for the defence of the territorial integrity and sovereignty of the RSA, to promote regional and continental peace, security and stability in support of government initiatives or to provide support to government departments.

Alternative Titles and Specialisations:
Unit Second In Command (Combat Units Only)
Brigade Commander/General Officer Commanding (GOC)
SAAF Squadron Second In Command (SAAF only)
Battalion Second In Command
Regiment Commander
Unit Commander (Combat Units Only)
Division Commander/General Officer Commanding (GOC)
War Ships Executive Officer / First Lieutenant
Division Chief of Staff
Battalion Commander
Brigade Chief of Staff
War Ship Captain
SAAF Squadron Commander (SAAF only)
Regiment Second In Command

2015-134703  Military Warrant Officer
Provides disciplinary, regulating and welfare services to ensure the smooth and effective running of the ship/unit.

Alternative Titles and Specialisations:
Coxswain (Warship)
Master at Arms
Regimental Sergeant Major

2015-1349  Professional Services Managers not Elsewhere Classified
This unit group covers managers who plan, direct coordinate and evaluate the provision of specialised professional and technical services and are not classified in sub-major group 12, business services and administration managers, or elsewhere in sub-major group 13, professional services managers. For instance, managers responsible for the provision of policing, corrective, library, legal and fire services are classified here.

Tasks include:
Controlling administrative operations such as budget planning, report preparation, expenditure on supplies, equipment and services
Developing, implementing and monitoring procedures, policies and standards for staff
Directing, supervising and evaluating the work activities of professional technical, clerical, service, maintenance, and other personnel
Monitoring and evaluating resources devoted to the provision of services
Overseeing the selection, training and performance of staff
Coordinating cooperation with other service provision agencies in the same or related fields
Planning, directing and coordinating the provision of services
Providing overall direction and management for a service, facility, organization or centre
Managing budgets, controlling expenditure and ensuring the efficient use of resources

2015-134901  Environmental Manager
Plans, organises, directs, controls and coordinates the development and implementation of an environmental management system within an organisation by identifying, solving and alleviating environmental issues such as pollution and waste treatment in compliance with environmental legislation and ensures corporate sustainable development.

Alternative Titles and Specialisations:
- Contaminated Sites Manager
- Wild Life Protection Services Manager
- Environmental Education Manager
- Conservation Science Manager
- Conservation Agriculture System Manager
- Water Quality Manager
- Land and Water Manager
- Species Protection Manager
- Wild Life Management Services Manager
- Centralised Permits and Cites Manager
- Land Care Manager
- Agriculture and Forestry Coordinator
- Pollution and Waste Manager

2015-134902  Laboratory Manager

Plans, organises, directs, controls and coordinates the operations of a research or production laboratory.

Alternative Titles and Specialisations:

2015-134903  Small Business Manager

Manages, organises, and controls the operations and resources of a small or own business.

Alternative Titles and Specialisations:
- Entrepreneurial Business Manager
- Owner Manager

2015-134904  Office Manager

Organises and controls the functions and resources of offices such as administrative systems and office personnel.

Alternative Titles and Specialisations:
- Centre Manager

2015-134905  Judicial Court Manager

Manages and controls the administrative component of the court.

Alternative Titles and Specialisations:
2015-134906 Practice Manager
Organises and manages the functions and resources of professional practices such as administrative systems and office personnel.

Alternative Titles and Specialisations:
Accounting Practice Manager
Veterinary Practice Manager
Architectural Practice Manager
Real Estate Manager

2015-134907 Archives Manager
Manages and directs appraisal, editing, and safekeeping of permanent records and historically valuable documents.

Alternative Titles and Specialisations:

2015-134908 Library Manager
Manages the selection, acquiring, cataloguing, classifying, circulating, and maintaining of library materials; and oversee the furnishing of reference, bibliographical, and readers’ advisory services.

Alternative Titles and Specialisations:

2015-134909 Museum Manager
Manages and coordinates the preparation of specimens, such as fossils, skeletal parts, lace, and textiles, for museum collection and exhibits.

Alternative Titles and Specialisations:

2015-134911 Insurance Policy Administration Manager
Manages, controls and audits the administration of insurance policies of existing businesses and specialist products.

Alternative Titles and Specialisations:
Insurance Claims Manager

2015-134912 Commissioned Fire and Rescue Officer
Provides high level management to support the running of a geographical or operational section of a fire and rescue service.

Alternative Titles and Specialisations:
Inspector (Fire Services)
Chief Fire and Rescue Officer

2015-134913 Commissioned Police Officer
Provides high level management to support the running of a geographical or operational section of the South African police services.

Alternative Titles and Specialisations:

2015-134914 Correctional Services Manager
Manages security support services, corrections activities, finance services, corporate services and development and care services in a correctional facility.
Alternative Titles and Specialisations:

2015-134915 Operations Manager (Non Manufacturing)
Plans, organises, directs, controls and coordinates the operations activities of a non-manufacturing organisation including physical and human resources.

Alternative Titles and Specialisations:
Farm Produce Packhouse Manager
Sugar Mill Manager
Abattoir Veterinarian
Mill Manager
Pet Food Mill Manager
Abattoir Manager
Farm Produce Processing Manager
Fresh Produce Packhouse Manager
Seed Processing Plant Manager
Field Production Manager (Seed)
Feed Mill Manager
Food and Beverages Processing Manager

2015-134916 Operations Foreman (Non Manufacturing)
Plans, organises, controls, leads, coordinates and reviews the operations activities of a non-manufacturing organisation including physical and human resources.

Alternative Titles and Specialisations:
Seed Processing Plant Foreman
Feedlot Foreman
Fresh Produce Packhouse Foreman
Abattoir Foreman

2015-134917 Publisher
Plans, organises, directs, controls and coordinates budgets, research and development activities within a publishing organisation and commissions Authors and Editors.

Alternative Titles and Specialisations:
Publishing Manager
Print Manager
Commissioning Editor
Publishing Production Manager
Publishing Director

2015-134918  Water production and Supply Manager
Plants, directs and coordinates the work activities and resources of water purification, recycling and distribution. Note: This is a Green Occupation

Alternative Titles and Specialisations:

2015-14  Hospitality, Retail and Other Services Managers
Hospitality, shop and related services managers plan, organize and direct the operations of establishments which provide accommodation, hospitality, retail and other services.

Tasks include:
Promoting and selling goods and services
Developing and reviewing policies, programs and procedures concerning customer relations and goods and services provided
Ensuring compliance with occupational health and safety regulations
Observing liquor, gaming, health and other laws and regulations
Organising the purchase and maintenance of transport vehicles, equipment and fuel, and transporting goods
Controlling the selection, training and supervision of staff
Promoting facilities, for conferences, conventions and trade shows, to potential customers
Planning and organising special functions, sporting, gaming and entertainment activities and the range and mix of products, stock levels and service standards

2015-141  Hotel and Restaurant Managers
Hotel and restaurant managers plan, organize and direct the operations of establishments that provide accommodation, meals, beverages and other hospitality services.

Tasks include:
Ensuring compliance with occupational health and safety regulations
Directing and overseeing reservation, reception, room service and housekeeping activities
Observing liquor, gaming, health and other laws and regulations
Monitoring quality at all stages of preparation and presentation of food and services
Controlling the selection, training and supervision of staff
Planning and organizing special functions, sporting, gaming and entertainment activities

2015-1411  Hotel Managers
Hotel managers plan, organize and direct the operations of hotels, motels and similar establishments to provide guest accommodation and other services.

Tasks include:
Ensuring compliance with occupational health and safety regulations
Directing and overseeing reservation, reception, room service and housekeeping activities
Overseeing accounting and purchasing activities
Controlling selection, training and supervision of staff
Assessing and reviewing customer satisfaction
Supervising security arrangements, and garden and property maintenance
Planning and supervising bar, restaurant, function and conference activities
Undertaking budgeting for the establishment
Observing liquor, gaming, and other laws and regulations
Providing guests with local tourism information, and arranging tours and transportation

2015-141101 Hotel or Motel Manager
Organises and controls the operations of a hotel or motel to provide guest accommodation, meals and other services.
Alternative Titles and Specialisations:
Innkeeper
Hostel Manager
Resort Manager
Hotelier
Backpackers Manager
Lodge Manager
Boarding House Manager
Duty Manager (Hotel)

2015-141102 Guest House Manager
Organises and controls the operation of a bed and breakfast or guest house in providing accommodation and leisure services.
Alternative Titles and Specialisations:
Bed and Breakfast Operator

2015-141103 Reception Manager
Manages reception functions related to hospitality establishment.
Alternative Titles and Specialisations:

2015-1412 Restaurant Managers
Restaurant managers plan, organize and direct the operations of cafes, restaurants and related establishments to provide dining and catering services.
Tasks include:
Ensuring compliance with occupational health and safety regulations
Maintaining records of stock levels and financial transactions
Conferring with customers to assess their satisfaction with meals and service
Arranging the purchasing and pricing of goods according to budget
Planning menus in consultation with chefs and cooks
Ensuring dining, kitchen and food storage facilities comply with health regulations and are clean, functional and of suitable appearance
Selecting, set staff work schedules, training and supervising waiting and kitchen staff
Negotiating arrangements with clients and suppliers
Taking reservations, greeting guests and assisting in taking orders
Planning and organizing special functions

2015-141201 Café (Licensed) or Restaurant Manager
Organises and controls the operations of establishments involved in catering and dining services.

Alternative Titles and Specialisations:
Bistro Manager
Cafeteria Manager
Mess Manager
Restaurateur
Restaurant Manager
Internet Cafe Manager
Food and Beverage Manager
Caterer
Catering Manager
Canteen Manager
Food Services Manager

2015-141202 Licensed Club Manager
Organises and controls the operations of a licensed club to provide food, beverages, gaming, entertainment, sporting and other amenities for members.

Alternative Titles and Specialisations:
Club Licensee
Nightclub Manager
Clubhouse Manager

2015-141203 Catering Production Manager
Manages a catering outlet that produces meals through mass production to hospitals, airlines, and catering outlets.
Alternative Titles and Specialisations:
Food and Beverage Coordinator

2015-141204
Reservations Manager
Monitor, manage and increase occupancy levels in a accommodation establishment.

Alternative Titles and Specialisations:
Rooms Division Manager, Front Office Manager
Central Reservations Manager

Retail and Wholesale Trade Managers
Retail and wholesale trade managers plan, organize, coordinate and control the operations of establishments that sell goods on a retail or wholesale basis. They are responsible for the budgets, staffing and strategic and operational direction of shops, or of organizational units within shops that sell particular types of product.

Tasks include:
Ensuring compliance with occupational health and safety regulations
Maintaining records of stock levels and financial transactions
Controlling selection, training and supervision of staff
Formulating and implementing purchasing and marketing policies, and setting prices
Determining product mix, stock levels and service standards
Undertaking budgeting for the establishment
Promoting and advertising the establishment’s goods and services

Importer or Exporter
Plans, organises, directs, controls and coordinates the operations of an importing or exporting establishment.

Alternative Titles and Specialisations:
Import Manager
Export Manager

2015-142102 Wholesaler
Plans, organises, directs, controls and coordinates the operations of a wholesale trading establishment.

Alternative Titles and Specialisations:
Wholesale Merchant

2015-142103 Retail Manager (General)
Organises and controls the operations of a retail trading establishment.

Alternative Titles and Specialisations:
Retail Store Manager
Shop Manager
Shop Owner

2015-142104 Post Office Manager
Organises and controls the operations of a post office.

Alternative Titles and Specialisations:

2015-143 Other Services Managers
Other services managers plan, organize, and control the operations of establishments that provide sporting, cultural, recreational, travel, customer contact and other amenity services.

Tasks include:
Planning and directing daily operations
Controlling the selection, supervision and performance of staff
Controlling expenditure and ensuring the efficient use of resources
Checking and keeping custody of all cash receipts and making regular stock checks
Planning and organizing the range and mix of services or activities provided
Establishing and managing budgets
Advising on the facilities available and promoting publicity
Keeping abreast of new trends and developments relevant to the service provided
Ensuring that facilities are kept clean and in good condition
Ensuring compliance with health and safety requirements

2015-1431 Sports, Recreation and Cultural Centre Managers
Sports, recreation and cultural centre managers plan, organize, and control the operations of establishments that provide sporting, artistic, theatrical and other recreational and amenity services.
Tasks include:
Planning and directing daily operations
Establishing and managing budgets, controlling expenditure and ensuring the efficient use of resources
Planning and organizing the range and mix of entertainment, attractions, cultural activities, and sports and fitness programmes to be offered by the centre
Controlling the selection, supervision and performance of staff
Checking and keeping custody of all cash receipts and making regular stock checks
Advising on the facilities available and promoting publicity in relation to events, shows and activities
Keeping abreast of new trends and developments in the creative arts and arranging theatrical productions and performances by bands and orchestras
Ensuring that facilities are kept clean and in good condition
Ensuring compliance with health and safety regulations

2015-143101 Betting Agency Manager
Organises and controls the operations of a betting agency.
Alternative Titles and Specialisations:
Tab Manager
Racing Betting Branch Manager

2015-143102 Gaming Manager
Plan, organise, direct, control and coordinate gaming operations. Formulate gaming policies for their area of responsibility.
Alternative Titles and Specialisations:
Race Track Operations Manager
Slots Technical Manager
Tables Manager
Gaming Project Manager
Slots Manager
Cashier Manager Gaming
Gaming Promotions Manager
Gaming Administration Manager

2015-143103 Cinema or Theatre Manager
Organises and controls the operations of a theatre or cinema.
Alternative Titles and Specialisations:

2015-143104 Arts / Culture Manager
Plans, organises, directs, controls, coordinates and promotes artistic and cultural policies, programs, projects and services.

Alternative Titles and Specialisations:
Production Manager Performing Arts
Artistic Director
Art Director (Film, Television or Stage)
Art Gallery Director
Arts / Culture Administrator
Producer Performing Arts
Arts Centre Manager

2015-143105 Sports Administrator
Plans, organises, directs, controls, coordinates and promotes sport and recreational activities, and develops related policies.

Alternative Titles and Specialisations:
Sports Team Manager
Sport Courses, Clinics and Programmes Managers

2015-143106 Amusement Centre Manager
Organises, controls and promotes the activities, facilities and resources of an amusement centre, showground or theme park.

Alternative Titles and Specialisations:
Video Games Centre Manager
Skateboard Park Manager
Video Games Arcade Manager
Entertainment Centre Manager

2015-143107 Fitness Centre Manager
Organises, controls and promotes the activities, facilities and resources of a fitness centre. May coach, instruct and train clients.

Alternative Titles and Specialisations:
Health Club Manager
Gym Manager
Sports Club Manager
Fitness Centre Administrator

2015-143108 Sports Centre / Facility Manager
Organises, controls and promotes the activities, facilities and resources of a sports centre.
Alternative Titles and Specialisations:
Aquatic Centre Manager
Golf Course Manager
Riding School Manager
Gymnasium Manager
Leisure Centre Manager
Indoor Sports Centre Manager (Squash, Tennis, Ten Pin Bowling etc)
Sport Stadium Manager

2015-143109 Club Membership Manager
Organises, controls and promotes the activities of the clients membership function of a club or association.

Alternative Titles and Specialisations:
Membership Relations Manager

2015-1439 Services Managers not Elsewhere Classified
This unit group covers managers that plan, direct and coordinate the provision of services and are not classified in sub-major group 13, production and specialised services managers or elsewhere in sub-major group 14, hospitality, retail and other services managers. For instance, managers of travel agencies, conference centres, contact centres and shopping centres are classified here.

Tasks include:

2015-143901 Facilities Manager
Organises, controls and coordinates the strategic and operational management of facilities in a public or private organisation.

Alternative Titles and Specialisations:
Campus Administrator / Supervisor
Garden / Park Manager
Facilities Supervisor

2015-143902 Cleaning Services Manager
Organises and controls the operations of enterprises which provide cleaning services.

Alternative Titles and Specialisations:
Cleaning Contractor

2015-143903 Boarding Kennel or Cattery Manager
Organises and controls the operations of an establishment which offers temporary boarding for dogs and cats.

Alternative Titles and Specialisations:

2015-143904 Security Services Manager
Directs an organisation's security functions, including physical security and safety of employees, facilities, and assets.

Alternative Titles and Specialisations:
- Security Risk Assessment Manager
- Gaming Security Manager
- Hospitality Security Manager
- Entrance Manager
- Surveillance Manager
- Surveillance Investigations Manager

2015-143905  Call or Contact Centre Manager
Manages the performance of call centre workers, processes and technology against financial and non financial operational targets.

Alternative Titles and Specialisations:
- Call / Contact Centre Quality Manager
- Call or Contact Centre Supervisor
- Telesales Manager
- Contact Centre Workforce Manager
- Contact Centre Manager: Resource Planner
- Contact Centre Manager: Workforce Scheduler

2015-143906  Caravan Park and Camping Ground Manager
Organises and controls the operations of caravan parks and camping grounds to provide accommodation and leisure services.

Alternative Titles and Specialisations:
- Holliday Park Manager
- Camping Site Manager

2015-143907  Dockmaster
Ensures the smooth functioning of boats docking and departing a marina. Also provides special services or accommodations for those using the marina. The dockmaster is also responsible for inspecting the marina and making sure that necessary repairs get done, or that any problems are reported to the proper authorities.

Alternative Titles and Specialisations:

2015-143908  Travel Accommodation Inspector
Evaluates and grades places of accommodation for listing purposes.

Alternative Titles and Specialisations:

2015-143909  Travel Agency Manager
Organises and controls the operations of a travel agency.
Alternative Titles and Specialisations:

2015-2 Professionals increase the existing stock of knowledge, apply scientific or artistic concepts and theories, teach about the foregoing in a systematic manner, or engage in any combination of these activities.

Tasks include:
Teaching and educating handicapped persons
Providing various business, legal and social services
Teaching the theory and practice of one or more disciplines at different educational levels
Supervision of other workers may be included
Creating and performing works of art; providing spiritual guidance; preparing scientific papers and reports

2015-21 Physical, Mathematical and Engineering Science Professionals
Physical, mathematical and engineering science professionals conduct research, improve or develop concepts, theories and operational methods, or apply scientific knowledge relating to fields such as physics, astronomy, meteorology, chemistry, geophysics, geology, mathematics, statistics, computing, architecture, engineering, and technology.

Tasks include:
Advising on, designing and directing construction of buildings, towns and traffic systems, or civil engineering and industrial structures, as well as machines and other equipment, and advising on and applying mining methods, and ensuring their optimum use
Studying and advising on technological aspects of particular materials, products and processes, and on efficiency of production and work organization
Surveying land and sea and making maps
Preparing scientific papers and reports. Supervision of other workers may be included

2015-211 Physical and Earth Science Professionals
Physical and earth science professionals conduct research, improve or develop concepts, theories and operational methods, or apply scientific knowledge relating to physics, astronomy, meteorology, chemistry, geology, and geophysics.

Tasks include:
Preparing scientific papers and reports
Advising on or applying this knowledge in such fields as manufacturing, agriculture, medicine, navigation, space exploration, oil, gas, water and mineral exploitation, telecommunications and other services, or civil engineering

2015-2111 Physicists and Astronomers
Physicists and astronomers conduct research and improve or develop concepts, theories and operational methods concerning matter, space, time, energy, forces and fields and the interrelationship between these physical phenomena. They apply scientific knowledge relating to physics and astronomy in industrial, medical, military or other fields.

Tasks include:
Conducting research and improving or developing concepts, theories, instrumentation, software and operational methods related to physics and astronomy
Developing, implementing and maintaining standards and protocols for the measurement of physical phenomena and for the use of nuclear technology in industrial and medical applications
Ensuring the accurate measurement and characterization of physical quantities used in medical applications
Testing, commissioning and evaluating equipment used in applications such as imaging, medical treatment and dosimetry
Applying principles, techniques and processes to develop or improve industrial, medical, military and other practical applications of the principles and techniques of physics or astronomy
Preparing scientific papers and reports
Advising and consulting with medical practitioners and other health care professionals in optimizing the balance between the beneficial and deleterious effects of radiation
Evaluating results of investigations and experiments and expressing conclusions, mainly using mathematical techniques and models
Ensuring the safe and effective delivery of radiation (ionising and non-ionising) to patients to achieve a diagnostic or therapeutic result as prescribed by a medical practitioner
Observing, analysing and interpreting celestial phenomena and developing methods, numerical models and techniques to extend knowledge of fields such as navigation, satellite communication, space exploration, celestial bodies and cosmic radiation

2015-211101
Physicist
Studies matter, space, time, energy, forces and fields and the interrelationship between these physical phenomena to further understanding of the laws governing the behaviour of the universe, and seeks to apply these laws to solve practical problems and discover new information about the earth and the universe.

Alternative Titles and Specialisations:
Astrophysicist
Nanotechnology Engineering Technologists
Crystallographer
Medical Physicist
Biophysicist
Astronomer
Nuclear Physicist

2015-2112
Meteorologists
Meteorologists prepare short-term or long-term weather forecasts used in aviation, shipping, agriculture and other areas and for the information of the general public. They conduct research related to the composition, structure and dynamics of the atmosphere.

Tasks include:
Developing and testing mathematical computer models of weather and climate for experimental or operational use
Participating in studies of the effect of weather on the environment
Preparing scientific papers and reports
Investigating direction and speed of air movements, pressures, temperatures, humidity, physical and chemical transformation of pollutants and other phenomena such as cloud formation and precipitation, electrical disturbances or solar radiation
Conducting research on and improving or developing concepts, theories and operational methods related to the composition, structure and dynamics of the atmosphere and preparing scientific papers and reports on the outcome of this research
Studying data collected from meteorological stations, radar and satellite imagery and computer model output to plot and forecast weather conditions
Analyzing the impact of industrial projects and human activity on the climate and quality of the air and work with the social science, engineering and economic communities to develop appropriate mitigation strategies
Engaging in the design and development of new equipment and procedures for meteorological data collection, remote sensing, or for related applications

Conducting experiments in fog dispersal, cloud seeding, rain enhancement and other types of weather modification programs

2015-211201

Meteorologist
Studies the physics and dynamics of the atmosphere to increase understanding of weather and climate, and to forecast changes in the weather and long term climatic trends.

Alternative Titles and Specialisations:
Weather Forecaster
Climatologist
Climate Scientist
Hydrometeorologist
Atmospheric Scientist

2015-2113

Chemists
Chemists conduct research, improve or develop concepts, theories and operational methods, or apply scientific knowledge relating to chemistry, to develop new knowledge or products and for quality and process control.

Tasks include:
Developing procedures for environmental control, quality control and various other procedures for manufacturers or users
Participating in interdisciplinary research and development projects working with chemical engineers, biologists, microbiologists, agronomists, geologists or other professionals
Using micro-organisms to convert substances into new compounds
Conducting research and improving or developing concepts, instruments, theories and operational methods related to chemistry
Preparing scientific papers and reports
Conducting experiments, tests and analyses to investigate chemical composition and energy and chemical changes in various natural or synthetic substances, materials and products
Conducting programs of sample and data collection and analysis to identify and quantify environmental toxicants
Reproducing and synthesizing naturally occurring substances and creating new artificial substances
Determining ways to strengthen or combine materials or develop new materials

2015-211301

Chemist
Studies the chemical and physical properties of substances, and develops and monitors chemical processes and production.

Alternative Titles and Specialisations:
Laboratory Chemist
Analytical Chemist
Manufacturing Chemist
Pharmacologist (Non-clinical)
Industrial Chemist

2015-211302 Manufacturing Research Chemist
Conduct research, improve or develop concepts, theories and operational methods, or apply scientific knowledge relating to chemistry, to develop new knowledge or products and for quality and process control.

Alternative Titles and Specialisations:

2015-2114 Geologists and Geophysicists
Geologists and geophysicists conduct research; improve or develop concepts, theories and operational methods, or apply scientific knowledge relating to geology and geophysics in such fields as oil, gas and mineral exploration and extraction, water conservation, civil engineering, telecommunications and navigation, and assessment and mitigation of the effects of development and waste disposal projects on the environment.

Tasks include:
Studying and measuring physical properties of seas and the atmosphere and their inter-relationship, such as the exchange of thermal energy
Conducting research and improving or developing concepts, theories and operational methods related to geology and geophysics
Identifying deposits of construction materials and determining their characteristics and suitability for use as concrete aggregates, road fill or for other applications
Interpreting research data and preparing geological reports, maps, charts and diagrams, reports and papers
Locating and determining the nature and extent of oil, gas and mineral deposits using seismological, gravimetric, magnetic, electrical or radiometric methods
Advising in areas such as waste management, route and site selection and the restoration of contaminated sites
Applying geological knowledge to problems encountered in civil engineering projects such as the construction of dams, bridges, tunnels, and large buildings; and land reclamation projects
Researching the movement, distribution and physical properties of ground and surface waters
Using various remote sensing programs to investigate and measure seismic, gravitational, electrical, thermal, and magnetic forces affecting the earth
Charting the earth’s magnetic field and applying this and other collected data for broadcasting, navigation and other purposes
Estimating weight, size and mass of the earth and composition and structure of its interior, and studying the nature, activity and predictability of volcanoes, glaciers and earthquakes

2015-211401 Geologist
Studies the composition, structure and other physical attributes of the earth to increase scientific knowledge and to develop practical applications in fields such as mineral exploration, civil engineering, environmental protection and rehabilitation of land after mining.

Alternative Titles and Specialisations:
Engineering Geologist
Structural Geologist
Geological Planner
Geomorphologist
Marine Geologist
Hydrogeologist
Geological Auditor
Environmental Geologist
Mine Geologist
Volcanologist
Field Geologist
Geological Oceanographer
Exploration Geologist
Palaeontologist
Geochemist
Petrologist
Geoscientist

2015-211402  Geophysicist
Studies the composition, structure and other physical attributes of the earth, locates minerals, petroleum or ground water, and detects, monitors and forecasts seismic, magnetic, electrical, thermal and oceanographic activity.

Alternative Titles and Specialisations:
Geophysical Scientist
Marine Scientist
Physical Oceanographer
Hydrologist
Seismologist

2015-211403  Materials Scientist
Studies the properties and uses of non-metallic materials and advises on the technical aspects of their manufacture and processing.

Alternative Titles and Specialisations:
Polymer Scientist
Fibre Technologist
Ceramics Scientist

2015-211404  Gemologist
Examines, identifies and grades stones and gems, such as diamonds, emeralds, rubies, topaz, and jade.

Alternative Titles and Specialisations:
Diamond Gemologist

2015-211405  Mineralogist
Studies the chemistry, crystal structure, and physical (including optical) properties of minerals.
Alternative Titles and Specialisations:

Hydrologist
Research the distribution, circulation and physical properties of underground and surface waters; and the form and intensity of precipitation, its rate of infiltration into the soil, movement through the earth, and its return to the ocean and atmosphere.

Mathematicians, Actuaries and Statisticians
Mathematicians, actuaries and statisticians conduct research, improve or develop mathematical, actuarial and statistical concepts, theories and operational models and techniques and apply this knowledge to a wide range of tasks in such fields as engineering, business and social and other sciences.

Tasks include:
- Advising on or applying mathematical principles, models and techniques to a wide range of tasks in the fields of engineering, natural, social or life sciences
- Conducting logical analyzes of management problems, especially in terms of input-output effectiveness, and formulating mathematical models of each problem usually for programming and solution by computer
- Designing and putting into operation pension schemes and life, health, social and other types of insurance systems
- Evaluating, processing, analyzing, and interpreting statistical data and preparing them for publication
- Advising on or applying various data collection methods and statistical methods and techniques, and determining reliability of findings, especially in such fields as business or medicine as well as in other areas of natural, social or life sciences
- Planning and organizing surveys and other statistical collections, and designing questionnaires
- Applying mathematics, statistics, probability and risk theory to assess potential financial impacts of future events

Mathematicians, Actuaries and Statisticians
Mathematicians, actuaries and statisticians conduct research and improve or develop mathematical, actuarial and statistical concepts, theories and operational methods and techniques and advise on or engage in their practical application in such fields as engineering, business and social and other sciences.

Tasks include:
- Advising on or applying mathematical principles, models and techniques to a wide range of tasks in the fields of engineering, natural, social or life sciences
- Conducting logical analyzes of management problems, especially in terms of input-output effectiveness, and formulating mathematical models of each problem usually for programming and solution by computer
- Designing and putting into operation pension schemes and life, health, social and other types of insurance systems
- Evaluating, processing, analyzing, and interpreting statistical data and preparing them for publication
- Advising on or applying various data collection methods and statistical methods and techniques, and determining reliability of findings, especially in such fields as business or medicine as well as in other areas of natural, social or life sciences
- Planning and organizing surveys and other statistical collections, and designing questionnaires
- Applying mathematics, statistics, probability and risk theory to assess potential financial impacts of future events
Studying, improving and developing mathematical, actuarial and statistical theories and techniques
Preparing scientific papers and reports; supervising the work of mathematical, actuarial and statistical assistants and statistical clerks
Supervising the work of mathematical, actuarial and statistical assistants and statistical clerks

2015-212101 Actuary
Analyses mathematical, statistical, demographic, financial or economic data to predict and assess the long-term risk involved in financial decisions and planning.
Alternative Titles and Specialisations:
Average Adjuster
Actuary Manager

2015-212102 Mathematician
Develops and applies mathematical principles and techniques to solve problems in all areas of the sciences, engineering, technology, social sciences, business, industry or commerce.
Alternative Titles and Specialisations:
Operations Research Analyst

2015-212103 Statistician
Designs and applies statistical principles and techniques for collecting, organising and interpreting quantifiable data, and uses statistical methodologies to produce statistical reports and analyses for government, commercial and other purposes.
Alternative Titles and Specialisations:
Biometrician
Epidemiologist
Population Analyst
Demographic Analyst
Statistical Modeller
Reporting Analyst
Demographer
Statistical Methodologist
Geostatistician
Statistical Analyst
Statistical GIS Specialist

2015-213 Life Science Professionals
Life science professionals apply knowledge gained from research into human, animal and plant life and their interactions with each other and the environment to develop new knowledge, improve agricultural and forestry production, and solve human health and environmental problems.
Tasks include:
Collecting, analyzing and evaluating experimental and field data to identify and develop new processes and techniques

Providing advice and support to governments, organizations and businesses about ecological sustainable development of natural resources

2015-2131  Biologists, Botanists, Zoologists and Related Professionals

Biologists, botanists, zoologists and related professionals study living organisms and their interactions with each other and with the environment, and apply this knowledge to solve human health and environmental problems. They work in diverse fields such as botany, zoology, ecology, marine biology, genetics, immunology, pharmacology, toxicology, physiology, bacteriology and virology.

Tasks include:
Gathering human, animal, insect and plant specimens and data, and studying their origin, development, chemical and physical form, structure, composition, and life and reproductive processes
Designing and conducting experiments and tests
Identifying, classifying, recording and monitoring living organisms and maintaining databases
Writing scientific papers and reports detailing research and any new findings which are then made available to the scientific community in scientific journals or at conferences for scrutiny and further debate
Providing advice to governments, organizations and businesses in areas such as conservation, management of natural resources, the effects of climate change and pollution
Designing and carrying out environmental impact assessments to identify changes caused by natural or human factors

2015-213101  Animal Behaviourist

Studies animal behaviour and trains or advises on the training of animals with behaviour disorders.

Alternative Titles and Specialisations:

2015-213102  Biologist (General)

Studies the origin, anatomy, physiology, reproduction and behaviour of living organisms and the ways in which they interact with the environment in which they live.

Alternative Titles and Specialisations:
Life Scientist (General)
Phytotomist

2015-213103  Anatomist or Physiologist

Studies the anatomy and physiology of humans.

Alternative Titles and Specialisations:
Neuroanatomist
Embryologist
Physiologist
Sports Physiologist

2015-213104  Biochemist

Studies the biochemistry of living organisms and the molecular structure and function of related components.
Alternative Titles and Specialisations:
Enzyme Chemist
Toxicologist
Toxic Advisor
Protein Chemist
Biological Chemist

2015-213105
Biotechnologist
Studies the anatomy, physiology and characteristics of living organisms and isolated biological molecules, and develops new materials for applying to a range of purposes.

Alternative Titles and Specialisations:
Plant Molecular Biologist
Cytotechnologist
Molecular Geneticist
Cell Geneticist
Genomic Investigator
Crop Research Scientist
Bioinformatician
Molecular Biologist
DNA Sequencer
Fruit Research Scientist
Biodiversity Researcher
Bioprocess Engineer

2015-213106
Botanist
Studies the anatomy, physiology, biochemistry and ecology of plants.

Alternative Titles and Specialisations:
Mycologist
Plant Morphologist
Plant Taxonomist
Plant Environmental Biologist

2015-213107
Marine Biologist
Studies the anatomy, physiology, functions, characteristics, behaviour and environments of all forms of life living in the sea and connected water bodies.
Alternative Titles and Specialisations:
Fisheries Researcher
Fisheries Analyst
Fisheries Scientist
Aquatic Biologist
Fisheries Biologist

2015-213108  Microbiologist
Studies microscopic forms of life such as bacteria, viruses and protozoa.

Alternative Titles and Specialisations:
Viral Serologist
Microbiology Researcher
Virologist
Clinical Evaluation Advisor
Bacteriologist

2015-213109  Zoologist
Studies the anatomy, physiology, characteristics, ecology, behaviour and environments of animals.

Alternative Titles and Specialisations:
Animal Scientist
Ornithologist
Apicultural Scientist
Entomologist
Animal Physiologist
Nematologist
Parasitologist
Mammologist
Osteologist

2015-213110  Medical Scientist
Conducts medical laboratory tests to assist in the diagnosis, treatment and prevention of disease.

Alternative Titles and Specialisations:
Histologist
Microbiologist (Medical Research)
Medical Researcher
Haematologist (Medical Research)
Biomedical Technologist
Medical Technologist
Clinical Research Associate
Transfusion Scientist
Immunologist (Medical Research)
Cytologist
Public Health Scientist
Pharmacologist (Clinical Research)
Medical Laboratory Scientist
Medical Scientific Officer
Clinical Biochemist

2015-213111 Pharmaceutical Physician
Advises commercial executives on medical and legal matters associated with the development of new treatments, established pharmaceutical products, marketing campaigns, and areas of unmet medical need. Conducts and oversees research dealing with the understanding of human disease and the improvement of human health.

Alternative Titles and Specialisations:
Clinical Research Physician

2015-2132 Farming, Forestry and Fisheries Advisers
Farming, forestry and fisheries advisers study and provide assistance and advice on farm, forestry and fisheries management, including cultivation, fertilisation, harvesting, soil erosion and composition, disease prevention, nutrition, crop rotation and marketing. They develop techniques for increasing productivity, and study and develop plans and policies for land and fisheries management.

Tasks include:
Studying the propagation and culture of forest trees, methods for improving the growth of stock, and the effects of thinning on forest yields
Developing procedures and techniques for solving agricultural problems and improving the efficiency of production
Studying the environmental factors affecting commercial crop production, pasture growth, animal breeding, fish stocks and the growth and health of forest trees
Researching into characteristics, use capability and productivity of soils and applying findings to development of improved agricultural, horticultural and forestry practices
Studying fish migration, growth, feeding and spawning and devising methods of collecting, fertilizing, incubating and hatching fish eggs
Advising on techniques for improving the production of crops, livestock and fish, and alternative production options
Collecting and analysing data and samples related to produce, feed, soil, water quality and other factors affecting farm, forest or fishery production
Advising on livestock and crop disease, control of pests and weeds, soil improvement, animal husbandry and feeding programs
Preparing scientific reports and conducting advisory information sessions and lectures for farming, forestry and fishing communities and other groups
Investigating, planning and implementing management procedures to cope with the effects of fires, floods, droughts, soil erosion, pests and diseases
Studying the effects of cultivation techniques, soils, insects, diseases and fisheries practices on animal, crop, forestry and fisheries yield
Managing forest and fisheries resources to maximize their long-term commercial, recreational and environmental benefits

2015-213201 Agriculture Consultant
Advises farmers, agricultural businesses, rural industries and government on the production, processing and distribution of farm products.

Alternative Titles and Specialisations:
Farm Consultant / Advisor
Agriculture Economic Advisor
Landcare Officer
Agriculture Field Officer
Field Husbandry Consultant / Advisor
Floriculture Consultant / Advisor
Animal Husbandry Consultant / Advisor
Agriculture Mentor
Horticulture Consultant / Advisor
Farm Economic Techniques Advisor
Orchard Consultant
Agriculture Advisor
Vegetable Consultant
Pasture Consultant
Agriculture Extension Officer

2015-213202 Agricultural Scientist
Studies commercial plants, animals and cultivation techniques to enhance the productivity of farms and agricultural industries.

Alternative Titles and Specialisations:
Agronomist
Seed Production Horticulturist
Seed Production Agronomist
Soil and Plant Scientists
Companion Animal Nutritionist
Agrostologist
Plant Physiologist
Agricultural Immunologist
Plant / Seed Breeder
Plant Pathologist
Plant Production Scientist
Quarantine Scientist
Seed Analyst
Animal Husbandry Scientist
Plant Biologist / Ecologist / Toxicologist
Seed Product Developer
Farming Scientist
Pomologist
Plant Pathology Manager
Animal Nutritionist

2015-213203  Forest Scientist
Studies, develops and manages forest areas to increase forest productivity, maintain commercial and recreational uses, conserve flora and fauna, and protect against fire, pests and diseases.

Alternative Titles and Specialisations:
Forestry Advisor
Forestry Fire Specialist
Silviculturist
Forestry Researcher
Forest Pathologist
Forest Ranger
Forestry Extension Officer
Forestry Consultant
Wood Scientist
Wood Technologist

2015-213204  Wine Maker
Plans, supervises and coordinates the production of wine or spirits from selected varieties of grapes.
Alternative Titles and Specialisations:
Oenologist
Wine Blender

2015-213205 Food and Beverage Scientist
Studies the physical and chemical properties of food and beverages and develops new and improved food and beverage products, and sets standards for producing, packaging and marketing food and beverages.

Alternative Titles and Specialisations:
Milling Nutritionist
Food Sanitation and Safety Inspector
Food Safety Standards Auditor
Food Chemist / Engineer
Food Technologist
Food Technology Advisor
Food Safety Standards Manager
Food Quality Consultant
Food and Drink Technologist
Protein Development Technologist

2015-2133 Environmental Protection Professionals
Environmental protection professionals study and assess the effects on the environment of human activity such as air, water and noise pollution, soil contamination, climate change, toxic waste and depletion and degradation of natural resources. They develop plans and solutions to protect, conserve, restore, minimize and prevent further damage to the environment.

Tasks include:
Conducting audits to evaluate environmental impact of existing activities, processes, wastes, noises and substances
Conducting research, performing tests, collecting samples, performing field and laboratory analysis to identify sources of environmental problems and recommending ways to prevent, control and remediate the impact of environmental problems
Providing technical advice and support services to organizations on how best to deal with environmental problems in order to reduce environmental damage and minimize financial loss
Developing conservation plans
Assessing an organization’s compliance with government and internal environmental regulations and guidelines, identifying violations and determining appropriate remedial action
Assessing the likely impact that potential or proposed activities, projects and developments may have on the environment, and recommending whether such developments should proceed
Developing and coordinating the implementation of environmental management systems to enable organizations to identify, monitor and control the impact of their activities, products and services on the environment

2015-213301 Conservation Scientist
Develops and implements programs and regulations for the protection of fish, wildlife and other natural resources.

**Alternative Titles and Specialisations:**
- Ecological Researcher
- Animal Ecologist
- Ecologist
- Fish and Games Officer
- Species Protection Officer
- Water Conservation Scientist
- Forestry Conservationist
- Conservancy Advisory Scientist
- Conservation Officer
- Fisheries Advisor
- Soil Conservationist

### 2015-213302 Environmental Scientist

Studies and develops policies and plans for the control of factors which may produce pollution, imbalance or degradation of the environment.

**Alternative Titles and Specialisations:**
- Environmental Auditor
- Environmental Waste Officer
- Environmental Consultant
- Environmental Advisor
- Environmental Officer
- Environmental Research Scientist
- Climate Change Analyst
- Environmentalist

### 2015-213304 Earth and Soil Scientist

Analyses the composition, structure and other physical attributes of soil.

**Alternative Titles and Specialisations:**
- Scientific Soil Tester
- Soil Fertility Expert
- Soil Physicist
Soil Technologist
Soil Advisor
Land Degradation Analyst
Landcare Facilitator
Pedologist

2015-213305 Air Pollution Analyst
Analyses and develops policies and plans for the control of factors which may produce air pollution.

Alternative Titles and Specialisations:
Air Quality Technician

2015-213306 Water Quality Analyst
Analyses and develops policies and plans for the control of factors which may produce water pollution.

Alternative Titles and Specialisations:
Water Quality Technician
Waste Water Treatment Officer / Technician
Hydrological Technical Officer
Hydrographical Technical Officer

2015-213307 Park Ranger
Controls state or national parks, scenic areas, historic sites, nature reserves, recreation areas and conservation reserves in accordance with authorised policies and priorities.

Alternative Titles and Specialisations:
Beach and Estuary Warden
Game / Park Warden
Fish Warden
Wildlife Conservationist
Wildlife Officer / Warden

2015-213308 Brownfield Redevelopment Specialist
Plans and develops strategies for the sustainable regeneration of Brownfield sites and directs cleanup and redevelopment of contaminated properties for reuse.

Alternative Titles and Specialisations:

2015-213309 Toxicologist
Investigates the possible harmful effects on living things of chemical agents (for example, drugs, pesticides, food additives, industrial chemicals), biological agents (for example, plant and animal toxins) and physical agents (for example, ionizing and electro-magnetic radiation).

Alternative Titles and Specialisations:
Engineering Professionals (Excluding Electrotechnology)

Engineering professionals (excluding electrotechnology) design, plan and organize the testing, construction, installation and maintenance of structures, machines and their components, and production systems and plants, and plan production schedules and work procedures to ensure engineering projects are undertaken safely, efficiently and in a cost effective manner.

Tasks include:
- Estimating total costs and preparing detailed cost plans and estimates as tools for budgetary control
- Organising and managing project labour and the delivery of materials, plant and equipment
- Supervising the construction of structures, water and gas supply and transportation systems, and the manufacture, installation, operation and maintenance of equipment, machines and plant
- Resolving design and operational problems in the various fields of engineering through the application of engineering technology
- Planning and designing chemical process systems, civil engineering projects, mechanical equipment and systems, mining and drilling operations, and other engineering projects
- Specifying and interpreting drawings and plans, and determining construction methods

Industrial and Production Engineers

Investigates and reviews the utilisation of personnel, facilities, equipment and materials, current operational processes and established practices, to recommend improvement in the efficiency of operations in a variety of commercial and industrial environments.

Tasks include:
- Establishing standards and policies for installation, modification, quality control, testing, inspection and maintenance according to engineering principles and safety regulations
- Analysing workforce utilisation, facility layout, operational data and production schedules and costs to determine optimum worker and equipment efficiencies
- Organising and managing project labour and the delivery of materials, plant and equipment
- Establishing work measurement programs and analysing work samples to develop standards for labour utilisation
- Developing specifications for manufacture, and determining materials, equipment, piping, material flows, capacities and layout of plant and systems
- Inspecting plant to improve and maintain performance
- Directing the maintenance of plant buildings and equipment, and coordinating the requirements for new designs, surveys and maintenance schedules
- Advising management on new production methods, techniques and equipment
- Studying functional statements, organizational charts and project information to determine functions and responsibilities of workers and work units and to identify areas of duplication
- Liaising with materials buying, storing and controlling departments to ensure a steady flow of supplies

Industrial Engineer

Investigates and reviews the utilisation of personnel, facilities, equipment and materials, current operational processes and established practices, to recommend improvement in the efficiency of operations in a variety of commercial, industrial and production environments.

Alternative Titles and Specialisations:
- Quality Management Engineer
- Process Engineer
Enterprise Resource Management Engineer
Process Design Engineer
Health and Safety Engineer
Value Engineering
Manufacturing Logistics Engineer
Produce Process Engineer
Supply Chain Management Engineer
Automation and Control Engineer
Plant Engineer
Manufacturing Technology Engineer
Safety Engineer
Industrial Efficiency Engineer
Operations Research Engineer

Industrial Engineering Technologist
2015-214102
Analyses and modifies new and existing industrial engineering technologies and applies them in the testing and implementation of industrial engineering projects.

Alternative Titles and Specialisations:
Supply Chain Technologist
Safety Engineering Technologist
Manufacturing Logistics Technologist
Quality Management Technologist
Manufacturing Technologist
Fabrication Technologist
Process Technologist
Process Design Technologist
Value Engineering Technologist
Produce Process Technologist
Operations Research Technologist

Production Engineer
2015-214103
Devises methods to improve extraction and production and determines the need for new or modified tool designs.

Alternative Titles and Specialisations:
Fabrication Engineer
Robotics and Production Automation Engineer

**2015-214104 Production Engineering Technologist**
Analyses and modifies new and existing production technologies and applies them in the testing and implementation of production processes.

**Alternative Titles and Specialisations:**
Leather Production Technologist
Robotics and Production Automation Technologist
Footwear Production Technologist
Textile Production Technologist
Rubber Production Technologist
Automation and Control Technologist
Clothing Production Technologist
Industrial Machinery Technologist

**2015-214105 Energy Efficiency Manager**
Lead and manage corporate level energy efficiency efforts, activities and programs including planning and conducting energy audits, training energy coordinators, optimizing steam generation, ensuring accuracy in the corporate energy accounting and database, overall focus being to reduce energy consumption per ton of product produced.

**Alternative Titles and Specialisations:**

**2015-2142 Civil Engineers**
Civil engineers conduct research, advise on, design, and direct construction; manage the operation and maintenance of civil engineering structures; or study and advise on technological aspects of particular materials.

**Tasks include:**
- Analyzing the stability of structures and testing the behaviour and durability of materials used in their construction
- Conducting research and developing new or improved theories and methods related to civil engineering
- Analyzing the behaviour of soil and rock when placed under pressure by proposed structures and designing structural foundations
- Establishing control systems to ensure efficient functioning of structures as well as safety and environmental protection
- Advising on and designing structures such as bridges, dams, docks, roads, airports, railways, canals, pipelines, waste-disposal and flood-control systems, and industrial and other large buildings
- Determining and specifying construction methods, materials and quality standards, and directing construction work
- Organising and directing maintenance and repair of existing civil engineering structures

**2015-214201 Civil Engineer**
Plans, designs, organises and oversees the construction and operation of civil engineering projects such as structural, transportation or hydraulic engineering systems.

**Alternative Titles and Specialisations:**
Water and Wastewater Engineer
Site Design Engineer
Structural Engineer
Geotechnical Engineer
Biosystems Engineer
Transportation and Urban Planning Engineer
Forest Engineer
GIS and Landuse Management Engineer
Hydraulics Engineer
Construction Engineer
Transport Engineer

2015-214202 Civil Engineering Technologist
Analyses and modifies new and existing engineering technologies and applies them in the testing and implementation of civil, mechanical, electrical or electronic engineering projects.

Alternative Titles and Specialisations:
Environmental Technologist
Water and Wastewater Technologist
GIS and Landuse Technologist
Concrete Technologist
Geotechnics Technologist
Transportation and Urban Planner Technologist
Biosystems Technologist
Construction Technologist
Hydraulics Technologist
Structural Technologist

2015-2143 Environmental Engineers
Environmental engineers conduct research, advise on, design and direct implementation of solutions to prevent control or remedy negative impacts of human activity on the environment utilizing a variety of engineering disciplines. They conduct environmental assessments of construction and civil engineering projects and apply engineering principles to pollution control, recycling and waste disposal.

Tasks include:
Obtaining, updating, and maintaining plans, permits, and standard operating procedures
Advising corporations and government agencies of procedures to follow in cleaning up contaminated sites to protect people and the environment
Providing engineering and technical support for environmental remediation and litigation projects, including remediation system design and determination of regulatory applicability

Providing environmental engineering assistance in network analysis, regulatory analysis, and planning or reviewing database development

Collaborating with environmental scientists, planners, hazardous waste technicians, engineers from other disciplines, and specialists in law and business to address environmental problems

Designing and overseeing the development of systems, processes and equipment for control, management, or remediation of water, air, or soil quality

Conducting research, assessing and reporting on the environmental impact of existing and proposed construction, civil engineering and other activities

Monitoring progress of environmental improvement programs

Inspecting industrial and municipal facilities and programs to evaluate operational effectiveness and ensure compliance with environmental regulations

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**2015-214301 Environmental Engineer**

Conducts research, advise on, design and direct implementation of solutions to prevent control or remedy negative impacts of human activity on the environment and conducts environmental assessments of construction and civil engineering projects and apply engineering principles to pollution control, recycling and waste disposal.

**Alternative Titles and Specialisations:**

Water Resource Specialists

Air Pollution Control Engineer

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**2015-214302 Environmental Impact and Restoration Analyst**

Analyses and modifies new and existing environmental engineering technologies and applies them in the prevention, control, and remediation of environmental problems, including waste treatment and site remediation.

**Alternative Titles and Specialisations:**

Industrial Ecologist

Environmental Remediation Specialist

Environmental Restoration Planner

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**2015-2144 Mechanical Engineers**

Mechanical engineers conduct research; advise on, design, and direct production of machines, aircraft, ships, machinery and industrial plant, equipment and systems; advise on and direct their functioning, maintenance and repair; or study and advise on mechanical aspects of particular materials, products or processes.

**Tasks include:**

- advising on and designing steam, internal combustion and other non-electric motors and engines used for propulsion of railway locomotives, road vehicles or aircraft, or for driving industrial or other machinery

- Advising on and designing machinery and tools for manufacturing, mining, construction, agricultural, and other industrial purposes

- Ensuring that equipment, operation and maintenance comply with design specifications and safety standards

- Advising on and designing airframes, undercarriages and other equipment for aircraft as well as suspension systems, brakes, vehicle bodies and other components of road vehicles;

- Advising on and designing non-electrical parts of apparatus or products such as word processors, computers, precision instruments, cameras and projectors

- Establishing control standards and procedures to ensure efficient functioning and safety of machines, machinery, tools, motors, engines, industrial plant, equipment, or systems;
2015-214401  Mechanical Engineer
Plans, designs, organises and oversees the assembly, erection, operation and maintenance of mechanical and process plant and installations.

Alternative Titles and Specialisations:
Rotational Plant Engineer
Mechatronics Engineer
Mechanical Engineer (Mines)
Piping Engineer
Maintenance Management Engineer
Structural Steel Engineer
Forensic Engineer
Machine Design and Development Engineer
Diesel Engineer
Automotive Engineer
Fuel Cell Engineer
Transportation Systems Engineer
Pressurised Vessels Engineer
Thermodynamics Engineer
Heating and Ventilation Engineer
Air-conditioning, Heating and Ventilation (including fire) Engineer
Fluid Mechanics Engineer
Industrial Machinery Engineer

2015-214402  Mechanical Engineering Technologist
Analyses and modifies new and existing mechanical engineering technologies and applies them in the testing and implementation of mechanical engineering projects.

Alternative Titles and Specialisations:
Fluid Mechanics Technologist
Clinical Technologist
Transportation Systems Technologist
Forensic Technologist
Structural Steel Technologist
Mechatronics Engineering Technologist
Rotational Plant Technologist
Piping Technologist
Thermodynamics Technologist
Maintenance Technologist
Air-conditioning, Heating and Ventilation (including fire) Technologist
Pressurised Vessels Technologist
Automotive Technologist

2015-214403
Aeronautical Engineer
Performs and supervises engineering work concerned with the design, development, manufacture, maintenance and modification of aircraft for flight.

Alternative Titles and Specialisations:
Aerodynamics Engineer
Avionics Engineer
Aircraft Electrical Engineer
Propulsion Engineer
Aircraft Production Engineer
Aircraft Designer
Aircraft Safety Engineer
Aircraft Control Systems Engineer
Avionics Systems Engineer
Flight Test Engineer
Flight Test Pilot
Aircraft Mechanical Engineer
Aerospace Engineer
Aircraft Electronics Engineer

2015-214404
Aeronautical Engineering Technologist
Analyses and modifies new and existing engineering technologies relating to the design and construction of aircraft for flight.

Alternative Titles and Specialisations:
Flight Test Engineering Technologist
Aircraft Electronics Engineering Technologist
Aircraft Mechanical Engineering Technologist
Aerodynamics Engineering Technologist
Aircraft Control Systems Engineering Technologist
Aircraft Safety Engineering Technologist
Avionics Engineering Technologist
Propulsion Engineering Technologist
Aircraft Production Engineering Technologist
Aircraft Electrical Engineering Technologist
Avionics Systems Engineering Technologist
Aerospace Engineering Technologist
Aeronautical Technologist

2015-214405  Marine Engineer
Designs, constructs and repairs ships, boats, other marine vessels and offshore structures, both civil and military.

Alternative Titles and Specialisations:
Marine Designer
Marine Architect
Naval Architect

2015-214406  Marine Engineering Technologist
Analyses and modifies new and existing engineering technologies relating to the design and construction of ships, boats, other marine vessels and offshore structures, both civil and military.

Alternative Titles and Specialisations:

2015-214407  Armament Engineer (Defence Industry)
Plans, designs, organises and oversees the airworthiness, operational readiness, availability, maintenance, reliability and integrity of defence force's technical equipment.

Alternative Titles and Specialisations:
Instrument Engineer (Defence Industry)

2015-214408  Armament Engineering Technologist (Defence Industry)
Analyses and modifies new and existing engineering technologies relating to the design and construction of defence force's technical equipment.

Alternative Titles and Specialisations:
Instrument Engineering Technologist (Defence Industry)

2015-2145  Chemical Engineers
Chemical engineers conduct research and develop, advise on and direct commercial-scale chemical processes and production of various substances and items such as crude oil, petroleum derivatives, food and drink products, medicines, or synthetic materials. They direct maintenance and repair of chemical plant and equipment and study and advise on chemical aspects of particular materials, products or processes.
Tasks include:
Performing tests throughout stages of production to determine degree of control over variables, including temperature, density, specific gravity, and pressure
Developing safety procedures to be employed
Establishing control standards and procedures to ensure safety and efficiency of chemical production operations and safety of workers operating equipment or working in close proximity to on-going chemical reactions
Preparing estimates of production costs and production progress reports for management
Specifying chemical production methods, materials and quality standards and ensuring that they conform to specifications
Designing chemical plant equipment and devising processes for manufacturing chemicals and products
Performing laboratory studies of steps in manufacture of new products and testing proposed process in small scale operation such as a pilot plant

2015-214501 Chemical Engineer
Designs and prepares specifications for chemical process systems and the construction and operation of commercial-scale chemical plants, and supervises industrial processing, fabrication and manufacturing of products undergoing physical and chemical changes and related technologies.

Alternative Titles and Specialisations:
Bioengineer
Pharmaceutical Engineer
Heat Transfer Engineer
Glass and Ceramics Technologist
Catalytic Processing Engineer
Cosmetics Engineer
Crude Oil, Coal and Petrochemicals Engineer
Hydrometallurgical Engineer
Fluid Dynamics Engineer
Food Processing Engineer
Biochemical Engineer

2015-214502 Chemical Engineering Technologist
Analyses and modifies new and existing chemical engineering technologies and applies them in the testing and implementation of chemical engineering projects.

Alternative Titles and Specialisations:
Pharmaceutical Technologist
Process Plants Design and Erection Technologist
Cosmetics Technologist
Petrochemicals Technologist
Catalytic Processing Technologist
Fluid Dynamics Technologist
Refinery Process Engineer
Biochemical Technologist
Food Processing Technologist
Crude Oil Technologist
Environmental (Water, Air, Soil) Technologist
Hydrometallurgical Technologist
Bioengineering Technologist
Plastics Technologist
Coal Technologist
Fuel Technologist

2015-214503 Explosives and Dangerous Goods Inspector
Inspects and examines premises, vehicle, vessel or aircraft where suspect explosives or dangerous goods may be found.

Alternative Titles and Specialisations:
Gas Examiner

2015-2146 Mining Engineers, Metallurgists and Related Professionals
Mining engineers, metallurgists and related professionals conduct research on and, design and develop and maintain commercial-scale methods of extracting metals from their ores, or minerals, water, oil or gas from the earth and of developing new alloys, ceramic and other materials, or study and advise on mining or metallurgical aspects of particular materials, products or processes.

Tasks include:
Examining deposits or mines to evaluate profitability
Maintaining technical liaison and consultancy with other relevant specialists such as geologists and geophysicists
Investigating properties of metals and alloys, developing new alloys and advising on and supervising technical aspects of metal and alloy manufacture and processing
Planning and directing storage, initial treatment and transportation of water, oil or gas
Conducting research, developing methods of extracting metals from their ores and advising on their application
Determining the location and planning the extraction of coal, metallic ores, non-metallic minerals, and building materials, such as stone and gravel
Determining drilling site and devising methods of controlling the flow of water, oil or gas from wells
Determining most suitable methods of efficient mining and extraction, types of machinery to be used, planning layout and directing construction of shafts and tunnels
Establishing safety standards and procedures and first-aid facilities, especially underground

2015-214601 Mining Engineer
Plans and directs the engineering aspects of locating and extracting minerals (excluding Petroleum) from the earth.
Alternative Titles and Specialisations:
Colliery Engineer
Mine Ventilation Engineer
Metalliferous Mining Engineer
Open Cast Mining (including diamonds) Engineer
Surface Mining (including quarrying) Engineer
Rock Engineer
Underground Coal Mining Engineer
Marine Mining Engineer

2015-214602
Mining Engineering Technologist
Analyses and modifies new and existing engineering technologies relating to the location and extraction of minerals from the earth.
Alternative Titles and Specialisations:
Underground Coal Mining Technologist
Surface Mining (including quarrying) Technologist
Marine Mining Technologist
Metalliferous Technologist
Rock Technologist
Mine Ventilation Technologist
Colliery Technologist
Open Cast Mining (including diamonds) Technologist

2015-214603
Metallurgical Engineer
Plans, designs, organises and oversees the quality, process capability, production and commercial application of metals in products and related technologies.
Alternative Titles and Specialisations:
Physical Metallurgical Engineer
Extraction Metallurgical Engineer
Alloy Design Engineer
Pyro Metallurgical Engineer
Corrosion Engineer
Extraction Engineer
Mining Process Engineer
Welding Engineer
Electrometallurgical Engineer
Flotation Metallurgical Engineer
Ore Processing Engineer

2015-214604 Metallurgical Engineering Technologist
Analyses and modifies new and existing metallurgical engineering technologies and applies them in the testing and implementation of metallurgical engineering projects.
Alternative Titles and Specialisations:
Physical Metallurgical Technologist
Extraction Metallurgical Technologist
Electrometallurgical Technologist
Ore Processing Technologist
Pyro Metallurgical Technologist
Alloy Design Technologist
Flotation Metallurgical Technologist
Welding Technologist
Extraction Technologist
Corrosion Technologist

2015-214605 Metallurgist
Researches, develops, controls and provides advice on processes used in extracting metals from their ores, and processes used for casting, alloying, heat treating or welding refined metals, alloys and other materials to produce commercial metal products or develop new alloys and processes.
Alternative Titles and Specialisations:
Metallographer
Industrial Metallurgist
Extractive Metallurgist
Assayer
Metals Scientist
Radiological Metallurgist
Physical Metallurgist

2015-214607 Petroleum Engineer
Plans and directs the engineering aspects of locating and extracting petroleum or natural gas from the earth.
Alternative Titles and Specialisations:
Petroleum Engineering Technologist
Oil Refinery Engineer
Gas Engineer
Mud Engineer
Biofuels Engineer
Natural Gas Engineer
Biofuels/Biodiesel Technology and Product Development Managers
Petrophysical Engineer

2015-2149
Engineering Professionals not Elsewhere Classified
This unit group covers engineering professionals not classified elsewhere in minor group 214, or in minor group 215. For instance, the group includes those who conduct research, advise on or develop engineering procedures and solutions concerning workplace safety, biomedical engineering, optics, materials, nuclear power generation and explosives.

Tasks include:
Designing and overseeing construction and operation of nuclear reactors and power plants and nuclear fuels reprocessing and reclamation systems
Designing components of optical instruments such as lenses, microscopes, telescopes, lasers, optical disc systems and other equipment that utilize the properties of light
Assessing damage and providing calculations for marine salvage operations
Designing and developing nuclear equipment such as reactor cores, radiation shielding, and associated instrumentation and control mechanisms
Designing devices used in various medical procedures, imaging systems such as magnetic resonance imaging and devices for automating insulin injections or controlling body functions
Applying knowledge of engineering to the design, development, and evaluation of biological and health systems and products, such as artificial organs, prostheses, and instrumentation
Identifying potential hazards and introducing safety procedures and devices
Studying and advising on engineering aspects of particular manufacturing processes, such as those related to glass, ceramics, textiles, leather products, wood, and printing
Designing, testing, and coordinating the development of explosive ordnance material to meet military procurement specifications

2015-214901
Biomedical Engineer
Combines biology, engineering and medicine to help solve medical and scientific health problems.

Alternative Titles and Specialisations:
Clinical Engineer

2015-214902
Explosive Ordnance Engineer
Designs, tests, and coordinates development of explosive ordnance material.

Alternative Titles and Specialisations:

2015-214903
Marine Salvage Engineer
Plans, designs, organises and oversees the process of recovering a ship, its cargo, or other property after a shipwreck.
Alternative Titles and Specialisations:

2015-214904  Quantity Surveyor
Estimates and monitors construction costs from the feasibility stage, through tender preparation, to the construction period and beyond.

Alternative Titles and Specialisations:
Building Economist
Construction Economist
Electrical Specifications Writer
Plumbing Estimator

2015-214905  Agricultural Engineer
Performs and supervises engineering work related to the use and development of agricultural land, buildings, machines and equipment.

Alternative Titles and Specialisations:
Natural Resources Engineer
Irrigation Engineer
Aqua Culture Engineer
Agricultural Product Processing Engineer
Crop Production Mechanisation Engineer
Agricultural Structures and Facilities Engineer

2015-214906  Agricultural Engineering Technologist
Analyses and modifies new and existing engineering technologies relating to the use and development of agricultural land, buildings, machines and equipment.

Alternative Titles and Specialisations:
Crop Production Mechanisation Engineering Technologist
Agricultural Structures and Facilities Engineering Technologist
Agricultural Product Processing Engineering Technologist
Natural Resources Engineering Technologist
Aqua Culture Engineering Technologist
Irrigation Engineering Technologist

2015-214907  Materials Engineer
Plans and directs the engineering and commercial application of materials, manufacturing processes, products and related technologies.

Alternative Titles and Specialisations:
Materials and Non Destructive Testing Engineer
Material Sciences Engineer

2015-214908 Materials Engineering Technologist
Supports engineering teams to select and test materials for particular industrial and engineering uses and investigate materials related problems.

Alternative Titles and Specialisations:
- Materials and Non Destructive Testing Technologist
- Materials Sciences Technologist
- Optical Engineer
- Materials Technologist

2015-214909 Microsystems Engineers
Researches, designs, develops or tests microelectromechanical systems (MEMS) devices.

Alternative Titles and Specialisations:

2015-215 Electrotechnology Engineers
Electrotechnology engineers conduct research on and design, advise, plan and direct the construction and operation of electronic, electrical and telecommunications systems, components, motors, and equipment. They organize and establish control systems to monitor the performance and safety of electrical and electronic assemblies and systems.

Tasks include:
- Establishing control standards to monitor
- Advising on and designing power stations and systems that generate, transmit and distribute electrical power
- Conducting research, advising on and directing the maintenance and repair of electrical, electronic and telecommunications products and systems
- Performance and safety of electrical, electronic and telecommunication systems and equipment

2015-2151 Electrical Engineers
Electrical engineers conduct research and advise on, design, and direct the construction and operation of electrical systems, components, motors and equipment, and advise on and direct their functioning, maintenance and repair, or study and advise on technological aspects of electrical engineering materials, products and processes.

Tasks include:
- Advising on and designing power stations and systems which generate, transmit and distribute electrical power
- Determining manufacturing methods for electrical systems, as well as maintenance and repair of existing electrical systems, motors and equipment
- Advising on and designing systems for electrical motors, electrical traction and other equipment, or electrical domestic appliances
- Establishing control standards and procedures to monitor performance and safety of electrical generating and distribution systems, motors and equipment
- Supervising, controlling and monitoring the operation of electrical generation, transmission and distribution systems
- Specifying electrical installation and application in industrial and other buildings and objects

2015-215101 Electrical Engineer
Designs, develops and supervises the manufacture, installation, operation and maintenance of equipment, machines and systems for the generation, distribution, utilisation and control of electric power.
Alternative Titles and Specialisations:
Control Engineer
Electrical Design Engineer
Railway Signal Engineer
Power Distribution Engineer
Electrical Engineer (Mines)
Power Systems Engineer
Electric Power Generation Engineer
Illumination Engineer
Power Transmission Engineer
Electromechanical Engineer

2015-215102 Electrical Engineering Technologist
Analyses and modifies new and existing electrical engineering technologies and applies them in the testing and implementation of electrical engineering projects.

Alternative Titles and Specialisations:
Power Engineering Technologist
Illumination Engineering Technologist
Control Engineering Technologist
Electromechanical Engineering Technologist

2015-215103 Energy Engineer
Plans, designs, organises and oversees the construction or remodeling of energy generation plants and designs, develops, or evaluates energy related projects to reduce energy costs or improve energy efficiency.

Alternative Titles and Specialisations:
Hydro Energy Engineer
Renewable Energy Engineer
Wind Energy Engineer
Bio-energy Engineer
Energy Services Engineer
Solar Energy Engineer
Nuclear Energy Engineer

2015-215104 Energy Engineering Technologist
Analyses and modifies new and existing engineering technologies relating to the design and construction of nuclear reactors and auxiliary facilities.
Alternative Titles and Specialisations:
Nuclear Energy Technologist
Solar Energy Technologist
Hydro Energy Technologist
Wind Energy Technologist
Bio-energy Technologist
Renewable Energy Technologist
Energy Measurement and Verification Professional
Energy Sustainability Specialist

2015-2152
Electronics Engineers
Electronics engineers conduct research on, design, and direct the construction functioning, maintenance and repair of electronic systems and study and advise on technological aspects of electronic engineering materials, products or processes.

Tasks include:
Developing apparatus and procedures to test electronic components, circuits and systems
Designing and developing signal processing algorithms and implementing these through appropriate choice of hardware and software
Advising on and designing electronic devices or components, circuits, semi-conductors, and systems
Specifying production or installation methods, materials and quality standards and directing production or installation work of electronic products and systems
Organising and directing maintenance and repair of existing electronic systems and equipment
Designing electronic circuits and components for use in fields such as aerospace guidance and propulsion control, acoustics, or instruments and controls
Establishing control standards and procedures to ensure efficient functioning and safety of electronic systems, motors and equipment
Researching and advising on radar, telemetry and remote control systems, microwaves and other electronic equipment

2015-215201
Electronics Engineer
Designs, develops, adapts, installs, tests and maintains electronic components, circuits and systems used for computer systems, communication systems and other industrial applications.

Alternative Titles and Specialisations:
Television Engineer
Information Engineer
Electronics Designer
Computer Engineer
Communications Engineer (Army)
Instrumentation Engineer

2015-215202
Electronics Engineering Technologist
Analyses, modifies, maintains and repairs new and existing electronic systems and applies them in the testing and implementation of electronic engineering projects.

Alternative Titles and Specialisations:
- Computer Engineering Technologist
- Information Technologist
- Instrumentation Technologist
- Clinical Engineering Technologist

2015-2153
Telecommunications Engineers
Telecommunications engineers conduct research and advise on, design, and direct the construction functioning, maintenance and repair of telecommunication systems and equipment. They study and advise on technological aspects of telecommunication engineering materials, products or processes.

Tasks include:
- Designing and developing signal processing algorithms and implementing these through appropriate choice of hardware and software
- Planning and designing communications networks based on wired, fibre optical and wireless communication media
- Researching and advising on telecommunications equipment
- Designing telecommunications networks and radio and television distribution systems, including both cable and over the air
- Advising on and designing telecommunications devices or components, systems, equipment and distribution centres
- Organizing and directing maintenance and repair of existing telecommunication systems, motors and equipment
- Specifying production or installation methods, materials, quality and safety standards and directing production or installation work of telecommunications products and systems

2015-215301
Telecommunications Engineer
Designs and develops telecommunications systems, devices and products.

Alternative Titles and Specialisations:
- Radar Engineer
- Radio Engineer
- Engineer Communications
- Signalling and Communications Engineer
- Broadcast Engineer
- Signal Systems Engineer
- Fibre Optics Engineer
- DSP Designer
- Satellite Transmission Engineer
- RF Designers (Tx and Rx)
- Radio and Telecommunications Engineer
Signal Processing Engineer

2015-215302  Telecommunications Engineering Technologist
Analyses, modifies, maintains and repairs new and existing telecommunication systems and applies them in the testing and implementation of telecommunication engineering projects.

Alternative Titles and Specialisations:

2015-215303  Telecommunications Network Engineer
Plans, designs, and monitors complex telecommunications networks and associated broadcasting equipment.

Alternative Titles and Specialisations:
Communications Specialist (ICT)
Communications Consultant
Telecommunications Consultant
Telecommunications Network Planner
Telecommunications Specialist

2015-215304  Telecommunications Field Engineer
Plans, designs commissions and monitors complex telecommunications networks and associated equipment. Provides technical advice and information, and identifies complex problems and initiates action to resolve.

Alternative Titles and Specialisations:

2015-216  Architects, Planners, Surveyors and Designers
Architects, planners, surveyors and designers plan and design landscapes, building exteriors and interiors; products for manufacture; and information for visual communication, publication and display. They conduct survey work to precisely position geographical features, design, prepare and revise maps, and develop and implement plans and policies for controlling the use of land.

Tasks include:
Determining the objectives and constraints of the design brief by consulting with clients and stakeholders
Undertaking research and analysing functional, spatial, commercial, cultural, safety, environmental and aesthetic requirements
Analyzing photographs, satellite imagery, survey documents and data, maps, records, reports and statistics
Preparing sketches, diagrams, illustrations, animations; plans, maps, charts, samples and models to communicate design concepts and other information
Formulating design concepts and plans that harmonize aesthetic considerations with technical, functional, ecological and production requirements

2015-2161  Building Architects
Building architects design commercial, industrial, institutional, residential and recreational buildings and plan and monitor their construction, maintenance and rehabilitation.

Tasks include:
Preparing project documentation, including sketches and scale drawings, and integrating structural, mechanical and aesthetic elements in final designs
Writing specifications and contract documents for use by builders and calling tenders on behalf of clients
Providing information regarding designs, materials and estimated building times
Maintaining technical liaison and consultancy with other relevant specialists
Developing new or improved architectural theories and methods
Inspecting sites and consulting clients, management and other stakeholders to determine type, style and size of proposed buildings and alterations to existing buildings
Making necessary contacts to ensure feasibility of projects regarding style, cost, timing, and compliance with regulations
Monitoring construction or rehabilitation work to ensure compliance with specifications and quality standards
Identifying and finding best solutions for problems regarding function and quality of interior environments of buildings and making necessary designs, drawings and plans

2015-216101
Architect

Designs buildings and advises on the procurement of buildings, provides concepts, plans, specifications and detailed drawings, and negotiates with builders.

Alternative Titles and Specialisations:
Conservation Architect
Building Architect
Heritage Architect
Architect Technologist

2015-2162
Landscape Architects

Landscape architects plan and design landscapes and open spaces for projects such as, parks, schools, institutions, roads, external areas for commercial, industrial and residential sites, and plan and monitor their construction, maintenance and rehabilitation.

Tasks include:
Preparing reports, site plans, working drawings, specifications and cost estimates for land development, showing location and details of proposals, including ground modelling, structures, vegetation and access
Maintaining technical liaison and consultancy with other relevant specialists
Inspecting sites and consulting clients, management and other stakeholders to determine type, style and size of proposed buildings, parks, roads and other open spaces
Developing new or improved theories and methods in landscape architecture
Identifying and finding best solutions for problems regarding function and quality of exterior environments and making necessary designs, drawings and plans
Making necessary contacts to ensure feasibility of projects regarding style, cost, timing, and compliance with regulations
Monitoring construction or rehabilitation work to ensure compliance with specifications and quality standards
Writing specifications and contract documents for use by builders and civil engineering contractors and calling tenders on behalf of clients

2015-216201
Landscape Architect

Plans and designs land areas for projects such as open space networks, parks, schools, institutions, roads, external areas for all building types, land subdivisions, and commercial, industrial and residential sites.

Alternative Titles and Specialisations:
Garden Designer
Product and garment designers design and develop products for manufacture and prepare designs and specifications of products for mass, batch and one-off production.

**Tasks include:**
- Detailing and documenting the selected design for production
- Preparing and commissioning prototypes and samples
- Determining the objectives and constraints of the design brief by consulting with clients and stakeholders
- Negotiating design solutions with clients, management, and sales and manufacturing staff
- Preparing sketches, diagrams, illustrations, plans, samples and models to communicate design concepts
- Selecting, specifying and recommending functional and aesthetic materials, production methods and finishes for manufacture
- Formulating design concepts for clothing, textiles, industrial, commercial and consumer products, and jewellery
- Supervising the preparation of patterns, programs and tooling, and the manufacturing process
- Harmonizing aesthetic considerations with technical, functional, ecological and production requirements

**Fashion Designer**

Conceptualises, designs and develops clothing, accessories or other items of personal apparel using historical styles and contexts, contemporary and cultural trends, colour, material, decoration and the techniques and processes available for manufacture.

**Alternative Titles and Specialisations:**
- Bag and Accessories Designer
- Clothing Designer
- Costume Designer
- Dress Designer
- Leisurewear Designer
- Knitwear Designer

**Industrial Designer**

Plans, designs, develops and documents industrial, commercial or consumer products for manufacture with particular emphasis on ergonomic (human) factors, marketing considerations and manufacturability, and prepares them for mass or batch production.

**Alternative Titles and Specialisations:**
- Weaving Pattern Card Preparer
- Textile Designer
- Wallpaper Designer
- Carpet Designer / Copyist Planner
Commercial Product Designer
Ceramic Designer
Industrial Graphic Designer
Textile Research and Development Practitioner
Product Designer (excluding Engineering Products)
Furniture Designer
Glass Designer

2015-216303 Jewellery Designer
Conceptualises and designs prototypes and details for the manufacture of jewellery and objects for personal adornment including watches and spectacles, home wares and other objects such as trophies and silverware using metals, precious stones, plastics, engraving, casting and fabrication to develop designs for mass or batch production or one-off commissions.

Alternative Titles and Specialisations:
Jewellery Industrial Designer
Custom Made Jewellery Designer

2015-216304 Footwear Designer
Conceptualises, designs and develops footwear and related products for manufacture and prepare designs and specifications of products for mass, batch and one-off production.

Alternative Titles and Specialisations:
Footwear Bottomstock Designer
Footwear Bottomstock Engineer

2015-2164 Town and Traffic Planners
Town and traffic planners develop and implement plans and policies for the controlled use of urban and rural and for traffic systems. They conduct research and provide advice on economic, environmental and social factors affecting land use and traffic flows.

Tasks include:
Reviewing and evaluating environmental impact reports
Planning and the development of land areas for parks, schools, institutions, airports, roadways and related projects, and for commercial, industrial and residential sites
Compiling and analyzing data on economic, legal, political, cultural, demographic, sociological, physical and environmental factors affecting land use
Planning layout and coordinating development of urban areas
Devising and recommending use and development of land, and presenting narrative and graphic plans programs and designs to groups and individuals
Advising governments, companies and communities on urban and regional planning issues and proposals
Planning and advising on routing and control of road traffic and public transportation systems for efficiency and safety
Conferring with government authorities, communities and specialists in fields such as architecture, planning, social science the environment and the law
2015-216401 Urban and Regional Planner
Develops and implements plans and policies for the controlled use of urban and rural land, and advises on economic, environmental and social needs of land areas.

Alternative Titles and Specialisations:
Community / Country / District Planner
Geothermal Resource Officer
Land Use Planner
Natural Resource Management Consultant / Officer / Planner
Land Planner
Environmental Policy Planner
Land Development Planner
Environmental Consent Planner
Town Planner
Traffic and Transport Planner

2015-216402 Transport Analyst
Conducts studies in the use and operation of transportation systems and develops transportation models or simulations.

Alternative Titles and Specialisations:
Logistics Analyst
Transportation Planners

2015-2165 Cartographers and Surveyors
Cartographers and surveyors determine the exact position of, or prepare and revise digital, graphic and pictorial maps, charts or other visual representation of, natural and constructed features and boundaries of land, seas, underground areas and celestial bodies, applying scientific and mathematical principles.

Tasks include:
Undertaking research and development of surveying and photogrammetric measurement systems, cadastral systems and land information systems
Noting exact position of various features and recording survey data in digital form
Studying and advising on technical, aesthetic and economic aspects of map production
Maintaining technical liaison and consultancy with other relevant specialists
Making charts and maps to be used in determining navigable waters and channels and in planning construction of marine structures
Surveying, measuring and describing land surfaces, mines, underground surfaces, sea, river and lake beds
Designing, compiling and revising maps and charts using aerial and other photographs, satellite imagery, survey documents and data, existing maps and records, reports and statistics
Planning and conducting aerial photographic surveys

2015-216501 Cartographer
Applies scientific and mathematical principles to design, prepare and revise maps and charts.

Alternative Titles and Specialisations:
Map Maker

Surveyor
Plans, directs and conducts survey work to determine, delineate, plan and precisely position tracts of land, natural and constructed features, coastlines, marine floors and underground works, and manages related information systems.

Alternative Titles and Specialisations:
Photogrammetrist
Topographer and Hydrographer
Aerial Surveyor
Mine Surveyor
Geometric Engineer
Land Surveyor
Geodetic Surveyor
Hydrographic Surveyor
Cadastral Records Advisor
Hydrographic Survey Advisor
Geometrician
Cadastral Surveyor
Aerial Photographic Interpreter
Photogrammetric Surveyor
Hydro Charting Advisor
Surveying and Mapping Specialist
Surveying Technologist
Cadastral Survey Advisor

Graphic and Multimedia Designers
Graphic and multimedia designers design information content for visual and audio communication, publication and display using print, film, electronic, digital and other forms of visual and audio media. They create special effects, animation, or other visual images for use in computer games, movies, music videos, print media and advertisements.

Tasks include:
Detailing and documenting the selected design for production
Negotiating design solutions with clients, management, sales and production staff
Determining the objectives and constraints of the design brief by consulting with clients and stakeholders
Formulating design concepts for the subject to be communicated
Supervising or carrying out production in the chosen media
Selecting, specifying or recommending functional and aesthetic materials and media for publication, delivery or display
Undertaking research and analysing functional communication requirements
Preparing sketches, diagrams, illustrations and layouts to communicate design concepts
Designing complex graphics and animation to satisfy functional, aesthetic and creative requirements of the design brief
Creating two-dimensional and three-dimensional images depicting objects in motion or illustrating a process, using computer animation or modelling programs

2015-216601 Graphic Designer
Plans, designs, develops and prepares information for publication and reproduction using text, symbols, pictures, colours and layout to achieve commercial and communicating needs with particular emphasis on tailoring the message for the intended audience.

Alternative Titles and Specialisations:
Display Artist
Art Director
Advertising Artist / Designer
Lithographic Artist
Graphic Artist
Commercial Artist
Publication Designer
Exhibition / Display Designer
Lettering Designer
Calligrapher
Film and Video Graphics Designer

2015-216602 Illustrator
Plans, designs, develops, and prepares pictures and diagrams to communicate messages, clarify meaning, assist in presentations and illustrate stories using traditional and digital media such as drawing, painting, drafting, collage, models, photography, and image capture and manipulation software.

Alternative Titles and Specialisations:
Animator
Book Designer
Technical Illustrator
Book Illustrator

2015-216603 Multimedia Designer
Plans, designs and develops the production of digitally delivered information, promotional content, instructional material and entertainment through online and recorded digital
media using static and animated information, text, pictures, video and sound to produce information and entertainment tailored to an intended audience and purpose.

**Alternative Titles and Specialisations:**
Interactive Media Designer
Digital Media Designer
Multimedia Artist
Instructional Designer

2015-216604 Web Designer
Designs online forms to seamlessly integrate with workflow processes in organisations.

**Alternative Titles and Specialisations:**

2015-22 Health Professionals
Health professionals conduct research, improve or develop concepts, theories and operational methods, and apply scientific knowledge relating to medicine, nursing, dentistry, veterinary medicine, pharmacy, and promotion of health.

**Tasks include:**
Preparing scientific papers and reports
Advising on or applying preventive and curative measures, or promoting health
Conducting research and obtaining scientific knowledge through the study of human and animal disorders and illnesses and ways of treating them
Supervision of other workers may be included

2015-221 Medical Doctors
Medical doctors study, diagnose, treat and prevent illness, disease, injury, and other physical and mental impairments in humans through the application of the principles and procedures of modern medicine. They plan, supervise and evaluate the implementation of care and treatment plans by other health care providers, and conduct medical education and research activities.

**Tasks include:**
Conducting research into human disorders and illnesses and preventive or curative methods
Monitoring patients' progress and response to treatment
Exchanging medical information with other health professionals to ensure continuing and comprehensive care; reporting births, deaths and notifiable diseases to government authorities

2015-2211 Generalist Medical Practitioners
Generalist medical practitioners diagnose, treat and prevent illness, disease, injury, and other physical and mental impairments and maintain general health in humans through application of the principles and procedures of modern medicine. They do not limit their practice to certain disease categories or methods of treatment, and may assume responsibility for the provision of continuing and comprehensive medical care to individuals families and communities.

**Tasks include:**
Conducting physical examinations of patients and interviewing them and their families to determine their health status
Providing continuing medical care for patients including prescribing, administering, counselling on and monitoring curative treatments and preventive measures
Identifying, managing and providing referrals for complications before, during and after childbirth
Advising individuals, families and communities on health, nutrition and lifestyle which aid prevention or treatment of disease and disorders
Providing referrals to patients and families for specialised care in hospitals, rehabilitation centres or other types of health care centres
Recording patients' medical information and history and exchanging information with specialist practitioners and other health workers as required for continuing medical care;
Reporting births, deaths and notifiable diseases to government authorities to meet legal and professional requirements
Conducting research in human health and medical services and disseminating the findings such as through scientific reports
Performing surgery and other clinical procedures
Ordering laboratory tests, X-rays and other diagnostic procedures and analysing findings to determine the nature of disorders or illnesses
Planning and participating in programs designed to prevent the occurrence and spread of common diseases

2015-221101 General Medical Practitioner
Diagnoses, treats and prevents human physical and mental disorders and injuries.

Alternative Titles and Specialisations:
Medical Practitioner
Sports Medicine Practitioner
Sports Physician
Primary Health Care Physician
General Practitioner (GP)
Physician

2015-221102 Resident Medical Officer
Diagnoses, treats and prevents human physical and mental disorders and injuries under the supervision of specialists or senior general practitioners.

Alternative Titles and Specialisations:
Medical Intern

2015-221103 Public Health Physician
Plans and administers preventative health care research programs in hospitals, clinics, or other public medical facilities.

Alternative Titles and Specialisations:

2015-2212 Specialist Medical Practitioners
Specialist medical practitioners diagnose, treat and prevent illness, disease, injury, and other physical and mental impairments in humans, using specialised testing, diagnostic, medical, surgical, physical and psychiatric techniques, through application of the principles and procedures of modern medicine. They specialize in certain disease categories, types of patient or methods of treatment and may conduct medical education and research in their chosen areas of specialisation.

Tasks include:
Conducting physical examinations of patients and interviewing them and their families to determine their health status
Managing complications before, during and after childbirth
Ordering specialised diagnostic tests to determine the nature of disorders or illnesses
Performing autopsies to determine cause of death;
Considering medical information provided by a referring doctor or other health care provider
Reporting births, deaths and notifiable diseases to government authorities to meet legal and professional requirements
Performing surgery of a general or specialised nature
Providing information to patients and families and communities about preventive measures, treatment and care for specific ailments
Recording patients' medical information and exchanging information with other health professionals to ensure the provision of comprehensive care
Conducting research into specific human disorders and illnesses and preventive or curative methods and disseminating the findings such as through scientific reports
Planning and participating in programs designed to prevent the occurrence and spread of specific diseases
Prescribing, administering and monitoring patients' responses to treatments, medications, anaesthetics, psychotherapies, physical rehabilitation programmes and other preventive and curative measures

2015-221201 Anaesthetist
Provides direct medical care to patients requiring general or local anaesthesia for surgical, diagnostic and other procedures such as prevention of pain and maintenance of body function.

Alternative Titles and Specialisations:
Obstetric Anaesthetist
Intensive Care Anaesthetist
Anaesthesiologist
Pain Management Specialist
Medical Sedation Specialist

2015-221202 Cardiologist
Investigates, diagnoses and treats diseases of the human heart.

Alternative Titles and Specialisations:
Cardiac Imaging Fellow

2015-221203 Emergency Medicine Specialist
Emergency physician provides diagnostic medical services and manages patients with acute and urgent illness and injury.

Alternative Titles and Specialisations:
Emergency Physician

2015-221204 Obstetrician and Gynaecologist
Provides diagnostic, treatment and preventative medical and surgical services related to the care of women, foetuses and children during pregnancy and childbirth, and to
disorders of the female genital, urinary, rectal and reproductive organs.

**Alternative Titles and Specialisations:**
- Urogynaecologist
- Infant Care Medical Specialist
- Gynaecological Oncologist
- Child Birth Specialist

2015-221205  **Ophthalmologist**

Provides diagnostic, treatment and preventative medical services related to diseases, injuries and deficiencies of the human eye and associated structures.

**Alternative Titles and Specialisations:**
- Eye Surgeon
- Ophthalmic Optician
- Medical Eye Specialist

2015-221206  **Paediatrician**

Investigates, diagnoses and treats diseases and disorders in children from birth up to and including adolescence.

**Alternative Titles and Specialisations:**
- Neonatologist
- Paediatric Thoracic Physician

2015-221207  **Pathologist**

Identifies the cause and processes of disease and illness by examining changes in bodily tissue and in blood and other body fluids, and conducts tests on samples of tissues, blood and body secretions.

**Alternative Titles and Specialisations:**
- Forensic Pathologist
- Clinical Cytopathologist
- Forensic Toxicologist
- Forensic Scientist
- Immunologist
- Forensic Biologist

2015-221208  **Psychiatrist**

Diagnoses, assesses, treats and prevents human mental, emotional and behavioural disorders.

**Alternative Titles and Specialisations:**
- Medical Psychotherapist
Child Psychiatrist
Adolescent Psychiatrist
Forensic Psychiatrist
Geriatric Psychiatrist
Psychogeriatrician

2015-221209  Radiologist
Provides diagnostic medical services, and medical care and management of patients utilising radiant energy techniques such as general radiography, angiography, fluoroscopy, mammography, ultrasound, computed tomography, magnetic resonance imaging, nuclear medicine and bone densitometry.

Alternative Titles and Specialisations:
Radiation Oncologist
Medical Imagining Specialist
Diagnostic Radiologist
Nuclear Medicine Specialist
Sonologist

2015-221210  Specialist Physician (General Medicine)
Investigates and diagnoses internal human disorders and diseases, and administers treatment.

Alternative Titles and Specialisations:
Musculoskeletal Physician
Palliative Medicine Specialist
Respiratory Physician
Thoracic Medicine Physician
Thoracic Medicine Specialist
Pulmonary Specialist
Infectious Diseases Specialist
Clinical Immunologist
Intensivist
Venereologist
Intensive Care Specialist
Neurologist
Gastroenterologist
Geriatrician
Endocrinologist
Clinical Pharmacologist
Renal Medicine Specialist
Haematologist
Clinical Geneticist
Intensive Care Medicine Specialist
Medical Specialist
Nephrologist
Reproductive Endocrinologist
Clinical Oncologist
Cancer Specialist
Diabetologist
Respiratory Medicine Physician

2015-221211 Surgeon

Performs surgery to correct diseases and disorders covering a broad range of medical conditions.

Alternative Titles and Specialisations:
Head and Neck Surgeon
Sexual Health Physician
Rhinologist
Plastic and Reconstructive Surgeon
Laryngologist
Cardiothoracic Surgeon
Urologist
Orthopaedic Surgeon
Preventive Medicine Specialist
Otolaryngologist
Neurosurgeon
Occupational Medicine Specialist
Industrial Medicine Specialist
Ear, Nose and Throat Specialist
Paediatric Surgeon
Vascular Surgeon
Otologist
Otorhinolaryngologist
Specialist In Rehabilitation Medicine

2015-2221
Nursing and Midwifery Professionals
Nursing professionals provide treatment and care services for people who are physically or mentally ill, disabled or infirm, and others in need of care due to potential risks to health including before, during and after childbirth. They assume responsibility for the planning, management and evaluation of the care of patients, including the supervision of other health care workers, working autonomously or in teams with medical doctors and others in the practical application of preventive and curative measures.

Tasks include:
Conducting research on nursing and midwifery practice and preparing scientific papers and reports
Coordinating the care of patients in consultation with other health professionals and members of health teams
Monitoring and alleviating pain and discomfort experienced by patients using a variety of therapies, including the use of pain-killing drug
Supervising and coordinating the work of other health care workers
Assessing, planning, providing and evaluating nursing and midwifery care for patients according to the practice and standards of modern nursing and midwifery
Providing information to patients, families and communities about a range of health issues, including prevention of illness, treatment and care, pregnancy and childbirth, and other topics
Developing and implementing care plans, treatments and therapies, including administering medications
Monitoring patients' health condition, including progress of pregnancy and responses to curative treatment

2015-22211
Nursing Professionals
Nursing professionals provide treatment, support and care services for people who are in need of nursing care due to the effects of ageing, injury, illness or other physical or mental impairment, or potential risks to health. They assume responsibility for the planning and management of the care of patients, including the supervision of other health care workers, working autonomously or in teams with medical doctors and others in the practical application of preventive and curative measures.

Tasks include:
Coordinating the care of patients in consultation with other health professionals and members of health teams
Cleaning wounds and applying surgical dressings and bandages
Monitoring pain and discomfort experienced by patients and alleviating pain using a variety of therapies, including the use of pain-killing drugs
Answering questions from patients and families and providing information about prevention of ill-health, treatment and care
Supervising and coordinating the work of other nursing, health and personal care workers
Developing and implementing care plans for the biological, social, and psychological treatment of patients in collaboration with other health professionals
Planning, providing and evaluating nursing care for patients according to the practice and standards of modern nursing
Planning and participating in health education programmes, health promotion and nurse education activities in clinical and community settings
Planning and providing personal care, treatments and therapies including administering medications, and monitoring responses to treatment or care plan
Conducting research on nursing practices and procedures and disseminating findings such as through scientific papers and report

2015-222101 Clinical Nurse Practitioner
Provides advanced and extended nursing care to patients such as ordering diagnostic tests, undertaking diagnosis and health assessments, prescribing patient care management, medicines and therapies as authorised in relevant nursing legislation, and referring to medical specialists and other health professionals in a range of health, welfare and community settings.

Alternative Titles and Specialisations:
Clinical Nurse Specialist
Infection Control Nurse

2015-222102 Registered Nurse (Aged Care)
Provides nursing care to the elderly in community settings, residential aged care facilities, retirement villages and health care facilities.

Alternative Titles and Specialisations:
Gerontology Nurse
Registered Geriatric Nurse

2015-222103 Registered Nurse (Child and Family Health)
Provides nursing care to children from birth to school age and their families with an emphasis on preventing, and early detection of, and intervening in physical, emotional and social problems affecting children and their families such as assistance with parent craft, immunisation and developmental milestones.

Alternative Titles and Specialisations:
Maternity Nurse
Plunket Nurse
Neonatal Nurse

2015-222104 Registered Nurse (Community Health)
Provides nursing care, health counselling, screening and education to individuals, families and groups in the wider community with a focus on patient independence and health promotion.

Alternative Titles and Specialisations:
Primary Health Care Nurse
Occupational Health Nurse
Remote / Rural Area Nurse
Industrial / Factory Nurse
School Nurse
Clinic Nurse
Health Coordinator
Nurse Clinician
Health Education and Promotion Nurse
Public Health Nurse
District Nurse

2015-222105
Registered Nurse (Critical Care and Emergency)
Provides nursing care to critically ill patients and patients with unstable health following injury, surgery or during the acute phase of diseases, integrating new technological equipment into care in settings such as high dependency units, intensive care units, emergency departments or retrieval services.

Alternative Titles and Specialisations:
Intensive Care Nurse
Coronary Care Unit Nurse
Emergency / Trauma Nurse
Acute Care Nurse

2015-222106
Registered Nurse (Developmental Disability)
Provides nursing care to people with intellectual and development disabilities in a range of health, welfare and community settings.

Alternative Titles and Specialisations:
Registered Mental Retardation Nurse

2015-222107
Registered Nurse (Disability and Rehabilitation)
Provides nursing care to patients recovering from injury and illness, and assists and facilitates patients with disabilities to live more independently.

Alternative Titles and Specialisations:
Palliative Care Nurse
Orthopaedic Nurse
Rehabilitation Nurse

2015-222108
Registered Nurse (Medical)
Provides nursing care to patients with conditions such as infections, metabolic disorders and degenerative conditions which require medical intervention in a range of health, aged care and community settings.

Alternative Titles and Specialisations:
Nursing Prison Officer
General Nurse
Prison Nurse
Hospital Nurse

2015-222109
Registered Nurse (Medical Practice)
Provides clinical care to patients, undertakes clinical organisation and practice administration, and facilitates communication within a general practice environment and between the practice and outside organisations and individuals.
Alternative Titles and Specialisations:
Practice Nurse

2015-222110 Registered Nurse (Mental Health)
Provides nursing care to patients with mental health illness, disorder and dysfunction, and experiencing emotional difficulties, distress and crisis in health, welfare and aged care facilities, correctional services and the community.

Alternative Titles and Specialisations:
Psychiatric Nurse
Drug and Alcohol Nurse
Psychogeriatric Care Nurse
Psychopaedic Nurse
Psychiatric Rehabilitation Nurse
Child and Adolescence Mental Health Nurse

2015-222111 Registered Nurse (Operating theatre)
Provides nursing care to patients before, during and immediately after surgery, assesses patients' condition, plans nursing care for surgical intervention, maintains a safe and comfortable environment, assists surgeons and anaesthetists during surgery, and monitors patients' recovery from anaesthetic, prior to return to or discharge from ward.

Alternative Titles and Specialisations:
Operating Theatre Nurse
Operating Room Nurse
Anaesthetic Nurse
Recovery Nurse

2015-222112 Registered Nurse (Surgical)
Provides nursing care to patients with injuries and illness that require surgical intervention.

Alternative Titles and Specialisations:
Oncology Nurse
Obstetric Nurse

2015-222113 Paediatrics Nurse
Provides nursing care to children with injuries and illness.

Alternative Titles and Specialisations:

2015-222114 Nurse Educator
Designs, plans, implements and evaluates the delivery of nursing education and staff development programs, and manages educational resources.

Alternative Titles and Specialisations:
Clinical Nurse Educator
Staff Development Nurse
Clinical Nurse Preceptor

2015-222115 Nurse Researcher
Designs, conducts and evaluates nursing and interdisciplinary research projects and promotes the implementation of research findings into clinical nursing practice.

Alternative Titles and Specialisations:

2015-222116 Nurse Manager
Manages a health service unit or sub-unit of a hospital, aged care or community health care facility, supervises nursing staff and financial resources to enable the provision of safe, cost effective nursing care within a specified field or for a particular unit and monitors quality, clinical standards and professional development of nurses.

Alternative Titles and Specialisations:

Charge Nurse
Nurse Unit Manager
Charge Sister

2015-222 Midwifery Professionals
Midwifery professionals plan, manage, provide and evaluate midwifery care services before, during and after pregnancy and childbirth. They provide delivery care for reducing health risks to women and newborn children, working autonomously or in teams with other health care providers.

Tasks include:
- Monitoring the health status of newborns, managing complications and recognising warning signs requiring referral to a medical doctor with specialised skills in neonatology
- Assessing progress during pregnancy and childbirth, managing complications and recognising warning signs requiring referral to a medical doctor with specialised skills in obstetrics
- Conducting research on midwifery practices and procedures and disseminating findings such as through scientific papers and reports
- Monitoring pain and discomfort experienced by women during labour and delivery and alleviating pain using a variety of therapies, including the use of pain-killing drugs
- Planning, providing and evaluating care and support services for women and babies before, during and after pregnancy and childbirth according to the practice and standards of modern midwifery care
- Planning and conducting midwifery education activities in clinical and community settings
- Reporting births to government authorities to meet legal and professional requirements

2015-22201 Midwife
Provides care and advice to women during pregnancy, labour and childbirth, and postnatal care for women and babies in a range of settings such as the home, community, hospitals, clinics and health units.

Alternative Titles and Specialisations:
Certified Midwife
Community Midwife
Midwife Practitioner

2015-223 Traditional and Complementary Medicine Professionals
Traditional and complementary medicine professionals prevent, diagnose and treat illness, disease, injury, and other physical and mental impairments and maintain general health in humans by applying knowledge, skills and practices acquired through extensive study of the theories, beliefs and experiences, originating in specific cultures.

Tasks include:
- Exchanging information about patients with other health care workers as needed to ensure continuing and comprehensive health care
- Conducting research into traditional and complementary medicines and treatments and disseminating findings such as through scientific papers and reports
- Evaluating and documenting patients’ progress through treatment plans
- Providing health, nutrition and lifestyle advice to individuals, families and communities; prescribing and preparing traditional medicines, such as herbal, plant, mineral and animal extracts, to stimulate the body’s capacity for self-healing

2015-2231
Traditional and Complementary Medicine Professionals

- Exchanging information about patients with other health care workers as needed to ensure continuing and comprehensive health care
- Conducting research into traditional and complementary medicines and treatments and disseminating findings such as through scientific papers and reports
- Evaluating and documenting patients’ progress through treatment plans
- Providing health, nutrition and lifestyle advice to individuals, families and communities; prescribing and preparing traditional medicines, such as herbal, plant, mineral and animal extracts, to stimulate the body’s capacity for self-healing

2015-223101
Acupuncturist

Treats disorders and illnesses by stimulating the body’s defence mechanisms through inserting fine needle into the skin.

Alternative Titles and Specialisations:

2015-223102
Ayurvedic Practitioner

Provides a whole-body approach to health serves to promote spiritual, physical and mental well-being.

Alternative Titles and Specialisations:

2015-223103
Homoeopath

Treats the immune and defence system by assessing the whole person and using minute amounts of natural remedies made from substances such as plants, minerals and animal sources.

Alternative Titles and Specialisations:

2015-223104
Naturopath

Treats internal health problems, metabolic disorders and imbalances through treatment of the whole person using natural therapies.

Alternative Titles and Specialisations:
- Natural Health Therapist
- Natural Therapist
- Natural Health Practitioner
2015-223105  Traditional African Medicine Practitioner
Diagnoses, assesses and treats patients in accordance with South African Traditional Medicines.

Alternative Titles and Specialisations:

2015-223106  Traditional Chinese Medicine Practitioner
Treats imbalances of energy flows through the body by assessing the whole person and using techniques and methods such as acupuncture, Chinese herbal medicine, massage, diet, exercise and breathing therapy.

Alternative Titles and Specialisations:
Chinese Herbal Medicine Practitioner
Traditional African Health Practitioner
Unani Practitioner
Chis Chinese Medicine Practitioner
Sangoma
Oriental Medicine Practitioner
Herbalist (Chinese)

2015-224  Paramedical Practitioners
Paramedical practitioners provide advisory, diagnostic, curative and preventive medical services for humans more limited in scope and complexity than those carried out by medical doctors. They work autonomously or with limited supervision of medical doctors, and apply advanced clinical procedures for treating and preventing diseases, injuries and other physical or mental impairments common to specific communities.

Tasks include:
- Advising patients and families on diet, exercise and other habits which aid prevention or treatment of disease and disorders
- Performing basic or more routine medical and surgical procedures, including prescribing and administering treatments, medications and other preventive or curative measures, especially for common diseases and disorders
- Assisting medical doctors with complex surgical procedures; monitoring patients' progress and response to treatment, and identifying signs and symptoms requiring referral to medical doctors
- Conducting physical examinations of patients and interviewing them and their families to determine their health status and recording patients' medical information
- Administering or ordering diagnostic tests, such as x-ray, electrocardiogram, and laboratory tests; performing therapeutic procedures, such as injections, immunizations, suturing and wound care, and infection management
- Identifying and referring complex or unusual cases to medical doctors, hospitals or other places for specialised care; reporting births, deaths and notifiable diseases to government authorities to meet legal and professional reporting requirements

2015-2241  Paramedical Practitioners
Paramedical practitioners provide advisory, diagnostic, curative and preventive medical services for humans more limited in scope and complexity than those carried out by medical doctors. They work autonomously or with limited supervision of medical doctors, and apply advanced clinical procedures for treating and preventing diseases, injuries and other physical or mental impairments common to specific communities.

Tasks include:
- Advising patients and families on diet, exercise and other habits which aid prevention or treatment of disease and disorders
Performing basic or more routine medical and surgical procedures, including prescribing and administering treatments, medications and other preventive or curative measures, especially for common diseases and disorders
Assisting medical doctors with complex surgical procedures; monitoring patients' progress and response to treatment, and identifying signs and symptoms requiring referral to medical doctors
Conducting physical examinations of patients and interviewing them and their families to determine their health status and recording patients' medical information
Administering or ordering diagnostic tests, such as x-ray, electrocardiogram, and laboratory tests; performing therapeutic procedures, such as injections, immunizations, suturing and wound care, and infection management
Identifying and referring complex or unusual cases to medical doctors, hospitals or other places for specialised care; reporting births, deaths and notifiable diseases to government authorities to meet legal and professional reporting requirements

2015-224101  Paramedical Practitioner
Provides limited advisory, diagnostic, curative and preventive medical services to humans and apply advanced clinical procedures for treating and preventing diseases, injuries and other physical or mental impairments common to specific communities.

Alternative Titles and Specialisations:
Primary Care Paramedic
Clinical Officer (Paramedical)
Feldscher
Advanced Care Paramedic

2015-224102  Sports Scientist
Sports scientists assist sportspeople to achieve the best possible sporting performance by applying knowledge and techniques from the areas of medicine, physiology, biomechanics (the study of human movement), nutrition, psychology and physiotherapy / massage.

Alternative Titles and Specialisations:

2015-225  Veterinarians
Veterinarians diagnose, prevent and treat diseases, injuries and dysfunctions of animals. They may provide care to a wide range of animals or specialize in the treatment of a particular animal group or in a particular specialty area, or provide professional services to commercial firms producing biological and pharmaceutical products.

Tasks include:
Participating in programs designed to prevent the occurrence and spread of animal diseases
Determining the presence and nature of abnormal conditions by physical examination, laboratory testing and through diagnostic imaging techniques including radiography and ultrasound
Inoculating animals against, and testing for, infectious diseases and notifying authorities of outbreaks of infectious animal diseases
Treating animals medically and surgically, and administering and prescribing drugs, analgesics, and general and local anaesthetics; performing surgery, dressing wounds and setting broken bones
Rendering obstetric services to animals; participating in programs designed to prevent the occurrence and spread of animal diseases
Performing autopsies to determine cause of death; advising clients on health, nutrition and feeding, hygiene, breeding and care of animals

2015-2251  Veterinarians
Veterinarians diagnose, prevent and treat diseases, injuries and dysfunctions of animals. They may provide care to a wide range of animals or specialize in the treatment of a particular animal group or in a particular specialty area, or provide professional services to commercial firms producing biological and pharmaceutical products.
Tasks include:
Determining the presence and nature of abnormal conditions by physical examination, laboratory testing and through diagnostic imaging techniques including radiography and ultrasound
Inoculating animals against, and testing for, infectious diseases and notifying authorities of outbreaks of infectious animal diseases
Treating animals medically and surgically, and administering and prescribing drugs, analgesics, and general and local anaesthetics; performing surgery, dressing wounds and setting broken bones
Rendering obstetric services to animals; participating in programs designed to prevent the occurrence and spread of animal diseases
Performing autopsies to determine cause of death; advising clients on health, nutrition and feeding, hygiene, breeding and care of animals

2015-225101 Veterinarian
Diagnoses, treats and prevents animal diseases, ailments and injuries.
Alternative Titles and Specialisations:
Veterinary Epidemiologist
Veterinary Parasitologist
Animal Doctor
Veterinary Surgeon
Veterinary Pathologist

2015-225102 Veterinary Public Health Professional / Practitioner
Conducts and oversees the provision of advanced Veterinary Services in any of the following fields: diseases control, import and export policy & control, epidemiology, quarantine, veterinary public health, animal welfare, animal health, laboratory diagnostics and related remedies.
Alternative Titles and Specialisations:

2015-225103 Livestock Inspector
Inspects livestock for disease to ensure compliance with laws and regulations to prevent the spread of exotic pests and diseases.
Alternative Titles and Specialisations:
Agricultural Veterinary Inspector
SPCA Inspector
Animal Health Officer

2015-226 Other Health Professionals
Other health professionals provide health services related to dentistry, pharmacy, environmental health and hygiene, occupational health and safety, physiotherapy, nutrition, hearing, speech, vision and rehabilitation therapies.
Tasks include:
Assessing patients or clients to determine the nature of the disorder, illness or problem; developing and implementing treatment plans and evaluating and documenting patients' progress
Storing, preserving, compounding testing and dispensing medicinal products and counselling on their proper use and adverse effects
Diagnosing, managing and treating physical disorders affecting human hearing, communication of swallowing, or disorders of the eyes and visual system

Diagnosing and treating diseases, injuries and malformations of the teeth, mouth, jaws and associated tissues

Advising clients about continued treatment and care and providing or arranging rehabilitation services; referring clients to or conferring with other health professionals or associate professionals if required

2015-2261 Dentists

Dentists diagnose, treat and prevent diseases, injuries and abnormalities of the teeth, mouth, jaws and associated tissues by applying the principles and procedures of modern dentistry. They use a broad range of specialised diagnostic, surgical and other techniques to promote and restore oral health.

Tasks include:

- Educating patients and families on dental hygiene, nutrition and other measures to take care of oral health
- Prescribing medication for relief of ongoing pain after procedures
- Providing preventative oral health care such as periodontal treatments, fluoride applications and oral health promotion
- Providing restorative oral care such as implants, complex crown and bridge restorations, and orthodontics, and repairing damaged and decayed teeth
- Assisting in diagnosing general diseases having oral manifestations such as diabetes
- Supervising dental hygienists, dental assistants and other staff
- Measuring and taking impressions of patients' jaws and teeth in order to determine the shape and size of dental prostheses
- Restoring oral function with removable and fixed oral prostheses
- Diagnosing diseases, injuries, irregularities and malformations of teeth and associated structures in the mouth and jaw using a range of methods such as radiographs, salivary tests and medical histories
- Designing, making, and fitting prosthodontic appliances such as space maintainers, bridges, and dentures, or writing fabrication instructions or prescriptions for dental prosthetic technicians
- Providing surgical treatments such as extraction of teeth, biopsy of tissue, and performing orthodontic treatment
- Administering anaesthetics to limit the amount of pain experienced by patients during procedures

2015-226101 Dental Specialist

Diagnoses and treats diseases, injuries, irregularities and malformations of teeth and associated structures in the mouth and jaw using surgery and other specialist techniques.

Alternative Titles and Specialisations:

Dental / Oral Surgeon
Paedodontist
Periodontist
Prosthodontist
Orthodontist
Endodontist
Oral and Maxillofacial Surgeon
Stomatologist
Community Dentistry Specialist
Oral Pathologist

2015-226102 Dentist
Diagnoses and treats dental disease, injuries, decay and malformations of the teeth, periodontal tissue (gums), hard and soft tissue found on the mouth and other dento-facial structures using surgery and other techniques.

Alternative Titles and Specialisations:
Restorative Dentist
Oral Medicine Specialist
Dental Practitioner

2015-2262 Pharmacists
Pharmacists store, preserve, compound, and dispense medicinal products and counsel on the proper use and adverse effects of drugs and medicines following prescriptions issued by medical doctors and other health professionals. They contribute to researching, testing preparing, prescribing and monitoring medicinal therapies for optimising human health.

Tasks include:
Testing and analysing drugs to determine their identity, purity and strength in relation to specified standards
Storing and preserving vaccines, serums and other drugs subject to deterioration
Preparing or supervising the preparation and labelling of liquid medicines, ointments, powders, tablets and other medications to fill prescriptions
Conducting research to develop and improve pharmaceuticals, cosmetics and related chemical products
Conferring with chemists, engineering professionals and other professionals about manufacturing techniques and ingredients
Developing information and risks of particular drugs
Supervising and coordinating the work of pharmacy technicians, pharmacy interns and pharmacy sales assistants
Maintaining prescription files and recording issue of narcotics, poisons and habit-forming drugs in accordance with legal and professional requirements
Advising clients on and supplying non-prescription medicines and diagnostic and therapeutic aids for common conditions
Collaborating with other health care professionals to plan, monitor, review, and evaluate the quality and effectiveness of the medicine therapy of individual patients, and the effectiveness of particular drugs or therapies
Evaluating labels, packaging and advertising of drug products
Receiving prescriptions for medicinal products from medical doctors and other health professionals, checking patients' medicine histories, and ensuring proper dosage and methods of administration and drug compatibility before dispensing
Providing information and advice to prescribers and clients regarding drug interactions, incompatibility and contra-indications, side effects, dosage and proper medication storage

2015-226201 Hospital Pharmacist
Prepares and dispenses pharmaceuticals, drugs and medicines in a hospital pharmacy.

Alternative Titles and Specialisations:
Health Service Pharmacist
Hospital Chemist
Clinical Pharmacist

2015-226202
Industrial Pharmacist
Undertakes research, testing and analysis related to the development, production, storage, quality control and distribution of drugs and related supplies.

Alternative Titles and Specialisations:

2015-226203
Retail Pharmacist
Dispenses prescribed pharmaceuticals to the public, educates customers on health promotion, disease prevention and the proper use of medicines, and sells non-prescription medicines and related goods in a community pharmacy.

Alternative Titles and Specialisations:
Dispensing Chemist
Pharmacist Assistant
Community Pharmacist

2015-2263
Environmental and Occupational Health and Hygiene Professionals
Environmental and occupational health and hygiene professionals assess, plan and implement programs to recognize, monitor and control environmental factors that can potentially affect human health, to ensure safe and healthy working conditions, and to prevent disease or injury caused by chemical, physical, radiological and biological agents or ergonomic factors.

Tasks include:
Promoting ergonomic principles within the workplace such as matching furniture, equipment and work activities to the needs of employees
Recording and investigating injuries and equipment damage, and reporting safety performance
Preparing and implementing plans and strategies for the safe, economic and suitable disposal of commercial, industrial, medical and household wastes
Advising methods to prevent, eliminate, control, or reduce the exposure of workers, students, the public and the environment to radiological and other hazards
Identifying, reporting and documenting hazards, and assessing and controlling risks in the environment and workplace and advising on compliance with relevant law and regulations
Providing education, information, training, and advice to persons at all levels on aspects of occupational
Coordinating arrangements for the compensation, rehabilitation and return to work of injured workers
Developing, implementing and monitoring programs to minimize workplace and environmental pollution involving chemical, physical and biological hazards
Developing, implementing and reviewing programs and policies to minimize potential environmental and occupational risks to health and safety
Implementing prevention programs and strategies for communicable diseases, food safety, waste water treatment and disposal systems, recreation and domestic water quality, contaminated and hazardous substances

2015-226301
Environmental Health Officer
Develops, enforces and evaluates environmental health policies, programs and strategies to improve health outcomes and oversees the implementation and monitoring of environmental health legislation.

Alternative Titles and Specialisations:
Licensed Premises Inspector
Health Surveyor
Food Safety Auditor
Food Safety Officer

2015-226302  Safety, Health, Environment and Quality (SHE&Q) Practitioner
Develops, implements and evaluates risk management policies and programs, trains employees in occupational health and safety procedures, monitors and audits the workplace, and records and investigates incidents to ensure safe and healthy working conditions.

Alternative Titles and Specialisations:
Injury Prevention Consultant
Occupational Health and Safety Advisor
Clinical Risk Manager
Safety Coordinator
Occupational Safety and Health (OSH) Advisor / Coordinator / Officer / Professional
Occupational Hygienist
Occupational Safety Practitioner / Officer
Chief Safety Officer Mining
Risk and Safety Manager
Occupational Safety Advisor
Radiation Protection Expert
Health and Safety Officer / Coordinator / Professional
Road Safety Coordinator

2015-226303  Ergonomist
Designs objects, systems and environments which are suited to the needs of users and the tasks they perform. Analyses human activity in domestic, leisure or working settings as well as the demands, effects and implications of these activities.

Alternative Titles and Specialisations:

2015-2264  Physiotherapists
Physiotherapists assess, plan and implement rehabilitative programs that improve or restore human motor functions, maximize movement ability, relieve pain syndromes, and treat or prevent physical challenges associated with injuries, diseases and other impairments. They apply a broad range of physical therapies and techniques such as movement, ultrasound, heating, laser and other techniques.

Tasks include:
Administering muscle, nerve, joint and functional ability tests to identify and assess physical problems of patients
Developing, implementing and monitoring programs and treatments using the therapeutic properties of exercise, heat, cold, massage, manipulation, hydrotherapy, electrotherapy, ultraviolet and infra-red light and ultrasound in the treatment of patients
Instructing patients and their families in procedures to be continued outside clinical settings
Recording information on patients' health status and responses to treatment in medical records-keeping systems, and sharing information with other health professionals as required to ensure continuing and comprehensive care
Developing and implementing programmes for screening and prevention of common physical ailments and disorders
Supervising the work of physiotherapy assistants and others
Establishing treatment goals with patients and designing treatment programs to reduce physical pain, strengthen muscles, improve cardiothoracic, cardiovascular and respiratory functions, restore joint mobility, and improve balance and coordination

2015-226401 Physiotherapist
Assesses, treats and prevents disorders in human movement caused by injury or disease.

Alternative Titles and Specialisations:
Paediatric Physiotherapist
Geriatric Physical Therapist
Aquatic Physiotherapist
Occupational Health Physiotherapist
Orthopaedic Physical Therapist
Sports Physiotherapist
Physio
Manipulation Therapist
Neurological Physiotherapist
Musculoskeletal Physiotherapist
Cardiothoracic Physiotherapist
Physical Therapist
Gerontological Physiotherapist
Continence and Women's Health Physiotherapist

2015-2265 Dieticians and Nutritionists
Dieticians and nutritionists assess, plan and implement programs to enhance the impact of food and nutrition on human health.

Tasks include:
Consulting with other health professionals and care providers to manage the dietary and nutritional needs of patients
Planning diets and menus, supervising the preparation and serving of meals, and monitoring food intake and quality to provide nutritional care in settings offering food services
Developing and evaluating food and nutrition products to meet nutritional requirements
Planning and conducting nutrition assessments, intervention programmes, and education and training to improve nutritional levels among individuals and communities
Compiling and assessing data relating to health and nutritional status of individuals, groups and communities based on nutritional values of food served or consumed
Conducting research on nutrition and disseminating the findings at scientific conferences and in other settings
Instructing individuals, families and communities on nutrition, the planning of diets and preparation of food to maximize health benefits and reduce potential risks to health

2015-226501 Dietician
Applies the science of human nutrition to help people understand the relationship between food and health, and makes appropriate dietary choices to attain and maintain health and prevent and treat illness and disease.

Alternative Titles and Specialisations:
Health Advisor (Nutrition)
Advisor Food Science / Technology
Dietetic Consultant
Home Economist
Nutritionist
Sports Nutritionist

2015-2266 Audiology and Speech Therapists
Audiologists and speech therapists evaluate, manage and treat physical disorders affecting human hearing, speech, communication and swallowing. They prescribe corrective devices or rehabilitative therapies for hearing loss, speech disorders, and related sensory and neural problems and provide counselling on hearing safety and communication performance.

Tasks include:
Planning and conducting treatment programs to manage physical disorders affecting speech and swallowing in patients such as stuttering and feeding disorders
Prescribing hearing aids and other assistive devices according to patients’ needs and instructing them in their use
Counselling and guiding hearing and/or language-impaired individuals, their families, teachers and employers
Planning, directing and participating in counselling, screening, speech rehabilitation and other programs related to hearing and communication
Evaluating hearing, speech and language performance in patients to determine the nature of hearing and communication disorders
Referring patients and families to additional medical or educational services if needed

2015-226601 Audiologist
Provides diagnostic assessment and rehabilitative services related to human hearing defects.

Alternative Titles and Specialisations:
Hearing Therapist
Orthoepist

2015-226602 Speech Pathologist
Assesses and treats people with communication disorders such as speech, language, voice, fluency and literacy difficulties and people who have physical problems with eating or swallowing.
Alternative Titles and Specialisations:
Speech Therapist
Language Therapist
Speech Clinician

2015-2267
Optometrists and Ophthalmic Opticians
Optometrists and ophthalmic opticians provide diagnosis, management and treatment services for disorders of the eyes and visual system. They counsel on eye care and prescribe optical aids or other therapies for visual disturbance.

Tasks include:
Prescribing corrective eyeglasses, contact lenses and other vision aids, and checking optical devices for performance, safety, comfort and lifestyle
Examining patients’ eyes and conducting diagnostic tests to assess ocular health and determine the nature and extent of vision problems and abnormalities
Testing visual function using specialised instruments and equipment for measuring visual acuity and refractive error, function of visual pathways, visual fields, eye movements, freedom of vision and intraocular pressure
Detecting, diagnosing and managing eye disease, including prescribing medications for the treatment of eye disease
Detecting and diagnosing eye movement disorders and defects of binocular function, and planning and managing treatment programs, including counselling patients in eye exercises to coordinate movement and focusing of eyes
Advising on visual health matters such as contact lens care, vision care for the elderly, optics, visual ergonomics, and occupational and industrial eye safety
Consulting with and referring patients to ophthalmologists or other health professionals if additional medical treatment is necessary

2015-226701
Optometrist
Performs eye examinations and vision tests to determine the presence of visual, ocular and other abnormalities, ocular diseases and systemic diseases with ocular manifestations, and prescribes lenses, other optical aids, therapy and medication to correct and manage vision problems and eye diseases.

Alternative Titles and Specialisations:
Oculist

2015-226702
Orthoptist
Diagnoses and manages eye movement disorders and associated sensory deficiencies.

Alternative Titles and Specialisations:

2015-2269
Health Professionals not Elsewhere Classified
This unit group covers health professionals not classified elsewhere in sub-major group 22. For instance, the group includes occupations such as podiatrist, occupational therapist and other health professionals..

Tasks include:
Recommending environmental adaptations in the home, leisure, work and school environments on an individual or group basis to enable them to perform their daily activities and occupations
Evaluating and documenting patients’ progress through treatment plans, and referring patients and families to medical doctors or other health care providers for specialised, rehabilitative or other care services as needed
Identifying and prescribing treatments for conditions affecting the foot, ankle and related structures of the leg due to illness, disease or other physical impairment, and prescribing corrective footwear and advising on foot care to manage foot ailments
Interviewing patients and conducting diagnostic tests to determine their health status and the nature of physical or mental disorders, illnesses or other health problems
Developing and implementing treatment plans for injuries, illnesses and other physical and mental impairments
Assessing functional limitations of clients resulting from illness, disability or other impairment, and providing therapy
Performing minor surgical procedures such as on the foot and ankles

2015-226901 Arts Therapist
Diagnoses, assesses and treats patients by using art and creative processes as a medium to enable patients express and understand emotions.
Alternative Titles and Specialisations:
Dance Therapist
Music Therapist
Drama Therapist

2015-226902 Occupational Therapist
Assesses functional limitations of people resulting from illnesses and disabilities, and provides therapy to enable people to perform their daily activities and occupations.
Alternative Titles and Specialisations:
Work Rehabilitation Therapist
Corrections Programme Coordinator / Facilitator
Ergotherapist

2015-226903 Podiatrist
Prevents, diagnoses and treats disorder of the feet.
Alternative Titles and Specialisations:
Chiropodist
Podiatric Surgeon

2015-226904 Diversional Therapist
Plans, designs, coordinates and implements recreation and leisure-based activity programs to support, challenge and enhance the psychological, spiritual, social, emotional and physical wellbeing of individuals.
Alternative Titles and Specialisations:
Recreational Therapist
Activities Coordinator
Activities Officer

2015-226905 Biokineticist
Assesses, diagnoses and treats illnesses and disabilities and prescribe individual healthy exercise habits or programmes to improve individual people's physical conditions and quality of life.
Alternative Titles and Specialisations:
Exercise Therapist
Exercise Physiologist
Human Movement Specialist

2015-226906  Rheumatologist
Investigates, diagnoses and treats diseases, injuries and deficiencies of human joints, muscles and soft tissue.
Alternative Titles and Specialisations:

2015-226907  Dermatologist
Provides diagnostic, treatment and preventative medical services related to disorders of the human skin.
Alternative Titles and Specialisations:

2015-23  Teaching Professionals
Teaching professionals teach the theory and practice of one or more disciplines at different educational levels, conduct research and improve or develop concepts, theories and operational methods pertaining to their particular discipline, and prepare scholarly papers and books.
Tasks include:
Conducting classes, courses, or tutorials at a particular educational level, for educational and vocational purposes, including private lessons
Conducting research in particular subjects to improve or develop concepts, theories or operational methods for application in industrial and other fields
Conducting adult literacy programmes; teaching and educating persons learning difficulties or special needs; designing and modifying curricula; inspecting and advising on teaching methods and aids
Supervision of other workers may be included
Preparing scholarly papers and books
Participating in decisions concerning the organization of teaching and related activities at schools and universities

2015-231  University and Higher Education Teachers
University and higher education teachers prepare and deliver lectures and conduct tutorials in one or more subjects within a prescribed course of study at a university or other higher educational institution. They conduct research, and prepare scholarly papers and books.
Tasks include:
Designing and modifying curricula and preparing courses of study in accordance with requirements
Directing research of post-graduate students or other members of department
Preparing and delivering lectures and conducting tutorials, seminars and laboratory experiments
Preparing scholarly books, papers or articles
Participating in departmental and faculty meetings and in conferences and seminars
Stimulating discussion and independent thought among students
Researching into and developing concepts, theories and operational methods for application in industrial and other fields
Administering, evaluating and marking examination papers and tests
Supervising, where appropriate, experimental and practical work undertaken by students;

**University and Higher Education Teachers**
University and higher education teachers prepare and deliver lectures and conduct tutorials in one or more subjects within a prescribed course of study at a university or other higher educational institution. They conduct research, and prepare scholarly papers and books.

**Tasks include:**
- Designing and modifying curricula and preparing courses of study in accordance with requirements
- Directing research of post-graduate students or other members of department
- Preparing and delivering lectures and conducting tutorials, seminars and laboratory experiments
- Preparing scholarly books, papers or articles
- Participating in departmental and faculty meetings and in conferences and seminars
- Stimulating discussion and independent thought among students
- Researching into and developing concepts, theories and operational methods for application in industrial and other fields
- Administering, evaluating and marking examination papers and tests
- Supervising, where appropriate, experimental and practical work undertaken by students;

**University Lecturer**
Lectures students and conducts tutorials in one or more subjects within a prescribed course of study at a university and conducts research in a particular field of knowledge.

**Alternative Titles and Specialisations:**
- Tertiary Educator
- College of Education Lecturer
- Professor
- Assessment Advisor And/Or Internal Moderator
- Lecturer
- Associate Professor

**University Tutor**
Conducts tutorials in one or more subjects within a prescribed course of study at a university.

**Alternative Titles and Specialisations:**
- University Demonstrator

**Vocational Education Teachers**
Vocational education teachers teach or instruct vocational or occupational subjects in adult and further education institutions and to senior students in secondary schools and colleges. They prepare students for employment in specific occupations or occupational areas for which university or higher education is not normally required.

**Tasks include:**
Conducting discussions to increase students' knowledge and competence; instructing and monitoring students in the use of tools, equipment and materials and the prevention of injury and damage;

Supervising independent or group projects, field placements, laboratory work, or other training;

Preparing reports and maintaining records such as student grades, attendance rolls, and training activity details;

Observing and evaluating students' work to determine progress, provide feedback, and make suggestions for improvement; Administering oral, written or performance tests to measure progress, evaluate training effectiveness and assess competency;

Providing individualized instruction and tutorial or remedial instruction; conducting on-the-job training sessions to teach and demonstrate principles, techniques, procedures, or methods of designated subjects

2015-2321 Vocational or Further Education Teachers

Vocational or further education teachers teach or instruct vocational or occupational subjects in adult and further education institutions and to senior students in secondary schools and colleges. They prepare students for employment in specific occupations or occupational areas for which university or higher education is not normally required.

Tasks include:

Conducting discussions to increase students' knowledge and competence; instructing and monitoring students in the use of tools, equipment and materials and the prevention of injury and damage;

Supervising independent or group projects, field placements, laboratory work, or other training;

Preparing reports and maintaining records such as student grades, attendance rolls, and training activity details;

Observing and evaluating students' work to determine progress, provide feedback, and make suggestions for improvement; Administering oral, written or performance tests to measure progress, evaluate training effectiveness and assess competency;

Providing individualized instruction and tutorial or remedial instruction; conducting on-the-job training sessions to teach and demonstrate principles, techniques, procedures, or methods of designated subjects

2015-232101 Accounting Teacher (Grades 10 - 12)

Teaches accounting (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-232102 Agricultural Management Practices Teacher (Grades 10 - 12)

Teaches agricultural management practices (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-232103 Agricultural Sciences Teacher (Grades 10 - 12)

Teaches agricultural sciences (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-232104 Agricultural Technology Teacher (Grades 10 - 12)

Teaches agricultural technology (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-232105 Business Studies Teacher (Grades 10 - 12)
Teaches business studies (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

**Alternative Titles and Specialisations:**

2015-232106 Civil Technology Teacher (Grades 10 - 12)
Teaches civil technology (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

**Alternative Titles and Specialisations:**

2015-232107 Computer Applications Technology Teacher (Grades 10 - 12)
Teaches computer applications technology (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

**Alternative Titles and Specialisations:**

2015-232108 Consumer Studies Teacher (Grades 10 - 12)
Teaches consumer studies (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

**Alternative Titles and Specialisations:**

2015-232109 Dance Studies Teacher (Grades 10 - 12)
Teaches dance studies (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

**Alternative Titles and Specialisations:**

2015-232110 Design Teacher (Grades 10 - 12)
Teaches design (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

**Alternative Titles and Specialisations:**

2015-232111 Dramatic Arts Teacher (Grades 10 - 12)
Teaches dramatic arts (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

**Alternative Titles and Specialisations:**

2015-232112 Economics Teacher (Grades 10 - 12)
Teaches economics (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

**Alternative Titles and Specialisations:**

2015-232113 Electrical Technology Teacher (Grades 10 - 12)
Teaches electrical technology (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

**Alternative Titles and Specialisations:**

2015-232114 Engineering Graphics & Design Teacher (Grades 10 - 12)
Teaches engineering graphics & design (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students’ social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:
Technical Drawing Teacher

2015-232115 Geography Teacher (Grades 10 - 12)
Teaches geography (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-232116 History Teacher (Grades 10 - 12)
Teaches history (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-232117 Hospitality Studies Teacher (Grades 10 - 12)
Teaches hospitality studies (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-232118 Information Technology Teacher (Grades 10 - 12)
Teaches information technology (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-232119 Language Teacher (Grades 10 - 12)
Teaches language (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-232120 Life Orientation Teacher (Grades 10 - 12)
Teaches life orientation (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-232121 Life Sciences Teacher (Grades 10 - 12)
Teaches life sciences (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-232122 Mathematical Literacy Teacher (Grades 10 - 12)
Teaches mathematical literacy (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.
Alternative Titles and Specialisations:

2015-232123
Mathematics Teacher (Grades 10 - 12)
Teaches mathematics (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-232124
Mechanical Technology Teacher (Grades 10 - 12)
Teaches mechanical technology (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-232125
Music Teacher (Grades 10 - 12)
Teaches music (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-232126
Physical Science Teacher (Grades 10 - 12)
Teaches physical science (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-232127
Religion Studies Teacher (Grades 10 - 12)
Teaches religion within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-232128
Tourism Teacher (Grades 10 - 12)
Teaches tourism principles (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-232129
Visual Arts Teacher (Grades 10 - 12)
Teaches visual art (theoretical and or practical component) within a prescribed curriculum to grade 10-12 or further education and training college students and promote students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-233
Secondary or Intermediate and Senior Education Teachers
Secondary or intermediate and senior education teachers teach one or more subjects at secondary education level, excluding subjects intended to prepare students for employment in specific occupational areas.

Tasks include:
Preparing and giving lessons, discussions, and demonstrations in one or more subjects
Participating in meetings concerning the school's educational or organizational policies; planning, organizing and participating in school activities such as excursions, sporting events and concerts
Preparing, administering and marking tests, assignments and examinations to evaluate pupils
Observing and evaluating students’ performance and behaviour
Establishing clear objectives for all lessons, units, and projects and communicating those objectives to students
Preparing materials and classrooms for class activities; adapting teaching methods and instructional materials to meet students’ varying needs and interests
Progress; preparing reports about pupils’ work and conferring with other teachers and parents
Designing and modifying curricula and preparing educational courses of study in accordance with curriculum guidelines Establishing and enforcing rules for behaviour and procedures for maintaining order among students

2015-2331
Secondary or Intermediate and Senior Education Teachers
Secondary or intermediate and senior education teachers teach one or more subjects at secondary education level, excluding subjects intended to prepare students for employment in specific occupational areas.

Tasks include:
Preparing and giving lessons, discussions, and demonstrations in one or more subjects
Participating in meetings concerning the school's educational or organizational policies; planning, organizing and participating in school activities such as excursions, sporting events and concerts
Preparing, administering and marking tests, assignments and examinations to evaluate pupils
Observing and evaluating students’ performance and behaviour
Establishing clear objectives for all lessons, units, and projects and communicating those objectives to students
Preparing materials and classrooms for class activities; adapting teaching methods and instructional materials to meet students’ varying needs and interests
Progress; preparing reports about pupils’ work and conferring with other teachers and parents
Designing and modifying curricula and preparing educational courses of study in accordance with curriculum guidelines Establishing and enforcing rules for behaviour and procedures for maintaining order among students

2015-233101
Maths Teacher (Grades 4 - 9)
Teaches maths within a prescribed curriculum from grades 4 - 9 school students and promote students’ social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-233102
Natural Sciences Teacher (Grades 4 - 9)
Teaches natural sciences within a prescribed curriculum from grades 4 - 9 school students and promote students’ social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-233103
Economics and Management Sciences Teacher (Grades 4 - 9)
Teaches economics and management sciences within a prescribed curriculum from grades 4 - 9 school students and promote students’ social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-233104
Life Skills Teacher (Grades 4 - 9)
Teaches life skills within a prescribed curriculum from grades 4 - 9 school students and promote students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-233105 Social Sciences Teacher (Grades 4 - 9)
Teaches social sciences within a prescribed curriculum from grades 4 - 9 school students and promote students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-233106 Arts and Culture (Grades 4 - 9)
Teaches arts and culture within a prescribed curriculum from grades 4 - 9 school students and promote students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-234 Primary School and Early Childhood Teachers
Primary school and early childhood teachers teach a range of subjects at the primary level of education and organize educational activities for children below primary school age.

Tasks include:
- Preparing programme of learning and giving instruction in a range of subjects at the primary education level
- Planning and organising activities designed to facilitate children’s development of language, physical and social skills
- Preparing reports. Supervision of other workers may be included

2015-2341 Primary School or Foundational Phase Teachers
Primary school or foundational phase teachers teach a range of subjects at the primary education level.

Tasks include:
- Instructing children individually and in groups, using various teaching methods and materials (e.g. computers, books, games), adapting to children’s varying needs
- Participating in staff meetings and other sessions, and conferring with other teachers concerning educational issues
- Preparing for and attending parent meetings to discuss children’s progress and problems
- Observing and evaluating children’s performance and behaviour
- Preparing, administering, and grading tests and assignments to evaluate children’s progress
- Preparing daily and longer term lesson plans in accordance with curriculum guidelines
- Supervising children during classes and at other times in the school day, including the playground during breaks
- Assigning and grading class work and homework
- Maintaining discipline and good working habits in the classroom
- Planning and conduct activities with the children such as sporting activities, concerts and excursions

2015-234101 Foundational Phase School Teacher
Teaches and coordinates a range of subjects from grade r - 3 within a prescribed curriculum to primary school students.

Alternative Titles and Specialisations:
Primary School Housemaster
Foundational Phase Teacher
Primary Teacher-librarian

2015-2342
Early Childhood Educators
Early childhood educators promote the social, physical, and intellectual development of children below primary school age through the provision of educational and play activities.

Tasks include:
Observing children in order to evaluate progress and to detect signs of developmental, emotional or health related problems with parents
Leading children in activities that, provide opportunities for creative expression through the media of art, dramatic play, music and physical fitness
Discussing progress or problems of children with parents and other staff members and identifying appropriate actions and referrals to other services
Planning and organizing individual and group activities designed to facilitate the development of children’s motor skills, cooperative and social skills, confidence and understanding
Guiding and assisting children in the development of proper eating, dressing and toilet habits
Promoting language development through story-telling, role-play, songs, rhymes and informal conversations and discussions
Supervising children’s activities to ensure safety and resolve conflicts
Establishing and maintaining collaborative relationships with other service providers working with young children
Observing and assessing nutritional health, welfare and safety needs of students and identifying factors which may impede students’ progress

2015-234201
Early Childhood Development Practitioner
Plans, organises and conducts activities to help pre-primary school students to develop a wide variety of skills including speech, reading, writing, motor skills and social interaction.

Alternative Titles and Specialisations:
Nursery Teacher
Playschool Teacher
Pre-school Coordinator
Pre-primary Education Associate Professional
Early Intervention Teacher
Pre-school Director
Early Childcare Teacher
Kindergarten Teacher

2015-234202
Preschool Aide
Provides care and supervision for children at preschool centres under the direction of preschool teachers.

Alternative Titles and Specialisations:
Kindergarten Assistant

2015-235
Other Teaching Professionals
Other teaching professionals conduct research and advise on teaching methods, teach people with learning difficulties or special needs; teach non-native languages for migration and related purposes; give private tuition; teach arts, information technology and other subjects outside the mainstream primary, secondary and higher education systems and provide other teaching services not classified elsewhere in sub-major group 23, teaching professionals.

Tasks include:
Teaching physically handicapped children, young persons or adults or those with learning difficulties or other with special needs, teaching non-native languages for migration purposes;
Conducting research and developing or advising on teaching methods, courses and aids;
Teaching students in practice, theory and performance of music, drama, dance, visual and other arts; developing, scheduling and
Conducting Training programs and courses for information technology users

Education Methods Specialists

2015-2351
Education methods specialists conduct research and develop or advise on teaching methods, courses and aids. They review and examine teachers' work, the functioning of educational institutions and the results achieved and recommend changes and improvements.

Tasks include:
Evaluating and advising on contents of courses and methods of examination
Researching into current developments in curricula, teaching methods and other educational practices, and advising on necessary changes and possible improvements
Preparing reports and making recommendations to educational authorities concerning possible changes and improvements in curricula, teaching methods, and other matters
Researching into audio-visual and other teaching aids and advising on, planning and organising their introduction in educational establishments
Visiting schools periodically and conferring with administrative and teaching staff on questions relating to curricula, teaching methods, equipment and other matters
Documenting subjects and courses developed, and evaluating new courses
Providing ongoing professional development, training and consultative services to teachers
Visiting classrooms to observe teaching techniques and to evaluate teachers' performance, and scholastic results obtained
Developing the structure, content and objectives of new educational courses and programs
Organizing and conducting workshops and conferences to train teachers in new programs and methods

Education or Training Advisor

2015-235101
Conducts educational and training research and develops course curricula and associated teaching materials for use by educational and training institutions.

Alternative Titles and Specialisations:
Academic Advisor
Education and Training Quality Assurance (ETQA) Officer / Manager
Education Officer
Education / Training Methods Specialist
Home-school Liaison Officer
Education / Training Verifier
Academic Development Coordinator
Pre-school Advisor
Curriculum Coordinator
Curriculum Advisory Officer / Facilitator
Education / Training Specialist
Education / Training Consultant
Curriculum Specialist
Curriculum Development Audit Officer
Teaching Aids Specialist

2015-235102
Education or Training Reviewer
Reviews and examines the work of teachers, trainers and coaches in learning sites, and observes the results of the application of curriculum programs.

Alternative Titles and Specialisations:
Education Review Officer
Moderators
School Inspector

2015-2352
Special Needs Teachers
Special needs teachers teach physically or mentally handicapped children, young persons, or adults, or those with learning difficulties or other special needs. They promote the social, emotional, intellectual and physical development of their students.

Tasks include:
Preparing and maintaining student data and other records and submitting reports
Conferring with other staff members to plan and schedule lessons for special needs students
Designing or modifying curricula and preparing and delivering programmes, lessons and activities adapted to students’ abilities and needs
Teaching academic subjects, and practical and self-help skills to students with hearing, sight and other impairments
Employing special educational strategies and techniques during instruction to improve the development of sensory- and perceptual-motor skills, language, cognition, and memory
Giving instruction on an individual or group basis using special techniques or aids appropriate to students’ needs
Stimulating and developing students’ confidence interests, abilities, manual skills and coordination
Administering various forms of assessment and evaluating progress of each student
Conferring with students, parents, head teacher and other relevant professionals involved in the students’ care to develop individual educational plans designed to promote students’ development
Assessing students' abilities and limitations with regard to intellectual, physical, social and emotional impairments, exceptional intellectual gifts, or other specific problems. Establishing and enforcing rules for behaviour and policies and procedures to maintain order among students.

2015-235201 Special Needs Teacher
Teaches academic and living skills to primary and further education and training students with particular learning difficulties using various techniques and promotes students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:
- Learning Support Teacher
- Rehabilitation Teacher
- Remedial Teacher
- Education Therapist
- Behaviour Support Teacher
- Special Education Teaching Associate Professional
- Special Education Teacher (Mentally / Physically Handicapped)
- Teacher of Gifted Students

2015-235202 Teacher of The Hearing Impaired
Teaches academic and living skills to hearing impaired students and promotes students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-235203 Teacher of The Sight Impaired
Teaches academic and living skills to sight impaired students and promotes students' social, emotional, intellectual and physical development.

Alternative Titles and Specialisations:

2015-235204 Distant Education Teacher / Correspondence School Teacher
Teaches academic and living skills to students and promotes students intellectual development through distance education methods.

Alternative Titles and Specialisations:

2015-235205 Adult Education Teacher
Teaches adults life skills as well as to read and write.

Alternative Titles and Specialisations:
- Teacher of Gifted Children
- Abet Trainer

2015-235206 Integration Aide
Assists children with developmental disabilities in mainstream schools.

Alternative Titles and Specialisations:
Other Language Teachers
Other language teachers teach non-native languages to adults and children who are learning a language for reasons of migration, to fulfil employment requirements or opportunities, to facilitate participation in educational programmes delivered in a foreign language, or for personal enrichment. They work outside the mainstream primary, secondary and higher education systems, or in support of students and teachers within those systems.

Tasks include:
- Designing and producing teaching materials and adapting existing materials
- Assisting students in classroom settings where subjects are taught in a language other than the students’ native language
- Assessing students’ progress
- Assessing the level of ability and the extent of language difficulties of students, and establishing students’ needs and learning goals
- Planning, preparing and delivering lessons and workshops for groups and individuals with content and rate of progression adapted to students’ abilities and needs
- Assigning and correcting work, and preparing and grading exams;
- Assessing, recording and reporting on students’ progress
- Providing assistance to other teachers by designing special teaching programs for students still learning the main language of instruction

Teacher of English To Speakers of Other Languages
Teaches classes in English to students who speak languages other than English.

Alternative Titles and Specialisations:
- English As A Second Language Teacher
- English Language Teacher
- English Conversation Instructor

Other Music Teachers
Other music teachers teach students in the practice, theory and performance of music outside the mainstream primary, secondary and higher education systems, but may provide private or small group tuition as an extra curricular activity in association with mainstream educational institutions.

Tasks include:
- Revising curricula, course content, course materials and methods of instruction
- Assessing students and offering advice, criticism and encouragement
- Teaching students to read and write musical notation
- Assessing the students’ level of ability and determining needs and learning goals
- Assigning exercises and teaching pieces of music relevant to students’ level of ability, interests and talents
- Arranging visits and tours to musical performances
Organizing and assisting in auditions or performances of students’ work
Preparing and presenting material on the theory and interpretation of music
Planning, preparing and delivering programs of study, lessons and workshops for individual students and groups
Preparing students for examinations, performances and assessments
Instructing and demonstrating practical aspects of singing or of playing a particular instrument

2015-235401 Music Teacher (Private Tuition)
Teaches students in the practice, theory and performance of music, in private training establishments.

Alternative Titles and Specialisations:
Singing Teacher (Private Tuition)
Flute / Guitar / Piano / Violin Teacher

2015-2355 Other Arts Teachers
Other arts teachers teach students in the practice, theory and performance of dance, drama, visual and other arts (excluding music) outside the mainstream primary, secondary and higher education systems, but may provide private or small group tuition as an extra curricular activity in association with mainstream educational institutions.

Tasks include:
Preparing students for examinations, performance and assessments
Revising curricula, course content, course materials and methods of instruction
Assessing students and offering advice, criticism and encouragement
Assessing the students’ level of ability and determining learning needs
Instructing and demonstrating practical aspects of drama, dance, visual or other arts
Arranging visits and tours to exhibitions and performances
Planning, preparing and delivering programs of study, lessons and workshops for individual students and /groups
Assigning exercises and work relevant to students’ level of ability, interests and talents
Organising and assisting in performances or exhibitions of students’ work
Preparing and presenting material on the theory of the subject area being studied

2015-235501 Art Teacher (Private Tuition)
Teaches students in the practice and theory of art in private training establishments.

Alternative Titles and Specialisations:

2015-235502 Dance Teacher (Private Tuition)
Teaches students in the practice, theory and performance of dance, in private training establishments.

Alternative Titles and Specialisations:
Ballet Teacher
2015-235503 Drama Teacher (Private Tuition)
Teaches students in the practice, theory and performance of drama, in private training establishments.

Alternative Titles and Specialisations:
Elocution Teacher

2015-2356 Information Technology Trainers
Information technology trainers develop, schedule and conduct training programs and courses for computer and other information technology users outside the mainstream primary, secondary and higher education systems.

Tasks include:
Preparing and developing instructional training material and aids such as handbooks, visual aids, online tutorials, demonstration models, and supporting training reference documentation
Monitoring and performing ongoing evaluation and assessment of training quality and effectiveness, and reviewing and modifying training objectives, methods and course deliverables
Identifying the information technology training needs and requirements of individual users and organizations
Designing, coordinating, scheduling and conducting training and development programs that can be delivered in the form of individual and group instruction, and facilitating workshops meetings; demonstrations and conferences
Gathering, investigating and researching background materials to gain a full understanding of the subject matter and systems

2015-235601 ICT Trainer
Analyses and evaluates information based system training needs and objectives, and develops, schedules and conducts ICT based system training programs and courses.

Alternative Titles and Specialisations:
ICT Educator
Computer Trainer
Software Trainer

2015-2359 Teaching Professionals not Elsewhere Classified
This unit group covers teaching professionals not classified elsewhere in sub-major group 23, professionals. For instance, the group includes those who provide private tuition in subjects other than foreign languages and the arts, and those who provide educational counselling to students.

Tasks include:
Revising curricula, course content, course materials and methods of instruction
Assessing students and offering advice, criticism and encouragement
Instructing and demonstrating practical aspects of the subject area being studied
Assessing students’ level of ability and determining learning needs
Planning, preparing and delivering programs of study, lessons and workshops for individual students and groups
Preparing students for examinations and assessments
Assigning exercises and work relevant to students’ level of ability, interests and aptitude
Counselling students regarding educational issues such as course and program selection, class scheduling, school adjustment, truancy, study habits, and career planning
Preparing and presenting material on the theory of the subject area being studied
Preparing students for later educational experiences by encouraging them to explore learning opportunities and to persevere with challenging tasks
Counselling students to help them understand and overcome personal, social, or behavioural problems affecting their education

**2015-235901** Dressmaking Teacher (Private Tuition)
Teaches students in the practice, theory and performance of dressmaking, in private training establishments.

*Alternative Titles and Specialisations:*

**2015-235902** Handicrafts Teacher (Private Tuition)
Teaches students in the practice, theory and performance of handicrafts, in private training establishments.

*Alternative Titles and Specialisations:*

**2015-235903** School Laboratory Technician
Prepares experiments and demonstrations, makes up solutions, prepares slides, orders books and equipment, and tidies up laboratories in support of teaching chemistry, earth sciences, life sciences and physical sciences.

*Alternative Titles and Specialisations:*

**2015-235904** Examination Supervisor
Supervises those who are busy writing an exam/test so that no cheating takes place.

*Alternative Titles and Specialisations:*

**2015-24** Business and Administration Professionals
Business and administration professionals perform analytical, conceptual and practical tasks to provide services in financial matters, human resource development, public relations and marketing, sales in the technical, medical, information and communication technology areas and conduct, reviews of organizational structures, methods and systems as well as quantitative analyzes of information affecting investment programs.

*Tasks include:*
Developing, implementing and evaluating staff recruitment, training and development programs
Researching, developing and implementing marketing and public relations campaigns
Assessing customers’ needs and explaining and demonstrating goods and services to them
Collecting, analyzing and interpreting information on the financial viability, cost structures and trading effectiveness of organizations
Conducting audits, preparing financial statements and controlling treasury systems for organizations
Developing and reviewing financial plans and strategies, executing buy and sell orders, and negotiating the purchase and sale of commodities
Studying and developing methods and policies to improve and promote government and business operations and effectiveness; Acquiring and updating knowledge of employers’ and competitors’ goods and services, and market conditions

**2015-241** Finance Professionals
Finance professionals plan, develop, organize, administer, invest, manage and conduct quantitative analyses of either financial accounting systems or funds for individuals, establishments and public or private institutions.
Tasks include:
Preparing and organizing financial statements for an organization reviewing financial materials of an organization
Providing Financial advice to individuals and organizations
Preparing analytic reports concerning segments of the economy and the economy as a whole

2015-2411
Accountants
Accountants plan, organize and administer accounting systems for individuals and establishments. Some occupations classified here examine and analyze the accounting and financial records of individuals and establishments to ensure accuracy and compliance with established accounting standards and procedures.
Tasks include:
Preparing tax returns, advising on taxation problems and contesting disputed claims before tax officials
Advising on, planning and installing budgetary, accounts controlling and other accounting policies and systems
Conducting financial investigations in such matters as suspected fraud, insolvency and bankruptcy
Auditing accounts and bookkeeping records
Preparing and certifying financial statements for presentation to management, shareholders and statutory or other bodies
Preparing or reporting on profit forecasts and budgets
Conducting investigations and advising management on financial aspects of productivity, stockholdings, sales, new products, etc
Devising and controlling a system to determine unit cost of products and services

2015-241101
Accountant (General)
Plans and provides systems and services relating to the financial dealings of organisations and individuals, and advises on associated record-keeping and compliance requirements.
Alternative Titles and Specialisations:
Debtors Manager
Performance audit manager
Bank Accountant

2015-241102
Management Accountant
Plans, reviews and administers accounting systems and procedures, analyses the financial information needs of organisations, provides advice on financial planning and risk management, and provides management with reports to assist in decision-making. May provide insight into cost performance and support the implementation of benchmarking and improvement initiatives.
Alternative Titles and Specialisations:
Cost Accountant
Budget Accountant
Project Accountant

2015-241103
Tax Professional
Analyses, reports and provides advice on taxation issues to tax entities, prepares and reviews tax returns and reports and handles disputes.

**Alternative Titles and Specialisations:**
- Tax Auditor
- Tax Analyst
- Tax Consultant

2015-241104  **External Auditor**
Designs and operates information and reporting systems, procedures and controls to meet external financial reporting requirements.

**Alternative Titles and Specialisations:**
- Project Auditor
- Public Accountant
- Audit and Assurance Manager
- Forensic Auditor / Investigator
- Auditor

2015-241106  **Accountant in Practice**
Produces, prepares and analyses financial statements in support of a businesses as a going concern and provides advisory services in this regard.

**Alternative Titles and Specialisations:**

2015-241107  **Financial Accountant**
Contributes to the development and implementation of the organisation’s accounting systems, policies and procedures.

**Alternative Titles and Specialisations:**
- Company Accountant
- Business Group Accountant
- Corporate Accountant

2015-241108  **Forensic Accountant**
Examines financial records to detect and deter fraud and white collar crime.

**Alternative Titles and Specialisations:**
- Investigating Accountant

2015-2412  **Financial and Investment Advisors**
Financial and investment advisers develop financial plans for individuals and organizations, and invest and manage funds on their behalf.

**Tasks include:**
- Monitoring investment performance, and reviewing and revising investment plans based on modified needs and changes in markets
Recommending and arranging insurance cover for clients
Arranging to buy and sell stocks and bonds for clients
Setting financial objectives, and developing and implementing strategies for achieving the financial objectives
Building and maintaining a client base
Interviewing clients to determine financial status and objectives, risk tolerance and other information needed to develop financial plans and investment strategies

2015-241201 Investment Analyst
Analyses individual securities, industries and the economy, publishes reports and makes recommendations regarding investments.

Alternative Titles and Specialisations:
Listed Securities Analyst
Investment Research Analyst

2015-241202 Investment Manager
Manages a portfolio of securities, in which he/she may exercise his/her own discretion, on behalf of clients.

Alternative Titles and Specialisations:
Discretionary Manager
Portfolio Manager
Fund Manager
Hedge Fund Manager

2015-241203 Investment Advisor
Advises clients in respect of securities and other financial investments and instruments.

Alternative Titles and Specialisations:
Securities Sales Trader
Fund Advisor
Portfolio Advisor
Financial Markets Investment Advisor

2015-241204 Financial Markets Practitioner
Analyses individual securities, industries and the economy, provides investment advice to clients in respect of securities and other financial instruments and executes transactions in securities with/on behalf of clients and/or for an exchange member.

Alternative Titles and Specialisations:

2015-241205 Professional Principal Executive Officer
Executes the decisions of the pensions fund board of trustees and liaise with services providers to the pension fund.

Alternative Titles and Specialisations:
### Financial Analysts

Financial analysts conduct quantitative analyses of information affecting investment programs of public or private institutions.

**Tasks include:**

- Determining the prices at which securities should be syndicated and offered to the public
- Interpreting data affecting investment programs, such as price, yield, stability, future trends in investment risks, and economic influences
- Maintaining knowledge and staying abreast of developments in the fields of industrial technology, business, finance, and economic theory
- Monitoring economic, industrial, and corporate developments through analysis of information obtained from financial publications and services, investment banking firms, government agencies, trade publications, company sources, and personal interviews
- Evaluating and comparing the relative quality of various securities in a given industry
- Preparing plans of action for investment based on financial analyses
- Recommending investments and investment timing to companies, investment firm staff, or the investing public
- Presenting oral and written reports on general economic trends, individual corporations, and entire industries
- Analyzing financial information to produce forecasts of business, industry, and economic conditions for use in making investment decisions

### Financial Investment Advisor

Develops and implements financial plans for individuals and organisations, and advises on investment strategies and their taxation implications, securities, insurance, pension plans and real estate.

**Alternative Titles and Specialisations:**

- Financial Consultant
- Financial Agent
- Financial Planning Advisor / Manager
- Financial Planner
- Account Management Advisor
- Financial Analyst
- Insurance Manager
- Financial Business Analyst
- Financial Advisor

### Administration Professionals

Administration professionals apply various concepts and theories related to improving the effectiveness of organizations and the individuals within the organization.

**Tasks include:**

- Ensuring that the operational activities of an organization are consistent with the policy objectives of the organization
- Evaluating the structure of organizations and suggesting areas of improvement
- Recruiting, training, developing, and counselling personnel within an organization
Management and Organization Analysts

Management and organization analysts assist organizations to achieve greater efficiency and solve organizational problems. They study organizational structures, methods, systems and procedures.

Tasks include:

- Reviewing operating procedures and advising of departures from procedures and standards
- Assisting in implementing approved recommendations, issuing revised instructions and procedure manuals, and drafting other documentation
- Directing clients towards more efficient organization and developing solutions to organizational problems
- Assisting and encouraging the development of objectives, strategies and plans aimed at achieving customer satisfaction and the efficient use of organizations’ resources
- Undertaking and reviewing work studies by analyzing existing and proposed methods and procedures such as administrative and clerical procedures
- Analyzing and evaluating current systems and structures;
- Discussing current systems with staff and observing systems at all levels of organization
- Recording and analyzing organizations’ work flow charts, records, reports, manuals and job descriptions
- Preparing and recommending proposals to revise methods and procedures, alter work flows, redefine job functions and resolve organizational problems

Management Consultant

Assists organisations to achieve greater efficiency and solve organisational problems.

Alternative Titles and Specialisations:

Business Turnaround Management Consultant
Purchase Advisor
Financial Systems Advisor
Commercial Analyst
Business Consultant
Technology Development Coordinator
Superannuation Transitions Specialist
Business Analyst
Corporate Planner
Resource Development Analyst
Service Solutions Project Manager
Business Support Project Manager
Business Coach
Ecommerce Programme Manager
Capital Expenditure Analyst
Strategic Developer / Facilitator
Farm Management Consultant
Small Business Consultant / Mentor
Operations Analyst
Management Consulting Specialist
Management Reporting Analyst

Organisation and Methods Analyst
Assists organisations to achieve greater efficiency and solve organisational problems.

Alternative Titles and Specialisations:
Skills Auditor
Management Systems Consultant
Cost Modelling / Industry Analyst
Business / Community / Disability Liaison Officer
Efficiency Engineer
Methods Engineer
Equipment and Standards Advisor
Work Study Officer / Observer
Change Management Facilitator
Transformation Manager
Land Information Change Manager
Organisational Performance Manager / Practitioner
Organisation and Methods Official
Organisational Performance Improvement Manager

Policy Administration Professionals
Policy administration professionals develop and analyze policies guiding the design, implementation and modification of government and commercial operations and programs.

Tasks include:
Reviewing existing policies and legislation to identify anomalies and out-of-date provisions
Conducting threat and risk assessments and developing responses
Assessing impacts, financial implications, interactions with other programs and political and administrative feasibility of policies
Researching social, economic and industrial trends, and client expectations of programs and services provided
Liaising and consulting with program administrators and other interested parties to identify policy needs
Reviewing operations and programs to ensure consistency with policies of the organization
Formulating and analyzing policy options, preparing briefing papers and recommendations for policy changes, and advising on preferred options

2015-242201 Intelligence Officer

Manages the collection and processing of data to produce intelligence for public and private sector organisations in their planning, operations and personnel functions.

Alternative Titles and Specialisations:
Information Strategist
Defence Intelligence Analyst
Vetting Specialist
Military Intelligence Officer
Intelligence Coordinator Manager
Criminal Intelligence Analyst

2015-242202 Policy Analyst

Collects and analyses information and data to produce intelligence for public or private sector organisations to support planning, operations and human resource functions.

Alternative Titles and Specialisations:
Commerce Projects Advisor
Systems Advisory Officer Evaluations
Trade Policy Advisor
Strategic Business Policy Analyst
Policy Advisor
Intelligence Analyst
Policy Consultant / Officer / Planner
Risk / Planning / Review / Analyst
Special Projects Analyst
Strategic Advisor
Research Consultant
Programme Evaluator
Research and Evaluation Analyst
Strategy Analyst
Position Analyst
Company Secretary

Plans, administers and reviews corporate compliance activities and effective practice concerning company board meetings and shareholdings, ensuring all business matters and transactions are managed and implemented as directed by the board. May report to the chief financial officer.

Alternative Titles and Specialisations:
- Board Secretary

Corporate Treasurer

Manages corporate funding, liquidity and financial risk associated with the profitable development and operation of an organisation. May be involved in acquisitions, disposals and joint ventures.

Alternative Titles and Specialisations:
- Treasurer
- Financial Risk Manager

Compliance Officer

Provides compliance services to assist management to discharge their responsibilities by complying with applicable regulatory requirements.

Alternative Titles and Specialisations:
- Financial Markets Compliance Officer
- Compliance Officer (Financial Sector)

Organisational Risk Manager

Advises organisations on assessment processes to determine actual and potential risks pertaining to the organisation as a total entity.

Alternative Titles and Specialisations:
- Organisational Enterprise Wide Risk Manager
- Organisational Development Manager / Practitioner
- Organisational Risk Coordinator
- Organisational Risk Adviser
- Risk Compliance Manager
- Organisational Risk Officer

Accounting Officer

Determines whether the annual financial statements of a company or close corporation are in agreement with the accounting records of the company or corporation; reviews the appropriateness of the accounting policies represented to the accounting officer as having been applied in the preparation of the annual financial statements; and drafts reports in respect of these tasks to the company or corporation.

Alternative Titles and Specialisations:

Business Administrator

Provides administrative and secretarial support to company directors.
Alternative Titles and Specialisations:

2015-242211 Internal Auditor
Evaluates and improves the effectiveness of risk management, control, and governance processes within an organisation.

Alternative Titles and Specialisations:

2015-242212 Diplomat
Promote bilateral and multilateral relations of South Africa and performs managerial and administers functions in missions.

Alternative Titles and Specialisations:
Foreign Relations Practitioner

2015-242213 Regulatory Affairs Officer
Compiles and prepares scientific reports for submission to regulatory authorities and assists in obtaining government approval for drugs, medical devices, veterinary products, cosmetics and foods.

Alternative Titles and Specialisations:
Regulatory Pharmacist

2015-242214 Intellectual Property Special Advisor
Integrates Expert technology appreciation and Intellectual Property management principles to develop and execute Intellectual Property protocols and strategies that enable technology and business objectives.

Alternative Titles and Specialisations:
Intellectual Property Technical Advisor

2015-2423 Personnel and Careers Professionals
Personnel and careers professionals provide professional business services related to personnel policies such as employee recruitment or development, occupational analyzes and vocational guidance.

Tasks include:
- Preparing occupational information or working on occupational classification systems
- Studying and analyzing jobs performed in an establishment by various means, including interviews with workers, supervisors and management, and writing detailed position, job or occupation descriptions from information obtained
- Advising and working on the foregoing and other aspects of job and occupation analyzes in such fields as personnel administration, workforce research and planning, training, or occupational information and vocational guidance
- Advising on and performing personnel functions relating to employee recruitment, placement, training, promotion, compensation, and employee-management relations or other areas of personnel policy
- Studying and advising individuals on employment opportunities, career choices and further education or training that may be desirable

2015-242301 Careers Counsellor
Provides individuals and groups with information about career choices and assists individuals with self-development.

Alternative Titles and Specialisations:

Careers Advisor
Skills Development Facilitator / Practitioner
Analyses the skills requirements within an organisation and coordinates the execution of the personal development plans of employees and monitors the implementation of the workplace skills plan and reports accordingly.

Alternative Titles and Specialisations:
- Human Resources Planner
- Skills Development Strategist
- Workforce Planning Analyst
- Training Analyst
- Enterprise Resource Planner

Human Resource Advisor
Provides staffing and personnel administration services in support of an organisation’s human resources policies and programs.

Alternative Titles and Specialisations:
- Business Unit Advisor
- Hr Administrator
- Personnel Consultant
- Human Resources Development Coordinator
- Personnel Officer
- Professional Development Advisor
- Hr Analyst
- Remuneration and Benefits Specialist
- Hr Coordinator
- Human Resource Consultant
- Hr Officer

Workplace / Industrial Relations Advisor
Assists in resolving disputes by advising on workplace relations policies and problems, and representing industrial, commercial, union, employer or other parties in negotiations on rates of pay and conditions of employment.

Alternative Titles and Specialisations:
- Conflict Resolution Practitioner
- Industrial Relations Officer
- Employment Relations Officer
Employee Relations Advisor
Business Advisor Employee Relations
Employment Relations Coordinator
Industrial Relations Consultant
Industrial Relations Advisor

2015-242305 Occupational Analyst
Studies and analyzes jobs performed in an establishment and writing detailed position, job or occupation descriptions from information obtained or preparing occupational information or working on occupational classification systems.

Alternative Titles and Specialisations:

2015-242306 Labour Market Analyst
Analyses, interprets and verifies employment statistical data to produce reports related to occupational staffing, wage rates, employment and unemployment patterns and estimates.

Alternative Titles and Specialisations:

2015-242307 Recreation Officer
Plans, organises and coordinates recreation facilities and programs through organisations such as local governments, schools, church bodies and youth organisations.

Alternative Titles and Specialisations:
Recreation Coordinator
Recreation Advisor
Activities Officer (Recreation)

2015-2424 Training and Staff Development Professionals
Training and staff development professionals plan, develop, implement and evaluate training and development programs to ensure management and staff acquire the skills and develop the competencies required by organizations to meet organizational objectives.

Tasks include:
Promoting internal and external training and development, and evaluating these promotional activities
Preparing and developing instructional training material and aids such as handbooks, visual aids, online tutorials, demonstration models, and supporting training reference documentation
Setting human resource development objectives and evaluating learning outcomes
Liaising with external training providers to arrange delivery of specific training and development programs
Identifying training needs and requirements of individuals and organizations
Gathering, investigating and researching background materials to gain an understanding of various subject matters and systems
Monitoring and performing ongoing evaluation and assessment of internal and external training quality and effectiveness, and reviewing and modifying training objectives, methods and course deliverables
Designing, coordinating, scheduling and conducting training and development programs that can be delivered in the form of individual and group instruction, and facilitating workshops, meetings, demonstrations and conferences
Training and Development Professional
Plans, develops, implements and evaluates training and development programs to ensure management and staff acquire the skills and develop the competencies required by an organisation to meet organisational objectives.

**Alternative Titles and Specialisations:**
- Training Consultant
- Training and Development Practitioner
- Learnership Manager
- Training Officer
- Training Material Developer
- Training Advisor
- Training Coordinator

Occupational Instructor / Trainer
Conducts and assesses training and development to ensure management and staff acquire the skills and develop the competencies required by an organisation to meet organisational objectives.

**Alternative Titles and Specialisations:**
- Welding Instructor
- Business Management Skills Trainer
- Business Leadership / Executive Coach
- Maintenance Instructor
- Business Skills Trainer
- Mechanical Instructor
- Metalwork Instructor
- On-the-job Trainer
- Product Trainer
- Police Instructor
- Operator Trainer
- Systems Trainer

Assessment Practitioner
Conducts external assessments to determine competence.

**Alternative Titles and Specialisations:**
- Assessor

Student Support Service Officer
Working with students on career, study and employment options.

Alternative Titles and Specialisations:

2015-243
Sales, Marketing and Public Relations Professionals
Sales, marketing and public relations professionals plan, develop, coordinate and implement programs of information dissemination to promote organizations, goods and services, and represent companies in selling a range of technical, industrial, medical, pharmaceutical and ICT goods and services.

Tasks include:
Commissioning and undertaking market research, analyzing the findings, and planning advertising marketing and public relations activities;
planning and organizing publicity campaigns; appraising and selecting material submitted by writers, photographers, illustrators and others to create favourable publicity;
Acquiring and updating knowledge of employers’ and competitors’ goods and services, and market conditions;
Assessing customers’ needs and explaining and demonstrating goods and services to them;
Supporting business growth and development through the preparation and execution of marketing objectives, policies and programs;
Visiting regular and prospective client businesses to establish and act on marketing opportunities; quoting and negotiating prices and credit terms, and completing contracts

2015-2431
Advertising and Marketing Professionals
Advertising and marketing professionals develop and coordinate advertising strategies and campaigns, determine the market for new goods and services, and identify and develop market opportunities for new and existing goods and services.

Tasks include:
Advising on all elements of marketing such as product mix, pricing, advertising and sales promotion, selling, and distribution channels
Supporting business growth and development through the preparation and execution of marketing objectives, policies and programs
Interpreting and predicting current and future consumer trends
Commissioning and undertaking market research to identify market opportunities for new and existing goods and services
Planning, developing and organizing advertising policies and campaigns to support sales objectives
Writing advertising copy and media scripts, and arranging television and film production and media placement
Analyzing data regarding consumer patterns and preferences
Advising managers and clients on strategies and campaigns to reach target markets, creating consumer awareness and effectively promoting the attributes of goods and services
Researching potential demand and market characteristics for new goods and services and collecting and analyzing data and other statistical information

2015-243101
Advertising Specialist
Devises and coordinates advertising campaigns which encourage consumers to purchase particular goods or services.

Alternative Titles and Specialisations:
Creative Director (Advertising)
Advertising Coordinator / Specialist
Advertising Account Executive
Advertising Account Manager
Advertising Agent Representative

2015-243102
Market Research Analyst
Determines the market for new goods and services, develops advertising strategies, and evaluates the best business sites for commercial organisations.

Alternative Titles and Specialisations:
Marketing Analyst
Market Access Counsellor
Information and Publishing Communications Advisor
Market Researcher
Market Research Project Manager / Project Leader
Marketing Research Accounts Manager / Key Account Manager
Market Trends Consultant
Marketing Research Executive
Trade Marketing Analyst

2015-243103
Marketing Practitioner
Identifies market opportunities and advises on the development, coordination and implementation of plans for pricing and promoting an organisation's goods and services.

Alternative Titles and Specialisations:
Marketing Professional
Marketing Consultant
Sales Coordinator
Sales Account Manager
Product Manager
Business Forecaster
Brand Manager
Sales Promotion Officer
Category Manager
Product / Programme Developer (Travel Services)
Retail Advisor
Marketing Specialist
Marketing Officer
Business Strategy Manager

Interactive Direct Marketing Postal Planners

2015-243104

Market Campaign Analyst

Analyses market needs of a contact centre and plans responding campaigns. Works in a contact centre.

Alternative Titles and Specialisations:

Contact Centre Production / Productivity Analyst

2015-2432

Public Relations Professionals

Public relations professionals plan, develop, implement and evaluate information and communication strategies that create an understanding and a favourable view of businesses and other organizations, their goods and services, and their role in the community.

Tasks include:

Commissioning and obtaining photographs and other illustrative material

Representing organizations and arranging interviews with publicity media

Selecting, appraising and revising material submitted by publicity writers, photographers, illustrators and others to create favourable publicity

Advising executives on the public relations implications of their policies, programs and practices preparing and controlling the issue of news and press releases

Undertaking and commissioning public opinion research, analyzing the findings and planning public relations and promotional campaigns

Organizing special events, seminars, entertainment, competitions and social functions to promote goodwill and favourable publicity

Attending business, social and other functions to promote the organization

Planning and organizing publicity campaigns and communication strategies

2015-243201

Communication Coordinator

Implements and evaluates information and communication strategies which create an understanding and a favourable view of an organisation, its goods and services, and its role in the community.

Alternative Titles and Specialisations:

Company Promoter

Corporate Affairs Officer / Coordinator

Press Officer / Secretary

Coordinator External / Internal Communication

Internal / Employee Communication Coordinator

Public Relations (PR) Coordinator / Practitioner

Customer Relations Officer

Speechwriter and Advisor

Public Affairs Advisor / Officer

Parliamentary Writer
Communication Management Coordinator
Media Liaison Officer
Publicity Advisor / Officer / Coordinator
Promotions Officer / Coordinator

2015-243202 Marketing / Communication Strategist
Develops strategic marketing and communication strategies and advises executives on the implications of their policies, programs and practices.
Alternative Titles and Specialisations:
Corporate Communication Strategist
Fundraising Manager
Fundraiser Coordinator

2015-243203 Corporate Communication Manager
Develops and implements communication strategies and campaigns by writing and selecting favourable public material and various communications media.
Alternative Titles and Specialisations:
Manager Public Affairs / Relations
Manager Corporate Communications
Account Manager (Communications Consultancy)
Media / Communication / Parliamentary / Liaison Practitioner (Government)
Manager Communications Management
Manager External / Internal Communication)
Fundraising Director
Account / Regional Director (Communications Consultancy)
Director Public Relations / Corporate Communications (Public Service)

2015-243204 Event Producer
Conceives of, develops, creates and refines event concepts in response to a client's brief.
Alternative Titles and Specialisations:
Wedding Coordinator
Conference and Event Organiser / Coordinator
Meeting Planner
Procedural adviser
Sports Event Organiser
Event Coordinator
Concert Promoter / Organiser
Festival Coordinator
Procedural officer
Event Director
Social / Life Cycle Organiser
Government, Protocol or Civic Event Organiser
Event Manager Specialist
Professional Conference Organiser

2015-2433
Technical and Medical Sales Professionals (Excluding ICT)
Technical and medical sales professionals (excluding ICT) represent companies in selling a range of industrial, medical and pharmaceutical goods and services to industrial, business, professional and other establishments.

Tasks include:
- Visiting regular and prospective client businesses to establish and act on selling opportunities
- Compiling lists of prospective client businesses using directories and other sources
- Reporting to sales management on sales made and the marketability of goods and services
- Acquiring and updating knowledge of employers’ and competitors’ goods and services, and market conditions
- Providing input to product design where goods or services must be tailored to suit clients’ needs
- Arranging delivery of goods, installation of equipment and the provision of services
- Assessing clients’ needs and resources and recommending appropriate goods or services
- Estimating costs of installing and maintaining equipment or service
- Consulting with clients after sale to ensure satisfaction resolve any problems and provide ongoing support
- Developing reports and proposals as part of sales presentation to demonstrate benefits from use of good or service
- Quoting and negotiating prices and credit terms, and preparing and administering sales contracts
- Monitoring customers’ changing needs and competitor activity, and reporting these developments to sales management

2015-243301
Sales Representative / Salesman (Industrial Products)
Represents companies in selling a range of specialised chemicals, machines, manufacturing materials and other industrial supplies (excluding medical, pharmaceutical and ICT) for which a high level of technical knowledge is required.

Alternative Titles and Specialisations:
Technical Service Advisor / Salesman
Solar and Hot Water System Sales Representative
Technical Sales Consultant / Coordinator / Manager
Customer Services Engineer / Processor
Technical Representative / Salesman
Engineering Salesman
Service Delivery Analyst / Coordinator

2015-243302 Sales Representative (Medical and Pharmaceutical Products)
Represents companies in selling medical, dental and veterinary equipment and supplies, and pharmaceutical products.
Alternative Titles and Specialisations:
Pharmaceutical Territory Manager
Medical Detailer
Medical Representative

2015-243303 Sales Representative (Educational Products and Services)
Represents companies in selling educational products and services.

2015-243304 Printing and Publishing Equipment Sales Representative
Represents companies in selling printing and publishing equipment and supplies related products.
Alternative Titles and Specialisations:
Publishers Representative
Printing Consultant
Publishing Consultant

2015-2434 Information and Communications Technology Sales Professionals
Information and communications technology (ICT) sales professionals sell, at the wholesale level, a range of computer hardware, software and other information and communications technology goods and services including installations and provide specialised information as required.
Tasks include:
Quoting and negotiating prices and credit terms, and completing contracts and recording orders;
Updating customer records and preparing sales reports;
Reporting customers’ reactions and requirements to manufacturers;
Soliciting orders and selling goods to retail, industrial, wholesale and other establishments;
Arranging delivery of goods, installation of equipment and the provision of services;
Discussing the needs of new and existing customers and providing specialised information about how particular equipment, supplies and services meet those needs;
Selling technical equipment, supplies and related services to business establishments or individuals;

2015-243401 ICT Account Manager
Manages sale of computer hardware, software and services to existing account clients and identifies further sales opportunities within these accounts, builds new account clients, manages customer satisfaction and retention, and coordinates the preparation and presentation of ICT sales proposals and tenders.

Alternative Titles and Specialisations:

2015-243402 ICT Business Development Manager
Identifies and generates new ICT business opportunities to further improve market share and awareness by gaining an understanding of customers’ ICT needs and promoting goods and services to these customers. Works closely with colleagues to close sales opportunities and facilitate implementation. May manage some key customer accounts.

Alternative Titles and Specialisations:

2015-243403 ICT Sales Representative
Develops and converts sales opportunities into sales of computer hardware, software and ICT services.

Alternative Titles and Specialisations:

Computer Software Support Consultant
Computer Systems Consultant
Computer Consultant

2015-25 Information and Communications Technology Professionals
Information and communications technology professionals conduct research, plan, design, write, test, provide advice and improve information technology systems, hardware, software and related concepts for specific applications; develop associated documentation including principles, policies and procedures; and design, develop, control, maintain and support databases and other information systems to ensure optimal performance and data integrity and security.

Tasks include:
Developing and implementing security plans and data administration policy, and administering computer networks and related computing environments
Designing and developing database architecture and database management systems
Evaluating, planning and designing hardware or software configurations for specific applications including for Internet, intranet and multimedia systems
Identifying areas for improvement and researching the theoretical aspects and operational methods for the use of computers
Researching information technology use in business functions
Analyzing, developing, interpreting and evaluating complex system design and architecture specifications, data models and diagrams in the development, configuration and integration of computer systems
Designing, writing, testing and maintaining computer programs

2015-251 Software and Applications Developers and Analysts
Software and applications developers and analysts conduct research, plan, design, write, test, provide advice on and improve information technology systems, such as hardware, software and other applications to meet specific requirements.

Tasks include:
Evaluating, planning and designing hardware or software configurations for specific applications; designing, writing, testing and maintaining computer programs for specific requirements
Evaluating, planning and designing Internet, Intranet and multimedia systems
Conducting research into the theoretical aspects of and operational methods for the use of computer;
Researching information technology use in business functions and identifying areas in which improvements could be made to maximise effectiveness and efficiency

2015-2511

System Analysts

Systems analysts conduct research, analyze and evaluate client information technology requirements, procedures or problems, and develop and implement proposals, recommendations, and plans to improve current or future information systems.

**Tasks include:**

- Identifying and evaluating inefficiencies and recommending optimal business practices, and system functionality and behaviour
- Developing functional specifications for use by systems developers
- Expanding or modifying systems to improve work flow or serve new purposes
- Identifying and analyzing business processes, procedures and work practices
- Coordinating and linking the computer systems within an organization to increase compatibility
- Taking responsibility for deploying functional solutions, such as creating, adopting and implementing system test plans
- Consulting with users to formulate and document requirements and with management to ensure agreement on systems principles

2015-251101

ICT Systems Analyst

Evaluates processes and methods used in existing ICT systems, proposes modifications, additional system components or new systems to meet user needs as expressed in specifications and other documentation.

**Alternative Titles and Specialisations:**

Capacity Planner Computing
ICT Business Systems Analyst
ICT Systems Consultant
Computer Analyst
ICT Systems Contractor
Systems Programmer
Internet Consultant / Specialist
ICT Systems Specialist
ICT System Designer
ICT Systems Coordinator
ICT Systems Architect
ICT Systems Strategist
ICT Systems Advisor
LAN / WAN Consultant / Specialist

2015-2512

Software Developers

Software developers research, analyze and evaluate requirements for existing or new software applications and operating systems, and design, develop, test and maintain
software solutions to meet these requirements.

**Tasks include:**

- Directing software programming and development of documentation
- Researching, analyzing and evaluating requirements for software applications and operating systems
- Modifying existing software to correct errors, to adapt it to new hardware or to upgrade interfaces and improve performance
- Consulting with engineering staff to evaluate interface between hardware and software
- Consulting with customers concerning maintenance of software system
- Developing and directing software testing and validation procedures
- Researching, designing, and developing computer software systems
- Assessing, developing, upgrading and documenting maintenance procedures for operating systems, communications environments and applications software

**2015-251201 Software Developer**

Researches, analyzes and evaluates requirements for existing or new software applications and designs, develops, tests and maintains software solutions.

**Alternative Titles and Specialisations:**

- Software Architect
- Software Engineer
- Information Architect Software
- Software Designer
- ICT Risk Specialist

**2015-251202 Programmer Analyst**

Designs, develops, modifies documents and tests, implements, installs and supports software applications and systems.

**Alternative Titles and Specialisations:**

- Database Designer
- Software Configuration / Licensing Specialist
- Architect (Enterprise / Internet / IT / Network / Software / Unix / Web)
- Computing (Development / Field) Engineer
- Architect (Applications / Call Centre / Computing / Desktop / Ecommerce)
- Designer (Hardware - Digital / Software)
- Engineer (Applications / Content / IT / Software / Systems / WAN)
- Education Systems Coordinator
- Cross Enterprise Integrator
Developer Programmer
Interprets specifications, technical designs and flow charts, builds, maintains and modifies the code for software applications, constructs technical specifications from a business functional model, and tests and writes technical documentation.

Alternative Titles and Specialisations:
ICT Programmer
ICT Developer
Applications Developer

Web and Multimedia Developers
Web and multimedia development professionals combine design and technical knowledge to research, analyze, evaluate, design, programme and modify websites, and applications that draw together text, graphics, animations, imaging, audio and video displays, and other interactive media.

Tasks include:
Designing and developing digital animations, imaging, presentations, games, audio and video clips, and internet applications using multimedia software, tools and utilities, interactive graphics and programming languages
Assisting in analyzing, specifying and developing Internet strategies, web-based methodologies and development plans
Designing, developing and integrating computer code with other specialised inputs, such as image files, audio files and scripting languages, to produce, maintain and support web sites
Analyzing, designing and developing Internet sites applying a mixture of artistry and creativity with software programming and scripting languages and interfacing with operating environments

Multimedia Specialist
Creates and manipulates computer animation, audio, video and graphic image files into multimedia programs to produce data and content for information kiosks, multimedia presentations, web sites, mobile telephone resources, electronic gaming environments, e-commerce and e-security solutions, and entertainment and education products.

Alternative Titles and Specialisations:
Graphical Programmer
Computer Games Programmer
Digital Media Specialist
Animation Programmer
Multimedia Developer
Multimedia Programmer

Web Developer
Plans, produces and maintains web sites using web programming languages, software applications, technologies and databases together with specifications of user needs, often in conjunction with other ICT professionals such as business analysts, web designers and network and usability specialists.

Alternative Titles and Specialisations:
Html Coder / Developer
Web Programmer
Website Architect
Website Developer
Web Editor / Designer
Web Publishing Advisor
Internet Developer

2015-2514
Applications Programmers
Applications programmers write and maintain programmable code outlined in technical instructions and specifications for software applications and operating systems.

Tasks include:
- Identifying and communicating technical problems, processes and solutions
- Revising, repairing or expanding existing programs to increase operating efficiency or adapt to new requirements
- Compiling and writing documentation of program development;
- Conducting trial runs of programs and software applications to confirm that they will produce the desired information
- Writing and maintaining program code outlined in instructions and specifications in accordance with quality accredited standards

2015-251401
Applications Programmer
Writes and maintains programmable code of software applications and operating systems.

Alternative Titles and Specialisations:
Applications Integrator
Software and Applications Developer

2015-2519
Software and Applications Developers and Analysts not Elsewhere Classified
This unit group covers software and applications developers and analysts not classified elsewhere in minor group 251. For instance the group includes those professionals specialising in quality assurance including software testing.

Tasks include:
- Developing and implementing software and information system testing policies, procedures and scripts
- Developing and documenting software testing plans
- Executing, analyzing and documenting results of software application tests and information and telecommunication systems tests
- Installing software and hardware and configuring operating system software in preparation for testing
- Verifying that programmes function according to user requirements and established guidelines

2015-251901
Quality Assurance Analyst (Computers)
Installs software and hardware and configures operating system software in preparation for testing and conduct testing.

Alternative Titles and Specialisations:
Software tester
Database and Network Professionals

Database and network professionals design, develop, control, maintain and support the optimal performance and security of information technology systems and infrastructure, including databases, hardware and software, networks and operating systems.

Tasks include:

- Developing and implementing security plans, data administration policy, documentation and standards
- Designing and developing database architecture, data structures, dictionaries and naming conventions for information systems projects
- Designing, constructing, modifying, integrating, implementing and testing database management systems
- Analyzing, developing, interpreting and evaluating complex system design and architecture specifications, data models and diagrams in the development, configuration and integration of computer systems
- Maintaining and administering computer networks and related computing environments

Database Designers and Administrators

Database designers and administrators design, develop, control, maintain and support the optimal performance and security of databases.

Tasks include:

- Developing and implementing data administration policy, documentation, standards and models
- Designing and developing database architecture, data structures, tables, dictionaries and naming conventions for information systems projects
- Designing, constructing, modifying, integrating, implementing and testing database management systems
- Developing policies and procedures for database access and usage and for the backup and recovery of data
- Performing the operational establishment and preventive maintenance of backups, recovery procedures, and enforcing security and integrity controls
- Conducting research and providing advice on the selection, application and implementation of database management tools

Database Designer and Administrator

Designs, develops, controls, maintains and supports the optimal performance and security of databases.

Alternative Titles and Specialisations:

- Ecommerce Technical Architect
- Database Analyst
- Database Architect
- Data Administrator
- Database Administrator

Systems Administrators

Systems administrators develop, control, maintain and support the optimal performance and security of information technology systems.

Tasks include:

- Operating master consoles to monitor the performance of computer systems and networks, and to coordinate computer network access and use
- Diagnosing hardware and software problems
Maintaining and administering computer networks and related computing environments including computer hardware, systems software, applications software and all configurations
Performing data backups and disaster recovery operations;
Recommending changes to improve systems and network configurations, and determining hardware or software requirements related to such changes

2015-252201  Systems Administrator
Develops, controls, maintains and supports the optimal performance and security of information technology systems.
Alternative Titles and Specialisations:
Content Product Manager
Network Administrator
Ecommerce Project Manager
Advisor Systems Management
IT Information Systems Administrator
Systems Manager
Computerised Registry Manager
Systems Administrator (Computers)
Network / Computer System Coordinator

2015-2523  Computer Network Professionals
Computer network professionals research, analyze and recommend strategies for network architecture and development, implement, manage, maintain and configure network hardware and software, and monitor, troubleshoot and optimise performance.
Tasks include:
Installing, configuring, testing, maintaining and administering new and upgraded networks, software database applications, servers and workstations
Preparing and maintaining procedures and documentation for network inventory, and recording diagnosis and resolution of network faults, enhancements and modifications to networks, and maintenance instructions
Monitoring network traffic, and activity, capacity and usage to ensure continued integrity and optimal network performance
Assessing and recommending improvements to network operations and integrated hardware, software, communications and operating systems
Providing specialist skills in supporting and troubleshooting network problems and emergencies
Researching, analyzing, evaluating and monitoring network infrastructure to ensure networks are configured to operate at optimal performance
Analyzing, developing, interpreting and evaluating complex system design and architecture specifications, data models and diagrams in the development, configuration and integration of computer systems

2015-252301  Computer Network and Systems Engineer
Plans, develops, deploys, tests and optimises network and system services taking responsibility for configuration management and overall operational readiness of network systems, especially environments with multiple operating systems and configurations, and provides troubleshooting and fault finding services for network problems.
Alternative Titles and Specialisations:
Systems Engineer
Network Programmer / Analyst
Computer Network Engineer
Computer Systems / Service Engineer
Systems Integrator
Network Support Engineer
Network Engineer
ICT Customer Support Officer
Computer Systems Integrator
Communications Analyst (Computers)

2015-252302
Network Analyst
Researches and analyses network architecture, recommends policies and strategies for designing, planning and coordinating an organisation’s network such as the total system environment and architecture. May also perform operational tasks such as monitoring system performance, software and hardware upgrades, backups, support and network maintenance.

Alternative Titles and Specialisations:
Network Consultant
Network Strategist
LAN Engineer
Network Architect
LAN Analyst
Network Designer
Network Planner
Network Services Consultant (LAN / WAN)

2015-2529
Database and Network Professionals not Elsewhere Classified
This unit group covers database and network professionals not Elsewhere classified in minor group 252.

Tasks include:
Training users and promoting security awareness to ensure system security and to improve server and network efficiency
Conferring with users to discuss issues such as computer data access needs, security violations, and programming changes
Encrypting data transmissions and erecting firewalls to conceal confidential information as it is being transmitted and to keep out tainted digital transfers
Performing risk assessments and executing tests of data processing system to ensure functioning of data processing activities and security measures
Modifying computer security files to incorporate new software, correct errors, or change individual access status
Monitoring current reports of computer viruses to determine when to update virus protection systems
Monitoring use of data files and regulate access to safeguard information in computer files
Developing plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure and to meet emergency data processing needs

2015-252901 ICT Security Specialist
Establishes, manages and administers an organisation’s ICT security policy and procedures to ensure preventive and recovery strategies are in place, and minimise the risk of internal and external security threats.

Alternative Titles and Specialisations:
Internet Security Architect / Engineer / Consultant
Database Security Expert
Security Administrator
Information Technology Security Manager
ICT Security Architect

2015-252902 Technical (ICT) Support Services Manager
Manages and controls systems and network engineering support service functions, including strategy, support for business development, quality of service and operations. Ensures specialist technical expertise and support in installing, testing, tuning, optimising, diagnosing problems, repairing, upgrading and maintaining both externally and internally supplied networks, hardware and systems software.

Alternative Titles and Specialisations:

2015-26 Legal, Social and Cultural Professionals
Legal, social and cultural professionals conduct research, improve or develop concepts, theories and operational methods, or apply knowledge relating to the law, storage and retrieval of information and artefacts, psychology, social welfare, politics, economics, history, religion, languages, sociology, other social sciences, and to arts and entertainment.

Tasks include:
Pleading and conducting cases in a court of law
Conducting research, improving or developing concepts, theories and operational methods or applying knowledge relating to the field of social sciences
Developing and maintaining library and gallery collections of archives
Drafting laws and regulations; advising clients on legal cases;
conceiving, creating and performing in literary and artistic works; interpreting and communicating news, ideas, impressions and facts
Presiding over judicial proceedings in a court of law

2015-261 Legal Professionals
Legal professionals conduct research on legal problems, advise clients on legal aspects of problems, plead cases or conduct prosecutions in courts of law, preside over judicial proceedings in courts of law, and draft laws and regulations.

Tasks include:
Undertaking legal business on clients’ behalf, and conducting litigation when necessary, or presiding over judicial proceedings- and pronouncing judgment in courts of law
Supervision of other workers may be included
Lawyers

Lawyers give clients legal advice on a wide variety of subjects, draw up legal documents, represent clients before administrative boards or tribunals and plead cases or conduct prosecutions in courts of justice, or instruct barristers to plead in higher courts of justice.

Tasks include:

- Pleading clients’ cases before courts of law, tribunals and administrative boards or instructing barristers to plead in higher courts of justice
- Drawing up legal documents such as contracts, real estate transactions and wills and preparing statements of legal opinions
- Giving clients legal advice on a wide variety of subjects and undertaking legal business on clients’ behalf
- Researching legal principles, statutes and previous court decisions related to specific cases
- Accepting briefs and pleading in the higher court
- Negotiating settlements in matters which involve legal disputes
- Acting as prosecutor on behalf of the Government
- Drafting legislation and preparing government regulations based on existing laws
- Evaluate findings and develop strategies and arguments in preparation for presentation of cases
- Gathering evidence to formulate a defence or to initiate legal actions, by such means as interviewing clients and witnesses to ascertain the facts of a case

Attorney

Provides legal advice, prepares and drafts legal documents and conducts negotiations on behalf of clients on matters associated with the law.

Alternative Titles and Specialisations:

- Intellectual Property Lawyer / Practitioner
- Commercial Rights Manager
- Lawyer (Employment/ Entertainment / Financial / Commercial / Immigration)
- Prosecutor
- Solicitor
- Lawyer (Civil / Property / Competition / Contracts / Conveyancing / Criminal)

Administrative Lawyer

Conducts criminal and civil lawsuits, draws up legal documents, advises clients as to legal rights and practices other phases of law.

Alternative Titles and Specialisations:

- Legal Researcher
- Law Researcher
- Enforcement Advisor

Patent Attorney

Establishes the originality of an invention, idea or design, drafting detailed technical descriptions and definitions and legal documents to secure a patent. Protects 'intellectual property' rights through the protection of inventions, designs, ideas and related issues such as copyright.
Alternative Titles and Specialisations:

2015-261104 Trade Mark Attorney
Registers and protects trademarks such as names, slogans, symbols, logos, packaging, letters and numbers. Advises clients on industrial designs and copyright.

Alternative Titles and Specialisations:
Trade Marks Examiner Justice
Trade Mark Advisor

2015-261105 Tribunal Member
Hears industrial, administrative or other disputes to assist in resolving differences and to arbitrate on issues.

Alternative Titles and Specialisations:
Land Valuation Tribunal Member
Administrative Appeals Tribunal Member
Conciliation and Arbitration Commissioner

2015-261106 Advocate
Pleads cases before civil, criminal and industrial courts and other tribunals.

Alternative Titles and Specialisations:

2015-2612 Judges
Presides over civil and criminal proceedings in courts of law.

Tasks include:
Presiding over trials and hearings
Determining the rights and obligations of the parties involved, and, in cases tried by jury
Instructing the jury on points of law that are applicable to the case;
Passing sentence on persons convicted in criminal cases, determining damages or other appropriate remedy in civil cases and issuing court orders
Interpreting and enforcing rules of procedure and making rulings regarding the admissibility of evidence
Researching legal issues and writing opinions on the issues
Weighing and considering evidence in non-jury trials and deciding legal guilt or innocence or degree of liability of the accused or defendant

2015-261201 Judge
Presides over civil and criminal proceedings in a court of law.

Alternative Titles and Specialisations:
High Court Justice
Family Court Justice
Principal Disputes Referee
Supreme Court Judge
Commissioner Environment Court
Referee Small Claims
Chief Justice
President Court of Appeal
District Court Judge

2015-261202 Magistrate
Hears criminal matters to determine whether defendants will be committed for trial and adjudicates minor criminal offences without a jury.

Alternative Titles and Specialisations:
Victims Compensation Tribunal Magistrate
Licensing Court Magistrate
Children's Court Magistrate
Chamber Magistrate
Industrial Court Magistrate

2015-2619 Legal Professionals not Elsewhere Classified
This unit group covers legal professionals not classified elsewhere in minor group 261. For instance, the group includes those who perform legal functions other than pleading or prosecuting cases or presiding over judicial proceedings.

Tasks include:
Determining, by inquest, the causes of any death not obviously due to natural causes
Drawing up legal documents and contracts
Giving advice on legal aspects of various personal, business and administrative problems
Arranging property transfers

2015-261901 Adjudicator
Hears, studies and settles cases by using judicial procedures.

Alternative Titles and Specialisations:
Facilitator
Mediator
Rulings Analyst
Negotiator
Industrial Conciliator
Intellectual Property Advisor
Arbitrator

2015-261902 Legislation Facilitator
Initiates and facilitates law-making processes.

Alternative Titles and Specialisations:

2015-261903 Master of The Court
Listens to testimonies and prepares reports which, when approved by the presiding judge, becomes the decision of the court.

Alternative Titles and Specialisations:
Master of The High Court
Master
Court Master

2015-261904 Family Court Registrar
Provides high level legal and procedural advice to support the judicial functioning of the Family Court.

Alternative Titles and Specialisations:

2015-261905 Notary
Notarises legal documents and administers and take oaths and affirmations.

Alternative Titles and Specialisations:

2015-262 Librarians, Archivists and Curators
Librarians, archivists and curators develop and maintain the collections of archives, libraries, museums, art galleries, and similar establishments.

Tasks include:
Preparing scholarly papers and reports; conducting research
Developing and maintaining the systematic collection of recorded and published material and making it available to users in libraries and related institution;
Organizing the collections of and exhibitions at museums, art galleries and similar establishments
Appraising or developing and organizing the contents of archives and artefacts of historical, cultural and artistic interest, and ensuring their safe-keeping and preservation

2015-2621 Archivists and Curators
Archivists and curators collect, appraise and ensure the safekeeping and preservation of the contents of archives, artefacts and records of historical, cultural, administrative and artistic interest, and of art and other objects. They plan, devise and implement systems for the safekeeping of records and historically valuable documents.

Tasks include:
Evaluating and preserving records for administrative, historical, legal, evidential and other purposes
Directing or carrying out the preparation of indexes, bibliographies, microfilm copies and other reference aids to the collected material and making them available to users
Planning and implementing the computerized management of archives and electronic records
Preparing scholarly papers and reports
Organizing exhibitions at museums and art galleries, publicizing exhibits and arranging special displays for general, specialised or educational interest
Directing or undertaking classification and cataloguing of museum and art gallery collections and organizing exhibitions
Organizing, developing and maintaining collections of artistic, cultural, scientific or historically significant items;
Researching the origin, distribution and use of materials and objects of cultural and historical interest
Researching into, appraising, and developing, organizing and preserving historically significant and valuable documents such as government papers, private papers, photographs, maps, manuscripts audio-visual materials
Appraising and acquiring archival materials to build and develop an archival collection for research purpose

2015-262101 Archivist
Analyses and documents records, and plans and organises systems and procedures for the safekeeping of records and historically valuable documents.
Alternative Titles and Specialisations:
Document Restorer
Books Technician
Legal Archivist
Preservation Technician
Archives Technician
Archives Analyst
Parliamentary Archivist
Archives Officer
Film Archivist
Preservation Manager
Manuscripts Archivist

2015-262102 Gallery or Museum Curator
Plans and organises a museum or gallery collection by drafting collection policies and arranging acquisitions of pieces.
Alternative Titles and Specialisations:
Museum Registrar
Curatorial Services Manager
Exhibitions Technician

2015-262103 Conservator
Plans and organises the conservation of materials and objects in libraries, archives, museums, art galleries and other institutions.
Alternative Titles and Specialisations:
Art Conservator

2015-2622

Librarians and Related Information Professionals

Librarians and related information professionals collect, select, develop, organize and maintain library collections and other information repositories, organize and control other library services and provide information for users.

Tasks include:

Performing manual, on-line and interactive media reference searches, making interlibrary loans and performing other functions to assist users in accessing library materials

Preparing scholarly papers and reports

Conducting research and analysing or modifying library and information services in accordance with changes in users' needs

Devising and implementing schemes and conceptual models for the storage, organization, classification and retrieval of information

Retrieving material and providing information to business and other users based on the collection itself or on library and information-network systems;

Organizing, classifying and cataloguing library material

Selecting and recommending acquisitions of books and other printed or audio-visually and digitally recorded material

Managing library borrowing and inter-library loan facilities and information networks

Organizing, developing and maintaining a systematic collection of books, periodicals and other printed, audio-visually and digitally recorded material

2015-262201

Librarian

Develops, organises and manages library services such as collections of information, recreational resources and reader information services.

Alternative Titles and Specialisations:

Legal Librarian

Bibliographic Services Manager

Bibliographer

Oral History Manager

Information Scientist / Officer

Children's Librarian

Coordinator Heritage General Collections Management

Parliamentary Librarian

Multicultural Services Librarian

Reference Librarian / Advisor

Collection Development Manager

Audio-visual Librarian

Special Needs Librarian

Library Manager / Advisor
Cataloguer
Special Librarian
Corporate Librarian
Acquisitions Librarian / Advisor

2015-262202 Information Services Manager
Designs, implements and administers record systems and related information services, to support efficient access, movement, updating, storage, retention and disposal of files and other organisational records.

Alternative Titles and Specialisations:
Freedom of Information Officer
Information Management Specialist
Knowledge Manager
Records Administrator
Information System Consultant
Records Manager
Catalogue Administrator
Knowledge Management Officer

2015-263 Social and Religious Professionals
Social and religious professionals conduct research, improve or develop concepts, theories and operational methods, or apply knowledge relating to philosophy, politics, economics, sociology, anthropology, history, philology, languages, psychology, and other social sciences, or they provide social services to meet the needs of individuals and families in a community.

Tasks include:
- Studying the origin and development of languages, or translating or interpreting them
- Researching into and analyzing past events and activities and tracing the origin and evolution of the human race
- Supervision of other workers may be included
- Formulating and applying solutions to present or projected economic, political or social problems
- Studying mental processes and behaviour of individuals and groups; providing social services
- Preparing scholarly papers and report

2015-2631 Economists
Economists conduct research, monitor data, analyze information and prepare reports and plans to resolve economic and business problems and develop models to analyze, explain and forecast economic behaviour and patterns. They provide advice to business, interest groups and governments to formulate solutions to present or projected economic and business problems.

Tasks include:
- Formulating recommendations, policies and plans for the economy, corporate strategies and investment, and undertaking feasibility studies for projects
Forecasting changes in the economic environment for short-term budgeting, long-term planning and investment evaluation
Applying mathematical formulae and statistical techniques and apply to test economic theories and devise solutions to economic problems;
Preparing forecasts of income and expenditure, interest rates and exchange rates
Preparing scholarly papers and reports
Compiling, analyzing and interpreting economic data using economic theory and a variety of statistical and other techniques;
Conducting research on market conditions in local, regional or national areas to set sales and pricing levels
Forecasting production and consumption of specific products and services based on records of past production and consumption and general economic and industry-specific conditions
Monitoring economic data to assess the effectiveness, and advise on the appropriateness, of monetary and fiscal policies;
Examining problems related to the economic activities of individual companies
Evaluating the outcome of political decisions concerning public economy and finances and advising on economic policy and possible courses of action in the light of past, present and projected economic factors and trends
for goods and services, to assess market potential and future trends and to develop business strategies
Analyzing factors that determine labour force participation, employment, wages, unemployment and other labour market outcomes

Economist
Performs economic research and analysis; develops and applies theories about production and distribution of goods and services, and people's spending and financial behaviour; and provides advice to governments and organisations on subjects relating to economic policies.

Alternative Titles and Specialisations:
Economic Forecaster
Micro-economist
Environmental Economist
Economic Analyst
Small Business Economist
Agricultural Economist
Health Economist
Development Finance Project Analyst
Price Economist
Financial Economist
Taxation Economist
Economic Advisor
Mineral Economist
Labour Market Economist
Sociologists, Anthropologists and Related Professionals

Sociologists, anthropologists and related professionals investigate and describe the structure of societies, the origin and evolution of societies, and the interdependence between environmental conditions and human activities. They provide advice on the practical application of their findings in the formulation of economic and social policies.

Tasks include:

- Evaluating the outcome of political decisions concerning social policy
- Preparing scholarly papers and reports
- Tracing the development of humanity through the material remains of its past, such as dwellings, temples, tools, pottery, coins, weapons, or sculpture
- Advising on the practical application of findings in the formulation of economic and social policies for population groups and regions, and for the development of markets
- Analyzing and evaluating social data
- Developing theories, models and methods to interpret and describe social phenomena
- Tracing the origin and evolution of humanity through the study of changing characteristics and cultural and social institutions
- Conducting research on the origin, development, structure, social patterns, organizations and inter-relationships of human society
- Studying physical and climatic aspects of areas and regions, and correlating these findings with economic, social and cultural activities

Anthropologist

Studies humanity at all times and dimensions, often concentrating on tribal societies.

Alternative Titles and Specialisations:

- Cultural Development Advisor
- Cultural Development Officer
- Ethnologist
- Ethnomusicologist
- Cultural Affairs Advisor
- Cultural Development Facilitator
- Anthropologist (Governance)
- Cultural Officer
- Cultural Consultant

Archaeologist
Collects and studies artefacts of the near and distant past to develop a picture of how people lived in earlier cultures and societies.

**Alternative Titles and Specialisations:**

2015-263203 Geographer
Studies and analyses the relationships between human activities and the natural and built environment.

**Alternative Titles and Specialisations:**

2015-263204 Sociologist
Researches the science of society, social institutions and social relationships, and specifically the systematic study of development, structure, interaction and collective behaviour of organised human groups.

**Alternative Titles and Specialisations:**

2015-263205 Criminologist
Studies the etiology of crime, criminal behaviour, types of crime, and social, cultural and media reactions to crime.

**Alternative Titles and Specialisations:**

2015-263206 Heritage Consultant
Provides guidance in the conservation, management and monitoring of heritage resources of national and other significance.

**Alternative Titles and Specialisations:**

2015-2633 Philosophers, Historians and Political Scientists
Philosophers, historians and political scientists conduct research into the nature of human experience and existence, phases or aspects of human history, and political structures, movements and behaviour. They document and report on findings to inform and guide political and individual actions.

**Tasks include:**
- Researching, mostly by reasoning, into the general causes, principles and meanings of the world, human actions, experience and existence, and interpreting and developing philosophical concepts and theories
- Preparing scholarly papers and reports
- Conducting research in such fields as political philosophy, or past and present theory and practice of political systems, institutions or behaviour
- Extracting relevant material, checking its authenticity, and researching into and describing the history of a particular period, country or region, or a particular facet for example economic, social or political of its history
- Presenting findings and conclusions for publication or use by government, political parties or other organizations and interested persons
- Observing contemporary political institutions and opinions, collecting data on them from various sources, including interviews with government and political party officials and other relevant persons
- Developing theories, models and methods to interpret and describe the nature of human experience and historical and political events and behaviour;
- Consulting and comparing primary sources, such as original or contemporary records of past events, and secondary sources such as archaeological or anthropological findings;

2015-263301 Genealogist
Conducts research into genealogical background of individual or family in order to establish descent from specific ancestor or to discover and identify forebears of
individual or family.

Alternative Titles and Specialisations:

2015-263302 Historian
Researches the history of human activity and prepares accounts of findings.

Alternative Titles and Specialisations:
Cultural Historian
Geographical Historian
Historical Researcher
Economic Historian
Art Historian

2015-263303 Prehistorian
Studies the history of mankind prior to recorded history.

Alternative Titles and Specialisations:

2015-263304 Political Scientist
Studies the nature of states, the functions performed by governments, voter behaviour, political parties, political culture, political economy, and public opinion.

Alternative Titles and Specialisations:
Political Science Researcher
Political Analyst

2015-263 Psychologists
Psychologists research into and study the mental processes and behaviour of human beings as individuals or in groups, and apply this knowledge to promote personal, social, educational or occupational adjustment and development.

Tasks include:
Conducting surveys and research studies on job design, work groups, morale, motivation, supervision and management
Formulating achievement, diagnostic and predictive tests for use by teachers in planning methods and content of instruction
Conducting counselling or therapeutic interviews with individuals and groups, and providing follow-up services
Developing theories, models and methods to interpret and describe human behaviour
Analyzing the effect of heredity, social, occupational and other factors on individual thought and behaviour
Studying psychological factors in the diagnosis, treatment and prevention of mental illnesses and emotional or personality disorders, and conferring with related professionals
Preparing scholarly papers and reports
Maintaining required contacts, such as those with family members, educational authorities or employers, and recommending possible solutions to, and treatment of, problems
Planning and carrying out tests to measure mental, physical and other characteristics such as intelligence, abilities, aptitudes, potentialities, etc., interpreting and evaluating results, and providing advice.

2015-263401 Clinical Psychologist
Consults with individuals and groups, assesses psychological disorders and administers programs of treatment.

Alternative Titles and Specialisations:
Neuropsychologist
Cognitive Behavioural Therapist
Health Psychologist
Psychologist (Child / Comparative / Consultant / Criminal)
Clinical Neuropsychologist
Forensic Psychologist

2015-263402 Educational Psychologist
Investigates learning and teaching, and develops psychological techniques to foster the development and skills of individuals and groups in educational settings.

Alternative Titles and Specialisations:

2015-263403 Organisational Psychologist
Applies psychological principles and techniques to study occupational behaviour, working conditions and organisational structure, and solve problems of work performance and organisational design.

Alternative Titles and Specialisations:
Industrial Psychologist
Occupational Psychologist

2015-263404 Psychotherapist
Provides diagnosis and treatment of mental and emotional disorders using psychotherapeutic methods such as behavioural therapy, biofeedback, relaxation therapy and other techniques.

Alternative Titles and Specialisations:
Behaviour Therapist
Behaviour Management Consultant
Hypnotherapist

2015-263405 Research Psychologist
Conducts research into various areas of psychology.

Alternative Titles and Specialisations:

2015-263406 Sport Psychologist
Applies psychological principles and techniques to motivate sportspersons to enhance performance.
Alternative Titles and Specialisations:

Counselling Psychologist
Evaluates patients or clients and uses counselling techniques to help patients cope with stress or provides career guidance.

Community Psychologist
Researches the quality of life of individuals, communities, and society.

Psychometrician
Conducts, evaluates and interprets psychometric tests.

Social Work and Counselling Professionals
Social work and counselling professionals provide advice and guidance to individuals, families, groups, communities and organizations in response to social and personal difficulties. They assist clients to develop skills and access resources and support services needed to respond to issues arising from unemployment, poverty, disability, addiction, criminal and delinquent behaviour, marital and other problems.

Tasks include:

Analyzing the client’s situation and presenting alternative approaches to resolving problems
Developing prevention and intervention programs to meet community needs
Providing advice to prison governors and to probation and parole review boards that help determine whether, and under what conditions, an offender should be incarcerated, released from prison or undergo alternative correctional measures
Working with offenders during and after sentence, to help them to integrate into the community and to change attitudes and behaviour in order to reduce further offending
Planning and implementing programs of assistance for clients including crisis intervention and referral to agencies that provide financial assistance, legal aid, housing, medical treatment and other services
Acting as advocates for client groups in the community and lobbying for solutions to problems affecting them
Interviewing clients individually, in families, or in groups, to assess their situation and problems and determine the types of services required
Compiling case records or reports for courts and other legal proceedings
Investigating cases of abuse or neglect and taking action to protect children and other at risk persons
Providing counselling, therapy and mediation services and facilitating group sessions to assist clients to develop skills and insights needed to deal with and resolve their social and personal problems
Maintaining contact with other social service agencies, educational institutions and health care providers involved with clients to provide information and obtain feedback on clients’ overall situation and progress

Social Counselling Worker
Provides socially related counselling services of a specific nature. May work in a call centre.

**Alternative Titles and Specialisations:**
Bereavement Counsellor
Women’s Welfare Organizer
Trauma Counsellor
HIV / AIDS Counsellor
Genetic Counsellor

2015-263502 Addictions Counsellor
Provides support and treatment for people with drug and alcohol dependency problems, develops strategies which assist them to set goals and affect and maintain change, and provides community education.

**Alternative Titles and Specialisations:**
Social Detoxification Worker
Drug and Alcohol Counsellor
Gambling Counsellor

2015-263503 Marriage and Family Counsellor
Assists individuals, couples and families with marriage and relationship difficulties.

**Alternative Titles and Specialisations:**
Family Court Counsellor
Family Mediator
Family Therapist

2015-263504 Rehabilitation Counsellor
Assists physically, mentally and socially disadvantaged people to re-integrate into work and the community.

**Alternative Titles and Specialisations:**
Life Coach

2015-263505 Student Counsellor
Provides information and assistance to students, parents and teachers about a wide range of matters such as students' personal problems, learning difficulties and special requirements.

**Alternative Titles and Specialisations:**
School Counsellor

2015-263506 Probation Social Worker
Supervises parolees who have been placed on probation by court order or released conditionally from corrective service institutions.

**Alternative Titles and Specialisations:**
Community Corrections Officer
Probation Worker

2015-263507  Adoption Social Worker
Assesses the social needs of individuals, families and groups, assists and empowers people to develop and use the skills and resources needed to resolve social and other problems, and furthers human well-being and human rights, social justice and social development.

Alternative Titles and Specialisations:
Clinical Social Worker
Occupational Social Worker
Health Care Social Worker
School Social Worker
Forensic Social Worker
Reintegration Worker
Adoptions Worker

2015-263508  Child and Youth Care Worker
Assesses protective, developmental and therapeutic needs of a young person, providing information and acting as a mediator.

Alternative Titles and Specialisations:
Child and Youth Counsellor

2015-263509  Parole Board Member
Evaluates behaviour and formulates an opinion on whether an offender should be released from prison on parole after serving at least a minimum portion of their sentence as prescribed by the sentencing judge.

Alternative Titles and Specialisations:

2015-263510  Employee Wellness Practitioner
Assesses physical and/or mental health and well-being of employees e.g. Employee fitness programs, smoking cessation, nutrition and weight loss counselling, alcohol and drug dependency counselling.

Alternative Titles and Specialisations:
Employee Assistance Practitioner

2015-2636  Religious Professionals
Religious professionals function as perpetuators of sacred traditions, practices and beliefs. They conduct religious services, celebrate or administer the rites of a religious faith or denomination, provide spiritual and moral guidance and perform other functions associated with the practice of a religion.

Tasks include:
Perpetuating sacred traditions, practices and beliefs
Preparing religious sermons and preaching;
Counselling individuals regarding interpersonal, health, financial, and religious problems;
Propagating religious doctrines in own country or abroad
Providing spiritual and moral guidance in accordance with the religion professed
Scheduling and participating in special events such as camps, conferences, seminars, and retreats
Undertaking various administrative and social duties, including participating in committees and meetings of religious organizations
Developing and directing study courses and religious education programmes
Conducting religious services, rites and ceremonies;

Minister of Religion
Performs spiritual functions associated with beliefs and practices of religious faiths and provides motivation, guidance and training in religious life for the people of a congregation or parish, and the wider community. This occupation requires high levels of personal commitment and interest as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:
Salvation Army Officer
Bishop
Chaplain
Priest
Archbishop
Theologian
Rabbi
Imam
Religious Leader
Religious Worker

Authors, Journalists and Linguists
Authors, journalists and linguists conceive and create literary works, interpret and communicate news and public affairs through the media and translate or interpret from one language into another.

Tasks include:
Writing literary works; appraising merits of literary and other works of art
Translating written material from one language to another; simultaneously translating from one language to another
Collecting information about current affairs and writing about them
Researching, investigating, interpreting and communicating news and public affairs through newspapers, television, radio and other media

Authors and Related Writers
Authors and related writers plan, research and write books, scripts, storyboards, plays, essays, speeches, manuals, specifications and other non-journalistic articles (excluding material for newspapers, magazines and other periodicals) for publication or presentation.

Tasks include:
Writing brochures, handbooks and similar technical publications
Writing scripts and continuities and preparing programmes for stage, film, radio and television productions
Conducting research to establish factual content and to obtain other necessary information
Conceiving, writing and editing novels, plays, scripts, poetry and other material for publication or presentation
Selecting material for publication, checking style, grammar and accuracy of content, arranging for any necessary revisions and checks proof copies before printing
Analyzing material, such as specifications, notes and drawings, and writing manuals, user guides and other documents to explain clearly and concisely the installation, operation and maintenance of software, electronic, mechanical and other equipment;

2015-264101 Author
Produces literary or other written work for publication or performance. This occupation requires high levels of creative talent or personal commitment and interest as well as, or in place of, formal qualifications and experience.

Alternative Titles and Specialisations:
Dramatist
Script Writer
Essayist
Screenwriter
Novelist
Poet
Playwright
Writer

2015-264102 Book or Script Editor
Evaluates manuscripts of books or scripts to determine suitability for publication or production, and edits and supervises material in preparation for publication or for production on film, television, radio or stage.

Alternative Titles and Specialisations:
Dramaturge

2015-264103 Technical Writer
Researches and writes technical information-based material and documentation for articles, manuals, textbooks, handbooks, or multimedia products, usually for education or corporate purposes.

Alternative Titles and Specialisations:

2015-2642 Journalists
Journalists research, investigate, interpret and communicate news and public affairs through newspapers, television, radio and other media.

Tasks include:
Writing critical reviews of literary, musical and other artistic works based on knowledge, judgement and experience for newspapers, television, radio and other media.
Researching and reporting on developments in specialised fields such as medicine, science and technology.
Selecting, assembling and preparing publicity material about business or other organizations for issue through press, radio, television and other media
Collecting, reporting and commenting on news and current affairs for publication in newspapers and periodicals, or for broadcasting by radio, television or webcast media
Liaising with production staff in checking final proof copies immediately prior to printing
Collecting local, national and international news through interviews, investigation and observation, attending public events, seeking out records, reviewing written work, attending film and stage performances
Interviewing politicians and other public figures at press conferences and on other occasions, including individual interviews recorded for radio, television or webcast media
Receiving, analysing and verifying news and other copy for accuracy
Selecting material for publication, checking style, grammar, accuracy and legality of content and arranging for any necessary revisions
Writing editorials and commentaries on topics of current interest to stimulate public interest and express the views of a publication or broadcasting station

2015-264201
Copywriter
Designs and composes written material to advertise products and services.

Alternative Titles and Specialisations:
Publicity Writer
Advertising Writer
Copy Editor

2015-264202
Newspaper or Periodical Editor
Plans and directs editing of a publication such as a newspaper, magazine or journal in accordance with editorial policies and guidelines and accepted rules of grammar, style and format prior to printing and distribution.

Alternative Titles and Specialisations:
Technical Editor
Publications Officer
Publications Advisor
Magazine Designer
Features Editor
Pictures Editor
Editor
News Editor
Subeditor
Publications Editor
Website / Blog Editor
Legal Editor
Collects and analyses facts about newsworthy events by interview, investigation and observation and writes stories for newspapers, magazines or journals.

Alternative Titles and Specialisations:
Editorial Assistant
Leader Writer
Sports Writer
Editorial Officer
Feature Writer
Media Writer Reporter
Newspaper Reporter
Columnist
Foreign Correspondent Newspaper
Press Reporter
Pressman

Collects and analyses facts about newsworthy events by interview, investigation and observation and writes stories for radio news or current affairs programs.

Alternative Titles and Specialisations:
News Commentator Broadcasting
Radio Reporter

Collects and analyses facts about newsworthy events by interview, investigation and observation and writes stories for television news or public affairs programs.

Alternative Titles and Specialisations:
Television Editor
Television Reporter

Writes or broadcasts opinions on the quality of things such as drama productions, art exhibitions and literary works.
Alternative Titles and Specialisations:
Music Reviewer
Film Assessor

2015-264207  
Media Monitor

Presents the central findings of one or more research studies.

Alternative Titles and Specialisations:

2015-2643  
Translators, Interpreters and Other Linguists

Translators, interpreters and other linguists translate or interpret from one language into another and study the origin, development and structure of languages.

Tasks include:
Revising and correcting translated material
Developing methods for the use of computers and other instruments to improve productivity and quality of translation
Advising on or preparing language classification systems, grammars, dictionaries and similar materials
Studying relationships between ancient parent languages and modern language groups, tracing the origin evolution of words, grammar and language forms, and presenting findings

2015-264301  
Interpreter

Transfers a spoken or signed language into another spoken or signed language, usually within a limited time frame in the presence of the participants requiring the translation.

Alternative Titles and Specialisations:
Philologist
Court Interpreter
Sign Language Interpreter

2015-264302  
Translator

Transfers a source text from one language into another, usually within an extended time frame to allow for corrections and modifications and without the presence of the participants who require the translation.

Alternative Titles and Specialisations:
Translator-revisor
Subtitler

2015-264303  
Linguist

Studies the nature, structure, and variation of language, including phonetics, phonology, morphology, syntax, semantics, sociolinguistics, and pragmatics.

Alternative Titles and Specialisations:

2015-265  
Creative and Performing Artists

Creative and performing artists communicate ideas, impressions and facts in a wide range of media to achieve particular effects; interpret a composition such as a musical score or a script to perform or direct the performance; and host the presentation of such performance and other media events.
Tasks include:

Studying script, play or book and preparing and rehearsing interpretation
Conceiving and creating visual art forms; Conceiving and writing original music
Assuming creative, financial and organizational responsibilities in the production of television programmes, films, and stage presentations
Devising, directing, rehearsing and performing in music, dance, theatrical and film productions
Selecting and introducing music, videos and other entertainment material for broadcast and making commercial and public service announcements

2015-2651

Visual Artists

Visual artists create and execute works of art by sculpting, painting, drawing, creating cartoons, engraving or using other techniques.

Tasks include:

Arranging objects, positioning models, and selecting landscapes and other visual forms according to chosen subject matter
Selecting artistic media, method and materials
Restoring damaged, soiled and faded paintings and other art objects
Creating cartoons to depict persons and events, often in caricature
Creating drawings and engraving or etching them on metal, wood, or other materials
Creating representational or abstract three-dimensional or relief forms by shaping, carving and working and combining materials such as, wood, stone, clay, metal, ice or paper
Conceiving and developing ideas, designs and styles for paintings, drawings and sculptures
Creating representational or abstract drawings and paintings using pencils, ink, chalk, oil paints, water colours or through the application of other techniques

2015-265101

Painter (Visual Arts)

Conceives and creates visual art forms such as pictures, abstract designs and similar compositions to communicate impressions and ideas. This occupation requires high levels of creative talent or personal commitment and interest as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:
Photo Colourer
Painter (Artistic)
Art Restorer Paintings
Air Brush Artist
Caricaturist
Picture Restorer
Cartoonist
Muralist
Portrait Painter
Art Enameller
Mosaicist

2015-265102 Potter or Ceramic
Conceives and creates functional or artistic articles by moulding clay, glass and other fusible materials using hand-building and wheel techniques. This occupation requires high levels of creative talent or personal commitment and interest as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:

Sculptor

2015-265103 Conceive and creates three-dimensional forms to communicate impressions and ideas by carving or modelling materials such as wood, stone, clay and metal or assembling found and manufactured materials. This occupation requires high levels of creative talent or personal commitment and interest as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:

Ephemeral Artist

2015-265104 Conceive and develops ideas for artistic presentations and selects and arranges subjects.

Alternative Titles and Specialisations:

Musicians, Singers and Composers

2015-265104 Musicians, singers and composers write, arrange, conduct and perform musical compositions.

Tasks include:
- Translating ideas and concepts into standard musical signs and symbols for reproduction and performance
- Creating melodic, harmonic and rhythmic structures to express ideas and emotions in musical form
- Selecting music for performances and assigning instrumental parts to musicians
- Playing one or more musical instruments as a soloist or as a member of an orchestra or a musical group
- Adapting or arranging music for particular instrumental or vocal groups, instruments or occasions
- Conducting instrumental or vocal groups
- Practising and rehearsing to maintain a high standard of performance
- Singing as soloists or members of vocal groups or other bands

Composer

2015-265101 Writes new and rearranges existing musical compositions such as songs, operas, symphonies, musical scores and advertising jingles. This occupation requires high levels of creative talent or personal commitment and interest as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:

Songwriter
Orchestrator
Lyric Writer
Music Arranger
Programme Selector Music  

2015-265202  Music Director  
Conducts choirs, orchestras, bands, ensembles, opera companies and musical performances. This occupation requires high levels of creative talent or personal commitment and interest as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:  
Choral Director  
Orchestra Conductor  
Band Leader  
Music Conductor

2015-265203  Musician (Instrumental)  
Entertains by playing one or more musical instruments. This occupation requires high levels of creative talent or personal commitment and interest as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:  
Drummer  
Instrumentalist  
Accompanist  
Bandsman  
Pianist / Violinist  
Percussionist  
Guitarist

2015-265204  Singer  
Entertains by singing songs. This occupation requires high levels of creative talent or personal commitment and interest as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:  
Street Musician  
Street Singer  
Chorister  
Ensemble Singer  
Concert Singer  
Opera Singer

2015-265205  Music Researcher  
Designs, conducts and evaluates music research projects and promotes the implementation of research findings in music studies.
Alternative Titles and Specialisations:

2015-265206 Music Copyist
Copies musical scores onto stencils or manuscript paper for reproduction.

Alternative Titles and Specialisations:

2015-2653 Dancers and Choreographers
Dancers and choreographers conceive and create or perform dances.
Tasks include:
Training, exercising and attending dance classes to maintain the required levels of ability and fitness
Coordinating the production music with the music directors
Performing dances as a soloist, with a partner or as a member of a dancing group before live audiences or for film, television or other visual media
Conceiving and creating dances, which often convey a story, theme, idea or mood, by a pattern of steps, movements and gestures
Auditioning for dance roles or for memberships in dance companies
Directing and participating in rehearsals to practice dance steps and techniques required for a performance

2015-265301 Dancer or Choreographer
Entertains by performing dances, or creates dance compositions. This occupation requires high levels of creative talent or personal commitment and interest as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:
Ballet Dancer
Striptease Artist
Contemporary or Modern Dancer

2015-2654 Film, Stage and Related Directors and Producers
Film, stage and related directors and producers oversee and control the technical and artistic aspects of motion pictures, television or radio productions and stage shows.
Tasks include:
Directing all aspects of dramatic productions on stage, television, radio or in motion pictures, including choice of actors, and final decisions concerning costumes, set designs, sound or lighting effects
Engaging and supervising all technical personnel, and determining the treatment, scope and scheduling of production
Creating, planning, writing scripts for recording, videotaping and editing programs
Choosing writers, studying scripts to determine artistic interpretation, and instructing actors on acting methods
Maintaining production archives and negotiating royalties
Planning, organizing and controlling the various stages and scheduling involved in the production of presentations, motion pictures, television shows and radio programs
Supervising the positioning of scenery, props and lighting and sound equipment

2015-265401 Director (Film, Television, Radio or Stage)
Interprets and approves selection of scripts, and directs and instructs cast and crew during filming, recording or performance of productions. This occupation requires high levels of creative talent or personal commitment and interest as well as, or in place of, formal qualifications and experience.

**Alternative Titles and Specialisations:**
- Location Director
- Theatre Director
- Studio Director
- Motion Picture Director
- Theatrical Director

**2015-265402  Director of Photography**
Plans, directs and coordinates filming to control the quality and style of photography in films or videos.

**Alternative Titles and Specialisations:**
- Cinematographer

**2015-265403  Film and Video Editor**
Makes and implements editorial decisions regarding mood, pace and climax of films, television programs, video productions or commercials.

**Alternative Titles and Specialisations:**
- Film Editing Equipment Operator
- Post Production Editor

**2015-265404  Program Director (Television or Radio)**
Compiles and directs programs for television or radio.

**Alternative Titles and Specialisations:**

**2015-265405  Technical Director**
Controls the quality of pictures and sound for television or radio programs by directing technical teams and planning and organising technical facilities.

**Alternative Titles and Specialisations:**
- Technical Producer

**2015-265406  Video Producer**
Creates films, television programs, video productions or commercials by filming, adding sound and editing in digital or analogue format. This occupation requires high levels of creative talent or personal commitment and interest as well as, or in place of, formal qualifications and experience.

**Alternative Titles and Specialisations:**
- Recording Equipment Operator (Video)

**2015-265407  Police Video Unit Manager and Producer**
Creates films, television programs or video productions by filming, adding sound and editing in digital or analogue format for police services.

**Alternative Titles and Specialisations:**
2015-265408  Casting Director
Cast parts in a film or play.

Alternative Titles and Specialisations:

2015-265409  Film and Television Production Manager
Plans, administers and reviews activities concerned with the production of films or television programs.

Alternative Titles and Specialisations:

2015-265410  Radio or Television Programme Organiser
Organises and sequences programs for television or radio.

Alternative Titles and Specialisations:
Radio or Television Programmer

2015-265411  Location Manager (Film or Television)
Organises and coordinates the logistics to secure locations for the successful completion of production.

Alternative Titles and Specialisations:

2015-265412  Media Producer
Plans, administers and reviews activities concerned with publishing, or the production of films, television or radio programs, theatre, music, festivals or other artistic activities.

Alternative Titles and Specialisations:
Musical Producer
Television Producer
Film Producer
Executive Producer
Producer (Film and Television)
Radio Producer
CD Producer
Broadcasting and Theatrical Production Manager
Stage Producer
Theatre Producer

2015-2655  Actors
Actors portray roles in motion pictures, television or radio productions and stage shows.

Tasks include:
Acting parts and portraying roles as developed in rehearsals in film, television, radio and stage productions
Telling stories or reading literary works aloud to educate or entertain listeners

Reading scripts and undertaking research to gain understanding of parts, themes and characteristics;

Preparing for performances through rehearsals under the instruction and guidance of production directors;

Assuming characters created by a playwright or author and communicating this to an audience

Attending auditions and casting calls in order to audition for roles;

Learning lines and cues and playing parts in dramatic productions on stage, commercials, television, radio or in motion pictures

2015-265501 Actor

Entertains by portraying roles in film, television, radio and stage productions. This occupation requires high levels of creative talent or personal commitment and interest as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:

Actress
Voice-over Artist
Performance Artist
Mime Artist

2015-2656 Announcers On Radio, Television and Other Media

Announcers on radio, television and other media read news bulletins, conduct interviews, and make other announcements or introductions on radio, television, and in theatres and other establishments or media.

Tasks include:

Interviewing persons in public, especially on radio and television

Studying background information in order to prepare for programs or interviews

Introducing performing artists or persons being interviewed, and making related announcements on radio, television, or in theatres, night-clubs and other establishments

Reading news bulletins and making other announcements on radio or television

Commenting on music and other matters, such as weather or traffic conditions

2015-265601 Radio Presenter

Prepares and presents news, sports or other information, conducts interviews, and introduces music, performances and special events on radio. This occupation requires high levels of creative talent or personal commitment and interest as well as, or in place of, formal qualifications and experience.

Alternative Titles and Specialisations:

Radio Compeer
Radio Newscaster
Radio Broadcaster
Disc Jockey
Radio Announcer
Radio Newsreader
Commentator (Radio)
Talk Show Host

2015-265602 Television Presenter
Prepares and presents news, sports and other information, conducts interviews and introduces music performances and special events on television. This occupation requires high levels of creative talent or personal commitment and interest as well as, or in place of, formal qualifications and experience.

Alternative Titles and Specialisations:
TV Compeer
TV Newsreader
TV Commentator
TV Broadcaster
TV Announcer
Newsroom Manager

2015-2659 Creative and Performing Artists Not Elsewhere Classified
This unit group covers all creative and performing artists not classified elsewhere. The group includes clowns, magicians, acrobats and other performing artists.

Tasks include:

2015-265901 Entertainer or Variety Artist
Entertains by performing a variety of acts through the use of a mix of acting, singing, dance and movement skills. This occupation requires high levels of creative talent or personal commitment and interest as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:
Circus Artist
Busker
Illusionist
Aerialist
Magician
Clown
Comedian
Ventriloquist
 Acrobat

2015-265902 Hypnotist
Entertains by hypnotising people.

Alternative Titles and Specialisations:
2015-265903 Public Speaker
Makes speeches in public settings.

Alternative Titles and Specialisations:
Motivational Speaker

2015-265904 Community Arts Worker
Identifies issues of local need, concerns and aspirations through community consultation, and designs and implements strategies to facilitate and encourage community arts projects and happenings and promote the value of community cultural development.

Alternative Titles and Specialisations:
Community Artist
Community Arts Officer
Community Cultural Development Officer

2015-3 TECHNICIANS AND ASSOCIATE PROFESSIONALS
Technicians and associate professionals perform mostly technical and related tasks connected with research and the application of scientific or artistic concepts and operational methods, and government or business regulations.

Tasks include:
Initiating and carrying out various technical services related to trade, finance, administration, including administration of government laws and regulations, and to social work
Executing some religious tasks. Supervision of other workers may be included
Providing technical support for the arts and entertainment; participating in sporting activities

2015-31 Science and Engineering Associate Professionals
Science and engineering associate professionals perform technical tasks connected with research and operational methods in science and engineering. They supervise and control technical and operational aspects of mining, manufacturing, construction and other engineering operations, and operate technical equipment including aircraft and ships.

Tasks include:
Collecting and testing samples
Preparing, revising and interpreting technical drawings and diagrams
Operating and monitoring switchboards, computerized control systems, and multi-function process control machinery
Perform technical functions to ensure safe and efficient movement and operations ships aircraft and other equipment
Recording observations and analyzing data
Coordinating, supervising, controlling and scheduling the activities of other workers
Monitoring and operating instruments and equipment, conducting and monitoring experiments and tests of systems

2015-311 Physical and Engineering Science Technicians
Physical and engineering science technicians perform technical tasks to aid in research on and the practical application of concepts, principles and operational methods particular to physical sciences including such areas as engineering, technical drawing or economic efficiency of production processes.
Tasks include:
Preparing materials for experimentation; conducting tests of systems
Preparing, revising and interpreting technical drawings, wiring diagrams, circuit board assembly diagrams, or layout drawings
Setting up, operating, and maintaining laboratory instruments and equipment, monitoring experiments, making observations, and calculating and recording results
Collecting and testing samples; recording observations and analyzing data
Undertaking and carrying out technical work related to chemistry, physics, geology, meteorology, astronomy, engineering, or technical drawing

2015-3111
Chemical and Physical Science Technicians
Chemical and physical science technicians perform technical tasks to aid in research in chemistry, physics, geology, geophysics, meteorology and astronomy, and in the development of industrial, medical, military and other practical applications of research results.

Tasks include:
Collecting and testing earth and water samples, recording observations and analyzing data in support of geologists or geophysicists
Controlling the quality and quantity of laboratory supplies by testing samples and monitoring usage and preparing detailed estimates of quantities and costs of materials and labour required for projects, according to the specifications given
Setting up, operating, and maintaining laboratory instruments and equipment, monitoring experiments, making observations, and calculating and recording results
Carrying out routine laboratory tests and performing a variety of technical support functions to assist chemical and physical scientists in research, development, analysis and testing
Collecting samples and preparing materials and equipment for experiments, tests and analyses
Preparing materials for experimentation such as freezing and slicing specimens and mixing chemicals

2015-311101
Chemistry Technician
Performs laboratory tests on organic and inorganic chemicals, analyses test data and carries out technical functions in support of chemists or chemical engineers and technologists in a wide variety of areas such as fuels, pharmaceuticals, paints, metals, plastics, textiles, detergents, paper, fertilisers and cosmetics.

Alternative Titles and Specialisations:
Chemical Technician (Food, Fuel, Gas, Paint, Liquefied Petroleum Gas, Leather)
Biofuels Processing Technicians
Chemistry Technical Officer
Petroleum Refinery Laboratory Technician
Chemical Instrumentation Officer
Paint Maker
Chemical Manufacturing Technician
Petroleum Products Laboratory Technician
Chemical Laboratory Technician / Analyst
Chemical Process Analyst

2015-311102
Physical Science Technician
Performs tests and experiments, and provide technical support functions to assist with research, design, production and teaching in physical sciences.

**Alternative Titles and Specialisations:**
- Astronomy Technician
- Physical Sciences Research Technician (University)
- Meteorology Technician
- Physical Sciences Workshop Technician
- Physics Technician
- Geology Technician
- Physical Sciences Laboratory Technician
- Seismology Technical Officer
- Product Quality Laboratory Technician

**2015-311103**  
Fragrance Evaluators/ flavourists
Perform oil factory evaluations of neat fragrance oils followed by evaluations of fabrics washed with detergent /softener containing encapsulated version of such oils to compare fragrance profile/performance before and after laundry

**Alternative Titles and Specialisations:**

**2015-311104**  
Radiation Control/ Nuclear Monitoring Technician
Monitors radiation safety compliance and controls and processes radioactive materials and radiation generation equipment.

**Alternative Titles and Specialisations:**

**2015-3112**  
Civil Engineering Technicians
Civil engineering technicians perform technical tasks in civil engineering research, design, construction, operation, maintenance and repair of buildings and other structures, such as water supply and wastewater treatment systems, bridges, roads, dams and airports.

**Tasks include:**
- Ensuring compliance with design specifications, relevant legislation and regulations, and maintenance of desired standards of materials and work
- Organizing maintenance and repairs
- Assisting with the preparation of detailed estimates of quantities and costs of materials and labour required for projects, according to the specifications given
- Performing or assisting with field and laboratory tests of soils and construction materials
- Providing technical assistance connected with the construction of buildings and other structures, and with surveys or the preparation of survey reports
- Advising on the installation of fire detectors and sprinkler systems and the use of materials in the construction of buildings and means of transportation to reduce risk of fire and extent of damage and danger if fire occurs
- Inspecting industrial plant, hotels, cinemas and other buildings and structures to detect fire hazards and advise on how they can be removed
- Applying technical knowledge of building and civil engineering principles and practices in order to identify and solve problems arising

**2015-311201**  
Civil Engineering Technician
Conducts tests of construction materials, prepares sketches and tabulations, and assists in estimating costs in support of civil engineering professionals and engineering technologists.

Alternative Titles and Specialisations:
Construction Design Technician
Civil Engineering Assistant
Building Engineering Technician
Civil Engineering Laboratory Technician
Geotechnical Laboratory Technician
Work Site Engineering Technician

Surveying or Cartographic Technician
Collects, records and evaluates survey data and prepares maps, charts and plans in support of surveyors and cartographers.

Alternative Titles and Specialisations:
Geomatics Technician
Aerial Survey Technician
Engineering Survey Drafting Technician
Hydrographic Technician
Surveying Technician
Mapping Technician

Town Planning Technician
Provides technical support to town planners by preparing and maintaining plans, documents, charts, photographs, tables, reports, and exhibition material for projects, public meetings and committees related to the controlled use of urban and rural land.

Alternative Titles and Specialisations:
Town Planning Research Technician

Electrical Engineering Technicians
Electrical engineering technicians perform technical tasks to aid in electrical engineering research, and in the design, manufacture, assembly, construction, operation, maintenance and repair of electrical equipment, facilities and distribution systems.

Tasks include:
Assembling, installing, testing, calibrating, modifying and repairing electrical equipment and installations to conform with regulations and safety requirements
Preparing detailed estimates of quantities and costs of materials and labour required for manufacture and installation according to the specifications given
Designing and preparing blueprints of electrical installations and circuitry according to the specifications given
Providing technical assistance in research on and development of electrical equipment and facilities, or testing prototypes
Planning installation methods, checking completed installation for safety and controls or undertaking the initial running of the new electrical equipment or systems
Monitoring technical aspects of the manufacture, installation, utilisation, maintenance and repair of electrical systems and equipment to ensure satisfactory performance and compliance with specifications and regulations.

2015-311301  Electrical Engineering Technician
Conducts tests of electrical systems, prepares charts and tabulations, and assists in estimating costs in support of electrical engineers and engineering technologists.

Alternative Titles and Specialisations:
- Electrical Engineering Technical Officer
- Electrical Engineering Laboratory Technician
- Hydraulic Power Controller
- Electrical Instrument Technician
- Turbine Room Controller

2015-311302  Electric Substation Operations Manager
Controls the operations of electric substations to load and distribute electrical power.

Alternative Titles and Specialisations:
- Power Distribution Technician
- Power Transmission Technician
- Power Distribution Plant Controller
- Electric Power Plant Operator
- Electric Power Load Dispatcher
- Power System Operator
- Distribution Control Operator
- Power Reticulation Utilities Officer
- Power Station Attendant
- Electrical Switchboard Controller

2015-311303  Energy Efficiency Technician
Evaluates electrical installations, equipment and processes and collects data and makes recommendations on energy usage and efficiency.

Alternative Titles and Specialisations:
- Building Energy Auditor (Industrial)
- Energy Officer
- Energy Efficiency Consultant
- Building Energy Auditor (Residential)
- Building Energy Auditor (Commercial)
Electronics Engineering Technicians
Electronics engineering technicians perform technical tasks to aid in electronic research, and in the design, manufacture, assembly, construction, operation, maintenance and repair of electronic equipment.

Tasks include:
Designing and preparing blueprints of electronic circuitry according to the specifications given
Providing technical assistance in research and development of electronic equipment, or testing prototypes
Conducting tests of electronic systems, collecting and analyzing data, and assembling circuitry in support of electronics engineers
Assisting in the design, development, installation, operation and maintenance of electronic systems
Planning installation methods, checking completed installation for safety and controls or undertaking the initial running of the new electronic equipment or system
Preparing detailed estimates of quantities and costs of materials and labour required for the manufacture and installation of electronic equipment, according to the specifications given
Monitoring technical aspects of the manufacture, utilisation, maintenance and repair of electronic equipment to ensure satisfactory performance and ensure compliance with specifications and regulations

Electronic Engineering Technician
Conducts tests of electronic systems, collects and analyses data, and assembles circuitry in support of electronics engineers and engineering technologists.

Alternative Titles and Specialisations:
Television and Radio Systems Technician
Clinical Engineering Technician
Electronic Engineering Associate
Computer-numeric Control (CNC) Programmer
Digital Controls Technical Officer
Flight Surveyor
Medical Equipment Maintainer
Computer-numeric Control (CNC) Technical Officer
Telemetry Technician

Mechanical Engineering Technicians
Mechanical engineering technicians perform technical tasks to aid in mechanical engineering research, and in the design, manufacture, assembly, construction, operation, maintenance and repair of machines, components and mechanical equipment.

Tasks include:
Assembling and installing new and modified mechanical assemblies, components, machine tools and controls, and hydraulic power systems
Conducting tests of mechanical systems, collecting and analyzing data, and assembling and installing mechanical assemblies in support of mechanical engineers
Ensuring that mechanical engineering designs and finished work are within specifications, regulations and contract provisions
Designing and preparing layouts of machines and mechanical installations, facilities and components according to the specifications given
Preparing detailed estimates of quantities and costs of materials and labour required for manufacture and installation according to the specifications given

Providing technical assistance in research on and development of machines and mechanical installations, facilities and components, or testing prototypes

Developing and monitoring the implementation of safety standards and procedures for marine survey work in relation to ships' hulls, equipment and cargoes

Monitoring technical aspects of manufacture, utilisation, maintenance and repair of machines and mechanical installations, facilities and components to ensure satisfactory performance and compliance with specifications and regulations

2015-311501  Mechanical Engineering Technician
Conducts tests of mechanical systems, collects and analyses data, and assembles and installs mechanical assemblies in support of mechanical engineers and engineering technologists.

Alternative Titles and Specialisations:
Aeronautical Technician
Mechanical Laboratory Technician
Fuel Cell Technician
Agricultural Engineering Technician
Boiler Testing Technician
Marine Engineering Technician
Naval Technician
Fire Protection Installer / Commissioner
Automotive Engineering Technician
Mobile Plant Technician
Tool and Die Design Technician
Mechanical Instrument Technician
Pipe Testing Technician

2015-311502  Pressure Equipment Inspector
Conducts integrity assessments and tests of in-service pressure equipment and or certify new fabrication, modifications and repairs of pressure equipment in accordance with the applicable national legislation

Alternative Titles and Specialisations:

2015-311503  Aeronautical Engineering Technician
Tests new and existing engineering technologies relating to the design and construction of aircraft for flight.

Alternative Titles and Specialisations:

2015-3116  Chemical Engineering Technicians
Chemical engineering technicians perform technical tasks to aid in chemical engineering research, and in the design, manufacture, construction, operation, maintenance and repair of chemical plant.

Tasks include:
Designing and preparing layouts of chemical plants according to the specifications given
Preparing detailed estimates of quantities and costs of materials and labour required for manufacture and installation according to the specifications given
Assisting in research on and development of industrial chemical processes, plant and equipment, or testing prototypes
Conducting chemical and physical laboratory tests to assist scientists and engineers in making qualitative and quantitative analyses of solids, liquids, and gaseous materials
Monitoring technical aspects of the construction, installation, operation, maintenance and repair of chemical plants to ensure satisfactory performance and compliance with specifications and regulations

2015-311601 Chemical Engineering Technician
Tests new and existing engineering technologies related to chemical, biochemical, industrial chemistry, chemical quality control and environmental protection.

Alternative Titles and Specialisations:
Catalytic Processing Technician
Coal Technician
Crude Oil Technician
Biochemical Technician
Energy Technician
Cosmetics Technician

2015-311701 Mining Technician
Tests new and existing engineering technologies relating to the location and extraction of minerals from the earth and oversees the safety of mining operations and
supervises miners.

**Alternative Titles and Specialisations:**
- Mine Analyst
- Mine Planning Technician
- Marine Mining Technician
- Mine Planner
- Section Mine Planner
- Mine Ventilation Technician

**2015-311702 Metallurgical or Materials Technician**
Tests materials as part of mineral and metal processing and refining, or for research into metals, ceramics, polymers and other materials in support of metallurgists and materials engineers.

**Alternative Titles and Specialisations:**
- Heat Treatment Technician
- Pressure Testing Technician
- Industrial Radiographer
- Mineral Spectroscopist
- Non Destructive Testing Technician
- Metallurgy Laboratory Technician
- Mineral Analyst / Spectroscopist
- Dye Penetrant Testing Technician
- Ultrasound Technician
- Magnetic Testing Technician

**2015-311703 Non-Destructive Testing Technician (NDTT)**
The NDT technician applies a wide range of non-invasive analysis techniques used in science, engineering and industry to evaluate the properties of a material, component or system.

**Alternative Titles and Specialisations:**

**2015-311704 Geophysical Technician**
Assists scientists or engineers in the use of electronic, sonic, or nuclear measuring instruments in both laboratory and production activities to obtain data indicating potential resources such as metallic ore, minerals, gas, coal, or petroleum.

**Alternative Titles and Specialisations:**
- Remote Sensing Technicians
- Geological Technician
Earth Science Technical Officer
Geological Technical Officer
Geoscience Laboratory Technician
Mineral Resource Technician
Geotechnician
Soil Mechanic Technician
Geological Laboratory Technician
Geochemical Laboratory Technician
Earth Science Laboratory Technician
Soil Science Technical Officer
Ore Reserve Technician

2015-311705 Mine Ventilation Observer
Provides technical expertise with regard to ventilation and occupational hygiene issues.

Alternative Titles and Specialisations:
Mine Ventilation Officer

2015-311706 Rock Engineering Technician
Designs regional mine support, infrastructure placement, extraction sequences, configurations and local mine support to ensure safe and optimal extraction of ore reserves.

Alternative Titles and Specialisations:
Rock Engineering Officer

2015-311707 Strata Control Officer
Assists with the management and monitoring of mining support designs.

Alternative Titles and Specialisations:

2015-3118 Draughtspersons
Draughtspersons prepare technical drawings, maps and illustrations from sketches, measurements and other data, and copy final drawings and paintings onto printing plates.

Tasks include:
Arranging for completed drawings to be reproduced for use as working drawings
Operating digitising table or similar equipment to transfer hard-copy representation of working drawings, maps and other curves to digital form
Copying drawings and paintings onto stone or metal plates for printing
Preparing and revising illustrations for reference works, brochures and technical manuals dealing with the assembly, installation, operation, maintenance and repair of machinery and other equipment and goods
Operating computer-aided design and drafting equipment to create, modify and generate hard-copy and digital representations of working drawings
Preparing wiring diagrams, circuit board assembly diagrams, and layout drawings used for manufacture, installation, and repair of electrical equipment in factories, power plants, and buildings
Creating detailed working diagrams of machinery and mechanical devices, including dimensions, fastening methods, and other engineering information

Draughtsperson
Prepares technical drawings, maps and illustrations from sketches, measurements and other data, and copy final drawings and paintings onto printing plates in support of architects, engineers and engineering technologists. Note: the terms drafting technician or drafting officer can be used interchangeably.

Alternative Titles and Specialisations:
Electrical and Electronics Draughtsperson
Shipbuilding Draughtsperson
Materials Engineering Draughtspersons
Substation Design Draughtsperson
Topographic Draughting Officer
Geological Draughting Person
Civil Engineering Draughtsperson
Chemical Engineering Draughtspersons
Architectural and Civil Draughtsperson
Relays Draughtsperson
Design and Manufacturing Draughtsperson
Mining Draughtsperson
Agricultural Engineering Draughtsperson
Manufacturing Draughtsperson
Architectural Draughtsperson
Marine Draughtsperson
Technical Draughtsperson
Petroleum Draughtsperson
Metallurgical Engineering Draughtspersons
Mechanical Engineering Draughtsperson
Aeronautical Draughtsperson
Electrical Engineering Draughtsperson
Mechanical Draughtsperson
Electronic Engineering Draughtsperson
Nuclear Draughtsperson
Engineering Draughtsperson
Mining Detail Draughtsperson
Photographic Draughtsperson
Mining Engineering Draughtsperson
Technical Draughting Officer

2015-3119
Physical and Engineering Science Technicians not Elsewhere Classified
This unit group covers physical and engineering science technicians not classified elsewhere in minor group 311. For instance, the group includes those who assist scientists and engineers engaged in developing procedures or conducting research on safety, biomedical, environmental or industrial and production engineering.

Tasks include:
Assisting engineers in testing and designing robotics equipment
Aiding in the identification of potential hazards and introducing safety procedures and devices
Assisting in the development of environmental pollution remediation devices under the direction of an engineer
Modifying and testing equipment and devices used in the prevention, control, and remediation of environmental pollution, site remediation, and land reclamation

2015-311901
Forensic Technician (Biology, Toxicology)
Provides technical support to forensic scientists by collecting and investigating evidence and preparing documents, charts, photographs, tables, and reports on findings.

Alternative Titles and Specialisations:

2015-311902
Fire Investigator
Conducts investigations to determine causes of fires and explosions.

Alternative Titles and Specialisations:
Fire Inspector

2015-311903
Food and Beverage Technician
Tests new and existing engineering technologies relating to agricultural, food or beverage products, analyses test data and carries out technical functions in support of food and beverage scientists.

Alternative Titles and Specialisations:
Sugar Laboratory Technician
Brewmaster / Master Brewer
Milling Laboratory Technician
Food Laboratory Technician
Brewery Technician
Beverage Laboratory Technician
Gas Chromatographic
Fermentation Technician
Food Science Technician
Distillery Technician
Dairy Laboratory Technician

2015-311904 Manufacturing Technician
Provides technical support and services in the development of manufacturing methods, facilities and systems, and in the planning, estimating, measuring and scheduling of manufacturing work.

Alternative Titles and Specialisations:
Plastician
Clothing, Textile, Footwear and Leather Manufacturing Technician
Metal Manufacturing Technician
Rubber Manufacturing Technician
Rubber Component Manufacturing Technician
Glass, Clay and Stone Manufacturing Technician
Cable Manufacturing Technician
Plastics Manufacturing Technician
Wood and Paper Manufacturing Technician
Quantity Surveying Technician
Plastics Component Manufacturing Technician

2015-311905 Industrial Engineering Technician
Tests new and existing engineering technologies relating to the utilisation of personnel, facilities, equipment and materials, current operational processes and established practices, to recommend improvement in the efficiency of operations in a variety of commercial, industrial and production environments.

Alternative Titles and Specialisations:
Robotics and Production Automation Technician

2015-311906 Environmental Engineering Technician
Tests and implements new and existing engineering technologies relating to pollution control, recycling and waste disposal to remedy negative impacts of human activity on the environment to recommend improvement in the efficiency of environmental assessments of construction and civil engineering projects related to pollution control, recycling and waste disposal.

Alternative Titles and Specialisations:

2015-312 Mining, Manufacturing and Construction Supervisors
Mining, manufacturing and construction supervisors coordinate, supervise, control and schedule the activities of workers in manufacturing, mining and construction operations.

Tasks include:
Ensuring safety of workers; instructing and training new staff
Organizing and planning daily work
Preparing cost estimates, records and reports; identifying shortages of staff or supplies
Overseeing, supervising and coordinating the activities of tradespersons, process control technicians, machine operators, assemblers, labourers and other workers

**2015-3121**  
Mining Production / Operations Supervisors
Mining supervisors oversee mining and quarrying operations and directly supervise and coordinate the activities of miners working in underground and surface mines and quarries.

**Tasks include:**
- Establishing methods to meet work schedules and recommending measures to mining managers to improve productivity;
- Providing reports and other information to mining managers about all aspects of mining or quarrying operations;
- Working with managerial and technical personnel, other departments and contractors to resolve operational problems and coordinate activities;
- Determining staffing and material needs for the mine or quarry
- Directly supervising and coordinating the activities of workers who extract minerals and other natural deposits from the earth, operate underground conveyances or heavy equipment in surface mines and quarries;

**2015-312101**  
Production / Operations Supervisor (Mining)
Plans, organises, controls, leads, coordinates and reviews mining operations including physical and human resources.

**Alternative Titles and Specialisations:**
- Master Sinker
- Shift Overseer (Mining)
- Mine Operations Foreman
- Quarry Foreman
- Mine Overseer (Projects)
- Mine Superintendent
- Shift Supervisor (Mining)
- Mine Overseer (Production)
- Shift Foreman / Boss (Mining)
- Mine Overseer (Planning)
- Pit Foreman

**2015-312102**  
Miner
Supervises and performs blasting and excavation operations to extract ore.

**Alternative Titles and Specialisations:**
- Coal Miner
Box Controller
Team Leader (Mining)
Blasting Assistant
Rockbreaker
Shaft Bottom Attendant
Sinker
Shaft Timberman
Trammer
Hard Rock Miner
Miner (Surface Excavations)

2015-3122
Manufacturing Supervisors
Manufacturing supervisors coordinate and supervise the activities of process control technicians, machine operators, assemblers, and other manufacturing labourers.

Tasks include:
Instructing and training new staff
Preparing cost estimates, records and reports
Identifying shortage of staff or components
Ensuring safety of workers
Organizing and planning the daily work with regard to plans, economy, staff and environment
Coordinating and supervising the activities of process control technicians, machine operators, assemblers, and other manufacturing labourers

2015-312201
Production / Operations Supervisor (Manufacturing)
Plans, organises, controls, leads, coordinates and reviews manufacturing activities of an organisation including physical and human resources.

Alternative Titles and Specialisations:
Beneficiation Plant Foreman
Production Plant Supervisor
Shift Manager (Production)
Assembly Supervisor
Manufacturing Foreman

2015-312202
Maintenance Planner
Develops maintenance planning strategies, and schedules, coordinates and monitors the maintenance of all plant equipment.

Alternative Titles and Specialisations:
Shutdown Coordinator / Planner
Mine Equipment Planner / Coordinator
Maintenance Scheduler
Marine Maintenance Planner
Engineering Planner

2015-3123
Construction Supervisors

Construction supervisors, coordinate, supervise and schedule the activities of workers engaged in the construction and repair of buildings and structures.

**Tasks include:**
- Organizing and coordinating the material and human resources required to complete jobs
- Reading specifications to determine construction requirements and planning procedures
- Supervising construction sites and coordinating work with other construction projects
- Examining and inspecting work progress
- Examining equipment and construction sites to ensure that health and safety requirements are met
- Supervising the activities of building trades workers, labourers and other construction workers

2015-312301
Building Associate

Supervises construction sites, and organises and coordinates the material and human resources required.

**Alternative Titles and Specialisations:**
Clerk of Works
Building Construction Supervisor

2015-313
Process Control Technicians

Process control technicians operate and monitor switchboards, computerized control systems, multi-function process control machinery and maintain processing units in electrical power generation and distribution, wastewater, sewage treatment and waste disposal plants, chemical, petroleum and natural gas refineries in metal processing and other multiple process operations.

**Tasks include:**
- Cleaning and maintaining equipment
- Operating electronic or computerized control panel from a central control room to monitor and optimize processes
- Controlling process start-up and shut-down
- Taking readings from charts, meters and gauges at established intervals
- Communicating with other personnel to assess equipment operating status
- Troubleshooting and take corrective action as necessary
- Maintaining records, logs and reports
Operating and monitoring switchboards and related equipment
Monitoring and inspecting equipment and systems to detect malfunctions
Supervising plant and machine operators and other workers

2015-3131 Power Production Plant Operators
Power production plant operators operate, monitor and maintain switchboards and related equipment in electrical control centres which control the production and distribution of electric or other power in transmission networks. The equipment operated includes reactors, turbines, generators and other auxiliary equipment in electrical power generating stations.

Tasks include:
Cleaning and maintaining equipment such as generators, boilers, turbines, pumps, and compressors in order to prevent equipment failure or deterioration
Operating and controlling power generating systems and equipment including boilers, turbines, generators, condensers, and reactors in hydro, thermal, coal, oil, natural gas, and nuclear power plants to generate and distribute electrical power
Completing and maintaining station records, logs and reports, and communicating with other plant personnel to assess equipment operating status
Operating, monitoring and inspecting various types of energy generating power plants
Taking readings from charts, meters and gauges at established intervals, troubleshooting and performing corrective action as necessary

2015-313102 Fossil Power Plant Process Controller
Provides technical support and services in the installation, operation and maintenance of fossil power plant processes, systems, facilities and equipment.

Alternative Titles and Specialisations:
Bagase Boiler / Turbine Plant Controller
Methane/Landfill Gas Generation System Technicians
Biomass Plant Technicians
Fossil Power Plant Process Technician
Geothermal Power Generation Technician

2015-313103 Hydro Power Plant Process Controller
Provides technical support and services in the installation, operation and maintenance of hydro power plant processes, systems, facilities and equipment.

Alternative Titles and Specialisations:
Hydroelectric Plant Technicians
Hydro Power Plant Process Technician

2015-313104 Nuclear Power Plant Process Controller
Provides technical support and services in the installation, operation and maintenance of nuclear power plant processes, systems, facilities and equipment.

Alternative Titles and Specialisations:
Nuclear Equipment Operation Technicians
Nuclear Engineering Technician

2015-313105 Wind Turbine Power Plant Process Controller
Plans, prepares and conducts installation, maintenance and component assembly for wind turbine systems and facilities and equipment. Assembles, installs and maintains wind turbines and associated equipment and compounds.

Alternative Titles and Specialisations:
- Wind Turbine Plant Process Technician
- Wind Turbine Service Technician
- Wind Energy Technician

Provides technical support and services in the installation, operation and maintenance of solar power plant processes, systems, facilities and equipment.

Alternative Titles and Specialisations:
- Concentrated Solar Power (CSP) Plant Technician
- Solar Power Plant Operator

2015-313107 Geothermal Technicians
Performs technical activities at power plants or individual installations necessary for the generation of power from geothermal energy sources. Monitors and controls operating activities at geothermal power generation facilities and performs maintenance and repairs as necessary. Installs, tests, and maintains residential and commercial geothermal heat pumps.

Alternative Titles and Specialisations:

2015-313108 Weatherisation Installers and Technicians
Performs a variety of activities to weatherise homes, performs energy audits and advise clients on energy conservation measures.

Alternative Titles and Specialisations:

2015-313109 Solar Photovoltaic Service Technician
Performs maintenance in installations including related inverters in decommissioning of whole or part of a solar PV installation and isolation.

Alternative Titles and Specialisations:

2015-3131 Incinerator and Water Treatment Plant Operators
Incinerator and water-treatment plant operators monitor and operate computerized control systems and related equipment in solid and liquid waste treatment plants to regulate the treatment and disposal of sewage and wastes, and in water filtration and treatment plants to regulate the treatment and distribution of water.

Tasks include:
- Completing and maintaining plant logs and reports
- Monitoring and adjusting controls of auxiliary equipment, such as exhaust emissions, scrubbers, and incinerator heat recovery units;
- Controlling the operation of multiple-hearth incinerator furnaces and related equipment to burn sludge and solid waste in waste treatment plants;
Performing security and safety checks in plant and on grounds;
ANALYZING TEST RESULTS TO MAKE ADJUSTMENTS TO PLANT EQUIPMENT AND SYSTEMS TO DISINFECT AND DEODORIZE WATER AND OTHER LIQUIDS;
Collecting and testing water and sewage samples for chemical and bacterial content, using test equipment and colour analysis standards;

2015-313201 Water Plant Operator
Operates plant to store, distribute and treat water including purifying water for human consumption and removing wastes from sewerage.

Alternative Titles and Specialisations:
Water Treatment Plant Technician
Waterworks Plant Operator
Water Treatment Plant Operator
Waste Water Plant Operator
Pumping-station Operator
Incinerator Operator
Sewerage Plant Operator
Liquid Waste Process Operator

2015-313202 Waste Materials Plant Operator
Operates machinery which disposes of waste.

Alternative Titles and Specialisations:
Slurry Plant Operator

2015-313203 Water Process Controller
Operates plant

Alternative Titles and Specialisations:

2015-313205 Water Process Controller
Operates plant to store, distribute and treat water including purifying water for human consumption and removing wastes from sewerage. Note: this is a Green Occupation MAPPING NOTE: All water process related jobs should be mapped to this occupation, except jobs that regulate water usage, which should be mapped to either the Water Inspector or the Water Quality Manager

Alternative Titles and Specialisations:

2015-3133 Chemical Processing Plant Controllers
Chemical processing plant controllers operate and monitor chemical plants and adjust and maintain, processing units and equipment which distil, filter, separate, heat or refine chemicals.

Tasks include:
Controlling the preparation, measuring and feeding of raw materials and processing agents such as catalysts and filtering media into plant
Operating electronic or computerized control panel from a central control room to monitor and optimize physical and chemical processes for several processing units
Adjusting equipment, valves, pumps, controls and process equipment
Analyzing sample products, performing tests, recording data and writing production logs
Verifying equipment for malfunctions, carrying out routine operating tests and arranging for maintenance
Controlling process start-up and shut-down, troubleshooting and monitoring outside process equipment

2015-313301 Chemical Plant Controller
Controls the operation of chemical production plant.
**Alternative Titles and Specialisations:**
Pharmaceutical Production Controller
Pharmaceutical Plant Controller
Acetylene Gas Plant Controller
Pilot Plant Controller
Synthetic Fibre Control Room Operator
Pharmacy Products Machine Controller
Chemicals Fermentation Controller
Chemical-still and Reactor Operator
Chemical Process Technician
Chemicals Distiller

2015-3134 Petroleum and Natural Gas Refining Plant Operators
Petroleum and natural gas refining plant operators operate and monitor plants and adjust and maintain processing units and equipment which refine, distil and treat petroleum, petroleum-based products and by-products, or natural gas.

**Tasks include:**
Operating electronic or computerized control panel from a central control room to monitor and optimize physical and chemical processes for several processing units
Adjusting equipment, valves, pumps, controls and process equipment
Analyzing sample products, performing tests, recording data and writing production logs
Verifying equipment for malfunctions, testing well pipes for leaks and fractures and arranging for maintenance
Controlling process start-up and shut-down, troubleshooting and monitoring outside process equipment

2015-313401 Gas or Petroleum Controller
Operates and monitors plants and adjust and maintain processing units and equipment which pump, refine, distil and treat petroleum, petroleum-based products and by-products, or natural gas.

**Alternative Titles and Specialisations:**
Oil Products Processor
Gas Plant Operator
Petroleum and Gas Refining and Pumping Controller
Oil Dispatcher Pipelines
Industrial Gas Production Controller
Petroleum Process Operator
Petroleum Terminal Plant Controller
Oil and Gas Well Treatment Controller
Refinery Pipeline Controller
Petroleum Blending Plant Controller
Refinery Process Technician
Oil, Gas and Pipe Tester
Gas Compressor Turbine Controller

2015-3135
Metal Production Process Controllers
Metal production process controllers operate and monitor multi-function process control machinery and equipment to control the processing of metal converting and refining furnaces, metal-rolling mills, metal heat-treating, or metal-extrusion plant.

Tasks include:
Observing computer printouts, video monitors and gauges to verify specified processing conditions and to make necessary adjustments
Starting up and shutting down the production system in cases of emergency or as required by schedule
Maintaining shift log of production and other data and preparing production and other reports
Operating multi-function central process control machinery to grind, separate, filter, melt, roast, treat, refine or otherwise process metals
Providing and organizing training for members of production crew
Coordinating and monitoring the operation of a particular aspect of metal processing production through control panels, computer terminals or other control systems, usually from a central control room
Coordinating and supervising production crew such as machine and process operators, assistants and helpers

2015-313501
Metal Manufacturing Process Control Technician
Operates and monitors multi-function process control machinery and equipment to control the processing of metal, converting and refining furnaces, metal-rolling mills, metal heat-treating, or metal-extrusion plant.

Alternative Titles and Specialisations:
Blast Furnace Operator
Central Control Caster
Rolling Mill Control Operator
Metal Processing Control Operator

2015-3139
Process Control Technicians not Elsewhere Classified
This unit group covers process control technicians not classified elsewhere in minor group 313. For instance, the group includes those who operate multiple process control equipment in manufacturing assembly lines and paper and pulp production.

**Tasks include:**

2015-313901 Integrated Manufacturing Line Process Control Technician
Provides technical support and services in the development of manufacturing methods, facilities and systems, and in the planning, estimating, measuring and scheduling of an integrated manufacturing line.

Alternative Titles and Specialisations:
- Packaging Manufacturing Process Control Technician
- Printing Manufacturing Process Control Technician
- Industrial Robot Controller
- Automated Assembly Line Operator
- Furniture Manufacturing Process Control Technician

2015-313902 Wood Processing Control Technician
Provides technical support and services in the development of wood processing methods, facilities and systems, and in the planning, estimating, measuring and scheduling thereof.

Alternative Titles and Specialisations:

2015-313903 Clothing, Textile and Footwear Manufacturing Process Control Technician
Provides technical support and services in the development of manufacturing methods, facilities and systems, and in the planning, estimating, measuring and scheduling of clothing, textile and footwear manufacturing processes.

Alternative Titles and Specialisations:
- Textile Manufacturing Process Control Technician
- Footwear Manufacturing Process Control Technician
- Leather Manufacturing Process Control Technician
- Textile Mechanician
- Footwear / Leather Quality Technician
- Clothing Manufacturing Process Control Technician

2015-313905 Cotton Ginning Process Controller
Monitors and controls mechanical and operational efficiency of production facilities, equipment, plant and related resources in ginning of cotton.

Alternative Titles and Specialisations:

2015-313906 Fresh Produce Packing Controller
Monitors and controls the operation, produce flow and equipment settings of treatment, sorting and packing of fresh produce.

Alternative Titles and Specialisations:
- De-greening Operations Controller
Fruit Quality Manipulator (Smart Fresh)
Vegetable Curing Process Controller

2015-313907  Food and Beverage Manufacturing Process Controller
Monitors and controls food and beverage automated or semi-automated production processes.

Alternative Titles and Specialisations:
Brewhouse Operator
Food and Beverage Process Technician / Artisan

2015-313908  Sugar Process Controller
Monitors and controls mechanical and operational efficiency of production facilities, equipment, plant and related resources in the extraction and processing of juice from sugar cane.

Alternative Titles and Specialisations:

2015-313909  Miller
Monitors and controls mechanical and operational efficiency of production facilities, equipment, plant and related resources in the bulk handling and storage of cereals, milling of cereals and extraction of starch.

Alternative Titles and Specialisations:
Stock Feed Miller
Wet Grain Miller
Oats Miller
Rice Miller
Spice Miller
Maize Miller
Mill Silo Operations Controller / Manager
Wheat Miller

2015-313910  Juice Extraction Process Controller
Monitors and controls mechanical and operational efficiency of production facilities, equipment, plant and related resources in the extraction and processing of juice from fresh agricultural produce.

Alternative Titles and Specialisations:
Vegetable Juice Process Controller
Deciduous Fruit Juice Process Controller
Formulations Controller
Citrus Juice Process Controller

2015-313911  Grain Handling Controller
Monitors and controls processes in the storage and distribution of cereals.

**Alternative Titles and Specialisations:**
Grain Depot Controller

**2015-313912** Mineral Beneficiation Process Controller
Monitors and controls mechanical and operational efficiency of mineral beneficiation and process facilities, equipment, plant and related resources.

**Alternative Titles and Specialisations:**
Burner

**2015-313913** Chemical Waste Controller
Identifies, removes, stores or disposes of chemical waste.

**Alternative Titles and Specialisations:**
Paper Pulp Refinery Operator

**2015-313916** Manufacturing Production Technicians
Sets up, tests, and adjusts manufacturing machinery or equipment, using any combination of electrical, electronic, mechanical, hydraulic, pneumatic, or computer technologies.

**Alternative Titles and Specialisations:**

**2015-313917** Pulp and Paper Manufacturing Process Control Technician
Provides technical support and services in the development of manufacturing methods, facilities and systems, and in the planning, estimating, measuring and scheduling of pulp and/or paper manufacturing process

**Alternative Titles and Specialisations:**

**2015-314** Life Science Technicians and Related Associate Professionals
Life science technicians and related associate professionals perform a variety of technical tasks to support life science professionals with their research, development, management, conservation and protection work, in areas such as biology, botany, zoology, biotechnology and biochemistry, and to agriculture, fisheries and forestry.

**Tasks include:**
Keeping records
Conducting tests, experiments, laboratory analyzes, field research and surveys to collect information using accepted scientific methods
Assisting in analyzing data and preparing reports; operating and maintaining equipment

**2015-3141** Life Science Technicians (Excluding Medical)
Life science technicians (except medical) provide technical support to life science professionals undertaking research, analysis and testing of living organisms, and development and application of products and processes resulting from research in areas such as natural resource management, environmental protection, plant and animal biology, microbiology, and cell and molecular biology.

**Tasks include:**
Ordering and stocking laboratory supplies
Using complex and high-powered equipment to perform work
Using computers to develop models and analyze data
Keeping detailed logs of worked performed
Performing routine field and laboratory tests
Assisting in designing, setting up and conducting experiments
Making observations of tests, and analyzing, calculating, recording and reporting test results using appropriate scientific methods
Monitoring experiments to ensure adherence to correct laboratory quality control procedures and health and safety guidelines
Participating in the research, development and manufacture of products and processes
Preserving, classifying and cataloguing specimens and samples
Setting up, calibrating, operating and maintaining laboratory instruments and equipment
Maintaining relevant databases
Collecting and preparing specimens and samples, chemical solutions and slides and growing cultures for use in experiments

Life Science Technician
Identifies and collects living organisms and conducts field and laboratory studies in support of life scientists and technologists.

Alternative Titles and Specialisations:
Pharmacology Technician
Microbiology Technician
Biological Technical Officer
Biomedical Technician
Fisheries Technical Officer
Physiology Technologist
Bacteriology Technician
Biochemistry Technician
Life Sciences Laboratory Technologist
Botanical Technical Officer
Marine Biology Technician
Tissue Culture Technician
Herbarium Technician
Serology Technician
Maxillofacial Technician
Entomology Technician
**Zoology Technical Officer**

Performs tests and experiments, and provide technical support functions to assist environmental scientists and technologists in research and teaching.

**Alternative Titles and Specialisations:**
- Ecological Technical Officer
- Parks and Reserves Technical Officer
- Naturalist
- Environmental Technical Officer
- Conservation Scientific Officer

**Environmental Science Technician**

Performs tests and experiments, and provide technical support functions to assist environmental scientists and technologists in research and teaching.

**Alternative Titles and Specialisations:**
- Ecological Technical Officer
- Parks and Reserves Technical Officer
- Naturalist
- Environmental Technical Officer
- Conservation Scientific Officer

**Agricultural Technicians**

Agricultural technicians perform tests and experiments, and provide technical and scientific support to agricultural scientists, farmers and farm managers.

**Tasks include:**
- Identifying pathogenic micro-organisms and insects, parasites, fungi and weeds harmful to crops and livestock, and assisting in devising methods of control
- Analysing produce to set and maintain standards of quality
- Preparing materials and equipment for experiments, tests and analyses
- Assisting with and performing experiments, tests and analyses applying methods and techniques such as microscopy, histochemistry, chromatography, electrophoresis and spectroscopy
- Collecting and preparing specimens such as soils, plant or animal cells, tissues or parts or animal organs for experiments, tests and analyses
- Organizing maintenance and repairs of research equipment
- Analysing samples of seeds for quality, purity and germination rating
- Conducting or supervising operational programs such as fish hatchery, greenhouse and livestock production programs;
- Collecting data and estimating quantities and costs of materials and labour required for projects

**Agricultural Technician**

Performs tests and experiments, and provides technical support to assist agricultural scientists and technologists in areas such as research, production, servicing and marketing.

**Alternative Titles and Specialisations:**
- Animal Breeding Technician
- Agricultural Laboratory Technician
- Seed Production Technician
- Herd Tester
- Artificial Insemination Technical Officer
- Horticultural Technical Officer
Seed Research Technician
Agronomy Technician
Agriculture Technical Specialist
Agricultural Sampling Officer
Agricultural Technical Advisor
Agricultural Research Technician
Agriculture Technical Assistant
Wool Testing Technician
Dairy Technician
Agricultural Technical Officer
Irrigation Technician
Poultry Technical Officer
Agricultural Sample Collector
Field Crop Technical Officer
Field Production Officer

2015-3143
Forestry Technicians
Forestry technicians perform technical and supervisory functions in support of forestry research and forest management, harvesting, resource conservation and environmental protection.

Tasks include:
Providing technical support to forestry research programs in areas such as tree improvement, seed orchard operations, insect and disease surveys or experimental forestry and forest engineering research
Supervising and performing technical functions in forest harvesting operations
Conducting forest inventories, surveys and field measurements following accepted scientific and operational procedures
Preparing forest cultivation and cutting plans
Coordinating activities such as timber scaling, forest fire suppression, disease or insect control or pre-commercial thinning of forest stands
Supervising forest tree nursery operations
Assisting in and performing technical functions in the preparation of forest management and harvest plans using photogrammetric and mapping techniques and computerized information systems
Assisting in planning and supervision of construction of access routes and forest roads
Implementing, supervising and performing technical functions in silvicultural operations involving site preparation, planting, and tending of tree crops
Ensuring adherence to regulations and policies concerning environmental protection, resource utilisation, fire safety and accident prevention

2015-314301
Forestry Technician
Performs tests and experiments, and provides technical support to assist forestry scientists and technologists in areas such as research, production, servicing and marketing.

Alternative Titles and Specialisations:
Forest Conservation Technician
Forester

2015-314302 Forestry Research Technician
Performs tests and experiments, and provides technical support to assist forestry scientists and technologists in areas such as research, production, servicing and marketing.

Alternative Titles and Specialisations:
Forestry Technical Assistant
Silviculture Technician
Forestry Technical Officer
Forestry Technical Specialist
Research Forester

2015-315 Ship and Aircraft Controllers and Technicians
Ship and aircraft controllers and technicians, command and navigate ships and aircraft, perform technical functions to ensure safe and efficient movement and operations, and develop electrical, electromechanical, and computerized air control systems.

Tasks include:
Directing the movements of ships or aircraft and developing electrical, electromechanical, and computerized air control systems
Commanding and navigating ships or aircraft
Controlling the operation of mechanical, electrical and electronic equipment on board ship or on aircraft

2015-3151 Ships' Engineers
Ships’ engineers control and participate in the operation, maintenance and repair of mechanical, electrical and electronic equipment and machinery on board ship, or perform related supporting functions on shore.

Tasks include:
Performing technical supervision of the installation, maintenance and repair of ship’s machinery and equipment to ensure compliance with specifications and regulations
Controlling and participating in the operation, maintenance and repair of mechanical, electrical and electronic equipment and machinery on board ship
Ordering fuel and other engine-room department stores and maintaining record of operations
Inspecting and conducting maintenance and emergency repairs to engines, machinery and auxiliary equipment
Standing engine room watch, monitoring and noting performance of engines, machinery and auxiliary equipment

2015-315101 Ship's Engineer
Controls and manages the operation and maintenance of the plant and equipment of ships.

Alternative Titles and Specialisations:
Ships’ Deck Officers and Pilots

Ships’ deck officers and pilots command and navigate ships and similar vessels, and perform related functions on shore.

Tasks include:
- Controlling and participating in deck and bridge-watch activities
- Performing technical supervision of maintenance and repair of ship to ensure compliance with specifications and regulations
- Navigating vessels into and out of ports and through channels, straits and other waters where special knowledge is required
- Commanding and navigating ship or similar vessel at sea or on inland waterways
- Ensuring safe loading and unloading of cargo and observance of safety regulations and procedures by crew and passengers
- Transmitting and receiving routine and emergency information with shore stations and other ships
- Applying knowledge of principles and practices relating to ship’s operation and navigation in order to identify and solve problems arising in the course of their work
- Ordering ship’s stores and recruiting crew as required and maintaining record of operations

Ship’s Master

Controls and manages the operations of a ship or boat.

Alternative Titles and Specialisations:
- Hydrofoil Captain
- Ship’s Pilot
- Charter Boat Operator
- Tug Master
- Master Mariner
- Harbour Pilot
- Jet Boat Driver / Operator
- Hovercraft Operator
- Dredge Master
- Launch Master

Ship’s Officer

Navigates and controls the safe operation of a ship and supervises and coordinates the activities of deck crew.

Alternative Titles and Specialisations:
- Ships Mate / Officer
- Ship's Navigating Officer
- Deck Officer
2015-315203  Ship's Surveyor
Surveys machines and hulls of ships to ensure they are constructed, equipped and maintained according to safety standards, rules and regulations laid down by marine authorities.

Alternative Titles and Specialisations:
Nautical Surveyor
Nautical Information Advisor
Marine Engineer Surveyor

2015-315204  Marine Certification & Surveillance Manager
Surveys marine vessels in accordance with international safety standards determine seaworthiness.

Alternative Titles and Specialisations:

2015-315205  Boat Driver / Coxswain
Controls and manages the operations of a small boat / vessel.

Alternative Titles and Specialisations:

2015-3153  Aircraft Pilots and Related Associate Professionals
Aircraft pilots and related associate professionals control the operation of mechanical, electrical and electronic equipment, in order to navigate aircraft for transporting passengers, mail and freight and perform related pre-flight and in-flight tasks.

Tasks include:
Applying knowledge of principles and practices of flying in order to identify and solve problems arising in the course of their work
Controlling the operation of mechanical, electrical and electronic equipment and ensuring that all instruments and controls work properly
Obtaining briefings and clearances before flights and maintaining contact with air traffic or flight control during flight
Signing necessary certificates and maintaining official records of flight
Examining maintenance records and conducting inspections to ensure that aircraft are mechanically sound, maintenance has been performed and that all equipment is operational
Flying and navigating aircraft in accordance with established control and operating procedures
Preparing and submitting flight plan or examining standard flight plan

2015-315301  Aircraft Navigator
Plans and navigates the journey, advises the pilot while en route and ensures that hazards conditions are avoided.

Alternative Titles and Specialisations:
Flight Navigator

2015-315302  Flight Engineer
Monitors the mechanical performance of an aircraft in flight.

Alternative Titles and Specialisations:
Flight Engineer Inspector

2015-315303
Aeroplane Pilot
Flies aeroplanes to transport passengers, mail and freight, or provide agricultural, aviation or aerial surveillance services.

Alternative Titles and Specialisations:
Military Transport Pilot
Aerial Topdressing Contractor
Aerial Spraying Contractor
Airline Captain
Fighter Pilot
Aircraft Captain

2015-315304
Flying Instructor
Teaches the theory and practical skills of flying aircraft.

Alternative Titles and Specialisations:
Aeronautical Instructor
Helicopter Pilot Instructor
Gliding Pilot Instructor
Aviation Instructor
Ground School Instructor

2015-315305
Helicopter Pilot
Flies helicopters to transport passengers, mail or freight, or provide agricultural, aviation or aerial surveillance services.

Alternative Titles and Specialisations:
Attack Helicopter Pilot
Chopper Pilot

2015-315306
Balloonist
Navigates and controls the safe operation of an air balloon.

Alternative Titles and Specialisations:

2015-3154
Air Traffic Controllers
Air traffic controllers direct aircraft movements in airspace and on the ground, using radio, radar and lighting systems, and provide information relevant to the operation of aircraft.

Tasks include:
Initiating and organizing emergency, search and rescue services and procedures.
Maintaining radio and telephone contact with adjacent control towers, terminal control units and other control centres, and coordinating the movement of aircraft into adjoining areas.

Applying knowledge of principles and practices of air traffic control in order to identify and solve problems arising in the course of their work.

Directing activities of all aircraft and service vehicles on or near airport runways.

Directing and controlling aircraft approaching and leaving airport and their movement on the ground.

Informing flight crew and operations staff about weather conditions, operational facilities, flight plans and air traffic.

Directing and controlling aircraft operating in designated airspace sector.

Examining and approving flight plans.

2015-315401 Air Traffic Controller

Ensures the safe and efficient movement of aircraft in controlled airspace and aerodromes by directing aircraft movements.

Alternative Titles and Specialisations:

Air Traffic Service Operator
Aerodrome Controller

2015-3155 Air Traffic Safety Electronics Technicians

Air traffic safety electronics technicians perform technical tasks concerning the design, installation, management, operation, maintenance and repair of air traffic control and air navigation systems.

Tasks include:

- Developing, modifying and debugging system software
- Modifying existing ground-based air navigation systems and equipment to adapt them to new air traffic control procedures, in order to improve capability, reliability and integrity, or to facilitate air traffic control procedures and airspace designation
- Applying the knowledge and skills of air traffic safety engineering principles and practices in order to identify and solve problems arising in the course of their work
- Providing or assisting with the technical supervision of construction, installation and operation of ground-based air navigation equipment and its maintenance and repair to ensure that standards and specifications are met
- Providing technical training and supervising other work
- Controlling, monitoring and certifying communication navigation and surveillance air traffic management equipment and calibrating the ground-based air navigation system to ensure maximum accuracy and safety of flight, take-off and landing operations
- Carrying out technical duties related to the development of electronic and computerized air navigation systems and equipment, and testing prototypes
- Preparing and contributing to the preparation of cost estimates and technical and training specifications for air traffic control and safety equipment
- Providing technical help in the design and layout of specific interface circuitry of air navigation and aircraft detection tracking systems

2015-315501 Airborne Electronics Analyst

Utilises sophisticated electronic surveillance equipment to detect and identify warships, illegal fishing boats and large merchant vessels. The detection could be as part of warfare or aimed at search and rescue operations.

Alternative Titles and Specialisations:

Aircraft Electronics Technical Officer
Air Defence Officer

2015-315502

Airworthiness Surveyor

Inspects aircraft in order to fulfil the initial and annual registration requirements for airworthiness.

Alternative Titles and Specialisations:

2015-32

Health Associate Professionals

Health associate professionals perform technical and practical tasks to support diagnosis and treatment of illness, disease, injuries and impairments in humans and animals, and to support implementation of health care, treatment and referrals plans usually established by medical, veterinary, nursing and other health professionals.

Tasks include:

Testing and operating medical imaging
Preparing medications and other pharmaceutical compounds under the guidance of pharmacists;
Equipment and administering radiation therapy; performing clinical tests on specimens of bodily fluids and tissues;
Designing, fitting, servicing and repairing medical and dental devices and appliances;
Providing nursing and personal care and midwifery support services; using herbal and other therapies based on theories, beliefs and experiences originating in specific cultures

2015-321

Medical and Pharmaceutical Technicians

Medical and pharmaceutical technicians perform technical tasks to assist in diagnosis and treatment of illness, disease, injuries and impairments.

Tasks include:

Administering radiopharmaceuticals or radiation to patients to detect or treat diseases
Preparing medications and other pharmaceutical compounds under the guidance of pharmacists
Performing clinical tests on specimens of bodily fluids and tissues

2015-3211

Medical Imaging and Therapeutic Equipment Technicians

Medical imaging and therapeutic equipment technicians test and operate radiographic, ultrasound and other medical imaging equipment to produce images of body structures for the diagnosis and treatment of injury, disease and other impairments. They may administer radiation treatments to patients under the supervision of a radiologist or other health professional.

Tasks include:

Explaining procedures, observing and positioning patients, and using protection devices to ensure safety and comfort during examination, scan, or treatment
Administering, detecting and mapping radiopharmaceuticals or radiation in patients' bodies, using radioisotope, camera or other equipment for diagnosing and treating diseases
Positioning imaging or treatment equipment, monitoring video displays, and adjusting settings and controls according to technical specifications
Measuring and recording radiation dosage or radiopharmaceuticals received and used for patients, following prescription issued by a medical practitioner
Monitoring patients' conditions and reactions, reporting abnormal signs to a medical practitioner
Reviewing and evaluating developed x-rays, video tape, or computer generated information to determine if images are satisfactory for diagnostic purposes and recording results of procedures
Recording and disposing of radioactive materials and storing radiopharmaceuticals, following radiation safety procedures

Operating or overseeing operation of radiologic, ultrasound and magnetic imaging equipment to produce images of the body for diagnostic purposes

**2015-321101 Medical Diagnostic Radiographer**

Medical imaging technologist operates x-ray and other medical imaging equipment to produce images for medical diagnostic purposes in conjunction with radiologists or other medical specialists.

**Alternative Titles and Specialisations:**
Medical / Diagnostic Radiation Technologist
X-Ray Operator
Magnetic Resonance Technologist
Medical Imaging Technologist
Mammographer
Radiographer
X-Ray Darkroom Technician

**2015-321102 Medical Radiation Therapist**

Operates high energy x-ray and other radiation and electron generating and monitoring equipment to administer radiation treatment for medical purposes in conjunction with radiologists or other medical specialists.

**Alternative Titles and Specialisations:**
Medical X-Ray Technician
Radiation Technologist / Therapist
Radiotherapist

**2015-321103 Nuclear Medicine Technologist**

Performs or assists in performing diagnostic examinations using radio nuclides and radiopharmaceuticals, and administers radio nuclides for therapeutic purposes under the direction of nuclear medicine specialists or other specialist medical practitioners.

**Alternative Titles and Specialisations:**
Radiochemist
Nuclear Radiographer
Radioisotope Technician / Technologist

**2015-321104 Sonographer**

Operates ultrasound equipment to acquire, interpret and selectively record anatomical images, physical data and real time physiological information for medical diagnostic purposes in conjunction with other medical practitioners.

**Alternative Titles and Specialisations:**
Cardiac Ultrasound Technician
Ultrasonographer
2015-321105  Anaesthetic Technician
Prepares and maintains anaesthetic equipment for operating theatres or clinics, and assists anaesthetists during anaesthetic procedure.

Alternative Titles and Specialisations:

2015-321106  Cardiac Technician
Conducts tests on patients to record heart activity using specialised equipment, recording devices and laboratory instruments in support of cardiologists and other medical practitioners engaged in diagnosing, monitoring and treating heart disease.

Alternative Titles and Specialisations:
Electrocardiograph Technician
Cardiographer
Cardiology Technician
ECG Technician
Echocardiographer
Cardiac Technologist

2015-321107  Operating Theatre Technician
Prepares and maintains an operating theatre and its equipment, assists the surgical team during operations and provides support to patients in the recovery room.

Alternative Titles and Specialisations:
Hospital Theatre Technician

2015-321108  Audiometrist
Administers audiometric screening and threshold tests under supervision of audiologist or otolaryngologist and refer individual to audiologist or other health professional for test interpretation or further examination.

Alternative Titles and Specialisations:
Audiometric Technician
Audio Visual Technician

2015-321109  Dialysis Technician
Sets up and operates haemodialysis machine to provide dialysis treatment.

Alternative Titles and Specialisations:

2015-321110  Neurophysiological Technician
Prepares and maintains equipment for neurophysiological tests and treatments.

Alternative Titles and Specialisations:
Neurosciences Research Technician

2015-321111  Renal Technician
Prepares and maintains equipment for renal tests and treatments.
Alternative Titles and Specialisations:

2015-321112 Intensive Care Technician
Administers first aid treatment and transport sick or injured persons to medical facilities, working as a member of an emergency medical team.

Alternative Titles and Specialisations:

2015-321113 Orthopaedic Technician
Assists orthopaedic surgeons in the practice of medicine.

Alternative Titles and Specialisations:

2015-321114 Health Technical Support Officer
Provides technical, administrative and program development support to health care professionals and practitioners.

Alternative Titles and Specialisations:

2015-321115 Medical Electronic Equipment Operator
Operates, inspects and maintains laboratory or healthcare equipment.

Alternative Titles and Specialisations:

2015-321116 Electroencephalographic Technician
Conducts tests on patients to record brainwaves, or other electrical impulses in the nervous system and spinal cord, by use of specialised equipment in support of specialists engaged in diagnosing, monitoring and treating neurological and related disorders.

Alternative Titles and Specialisations:

2015-321117 Radiation Laboratory Technician
Assists with patient diagnosis and treatment by performing a variety of standard radiological examinations on patients using stationary and portable x-ray and ancillary equipment.

Alternative Titles and Specialisations:

2015-321118 Orthotist or Prosthetist
Designs, builds, fits and repairs splints, braces, callipers, artificial limbs and related appliances to restore function or compensate for muscular and skeletal disabilities.

Alternative Titles and Specialisations:

2015-3212 Medical and Pathology Laboratory Technicians
Medical and pathology laboratory technicians perform clinical tests on specimens of bodily fluids and tissues in order to obtain information about the health of a patient or cause of death.

Tasks include:
Examining cells stained with dye to locate abnormalities

Setting up, cleaning, and maintaining laboratory equipment

Inoculating fertilized eggs, broths, or other bacteriological media with organisms

Operating, calibrating and maintaining equipment used in quantitative and qualitative analysis, such as spectrophotometers, calorimeters, flame photometers, and computer-controlled analyzers

Establishing and monitoring programs to ensure the accuracy of laboratory results and developing, standardizing, evaluating, and modifying procedures, techniques and tests used in the analysis of specimens

Entering data from analysis of laboratory tests and clinical results into records-keeping systems and reporting results to medical practitioners and other health professionals

Analyzing laboratory findings to check the accuracy of the results

Analyzing samples of biological material for chemical content or reaction

Conducting chemical analysis of body fluids, including blood, urine, and spinal fluid, to determine presence of normal and abnormal components

Obtaining specimens, cultivating, isolating and identifying microorganisms for analysis

2015-321201  Medical Laboratory Technician

Performs routine medical laboratory tests and operates diagnostic laboratory equipment under the supervision of medical laboratory scientists and pathologists.

Alternative Titles and Specialisations:

Medical Science Technician
Clinical Microbiology Technician
Cytology Technician
Medical Laboratory Assistant
Pathology Technician
Medical Bloodbank Technician
Venepuncturist
Histopathology Technician
Phlebotomist
Haematology Technician
Medical Research Officer
Medical Laboratory Technical Officer

2015-3213  Pharmaceutical Technicians and Assistants

Pharmaceutical technicians and assistants perform a variety of tasks associated with dispensing medicinal products under the guidance of a pharmacist or other health professional.

Tasks include:

Maintaining proper storage and security conditions for drugs
Ordering, labelling, and counting stock of medications, chemicals, and supplies, and entering inventory data into records-keeping systems

Preparing medications and other pharmaceutical compounds under the guidance of a pharmacist or other health professional

Filling and labelling containers with prescribed medications

Receiving prescriptions or refill requests from health professionals and verifying that information is complete and accurate according to medical records keeping standards

Cleaning and preparing equipment and containers used to prepare and dispense medicines and pharmaceutical compounds

Pricing and filing prescriptions that have been filled and establish and maintaining patient records, including lists of medications taken by individual patients

Assisting clients by answering questions, locating items or referring them to a pharmacist for medication information

Dispensing medicines and drugs to clients and giving written and oral instructions on their use, as prescribed by medical doctors, veterinarians or other health professionals

2015-321301

Pharmaceutical Technician

Fills and labels patients' prescriptions under the supervision of a pharmacist. May record details of, place orders for, take stock of, and store medications and medical supplies and deliver them to patients.

Alternative Titles and Specialisations:

Pharmacy Technician
Pharmaceutical Assistant
Pharmacy Dispensing Technician
Dispensary Technician
Pharmacist Technician

2015-3214

Medical and Dental Prosthetic Technicians

Medical and dental prosthetic technicians design, fit, service and repair medical and dental devices and appliances following prescriptions or instructions established by a health professional. They may service a wide range of support instruments to correct physical medical or dental problems such as neck braces, orthopaedic splints, artificial limbs, hearing aids, arch supports, dentures, and dental crowns and bridges.

Tasks include:

Conferring with medical and dental practitioners in order to formulate specifications and prescriptions for devices and appliances

Instructing patients in the use and care of prosthetic or orthotic devices

Examining, interviewing, and measuring patients in order to determine their appliance needs, and to identify factors that could affect appliance fit

Repairing, modifying, and maintaining medical and dental prosthetic and supportive devices, according to specifications

Bending, forming, and shaping fabric or material so that it conforms to prescribed contours needed to fabricate structural components

Designing and making orthotic and prosthetic devices using materials such as thermoplastic and thermosetting materials, metal alloys and leather, and hand and power tools

Fabricating full and partial dentures and constructing mouth guards, crowns, metal clasps, inlays, bridgework and other aids

Fitting appliances and devices onto patients, testing and evaluating them, and making adjustments for proper fit function, and comfort

Interpreting prescriptions or specifications to determine the type of product or device to be fabricated, and the materials and tools that will be required
Making or receiving casts or impressions of patients' torsos, limbs, mouths or teeth for use as fabrication patterns.

2015-321401 Dental Prosthetist
Designs, constructs, repairs and fits dentures and mouth guards.

Alternative Titles and Specialisations:
Dental Prosthesis Maker Repairer
Clinical Dental Technician

2015-321402 Dental Technician
Constructs and repairs dentures and other dental appliances.

Alternative Titles and Specialisations:
Dental Mechanic Technician
Dental Ceramicist
Orthodontic Technician
Dental Form Caster
Orthodontist Assistant

2015-321403 Dental Therapist
Examines and treats diseases of the teeth in pre-school, primary and secondary school children under the general supervision of a dentist.

Alternative Titles and Specialisations:
Dental Tutor Sister
Denturist
Dental Health Advisor
Dental Attendant
Oral Health Therapist
Gum Therapist

2015-321405 Orthotic and Prosthetic Technician
Fabricate and fit orthopaedic braces or prostheses to assist patients with disabling conditions of limbs and spine, or with partial or total absence of limb.

Alternative Titles and Specialisations:
Orthotist
Prosthetist

2015-322 Nursing Midwifery Associate Professionals
Nursing and midwifery associate professionals provide basic nursing and personal care for people who are physically or mentally ill, disabled or infirm, and others in need of care due to potential risks to health including before, during and after childbirth. They generally work under the supervision of, and in support of implementation of health care,
treatment and referrals plans established by, medical, nursing, midwifery and other health professionals.

Tasks include:
Assessing progress during pregnancy and childbirth, providing or assisting in delivery care, and recognizing signs and symptoms requiring referral to a health professional
Providing care and support to women and newborns following childbirth
Providing nursing and personal care, treatment and advice to patients as per care plans as established by health professionals
Cleaning wounds and applying surgical dressings; providing advice to individuals, families and communities on topics related to health, contraception, pregnancy and childbirth
Assisting professional nurses, midwives and medical doctors in administering medication and treatments

2015-3221 Nursing Associate Professionals
Nursing associate professionals provide basic nursing and personal care for people in need of such care due to effects of ageing, illness, injury, or other physical or mental impairment. They generally work under the supervision of, and in support of implementation of health care, treatment and referrals plans established by, medical, nursing and other health professionals.

Tasks include:
Administering medications and other treatments to patients, monitoring patients' condition and responses to treatment, and referring patients and their families to a health professional for specialised care as needed
Assisting in giving first-aid treatment in emergencies
Assisting in planning and managing the care of individual patients
Cleaning wounds and applying surgical dressings
Providing nursing and personal care and treatment and health advice to patients as per care plans established by health professionals
Updating information on patients' condition and treatments received in records-keeping systems

2015-322101 Enrolled Nurse
Provides nursing care to patients in a variety of health, aged care, welfare and community settings under the supervision of registered nurses.

Alternative Titles and Specialisations:
Psychiatric Assistant
Nursing Assistant
Medical Assistant (Defence)
Community Nurse
Physiotherapy Nurse
Unregistered Nurse

2015-322102 Mother Craft Nurse
Assists in providing care to newborn infants, and provides advice and training to parents of newborn infants.

Alternative Titles and Specialisations:
Lactation Consultant

Midwifery Associate Professionals

Midwifery associate professionals provide basic health care and advice before, during and after pregnancy and childbirth. They implement care, treatment and referral plans usually established by medical, midwifery and other health professionals.

Tasks include:
Providing care and support to women and newborns following childbirth, monitoring their health status, and identifying signs and symptoms requiring referral to a health professional
Providing delivery care, usually only in the absence of identified potential complications, or assisting medical doctors or midwifery professionals with delivery care
Assessing progress during pregnancy and childbirth, and recognizing signs and symptoms requiring referral to a health professional
Providing advice to women, families and communities on health, nutrition, hygiene, exercise, birth and emergency plans, breastfeeding, infant care, family planning and contraception, lifestyle and other topics related to pregnancy and childbirth

Assistant Midwife

Traditional and Complementary Medicine Associate Professionals

Traditional and complementary medicine associate professionals prevent, care for and treat human physical and mental illnesses, disorders and injuries using herbal and other therapies based on theories, beliefs and experiences originating in specific cultures.

Tasks include:
Providing care and treatment for physical injuries such as setting and healing fractured and dislocated bones using traditional methods of physical manipulation and herbal therapies
Advising individuals, families and the community on health, nutrition, hygiene, lifestyle and other issues to maintain or improve health and well-being
Referring patients to, and exchanging information with, other health care providers to ensure comprehensive and continuing care
Examining patients and interviewing them and their families to determine their health status and the nature of physical or mental disorders or illnesses or other ailments

Indigenous Heath Worker (Inyanga)
Liaises with patients and clients and works as a team member to arrange, coordinate and provide health care delivery in accordance with indigenous traditions.

**Alternative Titles and Specialisations:**

2015-323102 Ancillary Health Care Worker
Liaises with patients, clients, visitors to hospitals and staff at health clinics, and works as a team member to arrange, coordinate and provide health care delivery in community health clinics.

**Alternative Titles and Specialisations:**

2015-324 Veterinary Technicians and Assistants
Veterinary technicians and assistants carry out advisory, diagnostic, preventive and curative veterinary tasks, more limited in scope and complexity than those carried out by veterinarians. They care for animals under treatment and in temporary residence at veterinary facilities and assist veterinarians to perform procedures and operations.

**Tasks include:**
- Placing animals in cages for recovery from operations and monitoring their condition
- Assisting veterinarians to administer anaesthetics and oxygen during treatment
- Treating ill or injured animals, especially for common diseases and disorders
- Carrying out technical tasks connected with artificial insemination of animals
- Conducting examinations of animals to make diagnoses or refer more difficult cases to veterinarians when needed
- Advising communities and individuals on the treatment of animals and their diseases and injuries
- Cleaning and sterilising examination tables and instruments and preparing materials used in the examination and treatment of animals
- Getting animals ready for examination or treatment and restraining or holding them during treatment

2015-324 Veterinary Technicians and Assistants
Veterinary technicians and assistants carry out advisory, diagnostic, preventive and curative veterinary tasks, more limited in scope and complexity than those carried out by, and with the guidance of, veterinarians. They care for animals under treatment and in temporary residence at veterinary facilities, perform routine procedures and assist veterinarians to perform procedures and operations.

**Tasks include:**
- Placing animals in cages for recovery from operations and monitoring their condition
- Assisting veterinarians to administer anaesthetics and oxygen during treatment
- Treating ill or injured animals, especially for common diseases and disorders
- Carrying out technical tasks connected with artificial insemination of animals
- Conducting examinations of animals to make diagnoses or refer more difficult cases to veterinarians when needed
- Advising communities and individuals on the treatment of animals and their diseases and injuries
- Cleaning and sterilising examination tables and instruments and preparing materials used in the examination and treatment of animals
- Getting animals ready for examination or treatment and restraining or holding them during treatment
- Producing radiographs, collecting samples, and performing other laboratory tests to assist in diagnosis of animal health problems
Performing routine animal dental procedures and assisting veterinarians with animal dentistry

2015-324101 Veterinary Nurse
Cares for animals under treatment or in temporary residence at veterinary facilities and assists veterinarians to perform procedures and operations.

Alternative Titles and Specialisations:
Veterinary Vaccinator
Artificial Inseminator
Animal Nurse
Veterinary Assistant

2015-324102 Veterinary Technician
Prepares vaccines, serums or tissue samples, takes blood samples and performs medical tests in a laboratory environment for use in the treatment and diagnosis of diseases in animals.

Alternative Titles and Specialisations:

2015-325 Other Health Associate Professionals
Other health associate professionals perform technical tasks and provide support services in dentistry, medical records administration, community health, the correction of reduced visual acuity, physiotherapy, environmental health, emergency medical treatment and other activities to support and promote human health.

Tasks include:
Providing advice and education on sanitation and hygiene to limit the spread of infectious diseases
Assisting families to develop the necessary skills and resources to improve their health status
Fitting and dispensing optical lenses
rooms and preparing them for examination; attending accidents, emergencies and requests for medical assistance
Compiling and maintaining patients’ medical records to document condition and treatment and to provide data for research, billing, cost control and care improvement
Investigate the implementation of rules and regulations relating to environmental and occupational factors that may potentially affect human health
Providing basic care services for the prevention and treatment of diseases and disorders of the teeth and mouth; advising communities and individuals on hygiene, diet and other preventive measures to reduce potential risks to health
Massaging the soft tissues of the body; showing patients to examination

2015-3251 Dental Assistants and Therapists
Dental assistants and therapists provide basic dental care services for the prevention and treatment of diseases and disorders of the teeth and mouth, as per care plans and procedures established by a dentist or other oral health professional.

Tasks include:
Advising communities and individuals on dental hygiene, diet and other preventive measures to reduce potential risks to oral health
Conducting visual and physical examinations of patients’ mouths, teeth and related structures to assess oral health status
Assisting dentists during complex dental procedures
Identifying cases of patients with poor oral health or oral disease requiring referral to a dentist or other health professional
Providing fluoride treatments, cleaning and removing deposits from teeth, preparing cavities and placing fillings, administering local anaesthesia, and performing other types of basic or routine clinical dental procedures

Getting patients ready for examination or treatment including explaining procedures and correct positioning

Preparing, cleaning and sterilizing dental instruments, equipment and materials used in the examination and treatment of patients

Taking impressions of the mouth and dental radiographs to support diagnosis and fitting of dental prosthesis

2015-325101 Dental Assistant
Prepares patients for dental examinations and assists dentists in providing care and treatment.

Alternative Titles and Specialisations:
Dental Nurse
Dental Aide
Dental Chairside Assistant
Orthodontic Assistant
Dental Surgery Assistant

2015-325102 Dental Hygienist
Carries out preventative dental procedures under the direction of a dentist.

Alternative Titles and Specialisations:
Oral Hygienist

2015-3252 Medical Records and Health Information Technicians
Medical records and health information technicians develop, maintain and implement health records processing, storage and retrieval systems in medical facilities and other health care settings to meet the legal professional, ethical and administrative records-keeping requirements of health services delivery.

Tasks include:
Translating narrative descriptions and numeric information from medical records and other documents on health services delivery into codes associated with standard classification systems
Epidemiological monitoring, research, billing, cost control and care improvement
Protecting the security of medical records to ensure that confidentiality is maintained and releasing information to authorized persons and agencies in accordance with regulations
Reviewing records for completeness, accuracy and compliance with regulations
Planning, developing, maintaining and operating a variety of health record indexes and storage and retrieval systems to collect, classify, store and analyze information
Supervising clerical and administrative workers involved in the maintenance of medical records
Transcribing, compiling and processing patient medical records, admission and discharge documents, and other medical reports into records-keeping systems to provide data for patient monitoring and referral

2015-325201 Health Information Manager
Plans, develops, implements and manages health information services such as patient information systems, and clinical and administrative data to meet the medical, legal, ethical and administrative requirements of health care delivery.
Alternative Titles and Specialisations:
Health Data Administrator
Clinical Trial Data Manager
Medical Records Analyst
Disease Registry Technician
Health Information Clerk
Transplant Coordinator
Medical Records Administrator
Health Information Strategy Advisor
Medical Records Clerk
Medical Records Technician
Casemix Coordinator
Clinical Coder

Community Health Workers
Community health workers provide health education, referral and follow up, case management, and basic preventive health care and home visiting services to specific communities. They provide support and assistance to individuals and families in navigating the health and social services system.

Tasks include:
Collecting data from households and communities who do not usually access medical establishments for purposes of patient monitoring and referral and reporting to meet health regulations
Distributing to households medical supplies for the prevention and treatment of endemic diseases such as malaria, pneumonia and diarrhoeal diseases, and instructing family and community members in the use of these products
Visiting families in their homes to provide information on the health, social and other services available and support them in gaining access to these services
Visiting families who do not usually access medical establishments to monitor on a regular basis certain conditions, such as progress with pregnancy, child growth and development, and environmental sanitation

Health Promotion Officer
Assists health and community groups to improve the health of individuals and the community by raising awareness of healthy lifestyles, disease and disability, and other health-related issues.

Alternative Titles and Specialisations:
Diabetes Educator
Tuberculosis Educator
Aids Educator
Community Health Worker
Health Education Officer
Dispensing Opticians
Dispensing opticians design, fit and dispense optical lenses based on a prescription from an ophthalmologist or optometrist for the correction of reduced visual acuity. They service corrective eyeglasses, contact lenses, low-vision aids and other optical devices.

Tasks include:
- Interpreting optical prescriptions and preparing work order for optical laboratory for grinding and mounting of lenses in frames, preparation of contact lenses and other required work
- Providing advice to clients with selection and maintenance of eyeglasses and frames, types of contact lenses and other optical devices for performance, safety, comfort and lifestyle
- Verifying exactness of finished optical appliances and devices to the original prescription and fit of clients
- Examining and taking facial and eye measurements of clients for fitting of eyeglasses and other optical devices

Dispensing Optician
Interprets optical prescriptions, and fits and services optical appliances such as spectacle frames and lenses.

Alternative Titles and Specialisations:
- Optical Dispenser
- Spectacles Dispenser

Physiotherapy Technicians and Assistants
Physiotherapy technicians and assistants provide physical therapeutic treatments to patients in circumstances where functional movement is threatened by injury, disease or impairment. Therapies are usually provided as per rehabilitative plans established by a physiotherapist or other health professional.

Tasks include:
- Conferring with physiotherapists or other health care providers to evaluate patient information for planning, modifying, and coordinating treatment
- Monitoring and recording patients’ progress during treatments, including measuring their range-of-joint motion and vital signs
- Administering electrical modality treatments, ultrasound, and other physical therapies using specialised techniques and equipment, including infra-red lamps, wet compresses, and herbal and mineral therapies
- Administering manual treatments such as massage therapy or pressure point therapy
- Fitting patients for orthopedic braces, prostheses, and other physical supportive devices such as crutches, and instructing patients in the use of such devices
- Instructing, motivating, safeguarding and assisting patients as they practice physical exercises, relaxation techniques and functional activities

Massage Therapist
Performs therapeutic massage and administers body treatments for relaxation, health, fitness and remedial purposes.

Alternative Titles and Specialisations:
Physical Therapy Assistant
Sports Medicine Masseur
Shiatsu Therapist
Remedial Masseur
Acupressure Therapist
Physiotherapy Technician
Chinese (Tui-Na) Masseur
Physical Rehabilitation Technician

2015-325502 Hydrotherapist
Uses water to relieve discomfort and promote physical well-being.

Alternative Titles and Specialisations:

2015-325503 Electrotherapist
Uses electrical impulses to relieve discomfort and promote physical well-being.

Alternative Titles and Specialisations:

2015-3256 Medical Assistants
Medical assistants perform basic clinical and administrative tasks to support patient care under the direct supervision of a medical practitioner or other health professional.

Tasks include:
Getting patients ready for examination and treatment, including explaining procedures and showing them to examination rooms
Interviewing patients and their families to obtain information on their health status and medical history
Providing prescription and drug refill information to pharmacies
Scheduling appointments with patients, and preparing documentation required for billing, reporting and insurance purposes
Preparing and handling medical instruments and supplies, including sterilizing instruments and disposing of contaminated supplies in accordance with safety procedures
Collecting blood, tissue or other specimens, and preparing them for laboratory testing
Assisting medical doctors and other health professionals to examine and treat patients, including measuring and recording vital signs, administering medications, and performing routine clinical procedures such as giving injections and removing sutures
Recording information on patients’ medical history, diagnostic testing and treatment procedures and results, and other information in medical records-keeping systems
Maintaining cleanliness of patient waiting and examination rooms
Providing information to patients and families on health care topics including medications prescribed by a medical doctor or other health professional

2015-325601 Medical Assistant
Performs basic clinical and administrative tasks to support patient care under the direct supervision of a medical practitioner or other health professional.

Alternative Titles and Specialisations:
Environmental and Occupational Health Inspectors and Associates

Tasks include:
- Inspecting areas of production, processing, transport, handling, storage and sale of products to ensure conformity with government and other rules, regulations and standards
- Advising enterprises and the general public on the implementation of government and other rules and regulations concerning hygiene, sanitation, purity and grading of primary products, food, drugs, cosmetics and similar goods
- Advising employers’ and workers’ representatives on the implementation of government and other rules and regulations concerning occupational safety and the working environment
- Initiating action to maintain or improve hygiene and prevent pollution of water, air, food or soil
- Inspecting establishments to ensure that they conform to government and other rules and regulations concerning emission of pollutants and disposal of dangerous wastes
- Giving advice on environmental sanitary problems and techniques
- Promoting preventive and corrective measures such as control of disease carrying organisms and of harmful substances in the air, hygienic food handling, proper disposal of waste and cleaning of public places
- Estimating quantities and costs of materials and labour required for health, safety and sanitation remediation project
- Inspecting places of work to ensure that the working environment, machinery and equipment conform to government and other rules, regulations and standards related to sanitation and/or occupational and environmental health and safety
- Inspecting places of work and, by interviews, observations and other means, obtaining information about work practices and accidents to determine compliance with safety rules and regulations

Alternative Titles and Specialisations:
- Sanitary Inspector
- Sanitarian
- Health Inspector

Marine Safety Officer

Inspects all parts of a vessel for safety regulations and also look for environmental hazards.

Alternative Titles and Specialisations:

Agricultural / Horticultural Produce Inspector

Conducts inspections of agricultural commodities, processing equipment and facilities, monitors conformance to standards and protocols to ensure compliance with regulations and laws governing health, quality and safety.
Alternative Titles and Specialisations:
Meat Inspector
Produce Inspector
Dairy Product Inspector
Dairy Quality Assurance Officer
Fruit and Vegetable Inspector
Meat Safety and Quality Controller
Perishable Produce Export Assessor

2015-325704  
**Aquaculture Produce Analyst**
Analyse aquaculture produce for quality and conformance with technical produce standards and regulatory provisions.

**Alternative Titles and Specialisations:**

2015-325705  
**Safety Inspector**
Inspects machines, equipment, working conditions and public places to ensure compliance with government and industry standards and regulations, in relation to occupational health and safety.

**Alternative Titles and Specialisations:**  
Lift Inspector
Lifting Machinery Inspector
Accident Prevention Consultant / Inspector
Factory Inspector
Medical Equipment Inspector
Bridge Inspector
Housing Inspector
Non-destructive Testing (NDT) Inspector
Works Inspector
Safety Health Environment Quality Inspector
Lighthouse Inspector

2015-325706  
**Ammunition Technician**
Renders safe or dispose of hazardous explosive devices.

**Alternative Titles and Specialisations:**
Explosive Ordnance
Hazardous Devices Technician
2015-325707  Mines Safety Inspector
Regulates and monitors those environmental aspects at mines that affect, or may affect, the health or safety of employees or other persons.

Alternative Titles and Specialisations:
Mine Radiation Officer
Mine Risk Control Officer
Mine Safety Officer
Mines Inspector
Mine Air Quality Officer

2015-3258  Ambulance Workers
Ambulance workers provide emergency health care to patients who are injured, sick, infirm, or otherwise physically or mentally impaired prior to and during transport to medical facilities.

Tasks include:
Assessing health status of persons involved in accidents, natural disasters and other emergency situations, and determining needs for immediate and specialised medical assistance
Performing medical procedures and administering drugs and other therapies according to protocol for emergency medical treatment, including resuscitating and defibrillating patients and operating life-support equipment
Recording information on patients' conditions and treatments provided in medical records-keeping systems
Monitoring changes in health status of patients during transport to and from medical, rehabilitation and other health care facilities
Providing information and training to community groups and essential service workers in first aid for initial care of an illness or injury
Attending and/or patrolling large-scale public gatherings and other events where health emergencies are more likely to occur

2015-325801  Ambulance Officer
Provides specialised transport services and emergency health care for injured, sick, infirm and aged persons.

Alternative Titles and Specialisations:
Ambulance Man / Woman
Patient Transport Officer

2015-325802  Intensive Care Ambulance Paramedic / Ambulance Paramedic
Provides specialised pre-hospital health care to injured, sick, infirm and aged persons and emergency transport to medical facilities.

Alternative Titles and Specialisations:
Paramedic
Paramedic Aide

2015-3259  Health Associate Professionals not Elsewhere Classified
This unit group covers health associate professionals not classified elsewhere in sub-major group 32. For instance the group includes occupations such as chiropractor, osteopath and other health associate professionals.
Tasks include:

- Monitoring patients' progress through treatment plans, and identifying signs and symptoms requiring referral to a medical doctor or other health professional
- Recording information on patients' health status and responses to treatment in medical records-keeping systems
- Interviewing and examining patients to obtain information on their health status and the nature and extent of injury, illness or other physical or mental health problem
- Sharing information with other health care providers when required to ensure continuing and comprehensive care
- Administering therapeutic care and treatment to patients, including the manual and physical chiropractic and osteopathic techniques

2015-325901  
**Chiropractor**
Diagnoses and treats physiological and mechanical disorders of the human locomotor system, particularly neuro-muscular skeletal disorders and provides advice on preventing these disorders.

**Alternative Titles and Specialisations:**

2015-325902  
**Osteopath**
Diagnoses and treats tissue strain, stress and dysfunction which impedes normal neural, vascular and biochemical mechanisms and provides advice on preventing these disorders.

**Alternative Titles and Specialisations:**

- Spinal Health Specialist
- Back or Spine Manipulation Specialist

2015-33  
**Business and Administration Associate Professionals**
Business and administration associate professionals perform mostly technical tasks connected with the practical application of knowledge relating to financial accounting and transaction matters, mathematical calculations, human resource development, selling and buying financial instruments, specialised secretarial tasks, and enforcing or applying relevant government rules. Also included are workers who provide business services such as customs clearance, conference planning, job placements, buying and selling real estate or bulk commodities, and serving as agents for performers such as athletes and artists.

Tasks include:

- Assisting in planning and performing mathematical, statistical, actuarial, accounting and related calculations
- Selling and buying financial instruments
- Submitting credit and loan applications to management with recommendations for approval or rejection
- Recording and transmitting buy and sell orders for securities, stocks, bonds or other financial instruments and for foreign exchange for future or immediate delivery

2015-331  
**Financial and Mathematical Associate Professionals**
Financial and mathematical associate professionals place a value on various items and property, maintain records of financial transactions, analyze loan application information and render a decision, buy and sell financial instruments, and perform mathematical and related calculations.

Tasks include:

- Submitting credit and loan applications to management with recommendations for approval or rejection; or approve or reject applications within authorized limits ensuring that credit standards of the institution are respected
- Assisting in planning and performing mathematical, statistical, actuarial, accounting and related calculations
- Recording and transmitting buy and sell orders for securities, stocks, bonds or other financial instruments and for foreign exchange for future or immediate delivery
Maintaining complete records of all financial transactions of an undertaking according to general bookkeeping principles, with guidance from Accountants

2015-3311    Securities and Finance Dealers and Brokers

Securities and finance dealers and brokers buy and sell securities, stocks, bonds and other financial instruments, and deal on the foreign exchange, on spot, or on futures markets, on behalf of their own company or for customers on a commission basis. They recommend transactions to clients or senior management.

**Tasks include:**

- Analyzing market trends for securities, bonds, stocks and other financial instruments, including foreign exchange
- Advising on and participating in the negotiation of terms for, and organization of, loans and placement of stocks and bonds in the financial market to raise capital for customers
- Obtaining information about the financial circumstances of customers and companies in which investments may be made
- Recording and transmitting buy and sell orders for securities, stocks, bonds or other financial instruments and for foreign exchange for future or immediate delivery
- Informing prospective customers about market conditions and prospects

2015-331101    Securities Dealer

Buys and sells securities within financial markets and trades and distributes financial securities on behalf of financial institutions.

**Alternative Titles and Specialisations:**

- Securities Broker
- Securities Trader
- Fixed Interest Dealer
- Safex Trader
- Bond Dealer / Trader
- Financial Marketer
- Money Marketer
- Foreign Exchange Dealer
- Yield-X Trader
- Derivatives Dealer / Trader
- Financial Market Dealer
- Money Market Dealer
- Equity Dealer

2015-331105    Asset Swap Administrator

Administers the exchange of fixed or tangible assets for floating or intangible assets or vice versa.

**Alternative Titles and Specialisations:**

- Strate Settlements Administrator

2015-331106    Financial Markets Settlement Officer
Manages an exchange member’s or a central securities depository participant (CSDP) obligations in relation to the settlement of transactions in securities effected by the exchange member and its clients or the clients of a CSDP.

Alternative Titles and Specialisations:

**2015-3312**
Credit and Loans Officers
Credit and loan officers analyze and evaluate financial information on applications for credit and loans and determine approval or disapproval of the client for the credit or loan or recommend to management approval or disapproval.

Tasks include:
- Keeping records of payments, and preparing routine letters requesting payment for overdue accounts and forwarding these for legal action
- Completing credit and loan documentation
- Approving or rejecting loan applications within authorized limits ensuring that credit standards of the institution are respected
- Interviewing applicants for personal, mortgage, student and business loans
- Researching and evaluating loan applicant's financial status, references, credit and ability to repay the loan
- Submitting credit and loan applications to management with recommendations for approval or rejection

**2015-331201**
Credit or Loans Officer
Analyses, evaluates and processes credit and loan applications. May work in a call centre.

Alternative Titles and Specialisations:
- Credit Analyst / Control Officer
- Finance Clerk / Officer
- Loans Officer
- Mortgage Clerk / Officer
- Finance Systems Assistant
- Loans Consultant
- Brokerage Clerk
- Lending Consultant
- Financial Accounting Plan Officer
- Credit Clerk
- Credit Controller
- Treasury Officer
- Insolvency Officer / Administrator
- Finance and Insurance Consultant
- Budgeting and Reporting Officer

**2015-3313**
Accounting Associate Professionals
Accounting associate professionals maintain complete records of financial transactions of an undertaking and verify accuracy of documents and records relating to such transactions.

Tasks include:
- Using standard computer software packages to perform accounting and related calculations
- Verifying accuracy of documents and records relating to payments, receipts and other financial transactions
- Supervising the work of accounts and bookkeeping clerks
- Applying knowledge of bookkeeping principles and practices in order to identify and solve problems arising in the course of their work
- Preparing financial statements and reports for specified periods
- Maintaining complete records of all financial transactions of an undertaking according to general bookkeeping principles, with guidance from Accountants

2015-331301 Bookkeeper
Maintains and evaluates records of financial transactions in account books and computerised accounting systems.

Alternative Titles and Specialisations:
Community Scheme Administrator
Financial Administration Officer
Ledger Keeper

2015-331302 Accounting Technician
Prepares budgets, financial statements, monitors the financial performance of an organisation and maintains internal financial control and accounting systems.

Alternative Titles and Specialisations:

2015-331303 Tax Technician
Reviews completed tax records, prepares and submits taxation returns and documents and verifies accuracy.

Alternative Titles and Specialisations:

2015-3314 Statistical, Mathematical and Related Associate Professionals
Statistical, mathematical and actuarial associate professionals assist in planning the collection, processing and presentation of statistical, mathematical or actuarial data and in carrying out these operations, usually working under the guidance of statisticians, mathematicians and actuaries.

Tasks include:
- Performing technical tasks connected with establishing, maintaining and using registers and sampling frames for census and survey operations
- Preparing statistical, mathematical, actuarial, accounting and other results for presentation in graphical or tabular form
- Applying knowledge of statistical, mathematical, actuarial, accounting and related principles and practices in order to identify and solve problems arising in the course of their work
- Supervising the work of statistical clerks
- Assisting in planning and performing statistical, mathematical, actuarial, and related calculations
- Performing technical tasks connected with data collection and quality control operations in censuses and surveys
Using standard computer software packages to perform mathematical, actuarial statistical accounting and related calculations
Preparing detailed estimates of quantities and costs of materials and labour required for statistical census and survey operations

2015-331401  Statistical and Mathematical Assistant
Assists in planning the collection, processing and presentation of statistical, mathematical or actuarial data.

Alternative Titles and Specialisations:
Data Quality Officer
Statistical Assistant
Actuarial Assistant
Mathematical Assistant
Decision Support Analyst

2015-3315  Valuers and Loss Assessors
Valuers and loss assessors value property and various goods and assess losses covered by insurance policies.

Tasks include:
Determining the quality or value of raw materials, real estate, industrial equipment, personal and household effects, works of art, gems and other objects
Inspecting items or property to evaluate condition, size, and construction
Preparing reports of value, outlining the estimation factors and methods used
Obtaining records of sales and value of similar items or property
Assessing the extent of damage or loss and liabilities of insurance companies and underwriters for losses covered by insurance policies

2015-331501  Valuer
Assesses the value of land, property, commercial equipment, merchandise, personal effects, household goods and objects of art.

Alternative Titles and Specialisations:
Commercial Valuer
Plant and Machinery Valuer
Valuation Advisor / Analyst / Officer
Property Valuer
Real Estate Valuer
Asset Protection Manager
Farm / Land Appraiser

2015-331502  Insurance Investigator
Conducts investigations into insurance claims to ensure their validity.
Alternative Titles and Specialisations:
Claims Manager
Insurance Claims Investigator
Insurance Case Manager

2015-331503 Insurance Loss Adjuster
Inspects and assesses the damage and loss to insured property and business, estimates insurance costs, and acts to minimise the cost of claims to an insurance company.

Alternative Titles and Specialisations:
Insurance Assessor
Insurance Claims Assessor
Insurance Loss Controller
Accident Claims Officer
Liability Claims Examiner
Claims Assessor
Insurance Loss Assessor
Insurance Claims Adjuster
Examiner Pension Claims
Medical Claims Assessor
Third Party Claim Assessor
Accident Compensation Assessor

2015-331504 Insurance Risk Surveyor
Inspects items and properties to evaluate conditions affecting underwriting standards, and develops and promotes safety programs.

Alternative Titles and Specialisations:
Insurance Risk Manager

2015-331505 Vehicle Damage Quantifier
Determines the real and actual cost of reinstating a vehicle to its condition to the incident leading to a claim.

Alternative Titles and Specialisations:

2015-332 Sales and Purchasing Agents and Brokers
Sales and purchasing agents and brokers represent companies, governments and other organizations to buy and sell commodities, goods, insurance, shipping and other services to industrial, professional, commercial or other establishments, or act as independent agents to bring together buyers and sellers of commodities and services.

Tasks include:
Negotiating prices, contracts, terms, conditions and shipping arrangements for purchase or sale of goods, services or commodities
Explaining and demonstrating products and services to clients
Obtaining information about clients’ needs and identifying suitable products and services
Obtaining information about, monitoring and analyzing market trends and conditions and employer’s and competitors goods and services

2015-3321
Insurance Representatives

Insurance representatives advise on and sell life, accident, automobile, liability, endowment, fire, marine and other types of insurance to new and established clients.

Tasks include:
Explaining details of insurance and conditions, risk coverage premiums and benefits to customers
Advising on, negotiating terms for and placing insurance contracts for large or special types of projects, installations or risks
Obtaining information about customers’ circumstances necessary to determine appropriate type of insurance and conditions
Negotiating with customers to determine type and degree of risk for which insurance is required
Negotiating and placing reinsurance contracts
Assisting clients to determine the type and level of coverage required, calculating premiums and establishing method of payment

2015-332101
Insurance Agent

Represents insurance companies in selling insurance to clients.

Alternative Titles and Specialisations:
Insurance Client Services Agent
Insurance Sales Consultant
Commercial Underwriter
Insurance Representative / Salesman / Advisor
Life Assurance Representative
Insurance Underwriter

2015-332102
Insurance Broker

Operates as an independent agent to sell life, fire, accident, industrial or other forms of insurance for a range of insurance companies.

Alternative Titles and Specialisations:
Short Term Insurance Consultant

2015-3322
Commercial Sales Representatives

Commercial sales representatives represent companies to sell various goods and services to businesses and other organizations and provide product specific information as required.

Tasks include:
Quoting prices and credit terms, recording orders and arranging deliveries
Providing prospective customers with information about the characteristics and functions of the products and equipment for sale, and demonstrating its use or qualities
Reporting customers’ reactions and requirements to suppliers and manufacturers
Following up clients to ensure satisfaction with products purchased
Soliciting orders and selling goods to retail, industrial, wholesale and other establishments
Selling equipment, supplies and related services to business establishments or individuals
Obtaining and updating knowledge of market conditions and of employer’s and competitors’ goods and services

2015-332201 Commercial Sales Representative
Represent companies to sell various goods and services to businesses and other organizations and provide product specific information as required.
Alternative Titles and Specialisations:
After-sales Service Adviser
Commercial Traveller
Canvasser

2015-332202 Sales Representative (Building and Plumbing Supplies)
Represents their company in selling builders’ timber, and building and plumbing hardware and supplies to wholesale and retail establishments.
Alternative Titles and Specialisations:
Solar Sales Representative
Energy Efficiency Supplies Sales Representative
Heat Pump Sales Representative

2015-332203 Sales Representative (Personal and Household Goods)
Represents their company in selling consumer goods such as toys, sporting goods, books, stationery, hardware, floor coverings, furniture, textiles, clothing, footwear, toiletries and groceries to wholesale and retail establishments.
Alternative Titles and Specialisations:
Sales Representative (Jewellery and Watches)
Product Demonstrator
Sales Representative (Cosmetics and Skincare Products)
Beauty Sales Consultant
Sales Representative (Detergents)

2015-332204 Commercial Services Sales Agent
Sells commercial services, such as accounting, design, maintenance, printing, and supply of temporary personnel.
Alternative Titles and Specialisations:

2015-332205 Manufacturers Representative
Sells a manufacturer’s products to wholesale and retail customers.
Alternative Titles and Specialisations:
Manufacturers Sales Agent

2015-332206 Sales Representative (Photographic Equipment and Supplies)
Promotes and sells photographic products and equipment to retail stores and professional and commercial photography laboratories.

Alternative Titles and Specialisations:

2015-332207 Chemical Sales Representative
Represents companies selling chemical goods such as pesticides and veterinary products to wholesale, retail and farming establishments.

Alternative Titles and Specialisations:
Agricultural Chemicals Sales Representative
Crop Protection Product Sales Representative
Veterinary Products Sales Representative

2015-332208 Pharmacy Sales Assistant
Sells pharmaceutical goods, toiletries and related goods in a retail pharmacy.

Alternative Titles and Specialisations:
Retail Dispensary / Pharmacy Assistant
Pharmacy Salesperson
Pharmacy Cosmetics Salesperson

2015-3323 Buyers
Buyers buy goods and services for use or resale on behalf of industrial, commercial, government or other establishments and organizations.

Tasks include:
Inviting tenders, consulting with suppliers and reviewing quotations
Overseeing distribution of merchandise to outlets and maintaining adequate stock levels
Purchasing merchandise for resale by retail or wholesale establishments
Interviewing suppliers and negotiating prices, discounts, credit terms and transportation arrangements
Obtaining information about requirements and stock and developing specifications for quantity and quality to be purchased, costs, delivery dates and other contract conditions
Purchasing general and specialised equipment, materials or business services for use or for further processing by their establishment
Establishing delivery schedules, monitoring progress and contacting clients and suppliers to resolve problems
Selecting the merchandise or products that best fit the establishment's requirements
Determining or negotiating contract terms and conditions, awarding supplier contracts or recommending contract awards for the purchase of equipment, raw materials products, services and the purchasing of merchandise for resale
Studying market reports, trade periodicals and sales promotion materials and visiting trade shows, showrooms, factories and product design events
Retail Buyer
Selects and buys goods for resale in a retail establishment.

Alternative Titles and Specialisations:
- Merchandise Planner
- General / Company Buyer

Purchasing Officer
Prepares purchase orders, monitors supply sources and negotiates contracts with suppliers.

Alternative Titles and Specialisations:
- Procurement Officer (Consumer Sensitive Consumables)
- Procurement Administrator / Coordinator / Officer
- Purchasing Stores Officer
- Purchasing Merchandiser
- Purchasing and Logistics Officer
- Service and Purchase Advisor
- Procurement Clerk
- Purchasing Agent / Assistant / Buyer / Clerk / Controller
- Feed Ingredient Buyer

Trade Brokers
Trade brokers buy and sell commodities and shipping services, usually in bulk, on behalf of their own company or for customers on a commission basis.

Tasks include:
- Negotiating purchase or sale of commodities and commodity futures
- Buying and selling cargo space on ships
- Finding cargo and/or storage space for commodities and negotiating freight, shipping and storage charges
- Establishing contact between buyers and sellers of commodities
- Discussing buying or selling requirements of clients and giving advice accordingly
- Monitoring and analyzing market trends and other factors affecting the supply and demand for commodities and shipping services

Commodities Trader
Operates as an independent agent to bring together buyers and sellers of commodities, negotiates private sales and arranges sales through established market places.

Alternative Titles and Specialisations:
- Livestock Trader
Agricultural Produce Buyer
Grain Buyer
Media Buyer
Skin Buyer
Wool Broker / Buyer / Trader
Tobacco Trader / Valuator
Commodities Broker
Agricultural Procurer
Mineral Broker

2015-332402
Finance Broker

Operates as an independent agent in the course of financial negotiations and arranges loans of money on behalf of other persons.

Alternative Titles and Specialisations:
Lease Broker
Home Loan Broker
Investment Banker
Mortgage Broker
Investment Broker

2015-333
Business Services Agents

Business service agents establish contacts to sell various business services such as advertising space in the media, carry out customs clearance activities ensuring that necessary documents are in order, match jobseekers with vacancies, find workers for employers, arrange contracts for the performance of athletes, entertainers and artists, as well as for the publication of books, the production of plays, or the recording, performing and sale of music, plan and organize conferences and similar events.

Tasks include:
Carrying out customs clearing procedures for exports or imports
Selling by auction various kinds of property, cars, commodities, livestock, art, jewellery and other objects
Arranging and coordinating conference and event services, such as conference facilities, catering, signage, displays, audiovisual and computer equipment, accommodation, transport and social events, for participants; matching jobseekers with vacancies
Finding workers for vacant posts for employers
Arranging contracts for performers and performances
Showing real estate properties to be sold or leased to prospective buyers or tenants and explaining terms of sale or conditions of rent or lease

2015-3331
Clearing and Forwarding Agents

Clearing and forwarding agents carry out customs clearing procedures and ensure that insurance, export/import licences and other formalities are in order.

Tasks include:
Carrying out customs clearing procedures for exports or imports
Checking import/export documentation to determine cargo contents, and classifying goods into different fee or tariff groups, using a tariff coding system
Ensuring that insurance is in order
Signing and issuing bills of lading
Ensuring that export/import licences and other formalities are in order

2015-333101
Clearing and Forwarding Agent
Carries out customs clearing procedures and ensure that insurance, export/import licences and other formalities are in order.

Alternative Titles and Specialisations:
Shipping Agent
Clearing Agent
Shipping Agent Coordinator
Cargo Agent
Commercial Support & Claims Coordinator (Cargo)
Forwarding Agent

2015-3332
Conference and Event Planners
Conference and event planners organize and coordinate services for conferences, events, functions, banquets and seminars.

Tasks include:
Overseeing work by contractors and reporting on variations to work orders
Promoting conferences, conventions and trade shows to potential customers
Meeting with clients to discuss their needs and outlining package options to meet these needs
Responding to inquiries concerning services provided and costs for room and equipment hire, catering and related services
Arranging and coordinating services, such as, conference facilities, catering, signage, displays, audiovisual and computer equipment, accommodation, transport and social events, for participants, logistical arrangements for presenters
Organizing registration of participants
Negotiating the type and costs of services to be provided within budget

2015-333201
Events Manager
Organises and coordinates services related to all aspects of an event from design and planning to production.

Alternative Titles and Specialisations:
Functions Manager
Social/Life Cycle Coordinator
Trade Fair Manager
Event Planner
Conference Planner
Marketing Campaign Organiser
Function Planner
Government Protocol or Civic Event Organiser
Wedding Planner
Conference and Event Organizer
Exhibition Director
Exhibition Organiser
Destination Manager

2015-3333
Employment Agents and Contractors
Employment agents and contractors match jobseekers with vacancies, find workers for employers and contract labour for particular projects at the request of enterprises and other organizations including government, institutions, or find places for jobseekers for a commission.

Tasks include:
- Ensuring that the employment contracts meet legal requirements and signing them
- Discussing with enterprises/organizations the needed skills and other characteristics of the workers to be employed or contracted
- Matching jobseekers with vacancies
- Finding workers with appropriate skills, etc., and undertaking the necessary formalities according to national or international regulations and requirements
- Finding workers for vacant posts against a commission from the employer or worker

2015-333301
Recruitment Consultant / Officer
Interviews applicants to determine their job requirements and suitability for particular jobs, and assists employers to find suitable staff.

Alternative Titles and Specialisations:
Employment Placement Officer
Labour Recruitment Recruiter
Employment Advisor
Employment Agency Consultant
Recruitment Officer
Recruitment Resourcer
Recruitment Coordinator
Occupational Guidance Officer
Employment Consultant
Casting Agent

Labour Recruitment Consultant: Permanent Employment Agency (PEA)
Establishes, develops and maintains long-term relationships with candidates and clients by providing recruitment and selection services and suitable placements.

Alternative Titles and Specialisations:
Permanent Recruitment Officer

Labour Recruitment Consultant: Temporary Employment Services (TES)
Provides and manages outsourced staff including recruitment and selection, industrial relations, people management, payroll & site supervision.

Alternative Titles and Specialisations:
Temporary Employment Services (TES) Site Supervisor
Labour Broker
Temporary Recruitment Officer
Temporary Employment Services (TES) Operations Manager

Real Estate Agents and Property Managers
Real estate agents and property managers arrange the sale, purchase, rental and lease of real property, usually on behalf of clients and on a commission basis.

Tasks include:
Obtaining information about properties to be sold or leased, the circumstances of their owner and the needs of prospective buyers or tenants
Arranging signing of lease agreements and transfer of property rights
Collecting rent and bond monies on behalf of owner and inspecting properties before, during and after tenancies
Drawing up leasing and sale agreements and estimating costs
Showing properties to be sold or leased to prospective buyers or tenants and explaining terms of sale or conditions of rent or lease
Facilitating negotiations with tenants and owners on rents and fees
Ensuring the availability of workers to perform maintenance of the properties

Property Manager
Supervises the leasing of rental properties on behalf of owners.

Alternative Titles and Specialisations:
Building Manager
Property Administrator
Property Leasing Manager
Property Manager (Services / Standards)
Property Clearance / Contracts / Development Manager
Body Corporate Manager
Property Business Support Manager
Property Technical Officer (Ministry of Foreign Affairs and Trade)

2015-333402  Real Estate Agent
Coordinates the activities of real estate representatives in selling and leasing real estate, ensuring compliance with legislative requirements.
Alternative Titles and Specialisations:
Rental Agent
Real Estate Consultant
Leasing Agent (Buildings)
Real Estate Referral Coordinator
Rental Property Consultant
Property Analyst / Consultant / Dealer / Developer / Planner
Leasing Consultant

2015-333403  Real Estate Representative
Arranges the conduct of real estate transactions such as sales and leasing, and assists buyers to find suitable properties, on behalf of an agency.
Alternative Titles and Specialisations:
Real Estate Salesperson
Residential Salesperson
Commercial, Industrial or Agricultural Property Broker
Leasing and Letting Agent
Real Estate Sub-agent
Property Portfolio Officer

2015-333404  Real Estate Sales Settlement Administrator
Administers the client, estate agent, documentation, after sales processes and expedites the transfer of the property to the buyer.
Alternative Titles and Specialisations:
Settlement Agent
Conveyancing Secretary

2015-333405  Real Estate Agency Principal / Real Estate Agency Licensee
Manages the overall activities of a real estate agency.
Alternative Titles and Specialisations:
Real Estate Agency Licensee

2015-333406 Property Lease Administrator
Conducts day-to-day duties associated with abstracting and billing a portfolio of properties.

Alternative Titles and Specialisations:
Property Clerk

2015-3339 Business Services Agents not Elsewhere Classified
This unit group covers business services agents not classified elsewhere in minor group 333. For instance, the group includes those who establish business contacts, sell business services such as advertising space in the media, arrange contracts for performances of athletes, entertainers and artists, for the publication of books, the production of plays, or the recording, performance and sale of music and who sell property and goods by auction.

Tasks include:
- Selling by auction various kinds of property, cars, commodities, livestock, art, jewellery and other objects
- Negotiating contracts on behalf of seller or buyer and explaining terms of sale and payment to client
- Making sure that the business service purchased is made available to the buyer in the agreed format at the agreed time
- Obtaining information about services to be sold and needs of prospective buyers
- Signing agreements on behalf of seller or buyer and ensuring that contract is honoured

2015-333901 Auctioneer
Conducts sales of real estate, goods and livestock by taking offers from buyers and accepting the highest purchase price.

Alternative Titles and Specialisations:

2015-333902 Special Services Contracting Agent
Arranges contracts for performances of athletes, entertainers, models and artists.

Alternative Titles and Specialisations:
Model Agent
Musical Performance Agent
Sports Agent
Literary Agent
Theatrical Agent

2015-333903 Sales Representative (Business Services)
Represents their company in selling financial, advertising and other business services.

Alternative Titles and Specialisations:
Print Cost Estimator
Sales Representative (Publishing)
Sales Representative (Printing)
Advertising Sales Consultant
Business Services Officer
Sales Representative (Advertising)

2015-333904 Business Broker
Operates as an independent agent in the buying and selling of businesses.

Alternative Titles and Specialisations:
Business Agent
Real Estate Franchisor
Franchise Broker
Commercial Property Broker
Commercial Property Specialist

2015-333905 Supply Chain Practitioner
Organises, manages, controls and coordinates the supply chain management function including demand, acquisition, logistics, disposal, performance and risk management.

Alternative Titles and Specialisations:
Supply Chain Administrator

2015-333906 Stock and Station Agent
Provides advice to clients and acts on their behalf in relation to the sale and purchase of rural property, livestock, crops and agricultural products and services.

Alternative Titles and Specialisations:
Farm Stock Buyer
Livestock Agent / Buyer

2015-333907 Property Portfolio and Asset Manager
Plans, directs, or coordinates the selling, buying, leasing, or governance activities of commercial, industrial, or residential real estate properties.

Alternative Titles and Specialisations:

2015-333908 Marketing Coordinator
Provides marketing support services to a marketing function within an organisation.

Alternative Titles and Specialisations:
Marketing Support Coordinator
Communications Materials Developer

2015-333909 Bid Assistant
Clarifies bidding technicalities, spots and relays bids to an auctioneer.

Alternative Titles and Specialisations:

- Ringman

2015-333910 Business Support Coordinator
Implements non-financial business support strategies and policies, quality controls service providers and supports interventions. Controls expenditure within agreed budgets.

Alternative Titles and Specialisations:

2015-333911 Physical Asset Practitioner
Administers asset management plans and operations to maintain and optimise assets throughout its lifecycle.

Alternative Titles and Specialisations:

2015-334 Administrative and Specialised Secretaries
Administrative and specialised secretaries provide organizational, communication and documentation support services, utilizing specialised knowledge of the business activity of the organization in which they are employed. They take supervisory responsibility for office clerks in the organization.

Tasks include:
- Scheduling and confirming meetings and appointments and communicating messages for clients; compiling, recording and reviewing legal and medical records, reports, documents and correspondence
- Activities of an organizational unit, on some occasions utilizing specialised knowledge of the business activity of the organization
- Preparing and processing legal documents and papers, such as deeds, wills, affidavits and briefs
- Implementing and supporting the communication, documentation and internal managerial coordination
- Coordinating, assigning and reviewing the work of clerical support workers desktop publishing

2015-3341 Office Supervisors
Office supervisors supervise and coordinate the activities of workers in major group 4, clerical support workers.

Tasks include:
- Establishing work schedules and procedures and co-coordinating activities with other work units or departments
- Training and instructing employees in job duties, safety procedures and company policies, or arranging for training to be provided
- Evaluating employees’ job performance and conformance to regulations, and recommending appropriate personnel action
- Resolving work-related problems and preparing and submitting progress and other reports
- Assisting in recruitment, interviewing, and selection of employees

2015-334101 Office Supervisor
Coordinates, assigns and reviews the work of clerks involved in general office and administrative skills.

Alternative Titles and Specialisations:

- Filing Clerks Supervisor
Personnel Clerks Supervisor
Clerical Supervisor
Data Entry Supervisor

2015-334102
Office Administrator

Coordinates the activities of an office including administrative systems and office personnel.

**Alternative Titles and Specialisations:**
Parliamentary Support Services Administrator
Office Coordinator

2015-3342
Legal Secretaries

Legal secretaries apply specialised knowledge of legal terminology and procedures in providing support to legal professionals with communication, documentation and internal managerial coordination activities, in law offices, legal departments of large firms and governments.

**Tasks include:**
Mailing, faxing, or arranging for delivery of legal correspondence to clients, witnesses, and court officials
Supervising the work of office support workers
Screening requests for meetings, scheduling and organizing meetings
Assisting in the preparation of budgets, monitoring of expenditures, drafting of contracts and purchasing or acquisition orders
Organizing and maintaining documents, case files and law libraries
Reviewing and proofreading documents and correspondence to ensure compliance with legal procedures
Preparing and processing legal documents and papers, such as deeds, wills, affidavits and briefs

2015-334201
Legal Secretary

Performs secretarial, clerical and other administrative tasks in support of legal professionals.

**Alternative Titles and Specialisations:**
Judges Assistant
Legal Practice Manager
Judges Clerk

2015-3343
Administrative and Executive Secretaries

Administrative and executive secretaries perform liaison, coordination and organizational tasks in support of managers and professionals and/or prepare correspondence, reports and records of proceedings and other specialised documentation.

**Tasks include:**
Writing and answering business or technical letters and other similar correspondence
Drafting administrative correspondence and minutes
Screening requests for meetings, scheduling and organizing meetings and travel arrangements
Assisting in the preparation of budgets, monitoring of expenditures, drafting of contracts and purchasing or acquisition orders
Obtaining, proposing and monitoring deadlines and follow-up dates
Supervising the work of clerical support workers
Liaising with other staff about a range of matters relating to the organization’s operations
Preparing verbatim reports of proceedings in legislative assemblies, courts of law or other places using shorthand or specialised office equipment

2015-334301 Secretary Bargaining Council
Facilitates coordination of industry collective bargaining processes and procedures.

Alternative Titles and Specialisations:

2015-334302 Personal Assistant
Performs liaison, coordination and organisational tasks in support of managers and professionals.

Alternative Titles and Specialisations:
Correspondence Assistant
Executive Assistant
Administrative Secretary
Private Secretary

2015-3344 Medical Secretaries
Medical secretaries, using specialised knowledge of medical terminology and health care delivery procedures, assist health professionals and other workers by performing a variety of communication, documentation, administrative and internal coordination functions, to support health workers in medical facilities and other health-care related organizations.

Tasks include:
Assisting in the preparation of budgets, drafting of contracts and purchasing or acquisition orders
Interviewing patients to complete forms, documents and case histories
Supervising the work of office support workers and other office staff
Completing insurance and other claims forms
Scheduling and confirming medical appointments and communicating messages for medical staff; and patients
Compiling, recording and reviewing medical charts, reports, documents and correspondence
Preparing financial statements and billing procedures
Maintaining medical files and records and technical library

2015-334401 Medical Secretary
Assist health professionals and other workers by performing a variety of communication, documentation, administrative and internal coordination functions, to support health workers in medical facilities and other health-care related organizations.

Alternative Titles and Specialisations:
Medical Transcriptionist
Patient Care Secretary
Pathology Secretary
Medical Office Administrative Assistant
Health Practice Manager
Medical Stenographer
Medical Practice Manager
Hospital Ward Secretary

Regulatory Government Associate Professionals
Regulatory government associate professionals administer, enforce or apply relevant government rules and regulations relating to national borders, taxes, social benefits, and issue or examine applications for licences or authorizations in connection with travel, exports and imports of goods, establishment of businesses, erection of buildings and other activities subject to government regulations.

Tasks include:
Patrolling national borders and checking persons and vehicles, travel and transport documents and goods transported across the border to ensure enforcement of government rules and regulations
They may receive guidance from Senior Government Officials or Managers
Examining tax returns to determine taxes payable by persons and businesses
Monitoring the application of price, wage or weights and measures regulations
Supervision of other workers may be included

Customs and Border Inspectors
Customs and border inspectors check persons and vehicles crossing national borders to administer and enforce relevant government rules and regulations.

Tasks include:
Inspecting the luggage of persons crossing national borders to ensure that it conforms to government rules and regulations concerning import or export of goods and currencies
Detaining persons and seizing prohibited and undeclared goods found to be in violation of immigration and customs laws
Checking travel documents of persons crossing national borders to ensure that they have the necessary authorizations and certificates
Examining transport documents and freight of vehicles crossing national borders to ensure conformity with government rules and regulations concerning goods in transit and the import and export of goods, and to verify that necessary payments have been made
Patrolling national borders and coastal waters to stop persons from illegally entering or leaving the country and from illegally importing or exporting currency or goods
Performing related administrative tasks to record findings, transactions, violations and determinations; when necessary, testifying in a court of law about the circumstances and results of investigations carried out
Coordinating and cooperating with other agencies involved in law enforcement, deportation and prosecution

Customs Officer
Administers and enforces customs and related legislation, and assists with customs control of overseas passengers, crew, aircraft, ships, cargo, mail and bond stores.

Alternative Titles and Specialisations:
Valuation and Origin Industry Complaints Officers
Customs and Excise Officer
Customs Investigator
Coastwatch Officer
Customs Inspector
Customs Technical Unit Officer
Customs Overseas Representative
Customs Liaison Officer / Prevention Officer
Customs Advisory Officer / Administrator
Customs Ship Servicing Officer
Customs Bond Officer / Dog Handler / Examiner / Operator

2015-335102  Immigration Officer
Examines and assesses the entry of people from other countries, administers visas and residency applications according to immigration legislation, rules and policies, and where necessary uses legal powers to detain and remove illegal entrants.

Alternative Titles and Specialisations:
Passport Checking Officer

2015-3352  Government Tax and Excise Officials
Government tax and excise officials examine tax returns, bills of sale and other documents to determine the type and amount of taxes, duties and other types of fees to be paid by individuals or businesses, referring exceptional or important cases to accountants, senior government officials or managers.

Tasks include:
Investigating filed tax returns and accounting records, systems and internal controls of organizations to ensure compliance with taxation laws and regulations
Advising organizations, enterprises and the public on government laws, rules and regulations concerning the determination and payment of taxes, duties and other government fees, and on the public’s rights and obligations
Examining tax returns, bills of sale and other relevant documents to determine type and amount of taxes, duties and other types of fees to be paid
Performing related administrative tasks to document findings, maintain records and report on actions taken for cases

2015-335201  Taxation Inspector
Inspects and assesses taxation returns to ensure compliance with government legislation, and investigates suspected breaches of taxation legislation.

Alternative Titles and Specialisations:
Tax Investigator
Serious Fraud Investigator
Investigator Computer Tax Audit

2015-3353  Government Social Benefits Officials
Government social benefits officials examine applications for government, financial or service programs to determine eligibility and amount of benefit or appropriate services, referring exceptional or important cases to senior government officials or managers.

**Tasks include:**
- Performing related administrative tasks to maintain client records and prepare reports on determinations regarding eligibility, referral decisions, termination of benefits and abuse or fraud
- Advising individuals and organizations on government laws, rules and regulations concerning government benefit programs and the determination and disbursement of payments or referral to services, as well as on the public’s rights and obligations
- Assessing documentation and interviewing benefit recipients to ensure eligibility for continuing benefits or services
- Examining applications and other relevant documents to determine type and amount of benefit which individuals are eligible to receive

**2015-335301 Social Security Assessor**
Assesses social welfare claims and entitlements under government legislation and investigates fraud and suspected breaches of legislation.

**Alternative Titles and Specialisations:**
- Social Benefits Officer
- Social Security Claims Officer
- Pensions Officer

**2015-3354 Government Licensing Officials**
Government licensing officials examine applications for licences to export or import goods, set up businesses, build houses or other structures, or to obtain passports, determine eligibility of applications for issuing licences or passports, and identify specific conditions or restrictions to be attached to licences issued, referring exceptional or important cases to senior government officials or managers.

**Tasks include:**
- Administering and scoring tests required to license applicants
- Performing related administrative tasks to process applications, document activities, evaluations and determinations, and to prepare correspondence to inform applicants of licensing decisions
- Advising individuals on government laws and regulations concerning the type of licence required and the conditions attached to such licences, and on the public’s rights and obligations
- Examining applications and approving the issue of passports
- Examining applications and relevant documents and determining whether a licence can be granted and the conditions which should be attached

**2015-335401 Motor Vehicle Licence Examiner**
Tests motor vehicle driving licence applicants and issues learner’s permits and probationary licences. Registration or licensing is required.

**Alternative Titles and Specialisations:**
- Driver Licensing Clerk / Officer
- Driver Testing Counter Clerk
- Driver Licensing Clerk Cashier

**2015-335402 Import-export Administrator**
Arranges the clearance and collection of imported cargo from customs and bond stores, and the shipment of cargo for export.

Alternative Titles and Specialisations:
- Customs Broker
- Certification Clerk
- Customs Agent / Clerk
- Bond Clerk / Agent
- Export Agent / Clerk
- Wharf Tally Clerk
- Export Documentation Officer
- Tally Clerk
- Shipping Tally Clerk

2015-335403 Passport Officer (Issuing)
Examines applications for passports, determines eligibility of applications for issuing.

Alternative Titles and Specialisations:

2015-3355 Police Inspectors and Detectives
Police inspectors and detectives investigate facts and circumstances relating to crimes committed in order to identify suspected offenders and obtain information not readily available or apparent concerning establishments or the circumstances and behaviour of persons, mostly in order to prevent crimes.

Tasks include:
Establishing contacts and sources of information not readily available or apparent concerning establishments or the circumstances and behaviour of persons, usually with the aim of preventing a crime; making arrests
Obtaining and verifying evidence by examining crime and accident scenes for clues and physical evidence, interviewing witnesses and suspects and analyzing documents and computer files
Establishing contacts and sources of information about crimes planned or committed, in order to prevent crimes or identify suspected offenders
Analyzing evidence in order to solve crimes, identify criminal activity and gather information for court cases
Testifying in courts of law or reporting to superiors about circumstances and results of investigations

2015-335501 Detective
Investigates serious crimes such as terrorism, homicide, armed robbery, vice and arson, and gathers evidence to arrest and prosecute criminals.

Alternative Titles and Specialisations:
- VIP Witness Protection Officer
- Inspector (SAPS)
- Drugs Officer
- Detective Sergeant
Sergeant (SAPS)
Investigator
Sergeant-at-arms
Forensic Detective
Detective Intelligence
Plain Clothes Police Officer

2015-3359
Government Regulatory Associate Professionals not Elsewhere Classified
This unit group covers government regulatory associate professionals not classified elsewhere in major group 3, technicians and associate professionals. For instance the group includes agricultural, fisheries, forestry, prices, wages and weights and measures inspectors.

Tasks include:
Performing related investigative and administrative tasks to record findings, document compliance problems or inappropriate business practices and to prepare reports and correspondence
Monitoring price regulations to assess appropriateness of costs for goods and services to protect consumer interests
Monitoring wage regulations to ensure appropriate levels of pay for work performed and to assess compliance with employment standards legislation
Examining places of business to ensure the use of correct weights and measures in trade

2015-335901
Labour Inspector
Ensure compliance to labour related legislation through law enforcement inspections, guidance and corrective actions performed on site (on site includes international, national, local).

Alternative Titles and Specialisations:

2015-335902
Wage Inspector
Monitors price regulations to assess appropriateness of costs for goods and services to protect consumer interests.

Alternative Titles and Specialisations:

2015-335903
Refugee Status Determination Officer
Adjudicate asylum seeking applications to confer refugee status in accordance with the refugee act, 1998 (act no 130 of 1998) and its regulations of 2000.

Alternative Titles and Specialisations:
Refugee Reception Manager
Refugee Reception Officer

2015-335904
Pest Management Officer
Identifies pests and monitors and controls threats and infestations by pests in industrial, commercial and domestic sites according to environmental protection, public health and food safety regulations and protocols.

Alternative Titles and Specialisations:

2015-335905
Water Inspector
Monitors the allocation and use of water from water resources such as streams, rivers and underground sources.
Alternative Titles and Specialisations:
Stream Control Officer
Boring Inspector

2015-335906 Environmental Practices Inspector
Examines places of business to ensure compliance to environmental practice requirements. May issue certificates.

Alternative Titles and Specialisations:

2015-335907 Weights and Measures Inspector
Examines places of business to ensure the use of correct weights and measures in trade and certifies equipment and devices.

Alternative Titles and Specialisations:

2015-335908 Censorship Inspector
Reviews any material before publication or dissemination.

Alternative Titles and Specialisations:

2015-335909 Price Inspector
Conducts price inspections and verifies and monitors prices to ensure that displayed prices reflect the correct value of goods or commodities for sale.

Alternative Titles and Specialisations:

2015-335910 Trade Mark Examiner
Determines whether an applicant should be permitted to receive a trademark registration.

Alternative Titles and Specialisations:

2015-335911 Quarantine Officer
Inspects incoming animals, plants, and animal and plant products to ensure compliance with laws and regulations to prevent the spread of exotic pests and diseases.

Alternative Titles and Specialisations:
Exotic Disease Investigator
Border Protection Officer
Quarantine and Agriculture Ports Officer
Quarantine Inspector
Microbiological Security Officer

2015-335912 Fisheries Officer
Inspects fishing vessels, gear, licenses and catches to ensure that fisheries laws and regulations are obeyed.

Alternative Titles and Specialisations:
Fisheries Inspector
Fisheries Investigator

2015-335913 Building Inspector
Inspects buildings to ensure compliance with laws and regulations and advises on building requirements.

*Alternative Titles and Specialisations:*
Building Site Inspector
Construction Inspector
Building Certifier
Building Surveyor

Train Examiner
Inspects rolling stock in railway yards, terminals and stations to ensure adherence to safety standards and operational rules and regulations.

*Alternative Titles and Specialisations:*
Locomotive Inspector

Transport Operations Inspector
Monitors scheduled train, tram and bus services and investigates accidents, complaints and service disruptions.

*Alternative Titles and Specialisations:*
Bus Inspector
Railway Traffic Inspector
Tram Inspector
Railway Ticket Inspector
Transport Service Inspector

Gaming Operations Compliance Officer
Administers applications and monitors adherence to regulations governing gaming establishments.

*Alternative Titles and Specialisations:*
Gaming Board Investigator
Gaming License Administrator
Gaming Compliance Manager
Casino Inspector and Gaming Control Officer

Legal, Social, Cultural and Related Associate Professionals
Legal, social, cultural and related associate professionals perform technical tasks connected with the practical application of knowledge relating to legal services, social work, culture, food preparation, sport and religion.

*Tasks include:*
Participating and adjudicating in sporting events; developing and delivering sports coaching, fitness and recreational programmes;
Combining creative and technical skills in a variety of artistic, cultural and culinary activities; creating dishes and menus and overseeing the preparation of meals
Providing technical and practical services and support functions in legal processes and investigations, social and community assistance programs, and religious and cultural activities;

2015-341
Legal, Social and Religious Associate Professionals
Legal, social and religious associate professionals provide technical and practical services and support functions in legal processes and investigations, social and community assistance programs and religious activities.
Tasks include:
Administering and implementing social assistance programs and community services
Assisting clients to deal with personal and social problems
Assisting and supporting legal, social work and religious professionals
Obtaining and analyzing evidence, preparing legal documents and serving court orders
Providing practical assistance, guidance and moral support to individuals and communities

2015-3411
Legal and Related Associate Professionals
Legal and related associate professionals perform support functions in courts of law or in law offices, provide services related to such legal matters as insurance contracts, the transferring of property and the granting of loans and other financial transactions or conduct investigations for clients.
Tasks include:
Advising clients on legal matters
Serving statements of claims, summonses, warrants, subpoenas and other court orders
Maintaining order in court and hearing rooms
Documenting court proceedings and judgements
Investigating facts, assembling evidence and researching relevant statutes, decisions and other legal documents to prepare cases
Preparing documents relating to transfer of real estate, stocks or other matters requiring formal registration
Examining documentation such as mortgages, liens, judgements, easements, contracts and maps in order to verify properties’ legal descriptions and ownership
Preparing legal documents including trial briefs, pleadings, appeals, wills and contracts and preparing, papers summarising legal positions, or setting out conditions of loans or insurance
Investigating possible cases of theft of goods, money or information from business establishments and of other possible cases of unlawful behaviour by customers or employees
Investigating establishments or the circumstances and behaviour of persons on behalf of clients

2015-341101
Conveyancer
Acts for and on behalf of clients in the area of property and business transfers.
Alternative Titles and Specialisations:
Conveyancing Clerk
Conveyancing Compliance Officer

Acts for and on behalf of clients in the areas of company and business law, trusts, wills, probate and litigation under the general supervision of a barrister or solicitor.

Alternative Titles and Specialisations:

Deeds Examiner

Legal Executive

Paralegal

Works within a legal environment, usually directly supporting one or more solicitors or legal executive by sharing caseload and providing legal advice and customer care within a law firm, a commercial company or in the public sector.

Alternative Titles and Specialisations:

Legal Assistant

Clerk of Court

Administers court registry services and performs administrative functions in support of judges and magistrates.

Alternative Titles and Specialisations:

Judge's Clerk

Court Clerk

Court Bailiff

Implements court orders and serves legal orders and summonses as an officer of the court.

Alternative Titles and Specialisations:

Court Collections Officer

Sheriff's Officer

Court Orderly / Court Registry Officer

Provides operational support to a court or registry.

Alternative Titles and Specialisations:

Family / Local / High / Satellite Court Manager

Court Officer

Court Attendant

Court Escort

Court Usher

Law Clerk

Performs specialised clerical work associated with legal practice and law courts.

Alternative Titles and Specialisations:
Legal Annotator / Associate
Prosecutions Clerk / Support Officer
Litigation Support Officer
Title Searcher
Inland Revenue Technical Advisor
Legal Clerk

2015-341108 Trust Officer
Administers trusts, estates and settlements on behalf of beneficiaries.
Alternative Titles and Specialisations:
Trust Clerk
Estate Officer Public Trust

2015-341109 Private Investigator
Conducts investigations for clients and prepares evidence for court proceedings.
Alternative Titles and Specialisations:
Private Detective
Commerce Investigating Officer
Commerce Investigator
Private Inquiry Agent

2015-341110 Associate Legal Professional
Works within a legal environment, usually directly supporting one or more solicitors or legal executive by sharing caseload and providing legal advice and customer care within a law firm, a commercial company or in the public sector.
Alternative Titles and Specialisations:
Legal Officer
State Legal Advisor
Judges Associate
Revenue Fraud & Prosecutions Practitioner
Legal Analyst
Legal Coordinator
Legal Advisor

2015-341111 Debt Counsellor
Consults and counsels clients to resolve debt and credit problems.
Alternative Titles and Specialisations:

2015-341112 Labour Dispute Enforcement Agent
Monitors the compliance with regard to grievance, disciplinary and dispute procedures.

Alternative Titles and Specialisations:

2015-3412 Social Work Associate Professionals
Social work associate professionals administer and implement social assistance programs and community services and assist clients to deal with personal and social problems.

Tasks include:
Assisting in evaluating the effectiveness of interventions and programs by monitoring and reporting on clients' progress
Maintaining contact with other social service agencies, schools and health care providers involved with clients to provide information and obtain feedback on clients' overall situation and progress
Providing crisis intervention and emergency shelter services
Assisting clients to identify and access community resources including legal, medical and financial assistance housing, employment, transportation, assistance with moves, day care and other referral services
Participating in the selection and admission of clients to appropriate programs
Counselling clients living in group homes and half-way houses, supervising their activities and assisting in pre-release and release planning
Helping persons with disabilities or the elderly to obtain services and to improve their ability to function in society
Implementing life skills workshops, substance abuse treatment programs, behaviour management programs, youth services programs and other community and social service programs under the supervision of social work or health care professionals
Assisting clients to identify options and develop plans of action while providing necessary support and assistance
Collecting information relevant to clients' needs and assessing their relevant skills, strengths and deficits

2015-341201 Community Worker
Facilitates community development initiatives and collective solutions within a community to address issues, needs and problems associated with recreational, health, housing, employment and other social services matters.

Alternative Titles and Specialisations:
Community Development Officer
Auxiliary Community Development Worker
Community Development Worker
Community Development Facilitator

2015-341202 Disabilities Services Officer
Works in a range of adult service units which provide education and community access to people with intellectual, physical, social and emotional disabilities.

Alternative Titles and Specialisations:
Serious Injury Case Manager
Orthopaedic Case Coordinator

2015-341203
Social Auxiliary Worker
Assists the work of social services professionals by providing services and counselling support to individuals, families and communities.

Alternative Titles and Specialisations:
Women’s Shelter Supervisor
Crisis Intervention Worker
Life Skills Instructor
Community Service Worker
Family Service Worker
Mental Health Worker
Welfare Support Worker

2015-341204
Auxiliary Child and Youth Care Worker
Assists young people as individuals or groups to solve social, emotional, developmental, behavioural and financial problems in an agency framework.

Alternative Titles and Specialisations:

2015-3413
Religious Associate Professionals
Religious associate professionals provide support to ministers of religion or to a religious community, undertake religious works, preach and propagate the teachings of a particular religion and endeavour to improve well-being through the power of faith and spiritual advice.

Tasks include:
Preaching and propagating the teachings of a particular religious faith
Providing religious education, spiritual guidance and moral support to individuals and communities
Administering and participating in programs to provide food, clothing and shelter to those in need
Undertaking religious works
Advising communities and individuals on proper behaviour and faith to preserve or improve well-being
Assisting at services of public worship and religious rites

2015-341301
Religious Associate Professional
Undertakes religious works, preach and propagate the teachings of a particular religion and endeavour to improve well-being through the power of faith and spiritual advice.

Alternative Titles and Specialisations:
Nun
Lay Preacher
Faith Healer
Monk
2015-342  Sports and Fitness Workers
Sports and fitness workers prepare for and compete in sporting events for financial gain, train amateur and professional sportsmen and women to enhance performance, promote participation and standards in sport, organize and officiate sporting events, and provide instruction, training and supervision for various forms of exercise and other recreational activities.

Tasks include:
- Delivering group exercise classes and personal tuition in a variety of fitness activities; promoting sports and sports skills development, and overseeing the participation of young people in sport
- Developing and designing fitness programmes
- Planning, organizing and conducting practice sessions
- Compiling rules concerning the conduct of sporting competitions, and controlling the progress of these events
- Participating in competitive sporting events; Conducting sports training to develop ability in and knowledge of the sport

2015-3421  Athletes and Sports Players
Athletes and sport players participate in competitive sporting events. They train and compete, either individually or as part of a team, in their chosen sport.

Tasks include:
- Deciding on strategies in consultation with coaches
- Assessing other competitors and conditions at venues
- Adhering to the rules and regulations associated with a specific sport
- Competing in sporting events
- Undertaking sports promotional activities and media interviews
- Maintaining a high degree of expertise in a particular sport;
- Participating in competitive sporting events
- Participating in regular practice and training sessions and undertaking private training to maintain the required standard of fitness and skill

2015-342101  Footballer
Plays football professionally in competitions. This occupation requires high levels of physical fitness, sporting ability and personal commitment as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:
- Rugby Player
- Soccer Player

2015-342102  Golfer
Plays golf professionally in tournaments or as a resident professional, organises golf related activities. This occupation requires high levels of physical fitness, sporting ability and personal commitment as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:

2015-342103  Jockey
Rides horses in competitive races, race trials, and in exercises. This occupation requires high levels of physical fitness, sporting ability and personal commitment as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:
Steeplechase Jockey

2015-342104
Cricketer
Plays cricket professionally in competitions. This occupation requires high levels of physical fitness, sporting ability and personal commitment as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:

2015-342105
Athlete
Competing professionally in athletics such as running, throwing and jumping. This occupation requires high levels of physical fitness, sporting ability and personal commitment as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:

2015-342106
Boxer
Boxes professionally in boxing matches. This occupation requires high levels of physical fitness, sporting ability and personal commitment as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:

2015-342107
Cyclist
Competing professionally in cycling races. This occupation requires high levels of physical fitness, sporting ability and personal commitment as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:

2015-342108
Racing Driver
Drives racing cars professionally on roads, tracks, or closed circuits. This occupation requires high levels of physical fitness, sporting ability and personal commitment as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:

2015-342109
Surfer
Surfs professionally in surfing competitions. This occupation requires high levels of physical fitness, sporting ability and personal commitment as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:

2015-342110
Swimmer
Participates professionally in swimming events. This occupation requires high levels of physical fitness, sporting ability and personal commitment as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:

2015-342111
Tennis Player
Plays tennis professionally. This occupation requires high levels of physical fitness, sporting ability and personal commitment as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:
Wrestler

Wrestles professionally in wrestling matches. This occupation requires high levels of physical fitness, sporting ability and personal commitment as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:

Yachtsman

Sails a yacht professionally in yachting events. This occupation requires high levels of physical fitness, sporting ability and personal commitment as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:

Other Sportsperson

Participates in extramural activities not Elsewhere classified. These occupations require high levels of physical fitness, sporting ability and personal commitment as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:

Sports Coaches, Instructors and Officials

Sports coaches, instructors and officials work with amateur and professional sportspersons to enhance performance, encourage greater participation in sport, and organize and officiate in sporting events according to established rules.

Tasks include:

- Identifying strengths and weaknesses of athletes or teams
- Officiating at sporting events or athletic competitions to maintain standards of play and to ensure that game rules and safety regulations are observed
- Recording lapsed time and keeping scores during events or competitions;
- Compiling scores and other athletic records
- Monitoring and analysing technique and performance, and determining how future improvements can be made
- Analysing and evaluating athletes' or teams' performances and modifying training programs
- Formulating competitive strategy, developing game plans and directing athletes and players during games or athletic events
- Motivating and preparing athletes or teams for competitive events or games
- Planning, developing and implementing training and practice sessions
- Judging the performance of competitors, awarding points, imposing penalties for infractions and determining results
- Developing, planning and coordinating competitive schedules and programs

Sports Development Officer

Promotes sports and skills development, and oversees the participation of young people in sport.

Alternative Titles and Specialisations:

Sports Umpire

Officiates at sporting events such as netball, hockey, football, basketball, cricket, boxing and wrestling matches.

Alternative Titles and Specialisations:
Referee  
Linesperson  

2015-342203  
Sports Official  
Coordinates and directs sporting activities, and liaises with other officials to interpret and enforce sporting rules and regulations.  
Alternative Titles and Specialisations:  
Handicapper (Racing)  
Racecourse Starter  
Dog or Horse Racing Official  
Racecourse Steward  
Racecourse Timekeeper  
Racecourse Official  
Timekeeper  
Stipendiary Steward  

2015-342204  
Sports Coach or Instructor  
Coaches, trains and instructs sportspersons by analysing their performances and developing their abilities.  
Alternative Titles and Specialisations:  
Diving Coach  
Snorkelling Instructor  
Athletic Coach  
Callisthenics Instructor  
Football Coach  
Skiing Instructor  
Surface Supply Breathing Apparatus (SSBA) Instructor  
Martial Arts Instructor  
Polo Coach  
Tennis Coach  
Snowsport Instructor  
Rhythmic Gymnastics Coach  
Show Jumping Instructor  
Water Polo Coach
Equine Tutor / Riding Instructor
Snowboarding Instructor
Gymnastics Coach or Instructor
Swimming Coach or Instructor
Scuba Instructor
Diving Instructor (Open Water)
Dressage Instructor
Squash Coach
Dive Master
Cricket Coach
Basketball Coach

2015-3423
Fitness and Recreation Instructors and Program Leaders
Fitness and recreation instructors and program leaders lead, guide and instruct groups and individuals in recreational, fitness or outdoor adventure activities.
Tasks include:
Instructing in the use of equipment
Planning and carrying out recreational and fitness activities
Evaluating and monitoring clients' abilities and fitness and recommending activities
Explaining and enforcing safety procedures, rules and regulations
Demonstrating and teaching body movements, concepts and skills used in fitness routines and recreational activities
Monitoring recreational, sports or fitness activities to ensure safety and provide emergency or first aid assistance when required

2015-342301
Fitness Instructor
Directs, instructs and guides an individual or group in the pursuit of physical fitness and well-being.
Alternative Titles and Specialisations:
Physical Fitness Trainer
Aquarobics Instructor
Physical Activity Coordinator
Personal Trainer
Physical Training Instructor
Health and Fitness Instructor
Physical Education Officer
Aerobics Instructor
Gymnasium Attendant
Gym Instructor / Trainer
Fitness Consultant / Trainer / Instructor
Fitness Centre Worker

2015-342302 Outdoor Adventure Guide
Instructs and guides an individual or groups in the use of equipment and explaining and enforcing safety procedures, rules and regulations for outdoor adventure activities.

Alternative Titles and Specialisations:
Adventure Tourism Operator
Kayaking Guide
Horse Trekking Guides
Cycle Touring Guides
Hunting Guide
Bungee Jump Master
Hiking Guide
Dolphin Swimming Guide
Mountain Guide
Outdoor Recreation Guide
Sea Kayaking Guide
Diving Operator
Fishing Guide
River Kayaking Guide
Outdoor Adventure Instructor
Shark Swimming Guide
White-water Rafting Guide
Team Building Operator
Horse Riding Instructor
Treking Guide
Adventure Safari Guide
River Rafting Guide
Outdoor Adventure Leader
Snorkelling Guide

2015-342303 Caving Guide
Plans, organises and provides guided cave exploring experiences for individuals and groups.

Alternative Titles and Specialisations:

2015-343 Artistic, Cultural and Culinary Associate Professionals
Artistic cultural and culinary associate professionals combine creative skills and technical and cultural knowledge in taking and processing still photographs; design and decoration of theatre sets, shop displays and the interiors of homes; preparation of objects for display; maintenance of library and gallery collections, records and cataloguing systems; creation of menus and preparation and presentation of food; provision of support for stage, film and television production; and in other areas of artistic and cultural endeavour.

Tasks include:
Mounting and preparing objects for display
Designing and arranging exhibit furnishings, display cases and display areas
Applying artistic techniques to product design, interior decoration and sales promotion
Assisting directors and performers with the staging of theatrical, motion picture, television or commercial productions
Designing menus and overseeing the preparation of food
Operating still cameras to photograph people, events, scenes, materials, products and other subjects

2015-3431 Photographers
Photographers operate still cameras to photograph people, events, scenes, materials, products and other subjects.

Tasks include:
Taking portrait photographs of persons and groups of persons
Operating computers to manipulate photographic images
Operating scanners to transfer photographic images to computers
Adapting existing photographic images to create new digitized images to be included in multimedia products
Studying requirements of a particular assignment and decide on type of camera, film, lighting and background accessories to be used
Taking photographs for advertising, or other commercial, industrial or scientific purposes and to illustrate stories and articles in newspapers, magazines and other publications
Using airbrush, computer or other techniques to create the desired visual effect
Determining picture composition, making technical adjustments to equipment and photograph subject

2015-343101 Photographer
Operates a still camera to take photographs.

Alternative Titles and Specialisations:
Landscape Photographer
Medical Photographer
Fashion Photographer
Technical Photographer
Photo Finish / Post Production Photographer
Documentary Photographer
Photographer and Image Recording Equipment Operator
Aerial Photographer
Photojournalist
Sports Photographer
Portrait Photographer
News Photographer

2015-343102  Air Observer
Observe or takes photographs from an aircraft in order to obtain information.

2015-3432  Interior Designers and Decorators
Interior designers and decorators plan and design commercial, industrial, public, retail and residential building interiors to produce an environment tailored to a purpose, taking into consideration factors that enhance living and working environments and sales promotion. They coordinate and participate in their construction and decoration.

Tasks include:
- Negotiating design solutions with clients, management, suppliers and construction staff
- Determining the objectives and constraints of the design brief by consulting with clients and stakeholders
- Preparing sketches, diagrams, illustrations and plans to communicate design concepts
- Selecting, specifying and recommending functional and aesthetic materials, furniture and products for interiors
- Researching and analysing spatial, functional, efficiency, safety and aesthetic requirements
- Formulating design concepts for the interiors of buildings
- Detailing and documenting selected design for construction
- Coordinating the construction and the decoration of interior
- Designing and decorating show windows and other display areas to promote products and services
- Designing and painting stage scenery

2015-343201  Interior Designer
Plans, designs, details and supervises the construction of commercial, industrial, retail and residential building interiors to produce an environment tailored to a purpose, with particular emphasis on space creation, space planning, and factors that enhance living and working environments.

Alternative Titles and Specialisations:
Stage Scenery Designer
Environmental Designer
Tenant Installation Specialist
Residential Interior Designer
Retail Interior Designer
Commercial Interior Designer
Store Designer

2015-343202 Interior Decorator
Plans the interior design of commercial or residential premises and arranges for decorating work to be done.

Alternative Titles and Specialisations:
Draper
Kitchen Design Consultant
Interior Consultant

2015-343203 Visual Merchandiser
Plans and installs internal, window and fixed displays to show goods to their best advantage.

Alternative Titles and Specialisations:
Window Dresser
Display Decorator

2015-343204 Set Designer
Designing and painting stage scenery.

Alternative Titles and Specialisations:

2015-3433 Gallery, Museum and Library Technicians
Gallery, museum and library technicians prepare artworks, specimens and artefacts for collections, arrange and construct gallery exhibits, and assist librarians to organize and operate systems for handling recorded material and files.

Tasks include:
Mounting and preparing objects for display
Receiving, shipping, packing and unpacking exhibits
Cataloguing printed and recorded material
Operating audiovisual and reprographic equipment
Designing and arranging exhibit furnishings, display cases and display areas
Assisting in setting up lighting and display equipment
Searching and verifying bibliographic data
Ordering new library materials and maintaining library records and circulation systems
Entering data into databases and editing computer records

2015-343301 Gallery or Museum Technician
Prepares artworks, specimens and artefacts artworks for collections, and arranges and constructs gallery exhibits.
Alternative Titles and Specialisations:
Taxidermist

2015-343302 Library Technician
Assists librarians and other information managers in organising and operating systems for handling recorded material and files.
Alternative Titles and Specialisations:

2015-3434 Chefs
Chefs design menus, create dishes and oversee the planning, organization preparation and cooking of meals in hotels, restaurants and other eating places, on board ships, on passenger trains and in private households.
Tasks include:
Monitoring quality of dishes at all stages of preparation and presentation
Inspecting supplies, equipment, and work areas to ensure conformance to established standards
Explaining and enforcing hygiene and food safety regulations
Preparing, seasoning and cooking specialty foods and complex dishes
Determining how food should be presented, and creating decorative food displays
Supervising and coordinating the activities of cooks and other workers engaged in food preparation
Instructing cooks and other workers in the preparation, cooking, garnishing, and presentation of food
Planning and developing recipes and menus, estimating food and labour costs, and ordering food supplies
Discussing food preparation issues with managers, dieticians, kitchen and waiting staff
Participating on the recruitment of kitchen staff and monitoring their performance

2015-343401 Chef
Plans and organises the preparation and cooking of food in dining or catering establishments.
Alternative Titles and Specialisations:
Head Chef
Saucier
Sous Chef
Demi Chef
Commis Chef  
Executive Chef  
Second Chef  
Pastry Chef  
Chef De Partie

2015-3439  
Artistic and Cultural Associate Professionals not Elsewhere Classified  
This unit group covers artistic and cultural associate professionals not classified elsewhere. For instance those who assist directors or actors with staging of theatrical, motion picture, television or commercial productions are classified here.  
Tasks include:

2015-343901  
Tattoo Artist  
Pricks skin of patrons, using a needled electric tool that inserts indelible non-toxic pigment into skin to form decorative or ornamental designs.  
Alternative Titles and Specialisations:

Body Artist

2015-343902  
Light Technician  
Positions and controls lighting equipment for stage performances or television, video or film productions.  
Alternative Titles and Specialisations:

Lighting Assistant  
Lighting Operator  
Lighting Electrician  
Lighting Technician  
Lighting Director

2015-343903  
Stage Manager  
Plans, organises, supervises and coordinates the activities of workers responsible for placing sets and properties, and operating lighting and sound equipment as part of dramatic productions.  
Alternative Titles and Specialisations:

Theatre Technician  
Floor Manager (Broadcasting)  
Stunt Coordinator  
Stage Technician

2015-343904  
Theatrical Dresser  
Selects, fits, and takes care of costumes for cast members, and aid entertainers. May assist with multiple costume changes during performances.  
Alternative Titles and Specialisations:
2015-343905  Stunt Person
Conducts dangerous stunts on behalf of actors.

Alternative Titles and Specialisations:
Stuntman
Stunt Artist

2015-343906  Special Effects Person
Fabricates, installs, and activates equipment to produce special effects, such as rain, snow, explosions, and other mechanical and electrical effects as required by script for television, motion picture, and theatrical productions.

Alternative Titles and Specialisations:

2015-343907  Continuity Person
Compiles and records details of scenes, such as action sequences, physical layout, and costumes used during photographing of motion pictures and television film productions.

Alternative Titles and Specialisations:

2015-343908  Film Technician
Performs work involved in developing and processing photographic images from film or digital media. May perform precision tasks such as editing photographic negatives and prints.

Alternative Titles and Specialisations:

2015-343909  Microphone Boom Operator
Positions microphones in proximity of performers during filming of motion picture or television broadcasts.

Alternative Titles and Specialisations:

2015-343910  Performing Arts Road Manager
Administers a schedule of appearances of an artist, or group of artists at a sequence of venues (a concert tour).

Alternative Titles and Specialisations:

2015-35  Information and Communications Technicians
Information and communications technicians provide support for the day-to-day running of computer systems, communications systems and networks and perform technical tasks related to telecommunications, broadcast of image and sound as well as other types of telecommunications signals on land, sea or in aircraft.

Tasks include:
Controlling and maintaining transmitting and broadcast systems and satellite systems for radio and television programmes
Providing assistance to information and communications systems users
Installing, monitoring and supporting Internet and Intranet websites or web server hardware or software
Installing new programs and equipment; establishing, operating and maintaining network and other data communications systems
Modifying web pages; and performing web server backup and recovery operations; controlling equipment to record sound, edit and mix image and sound recordings
Designing and preparing blueprints of circuitry according to the specifications given; providing technical supervision of the manufacture, utilisation, maintenance and
repair of telecommunications systems

2015-351
Information and Communications Technology Operations and User Support Technicians
Information and communications technology operations and user support technicians provide support for the day-to-day running of communications systems, computer systems and networks and provide technical assistance to users.

**Tasks include:**
- Answering user inquiries regarding software or hardware operation to resolve problems
- Establishing, operating and maintaining network and other data communications systems
- Installing and performing minor repairs to hardware, software, or peripheral equipment, following design or installation specifications
- Overseeing the daily performance of systems; setting up equipment for employee use, performing or ensuring proper installation of cables, operating systems, or appropriate software
- Installing, monitoring and supporting the reliability and usability of Internet and Intranet websites or web server hardware or software modifying web pages
- Performing web server backup and recovery operations

2015-3511
Information and Communications Technology Operations Technicians
Information and communications technology operations technicians support the day-to-day processing, operation and monitoring of information and communications technology systems, peripherals, hardware, software and related computer equipment to ensure optimal performance, and identify any problems.

**Tasks include:**
- Loading peripheral equipment, such as printers, with selected materials for operating runs, or oversee loading of peripheral equipment by peripheral equipment operators
- Monitoring systems for equipment failure or errors in performance
- Operating and controlling peripheral and related computer equipment
- Retrieving, separating and sorting program output as needed, and sending data to specified users
- Notifying supervisor or maintenance technician of equipment malfunctions
- Entering commands, using computer terminal, and activating controls on computer and peripheral equipment to integrate and operate equipment
- Responding to program error messages by finding and correcting problems, escalating the problem to other staff or terminating the program
- Reading job set-up instructions to determine equipment to be used, order of use, material such as disks and paper to be loaded, and control settings

2015-351101
Computer Operator
Supports the day-to-day processing, operation and monitoring of information and communications technology systems, peripherals, hardware, software and related computer equipment and identify any problems.

**Alternative Titles and Specialisations:**
- High-speed Computer Printer Operator
- Computer Peripheral Equipment Operator

2015-3512
Information and Communications Technology User Support Technicians
Information and communications technology user support technicians provide technical assistance to users, either directly or by telephone, e-mail or other electronic means, including diagnosing and resolving issues and problems with software, hardware, computer peripheral equipment, networks, databases and the internet, and providing guidance and support in the deployment, installation and maintenance of systems.
Tasks include:
Setting up equipment for employee use, performing or ensuring proper installation of cables, operating systems, or appropriate software
Answering user inquiries regarding software or hardware operation to resolve problems
Installing and performing minor repairs to hardware, software, or peripheral equipment, following design or installation specifications
Emulating or reproducing technical problems encountered by users
Entering commands and observing system functioning to verify correct operations and detect errors
Consulting user guides, technical manuals and other documents to research and implement solutions
Maintaining records of daily data communication transactions, problems and remedial actions taken, or installation activities
Overseeing the daily performance of communications and computer systems

2015-351201 ICT Communications Assistant
Provides technical assistance to users, including diagnosing and resolving issues and problems with software, hardware, computer peripheral equipment, networks, databases, systems and the internet.

Alternative Titles and Specialisations:
Computer Database Assistant
Computer Help Desk Operator
ICT Systems Analysis Assistant
Programme Analyst Data Processing
Computer Engineering Assistant
Computer Programming Assistant

2015-3513 Computer Network and Systems Technicians
Computer network and systems technicians establish, operate and maintain network and other data communications systems.

Tasks include:
Identifying areas needing upgraded equipment and software
Installing computer hardware, network software, operating system software and applications software
Operating, maintaining and troubleshooting network systems
Assisting users with network and data communications problems
Operating and maintaining data communications systems other than networks
Performing start up and close down as well as backup and disaster recovery operations for computer networks

2015-351301 Computer Network Technician
Establishes, operates and maintains network and other data communications systems.

Alternative Titles and Specialisations:
Network Support Technician

Geographic Information Systems Technicians
Assists scientists, technologists, or related professionals in building, maintaining, modifying, or using geographic information system (GIS) databases. May also perform some custom application development or provide user support.

Alternative Titles and Specialisations:
GIS Assistant / Consultant / Officer / Operator / Specialist / Technician
Geographic Information Systems Coordinator
Technical Support Specialist
Geographic Information Systems Specialist
Remote Sensing Scientists and Technologists
Geographic Information Systems Analyst

Web Technicians

Web technicians maintain, monitor and support the optimal functioning of internet and intranet websites and web server hardware and software.

Tasks include:
Liaising with, and providing guidance to, clients and users
Developing and maintaining documentation, policies and instructions, recording operational procedures and system logs
Developing, coordinating, implementing and monitoring security measures
Analyzing and making recommendations to enhance performance, including upgrading and acquiring new systems
Installing, monitoring and supporting the reliability and usability of Internet and Intranet websites or web server hardware or software
Modifying web pages
Performing web server backup and recovery operations

Telecommunications and Broadcasting Technicians
Telecommunications and broadcasting technicians control technical functioning of equipment to record and edit images and sound and for transmitting radio and television broadcasts of images and sounds, as well as other types of telecommunication signals on land, sea or in aircraft, perform technical tasks connected with telecommunications
engineering research and with the design, manufacture, assembly, construction, operation, maintenance and repair of telecommunications systems.

Tasks include:
Designing and preparing blueprints of circuitry according to the specifications given
Providing technical assistance connected with research and the development of telecommunications equipment, or testing prototypes
Controlling and maintaining transmitting and broadcast systems and satellite systems for radio and television programmes
Providing technical supervision of the manufacture, utilisation, maintenance and repair of telecommunications systems

2015-3521
Broadcasting and Audio-visual Technicians
Broadcasting and audio-visual technicians control technical functioning of equipment to record and edit images and sound and for transmitting radio and television broadcasts of images and sounds, as well as other types of telecommunication signals on land, sea or in aircraft.
Tasks include:
Controlling radio communications systems, satellite services, and multiplex systems on land, sea or in aircraft
Controlling equipment to edit and mix image and sound recordings to ensure satisfactory quality and to create special image and sound effects
Making emergency repairs to equipment
Applying knowledge of principles and practices of image and sound recording and editing in order to identify and solve problems
Controlling transmitting and broadcast systems and satellite systems for radio and television programmes
Applying knowledge of principles and practices of broadcasting, telecommunications terminals and transmissions systems, in order to identify and solve problems
Controlling equipment to record sound

2015-352101
Broadcast Transmitter Operator
Operates consoles to control radio or television broadcast transmitters.
Alternative Titles and Specialisations:
Broadcasting Technician
Television Station Operator

2015-352102
Camera Operator (Film, Television or Video)
Operates consoles to control radio or television broadcast transmitters.
Alternative Titles and Specialisations:
Video Tape Operator
Focus Puller (Film)
Videographer

2015-352103
Sound Technician
Operates audio equipment to record, enhance, mix and amplify sound in support of television, radio, film or video productions, or stage performances.
Alternative Titles and Specialisations:
Dubbing Machine Operator
Sound Editor / Mixer / Recordist / Operator / Specialist
Audio Operator
Dubbing Projectionist (Sound Mixing)
Video and Sound Recorder
Audio Technician
Sound Effects Person
Re-recording Mixer

2015-352104  Television Equipment Operator
Operates television equipment to record, edit, mix and prepare material for broadcast.

Alternative Titles and Specialisations:
Television Control Room Technician
Vision Controller
Vision Mixer
Television Broadcasting Sound Operator

2015-352105  Radio Station Operator
Sets up, operates, and maintains equipment that regulates the signal strength, the clarity, and the ranges of sounds of radio broadcasts.

Alternative Titles and Specialisations:
Radio Broadcasting Technician
Radio Control Room Technician

2015-352106  Production Assistant (Film, Television or Radio)
Provides technical, administrative and organisational support to producers or directors for film, television, radio or stage productions.

Alternative Titles and Specialisations:
Production Runner (Radio and TV)

2015-3522  Telecommunications Engineering Technicians
Telecommunications engineering technicians perform technical tasks connected with telecommunications engineering research, as well as with the design, manufacture, assembly, construction, operation, maintenance and repair of telecommunications systems.

Tasks include:
Preparing detailed estimates of quantities and costs of materials and labour required for the manufacture and installation of telecommunications equipment, according to the specifications given
Providing technical assistance connected with research and the development of telecommunications equipment, or testing prototypes
Applying technical knowledge of telecommunications engineering principles and practices in order to identify and solve problems arising in the course of their work
Studying technical material such as blue prints and sketches to determine the method of work to be adopted

Engineering technician (telecommunications)
Providing technical supervision of the manufacture, utilisation, maintenance and repair of telecommunications systems to ensure satisfactory performance and compliance with specifications and regulations

2015-352201
Telecommunications Technical Officer or Technologist
Carries out specialised design and support functions in telecommunications engineering including optimization and performance monitoring of telecommunications networks, diagnosis and repair of faults, and the selection and installation of equipment.

Alternative Titles and Specialisations:
Engineering Technician (Telecommunications)

2015-4
CLERICAL SUPPORT WORKERS
Clerical support workers record, organise, store, compute and retrieve information related, and perform a number of clerical duties in connection with money-handling operations, travel arrangements, requests for information, and appointments.

Tasks include:
Carrying out clerical duties in libraries
Keeping records relating to stocks, production and transport
Stenography, typing, and operating word processors and other office machines
Dealing with travel arrangements; supplying information requested by clients and making appointments
Filing documents; carrying out duties in connection with mail services
Entering data into computers; carrying out secretarial duties; recording and computing numerical data
Preparing and checking material for printing; writing on behalf of illiterate persons
Performing money-handling operations
Keeping records relating to passenger and freight transport
Operating a telephone switchboard
Supervision of other workers may be included

2015-41
General and Keyboard Clerks
General and keyboard clerks record, organize, store and retrieve information and perform a range of clerical and administrative tasks according to established procedures.

Tasks include:
Performing a wide range of general clerical duties including preparing invoices, checking figures, filing, faxing or processing mail
Record input and process text, calculating, bookkeeping and similar office machines to input and process text and data
Operating personal computers
Word processors or typewriters, recording, inputting and processing data using computers

2015-411
General Office Clerks
General office clerks perform a range of clerical and administrative tasks according to established procedures.

Tasks include:
- Recording, preparing, sorting, classifying and filing information
- Sorting, opening and sending mail
- Photocopying and faxing documents
- Recording issue of equipment to staff
- Checking figures, preparing invoices and recording details of financial transactions made
- Responding to telephone or electronic enquiries or forwarding to appropriate person
- Preparing reports and correspondence of a routine nature
- Transcribing information onto computers, and proofreading and correcting copy

2015-41101
General Clerk
Performs a range of clerical and administrative tasks.

Alternative Titles and Specialisations:
- Administrative Assistant
- Tender Evaluation Coordinator
- Administration Clerk / Officer
- Victims Court Assistant
- Advisory Officer Clerical
- Clerical Assistant / Officer
Logistic clerk
Community Services Clerk
Recording Clerk
Buying Clerk
Office / Field Assistant
Accident / Committee / Fingerprint Clerk
Lab Administrator
Client Services Administrator
Visa / Fingerprint Officer
Survey Information Officer
Social Security Administrator
Girl Friday
Counter / Licensing / Veterinary / Warrants Clerk
Operation Services / Support Officer
Planning Support Officer

2015-411102
Back Office Process Consultant
Processes back office transactions in order to fulfil business and client and/or customer requirements.

2015-4121
Secretaries (General)
Secretaries (general) use typewriters, personal computers or other word-processing equipment to transcribe correspondence and other documents, check and format documents prepared by other staff, deal with incoming and outgoing mail, screen requests for meetings or appointments, and perform a variety of administrative support tasks.

Tasks include:
Dealing with incoming or outgoing mail; scanning, recording and distributing mail, correspondence and documents
Screening and recording leave and other staff-members’ entitlements
Screening requests for meetings or appointments and helping to organize meetings
Organizing and supervising filing systems; dealing with routine correspondence on their own initiative

Secretaries (general) use typewriters, personal computers or other word-processing equipment to transcribe correspondence and other documents, check and format documents prepared by other staff, deal with incoming and outgoing mail, screen requests for meetings or appointments, and perform a variety of administrative support tasks.

Tasks include:
Checking, formatting and transcribing correspondence, minutes and reports from dictation, electronic documents or written drafts to conform to office standards, using typewriter, personal computer or other word processing equipment
Organizing and supervising filing systems
Dealing with incoming or outgoing mail
Dealing with routine correspondence on their own initiative
Screening requests for meetings or appointments and helping to organize meetings
Using various computer software packages including spreadsheets to provide administrative support
Scanning, recording and distributing mail, correspondence and documents
Screening and recording leave and other staff-members’ entitlements

2015-412101  Secretary (General)
Performs secretarial, clerical and other administrative tasks in support of managers and professionals.

Alternative Titles and Specialisations:
Appointments Officer
Advisory Officer Cabinet Office
Aide De Camp

2015-413  Keyboard Operators
Keyboard operators input and process text and data, and prepare, edit and generate documents for storage, processing, publication and transmission.

Tasks include:
Taking records of proceedings in rapid shorthand using computerized equipment and shorthand-writing machines
Transcribing information recorded in shorthand and on sound recording equipment, and proofreading and correcting copy
Entering data and codes required to process information; retrieving, confirming and updating data in storage and keeping records of data input
Reproducing the spoken word, environmental sounds and song lyrics as captions for cinema and television programming

2015-4131  Typists and Word Processing Operators
Typists and word processing operators type, edit and print using typewriter, personal computer or other word processor, and record oral or written matter in shorthand.

Tasks include:
Checking completed work for proper spelling, grammar, punctuation and formatting
Typing written material from rough drafts, corrected copies, voice recordings, or shorthand using a computer, word processor or typewriter
Taking dictation and recording other matter in shorthand
Transcribing information recorded in shorthand and on sound recording equipment
Gathering and arranging the material to be typed, following instructions
Reproducing the spoken word, environmental sounds and song lyrics as captions for cinema and television programming
Filing and storing completed documents on computer hard drive or disk, or maintain a computer filing system to store, retrieve or update documents
2015-413101 Word Processing Operator
Operates a computer to type, edit and generate a variety of documents and reports.
Alternative Titles and Specialisations:
Verbatim Reporter
Computer Assisted Transcript Operator
Typist
Word Processing Clerk

2015-413102 Machine Shorthand Reporter
Records and reproduces the spoken word in court and parliamentary proceedings, television programming and for the deaf and hearing impaired using handwritten shorthand, stenotype shorthand machines, computer-assisted transcription software and sound recording equipment.
Alternative Titles and Specialisations:
Court Reporter / Taker
Stenocaptioner
Hansard Reporter
Braille Transcriber

2015-4132 Data Entry Clerks
Data entry clerks enter coded, statistical, financial and other numerical data into electronic equipment, computerized databases, spreadsheets or other data repositories using a keyboard, mouse, or optical scanner, speech recognition software or other data entry tools. They enter data into mechanical and electronic devices to perform mathematical calculations.
Tasks include:
Receiving and registering invoices, forms, records and other documents for data capture
Entering numerical data, codes and text from source material into computer-compatible storage and processing devices
Operating bookkeeping and calculating machines
Verifying accuracy and completeness of data and correcting entered data, if needed
Importing and exporting data between different database systems and software

2015-413201 Data Entry Operator
Operates a keyboard to input and transfer data into a computer for storage, processing and transmission.
Alternative Titles and Specialisations:
Data Compiler / Enterer / Officer / Operator
Data Control / Input Clerk
Computer Clerk
Internal Affairs Computing Officer
Customer Services Clerks
Customer service clerks deal with clients in connection with money-handling operations, travel arrangements, requests for information, making appointments, operating telephone switchboards, and interviewing for surveys or to complete applications for eligibility for services.

**Tasks include:**
- Greeting and receiving visitors
- Supplying information requested by clients and making appointments
- Operating telephone switchboards
- Interviewing survey respondents; interviewing applicants for services

Tellers, Money Collectors and Related Clerks
Tellers, money collectors and related clerks perform money-handling operations in establishments relating to banking, postal services, betting or gambling, pawnng and debt-collecting.

**Tasks include:**
- Collecting debts and other payments
- Conducting gambling games; lending money against articles deposited or other securities
- Receiving and paying off bets on results of sporting events
- Dealing with clients of banks or post offices in connection with money operations or postal services

Bank Tellers and Related Clerks
Bank tellers and related clerks deal directly with clients of banks or post offices in connection with receiving, changing and paying out money, or providing mail services.

**Tasks include:**
- Paying bills and making money transfers on clients' behalf
- Making records of all transactions and reconciling them with cash balance
- Receiving mail, selling postage stamps and conducting other post office counter business such as bill payments, money transfers and related business
- Crediting and debiting clients' accounts
- Changing money from one currency to another, as requested by clients
- Process customer cash deposits and withdrawals, cheques, transfers, bills, credit card payments, money orders, certified cheques and other related banking transactions
Bank Teller

Process customer cash deposits and withdrawals, cheques, transfers, bills, credit card payments, money orders, certified cheques and other related banking transactions.

Alternative Titles and Specialisations:
Teller
Settlements Clerk Banking
Bank Clerk / Officer

Bank Worker

Making records of all transactions and reconciling them with cash balance.

Alternative Titles and Specialisations:
Mortgage Banker
Administration and Superannuation Investment Officer
Credit Support Officer
Personal Banking Consultant
Bank Customer Services Clerk / Officer
ATM Custodian

Currency Exchange Officer

Changing money from one currency to another, as requested by clients.

Alternative Titles and Specialisations:
Foreign Exchange Officer / Teller

Bank Notes Processor

Sorts used notes and processes the disposal of damaged and the issuing of new ones to maintain quality of notes in circulation.

Alternative Titles and Specialisations:

Postal Frontline Service Worker

Renders frontline services to clients / customers at a retail postal services outlet.

Alternative Titles and Specialisations:
Postal Frontline Teller
Post Office Clerk
Postal Clerk

Bookmakers, Croupiers and Related Gaming Workers

Bookmakers and croupiers and related gambling workers determine odds and receive and pay off bets on results of sporting or other events, or conduct games of chance in gambling establishments.
Tasks include:
Preparing and issuing lists of approximate odds
Announcing winning numbers, paying winners and collecting payments from losers
Determining risks to decide odds and to hedge or refuse bets
Explaining and interpreting operating rules of a gambling establishment
Distributing cards, rolling dice or spinning a roulette wheel

2015-421201 Bookmaker
Determines risk, offers odds and accepts bets on the outcome of racing and other events.
Alternative Titles and Specialisations:
Horse Racing Analyst
Bookmaking Clerk

2015-421202 Gaming Worker
Provides gaming services within a casino or other gambling establishment.
Alternative Titles and Specialisations:
Casino Gaming Inspector
Casino / Gaming Dealer
Casino Surveillance Operator
Gaming Operator
Gaming Pit Boss
Gaming Table Operator
Croupier
Gaming Inspector

2015-421203 Betting Agency Counter Clerk
Records and processes customer bets, payments and payouts over the counter at betting agencies for horse and dog racing, and other sports and events.
Alternative Titles and Specialisations:
Tab Operator / Teller / Worker
Tab Clerk
Totalisator Agency Board Worker
Betting Operator

2015-421204 Bookmaker's Clerk
Assists bookmakers to provide on course betting services at race meetings.

**Alternative Titles and Specialisations:**
- Bagman / Bagwoman
- Penciller

2015-421205  **Telephone Betting Clerk**
Records and processes customer bets and account details over the telephone for horse and dog racing, and other sports events. May work in a call centre.

**Alternative Titles and Specialisations:**
- Phonebet Operator

2015-421206  **Bingo Caller**
Operates the equipment used for the random selection of bingo numbers and to call the numbers at the bingo event.

**Alternative Titles and Specialisations:**

2015-421207  **Lotto Operator**
Assists public in registering betting numbers for lotto draw.

**Alternative Titles and Specialisations:**
- Lotto Worker
- Lottery Seller Agent

2015-4213  **Pawnbrokers and Money-lenders**
Pawnbrokers and money-lenders lend money against articles deposited as pledges, or against property or other security.

**Tasks include:**
- Collecting loans when the pledge involved the success of future harvest and other similar undertakings
- Returning articles when the loan is paid or, in the event of non-payment, selling pledged articles
- Lending money as personal loans against success of future harvest and other similar undertakings
- Keeping a record of items received and money distributed and received
- Evaluating articles offered as pledges, calculating interest, and lending money

2015-421301  **Pawnbrokers and Money-lenders**
Lends money against articles deposited as pledges, or against property or other security.

**Alternative Titles and Specialisations:**
- Micro Financier
- Money Launderer / Lender

2015-4214  **Debt-collectors and Related Workers**
Debt-collectors and related workers collect payments on overdue accounts and bad cheques and collect charity payments.

**Tasks include:**
- Telephoning, visiting, or writing to customers to collect money or arrange for later payments
- Asking for and collecting charity payments
- Tracing and locating debtors
- Recommending legal action or discontinuation of service when payment cannot be otherwise obtained
- Preparing reports including amounts collected and maintain records and files related to collection work

2015-421401 Debt Collector

Collects payments for overdue accounts, overdue instalments or damage claims on behalf of creditors.

**Alternative Titles and Specialisations:**
- Mercantile Agent (AUS)
- Collection Agent
- Debt Recovery Officer
- Debt Management Officer
- District Collections Manager
- Repossessor
- Rate Rent Collector
- Payment Collector
- Legal Recoveries Officer
- Regional Manager Debt
- Repossession Agent
- Collection Officer

2015-422 Client Information Workers

Client information clerks provide or obtain information in person, by telephone or electronic means such as e-mail in connection with making travel arrangements, describing the products or services of an organization, registering and greeting guests and visitors, making appointments, connecting telephone calls and collecting information from survey respondents or applicants for services.

**Tasks include:**
- Providing information concerning the goods, services or policies of an organization
- Making appointments; operating a telephone switchboard
- Preparing itineraries and making travel and hotel reservations for clients
- Registering accommodation guests
Greeting and receiving clients and visitors
Interviewing survey respondents and applicants for eligibility

2015-4221  
Travel Consultants and Clerks
Travel consultants and clerks supply information, arrange travel itineraries, obtain travel and accommodation reservations and organize group tours.

Tasks include:
Making and confirming reservations
Issuing tickets and vouchers
Organizing group tours for business or vacation travel and selling them to groups or individuals
Helping customers in obtaining necessary travel documents such as visas
Obtaining information about the availability, cost and convenience of different types of transport and accommodation, ascertaining customer’s requirements and advising them on travel arrangements
Preparing bills and receiving payments
Preparing itineraries

2015-422101  
Tourist Information Officer
Provides travel and accommodation information to tourists. May work in a call centre.

Alternative Titles and Specialisations:
Tourist Advisor
Travel Reception Clerk

2015-422102  
Travel Consultant
Plans travel, accommodation and associated arrangements for clients, and makes travel bookings. May work in a call centre.

Alternative Titles and Specialisations:
Travel Agent Representative
Booking Travel Clerk
Travel Agent
Travel Clerk
Travel Arrangements Manager
Travel Wholesaler
Travel Reservation Clerk
Domestic Travel Consultant
Inbound Tour Manager
Travel Officer
International Travel Consultant
Travel Consolidator

Contact Centre Information Clerks

2015-4222

Contact centre information clerks provide advice and information to clients, respond to queries regarding a company's or an organization's goods, services or policies, and process financial transactions using the telephone or electronic communications media, such as email. They are located in premises that may be remote from clients or other operations of the organizations or companies about whom information is provided.

Tasks include:
Advising clients of additional products or services
Dealing with incoming calls and messages from clients, whether to answer queries, handle calls for service or sort out complaints
Dispatching tasks to other units, when relevant
Invoicing or handling payments, where necessary
Identifying requirements and entering events into a computer system
Sending letters, information sheets and other documents to clients

2015-422201

Inbound Contact Centre Consultant

Provides expert response to complex customer enquiries according to agreed key performance indicators.

Alternative Titles and Specialisations:
Inbound Contact Centre Team Leader
Inbound Call Centre Customer Service Representative

2015-422202

Outbound Contact Centre Consultant

Initiates specialised contact with targeted and/or selected customers according to agreed key performance indicators or outcomes.

Alternative Titles and Specialisations:
Call Centre Customer Service Representative (Outbound)
Collections Consultant (Contact Centre)
Call or Contact Centre Sales Agent / Consultant
Outbound Contact Centre Team Leader

2015-422203

Contact Centre Real Time Advisor

Monitors customer service levels and schedules adherence at agreed intervals, escalates deviations to the relevant stakeholders and assists with implementing scheduled revisions.

Alternative Titles and Specialisations:
Real Time Monitor
Real Time Administrator
Resource Controller
Real Time Tracker
Real Time Analyst
Bridge Controller

2015-422204 Contact Centre Resource Planner
Develops human resource plans and schedules to meet customer service and employee wellbeing requirements.

Alternative Titles and Specialisations:
Contact Centre Workforce Scheduler
Contact Centre Shift Scheduler
Contact Centre Workforce Planner
Contact Centre Workforce Management Planner

2015-422205 Contact Centre Forecast Analyst
Projects future workload and capacity requirements for defined forecast horizons in order to meet customer service, financial and employee wellbeing objectives.

Alternative Titles and Specialisations:
Contact Centre Forecaster

2015-422206 Call or Contact Centre Agent
Conducts inbound and/or outbound calls, responds to, or communicates with customers on a variety of products or services.

Alternative Titles and Specialisations:

2015-4223 Telephone Switchboard Operators
Telephone switchboard operators operate telephone communications switchboards and consoles to establish telephone connections, receive caller inquiries and service problem reports, and record and relay messages to staff or clients.

Tasks include:
Dealing with telephone inquiries and recording messages
Investigating operating system problems and informing repair services
Forwarding messages to staff or clients
Making connections for outgoing calls
Operating switchboards and consoles to connect, hold, transfer, and disconnect telephone calls

2015-422301 Switchboard Operator
Operates telecommunication switchboards and consoles to assist callers establish telephone connections, receive caller inquiries and fault reports.

Alternative Titles and Specialisations:
Telephone Operator / Attendant
PABX Operator
Phone Centre Operator
Shift Telephonist
Telecom Operator

2015-4224
Hotel Receptionists
Hotel receptionists register guests, assign rooms, issue keys, provide information concerning the hotel services, make room reservations, keep a record of rooms available for occupancy and present statements of charges to departing guests and receive payment.
Tasks include:
Registering arriving guests, assigning rooms; verifying customer’s credit and issuing room keys
Contacting housekeeping or maintenance services when guests report problems
Maintaining an inventory of rooms available for occupancy, reservations and room assignments
Providing information regarding hotel services and services available in the community
Receiving and forwarding messages in person or using telephone or telephone switchboard
Providing information about availability of accommodation and making room reservations
Reviewing statements of charges to departing guests and receiving payment
Compiling and checking guest accounts for charges using computerized or manual systems
Responding to guests’ requests for housekeeping and maintenance services as well as complaints

2015-422401
Hotel or Motel Receptionist
Greets guests, checks guests in, and looks after their needs on arrival and during their stay in a hotel or motel.

Alternative Titles and Specialisations:

2015-4225
Enquiry Clerks
Enquiry clerks respond to personal, written, electronic mail, and telephone enquiries and complaints about the organization’s goods, services and policies, provide information and refer people to other sources. They are employed in locations which put them in direct contact with clients or with the production of the goods and services provided.
Tasks include:
Issuing relevant forms, information kits and brochures to interested parties
Recording information about enquiries and complaints
Answering inquiries about goods services, and policy and providing information about their availability location, price and related issues
Referring complex enquiries to team leaders or expert advisers
Responding to enquiries about problems and providing advice, information and assistance

2015-422501
Enquiry Clerk
Responds to personal, written and telephone inquiries and complaints about the organization’s goods and services, provides information and refers people to other sources.

Alternative Titles and Specialisations:
Complaints Clerk
Helpline Advisor
Consumer Safety Advisor
Information Clerk / Officer / Advisor / Assistant
Enquiry Officer
Information Express Officer
Public Counter Assistant / Clerk / Receptionist
Public Foyer Attendant
Customer Services Clerk / Officer / Reception Officer
Client Liaison Officer
Info Centre Administrator
Corporate / Front Office Receptionist
Client Support Officer
Communications Assistant
Dealer Support Consultant
Customer Centre Support Officer

2015-4226
Receptionists (General)
Receptionists (general) receive and welcome visitors, clients, or guests and respond to enquiries and requests including arranging for appointments.

Tasks include:
Supplying information pamphlets, brochures or forms
Dealing with telephone requests for information or appointments
Making appointments for clients
Receiving and welcoming visitors, guests or clients
Directing clients to appropriate location or person

2015-422601
Receptionist (General)
Greets clients and visitors, and responds to personal, telephone, email and written inquiries and requests.

Alternative Titles and Specialisations:
Front Desk Coordinator
Tenancy Officer
Front Desk Support Officer
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015-422602</td>
<td>Medical Receptionist</td>
<td>Greets patients and other clients in a health facility such as a clinic, practice, centre or surgery, and responds to personal, telephone and written inquiries and requests. Alternative Titles and Specialisations: Patient Information Officer, Hospital Hostess</td>
</tr>
<tr>
<td>2015-4227</td>
<td>Survey and Market Research Interviewers</td>
<td>Survey and market research interviewers interview people and record their responses to survey and market research questions on a range of topics. Tasks include: Asking questions following the outlines of questionnaires and surveys, Providing feedback to survey sponsors concerning problems in obtaining valid data, Contacting individuals by telephone or in person and explaining the purpose of the interview, Identifying and resolving inconsistencies in responses, Recording responses on paper or entering responses directly into a computer database through computer-assisted interviewing systems</td>
</tr>
<tr>
<td>2015-422701</td>
<td>Survey Interviewer</td>
<td>Interviews people and records their responses to survey and market research questions on a range of topics. May work in a call centre. Alternative Titles and Specialisations: Telephone Researcher / Surveyor, Interviewer, Market Research Interviewer, Field Assistant / Coordinator, Research / Survey / Poll Interviewer, Market Research Reporter, Field Worker, Enumerator, Clerical Field Officer</td>
</tr>
<tr>
<td>2015-4229</td>
<td>Client Information Workers not Elsewhere Classified</td>
<td>This unit group includes client information workers not included elsewhere in minor group 422. For instance, it includes workers who obtain and process information from clients needed to determine eligibility for services. Tasks include:</td>
</tr>
<tr>
<td>2015-422901</td>
<td>Admissions Clerk</td>
<td>Records and processes information required for the admission and discharge of hospital patients and responds to telephone inquiries.</td>
</tr>
</tbody>
</table>
Alternative Titles and Specialisations:
Hospital Ward Clerk
Hospital Admitting Clerk

2015-422902
Ship's Purser
Coordinates administrative and logistic processes on board a ship on behalf of ship's crew and passengers.

Alternative Titles and Specialisations:

2015-43
Numerical and Material Recording Clerks
Numerical clerks and material recording clerks obtain, compile and compute accounting, bookkeeping, statistical, financial, and other numerical data, and take charge of cash transactions incidental to business matters. Some occupations classified here keep records of goods produced, purchased, stocked, dispatched, and of materials needed at specified production dates, or keep records of operational aspects and coordinate the timing of passenger and freight transport.

Tasks include:
Recording produced, stocked, ordered and dispatched goods
Computing quantities of the production materials required at specified dates and helping with preparation and checking of production operation schedules
Calculating wages and in some cases preparing wage packets and paying wages, taking charge of cash transactions incidental to the business
Performing clerical tasks relating to the financial transactions of an insurance establishment, bank or similar establishment
Keeping records of operational aspects and coordinating the timing of passenger and freight transport
Helping with accounting and bookkeeping records and computations
Obtaining, compiling and computing statistical or actuarial data
Recording production materials received, put into stock or issued
Calculating unit production costs

2015-431
Numerical Clerks
Numerical clerks obtain, compile and compute accounting, bookkeeping, statistical, financial, and other numerical data, and take charge of cash transactions incidental to business matters.

Tasks include:
Performing clerical tasks relating to the financial transactions of an insurance establishment, bank or similar establishment
Taking charge of cash transactions incidental to the business
Helping with accounting and bookkeeping records and computations
Obtaining, compiling and computing statistical or actuarial data
Calculating unit production costs; calculating wages and in some cases preparing wage packets and paying wages

2015-4311
Accounting and Bookkeeping Clerks
Accounting and bookkeeping clerks compute, classify, and record numerical data to keep financial records complete. They perform any combination of routine calculating, posting, and verifying duties to obtain primary financial data for use in maintaining accounting records.
Tasks include:
Compiling statistical, financial, accounting or auditing reports and tables pertaining to such matters as cash receipts, expenditures, accounts payable and receivable, and profits and losses
Calculating, preparing, and issuing bills, invoices, account statements, and other financial statements according to established procedures
Checking figures, postings, and documents for correct entry, mathematical accuracy, and proper codes
Classifying, recording, and summarizing numerical and financial data to compile and keep financial records using journals and ledgers or computers
Operating computers programmed with accounting software to record, store, and analyze information

2015-431101 Accounts Clerk
Monitors creditor and debtor accounts, and undertakes related routine documentation. May work in a call centre.

Alternative Titles and Specialisations:
Settlement Clerk / Officer
Accounting Clerk
Accounts Payable or Receivable Clerk
Controller debtors
Creditors Clerk
Billing Administrator / Representative / Officer
Ledger Clerk
Audit Clerk
Assets Clerk / Coordinator
Creditors controller
Debtors Clerk
Account Coordinator / Controller

2015-431102 Cost Clerk
Calculates and investigates the cost of wages, materials, overheads and other operating expenses.

Alternative Titles and Specialisations:
Pricing Clerk / Analyst / Estimator
Costing Clerk
Costing Estimator

2015-431103 Taxation Clerk
Prepares and maintains tax records.

Alternative Titles and Specialisations:
2015-4312  Statistical, Finance and Insurance Clerks
Statistical, finance and insurance clerks obtain, compile and compute statistical or actuarial data or perform clerical tasks relating to the transactions of insurance establishments, banks and other financial establishments.

Tasks include:
Calculating totals, averages, percentages and other details and presenting them in the required tabular form
Maintaining records of bonds, shares and other securities bought or sold on behalf of clients or employer
Processing insurance enrolments, cancellations, claims transactions, policy changes and payments
Preparing financial documents, and calculating interest or brokerage charges and stamp duties payable
Obtaining and compiling statistical or actuarial data based on routine or special sources of information

2015-431201  Insurance Administrator
Prepares and checks documentation associated with insurance. May work in a call centre.

Alternative Titles and Specialisations:
Health Insurance Assessor
Superannuation Fund Clerk
Insurance Underwriting Clerk
Insurance Clerk / Officer
Insurance Brokering Clerk / Assistant

2015-431202  Securities Services Administrative Officer
Handles the administrative work associated with the execution and finalisation of financial markets transactions.

Alternative Titles and Specialisations:
Script Lending Administrator
Settlement Officer
Accounts Opening and Maintenance Officer
Settlement Manager
Corporate Action Officer
Entitlement Officer
Cash Management Officer
Securities Lending and Borrowing Officer
Client Take-on Officer
Share Scheme Administrator

2015-431203  Statistical Clerk
Compiles data and undertakes statistical and actuarial computations.

**Alternative Titles and Specialisations:**
- Clerk Field Collections
- Census Processing Manager
- Actuarial Clerk
- Survey Statistician
- Census Mapping Monitor
- Statistical Field Worker
- Statistical Coordinator / Officer
- Data Match Officer
- Census Clerk

**2015-431204 Insurance Claims Administrator**
Determines liability and negotiates and audits insurance settlements.

**Alternative Titles and Specialisations:**
- Insurance Recovery Clerk
- Claims Analyst
- Insurance Claims Clerk
- Insurance Claims Negotiator

**2015-431301 Payroll Clerk**
Prepares payroll, wages and related records for employee salaries and statutory record keeping purposes.

**Alternative Titles and Specialisations:**
- Salaries Administrator
Pay Clerk
Payroll Assistant
Salaries Officer
Wage Clerk
Payroll Coordinator
Salaries Clerk
Payroll Consultant

2015-432
Material-recording and Transport Clerks
Material-recording and transport clerks keep records of goods produced, purchased, stocked, dispatched, and of materials needed at specified production dates, or keep records of operational aspects and coordinate the timing of passenger and freight transport.

Tasks include:
Recording produced, stocked, ordered and dispatched goods
Computing quantities of the production materials required at specified dates and helping with preparation and checking of production operation schedules
Keeping records of operational aspects and coordinating the timing of passenger and freight transport
Recording production materials received, put into stock or issued

2015-4321
Stock Clerks
Stock clerks maintain records of goods produced and production materials received, weighed, issued, dispatched or put into stock.

Tasks include:
Maintaining stock records, verifying issue of goods, estimating needs and making requisitions of new stocks
Receiving, storing and issuing tools, spare parts, or various equipment and maintaining relevant records
Arranging and controlling receipt and dispatch of goods and keeping relevant records
Weighing goods received, issued, produced, or dispatched and maintaining relevant records
Compiling inventories of furniture and other items received for storage

2015-432101
Stock Clerk / Officer
Monitors stock levels and maintains stock, order and inventory records.

Alternative Titles and Specialisations:
Exhibits Clerk / Officer
Stores Works Property Officer
Stores Maintenance Clerk
Supply Clerk / Assistant / Officer / Scheduler
Micro Nutrients Stores Persons
Feed Additives Stores Person
Ships Provider
Purchasing and Inventory Officer
Stores Clerk / Officer
Stores Coordinator
Lost and Found Property Clerk
Quartermaster Ship
Storekeeping Officer
Stock Control Clerk
Inventory Clerk / Controller / Administrator
Stores Controller
Aisle Controller
Packaging Material Stores Clerk-Perishable Produce

2015-432102 Dispatching and Receiving Clerk / Officer
Verifies and maintains records of incoming and outgoing goods in a warehouse or distribution centre and prepares goods for dispatch.
Alternative Titles and Specialisations:
Workshop Clerk
Dispatch Clerk / Officer / Operator / Assistant / Worker
Distribution Officer
Shipping and Receiving Clerk
Goods Receiving Clerk
Inwards Goods Clerk
Packed Fresh Produce Dispatch Clerk
Receiving Clerk
Carton and Label Controller
Freight Clerk / Agent

2015-432103 Order Clerk / Officer
Receives purchase requests for goods and services, checks requests against inventory records and stock, and processes orders.
Alternative Titles and Specialisations:
Mail Order Clerk
Customer Orders Clerk

Warehouse Administrator / Clerk
Administers and coordinates storage and distribution operations within an organisation.

Alternative Titles and Specialisations:
Seed Warehouse Manager
Ca / Ra Storage Manager / Controller (Perishable Produce)
Seed Dispatch Manager
Seed Receiving Manager
Wool Storage Controller / Manager

Lampman
Issues and receives lamproom equipment, applies good housekeeping, charges, stores, maintains and repairs equipment.

Alternative Titles and Specialisations:

Production Clerks
Production clerks compute quantities of materials required at specified dates for manufacturing, construction and similar production programmes, and prepare and check production operation schedules.

Tasks include:
Computing quantities, qualities and types of materials required by production programme
Recording and coordinating the flow of work and materials between departments
Preparing or assisting in the preparation of production operation schedules on the basis of customers' orders and production capacity and performance
Preparing production requirements schedules, ensuring that materials are available when needed, and keeping relevant records
Verifying stocks, arranging deliveries and investigating delays

Production Coordinator
Records and coordinates the flow of work and materials between departments or sub-sections, examines orders for goods and prepares production schedules for production units.

Alternative Titles and Specialisations:
Parts Warehouse Clerk
Planning and Liaison Officer
Fresh Produce Receiving Coordinator
Shift Controller
Quota Controller
Logistics Clerk / Assistant / Controller / Coordinator / Planner / Officer
Printing Coordinator
Transport Clerks
Transport clerks keep records of operational aspects and coordinate the timing of train, road and air passenger and freight transport, and prepare reports for management.

Tasks include:
- Coordinating and keeping records of operational activities concerning air transport of passengers and freight, such as passenger lists and freight manifests
- Keeping records of operational aspects and coordinating the timing of passenger and freight transport
- Preparing reports for management
- Directing, controlling and keeping records of freight handling at a railway yard
- Coordinating and keeping records of operational activities concerning road transport, such as allocation and scheduling of vehicles and drivers, loading and unloading of vehicles and storage of goods in transit
- Directing train routings within a division or zone of a railway system and keeping related records

Alternative Titles and Specialisations:
- Clerical Dispatcher (Transport Service)
- Truck Dispatcher
- Fleet Contracts Manager / Controller / Coordinator
- Railway Checker
- Wharfinger
Fleet Maintainer / Supply Officer
Aircraft Load Controller
Boat Dispatcher
Road Traffic Controller
Transport Coordinator / Dispatcher
Railway Traffic Dispatcher
Clerical Controller (Transport Service)

2015-44
Other Clerical Support Workers
Other clerks perform clerical duties in newspapers, courts, libraries and post offices, file documents, prepare information for processing, maintain personnel records, check material for consistency with original source material and write on behalf of illiterate persons.

Tasks include:
Performed by workers in this sub-major group usually include:
Recording information regarding acquisition, issue and return of library books
Writing on behalf of persons who are unable to read and write
Coding
Maintaining personnel records
Performing a number of miscellaneous clerical duties
Classifying and filing various documents and other records
Correcting proofs
Sorting, recording and delivering mail from post offices, as well as from or within an enterprise

2015-441
Other Clerical Support Workers
Other clerks perform clerical duties in newspapers, courts, libraries and post offices, file documents, prepare information for processing, maintain personnel records, check material for consistency with original source material and write on behalf of illiterate persons.

Tasks include:
Performed by workers in this sub-major group usually include:
Recording information regarding acquisition, issue and return of library books
Writing on behalf of persons who are unable to read and write
Coding
Maintaining personnel records
Performing a number of miscellaneous clerical duties
Classifying and filing various documents and other records
Correcting proofs
Sorting, recording and delivering mail from post offices, as well as from or within an enterprise

2015-4411
Library Clerks
Library clerks issue and receive library materials, sort and shelve books, sound and vision recordings, periodicals, journals, magazines and newspapers and provide general library information to library users.

Tasks include:
Maintaining journal subscriptions
Maintaining library records relating to the acquisition, issue and return of books and other materials
Issuing and receiving library books and other materials
Assisting library users in accessing basic library materials and making interlibrary loans
Reshelving books and other library materials
Performing clerical activities such as manual and electronic filing, word processing and occasional typing

2015-441101
Library Assistant
Issues, receives and shelves library items and maintains associated records.

Alternative Titles and Specialisations:
Indexing Assistant
Repository Assistant
Executive Officer Library
Circulation Assistant
Records Coordinator / Officer
Interloans Assistant
Cataloguing Clerk / Officer
Library Shelver / Retrieval Assistant
Archive Assistant
Heritage Collection Assistant
Manuscripts Assistant
Knowledge Online Coordinator
Indexer
Library Attendant
Library Clerk / Officer
Reference Assistant / Officer
Documentation Officer
Document Services Coordinator

Mail Carriers and Sorting Clerks

Mail carriers and sorting clerks perform sorting, recording, delivery and other duties in connection with mail services from post offices or related organizations, as well as from or within an establishment.

Tasks include:
- Sorting and keeping simple records of incoming and outgoing correspondence and dispatching outgoing mail
- Sorting and delivering mail to private houses and businesses
- Performing mail-handling duties in public post offices or privately owned delivery establishments
- Providing delivery confirmation records when requested by the client

Courier

Delivers goods, documents, messages, samples, x-rays and test results.

Alternative Titles and Specialisations:
- Bicycle Courier
- Rural Mail Contractor
- Motorbike Courier
- Parcel Contractor

Postal Delivery Officer

Delivers mail on foot, by bicycle or motorised transport over allocated delivery rounds.

Alternative Titles and Specialisations:
- Mail Deliverer
- Postman / Postwoman
- Mail Delivery Contractor
- Post Carrier
- Messenger

Mail Clerk

Collects, sorts and dispatches mail within an organisation.

Alternative Titles and Specialisations:
- Mailroom Assistant / Clerk
- Mail Centre Coordinator
- Mail Officer
- Mail Sorting Clerk
Mail Assistant
Mail Dispatch Clerk
Mail Processing Officer
Mail Controller
Postal Sorting Officer
Mail Handler
Post Office Mail Sorter
Parcel Post Officer

2015-4413 Coding, Proof-reading and Related Clerks
Coding, proof-reading, and related clerks convert information into codes, verify and correct proofs, and perform a number of miscellaneous clerical duties.

Tasks include:
- Converting information into codes and classifying information by codes for data-processing purposes
- Addressing circulars and envelopes by hand
- Comparing proofs of texts and related material prepared for printing with original material, correcting errors and marking texts for printer according to the established rules
- Sorting documents for filing or to collate sets of pages
- Sorting forms and marking them with identification numbers

2015-441301 Coding Clerk
Translates narrative descriptions and numeric information into classification or record systems.

Alternative Titles and Specialisations:
Medical Record Clerk
Coding Data Processing Clerk

2015-441302 Proof Reader
Reads draft copies and proofs, detects errors and marks corrections to grammar, typing and composition.

Alternative Titles and Specialisations:
Copyright Editor
Permissions Clerk

2015-4414 Scribes and Related Workers
Scribes and related workers write letters and complete forms on behalf of illiterate persons.

Tasks include:
- Writing letters and completing forms on behalf of others
Reading letters and other written matter to persons who are unable to read or write and providing necessary interpretation and information
Offering advice to individuals and interpreting and helping with the completion of government and other official forms

2015-441401 Scribe
Writes letters and complete forms on behalf of illiterate persons.

Alternative Titles and Specialisations:

2015-4415 Filing and Copying Clerks
Filing and copying clerks file correspondence, cards, invoices, receipts, and other records in alphabetical or numerical order or according to the filing system used. They locate and remove material from file when requested and photocopy, scan or fax documents.

Tasks include:
Filing material in drawers, cabinets and storage boxes
Sorting or classifying materials according to guidelines such as content, purpose, user criteria, or chronological, alphabetical, or numerical order
Photocopying, Scanning or Faxing documents
Keeping records of materials filed and removed
Locating and remove materials from files when requested

2015-441501 Filing or Registry Clerk
Processes and handles information and documents to maintain access to and security of database and record management systems.

Alternative Titles and Specialisations:
Records Centre Advisor
Document Control Officer
Index Clerk
Registry Office Keeper
Information Centre Support Officer
Clerical Retrieval Assistant
Information Services Assistant
Documentation Clerk / Officer
Listing Clerk
Records Clerk / Coordinator
File Management Officer
Information and Records Manager / Coordinator
Directory Compiler

2015-441502 Office Machine Operator
Operates one or more of a variety of office machines, such as photocopying, photographic, and duplicating machines, or other office machines.

Alternative Titles and Specialisations:
Photographic Machine Operator
Photocopyer Operator / Photocopyist / Record Officer
Office Assistant Photocopying
Addressing Machine Operator
Office Machinist
Telex Operator
Shredder Operator / Document Shredder
Copying Services Officer
Xerox Operator
Duplicating Machinist

Personnel Clerks
Personnel clerks maintain and update personnel records such as information on transfers and promotions, performance evaluations, employee leave taken and accumulated, salaries, qualifications and training.

Tasks include:
Processing applications for employment and promotions and advising applicants of results
Storing and retrieving personnel records and files on request
Maintaining and updating manual and computerized filing and registration systems, and compiling and preparing reports and documents relating to personnel activities
Receiving and answering inquiries about employment entitlements and conditions
Initiating records for newly appointed workers and checking records for completeness
Updating information on, employment history, salaries, performance evaluations, qualifications and training and leave taken and accumulated
Sending out job applications and announcements of job openings and job examinations

Human Resources Clerk
Maintains and updates personnel records such as information on promotions, employee leave taken and accumulated, salaries, superannuation and taxation, qualifications and training.

Alternative Titles and Specialisations:
Human Resources Records Clerk
Human Resources Planning Clerk
Personnel Records Clerk
Recruiting / Recruitment Clerk
Overpayments Officer
Inland Revenue Pay and Personnel Officer
Human Resources Systems Administrator
Employment Office Clerk
Roster Clerk

2015-441602  Skills Development Administrator
Maintains and updates organisational skills development plans, reports, programmes and projects.
Alternative Titles and Specialisations:
Training Administrator

2015-441603  Compensation and Benefits Clerk
Updates employee benefits data from source documents, reconciles and submits records / statements to third parties such as pension funds, medical aids and other benefit schemes.
Alternative Titles and Specialisations:
Compensation and Benefits Administrator
Benefits Clerk
Benefits Administrator
Remuneration and Benefits Clerk

2015-441604  Labour Relations Case Administrator
Provides administrative, screening and pre-conciliation services for referred labour disputes.
Alternative Titles and Specialisations:

2015-4419  Clerical Support Workers not Elsewhere Classified
This unit group covers clerical support workers not classified elsewhere in major group 4. For instance, the group includes, correspondence clerks, press clippers and publication clerks.
Tasks include:
Assisting in the preparation of periodicals, advertisements, catalogues, directories and other material for publication
Receiving customers' orders for classified advertising, writing and editing copy, calculating advertising rates and billing customers
Writing business and government correspondence such as replies to requests for information and assistance, damage claims, credit and billing enquiries and service complaints
Reading newspapers, magazines, press releases and other publications to locate and file articles of interest to staff and clients

2015-441901  Classified Advertising Clerk
Receives and records advertising copies for publication and broadcasting.
Alternative Titles and Specialisations:

2015-441902  Contract Administrator
Prepares, interprets, maintains, reviews and negotiates variations to contracts on behalf of an organisation.

**Alternative Titles and Specialisations:**
- Contracts Officer
- Contract Coordinator

**2015-441903 Program or Project Administrators**
Plans and undertakes administration of organisational programs, special projects and support services.

**Alternative Titles and Specialisations:**
- Project Planner
- Programme / Project Coordinator
- Project Programme Specialist
- Administrator
- Project Controller
- Support Officer
- Project Coordinator
- Strategic Support Officer
- Project Advisor / Leader
- Administration Officer
- Consents Officer / Clerk
- Senior Officer
- Assistant Secretary of The Cabinet
- Course Coordinator
- Project Corrections Operations Advisor / Coordinator

**2015-441905 Account Clerk (Public Relations / Communication)**
Performs a range of clerical and administrative tasks in support of public relations and communication management.

**Alternative Titles and Specialisations:**
- Communication Clerk / Assistant

**2015-5 SERVICE AND SALES WORKERS**
Service and sales workers provide personal and protective services related to travel, housekeeping, catering, personal care, or protection against fire and unlawful acts, or demonstrate and sell goods in wholesale or retail shops and similar establishments, as well as at stalls and on markets.

**Tasks include:**
- Telling fortunes; embalming and arranging funerals
Caring for children; providing personal and basic health care at homes or in institutions, as well as hairdressing, beauty treatment and companionship

Enforcing of law and order

Posing as models for advertising, artistic creation and display of goods

Providing security services and protecting individuals and property against fire and unlawful acts

Demonstrating goods to potential customers

Housekeeping; preparing and serving of food and beverages

Selling goods in wholesale or retail establishments as well as at stalls and on markets

Supervision of other workers may be included

Organisation and providing services during travel

2015-S1

Personal Service Workers

Personal service workers provide personal services related to travel, housekeeping, catering, child and personal care.

Tasks include:

Organising and providing services related to embalming and arranging funerals

Organising and providing services related to preparing and serving of food and beverages

Organising and providing services related to providing personal and basic health care at homes or in institutions, as well as hairdressing, beauty treatment and companionship

Organising and providing services related to housekeeping

Providing services related to telling fortunes

Supervision of other workers may be included

Organizing and providing of services during travel

2015-S11

Travel Attendants, Conductors and Guides

Travel attendants, conductors and guides provide various personal services in connection with travelling by aircraft, train, ship, bus or other vehicle, and escorting individuals and groups on travel tours, sightseeing visits and excursions.

Tasks include:

Collecting or issuing tickets on board public transport

Serving food and refreshments

Ensuring the comfort and safety of passengers

Accompanying individuals or groups on sightseeing tours or excursions and describing points of interest

Providing information and answering questions in connection with travel

2015-S111

Travel Attendants and Travel Stewards

Travel attendants and travel stewards ensure the comfort and safety of passengers, serve meals and beverages and render personal services, usually on aircraft and onboard ships. They may plan and coordinate housekeeping and social activities on ships.
Tasks include:
Announcing, explaining and demonstrating safety and emergency procedures, such as the use of oxygen masks, seat belts, and life jackets
Selling duty-free and other goods
Attending pre-flight briefings concerning weather, altitudes, routes, emergency procedures, crew coordination, lengths of flights, food and beverage services offered, and numbers of passengers
Taking care of general needs and comfort of passengers, answering inquiries, and keeping cabins clean and tidy
Greeting passengers entering aircraft or ships, checking tickets or boarding passes, and directing them to their seats or berths
Determining special assistance needs of passengers such as small children, the elderly, or disabled persons
Verifying that first aid kits and other emergency equipment are in working order
Preparing passengers and aircraft for take-off and landing
Administering first aid to passengers in distress
Assembling and serving pre-prepared meals and beverages
Directing and assisting passengers and following prescribed procedures in the event of an emergency, such as evacuating a plane following an emergency landing

2015-511101 Flight Attendant
Provides services for the safety and comfort of aircraft passengers.
Alternative Titles and Specialisations:
Air Hostess
Airport Attendants
Cabin Steward / Attendant (Aircraft)
Ground Hostess
Flight Purser
Crew Attendant

2015-511102 Bus Hostess
Provides services for the safety and comfort of passengers travelling by bus.
Alternative Titles and Specialisations:
Bus Escort
Travel Attendant Bus
School Bus Warden

2015-511103 Marine Steward
Provides services for the safety and comfort of passengers travelling by ship.
Alternative Titles and Specialisations:
Ships Steward / Stewardess
Ships Cabin Attendant
Ships Purser

2015-511104 Railway Steward
Provides services for the safety and comfort of passengers travelling by train.

Alternative Titles and Specialisations:
Travel Attendant Train
Train Hostess
Rail Stewardess

2015-5112 Transport Conductors
Transport conductors check and issue tickets and ensure the safety and comfort of passengers on trains, trams, buses and other public transport vehicles.

Tasks include:
- Ensuring that safety regulations are respected
- Taking appropriate action in case of emergencies or accidents
- Collecting and issuing tickets, passes or fares, and checking the validity of tickets issued previously
- Responding to passengers requests and complaints and providing information about stops and connections
- Signalling to drivers to stop or proceed
- Greeting passengers boarding transportation equipment, and announcing routes and stops
- Providing assistance with boarding, seating and luggage as required, especially to elderly, sick, or injured people
- Attending to sleeping-cars and their occupants on passenger trains
- Performing equipment safety checks prior to departure
- Opening and closing doors for passengers

2015-511201 Transport Conductor
Collects fares and issues tickets on a transport vehicle.

Alternative Titles and Specialisations:
Ticket Inspector (Public Transport)
Train Conductor
Railway Sleeping Car Conductor
Tram Conductor
Bus / Train Ticket Inspector
Cable Car Conductor

Travel Guides
Travel guides accompany individuals or groups on trips, sightseeing tours and excursions and on tours of places of interest such as historical sites, industrial establishments and theme parks. They describe points of interest and provide background information on interesting features.

Tasks include:
Conducting educational activities for school children
Escorting visitors through places of interest such as museums, exhibitions, theme parks, factories and other industrial establishments
Describing and providing information on points of interest and exhibits and responding to questions
Distributing brochures, showing audiovisual presentations, and explaining procedures and operations at tour sites
Monitoring visitors' activities to ensure compliance with establishment or tour regulations and safety practices
Escorting and guiding tourists on cruises and sightseeing tours
Greeting and registering visitors and tour participants, and issuing any required identification badges or safety devices
Providing for physical safety of groups, and performing activities such as providing first aid and directing emergency evacuations
Resolving any problems with tour itineraries, service, or accommodation

Gallery or Museum Guide

Answers inquires and directs and guides visitors in galleries or museums.

Alternative Titles and Specialisations:
Museum Host and Tour Coordinator
Museum or Gallery Attendant
Gallery Assistant

Tour Guide

Escorts visitors on sightseeing, educational or other tours, and describes and explains points of interest.

Alternative Titles and Specialisations:
Sightseeing Guide
Tour Escort
Tour Controller
Tour Director
Inbound Tour Operator
Tour Leader
Tour Coordinator
Regional Guide
Cooks

Cooks plan, organize, prepare and cook meals in hotels, restaurants and other eating places, on board ships, on passenger trains and in private households.

Tasks include:
- Inspecting and cleaning the kitchen, kitchen equipment, serving areas, etc. to ensure safe and sanitary food handling practices
- Planning meals, preparing and cooking foodstuffs; Planning, supervising and coordinating the work of kitchen helpers; Checking the quality of food; weighing, measuring and mixing
- Operating large-volume cooking equipment such as grills, deep-fat fryers, or griddles
- Regulating the temperature of ovens, grills, roasters and other cooking equipment
- Ingredients according to recipes and personal judgement

2015-5121

Cooks

Cooks plan, organize, prepare and cook meals in hotels, restaurants and other eating places, on board ships, on passenger trains and in private households.

Tasks include:
- Planning, supervising and coordinating the work of kitchen helpers
- Regulating the temperature of ovens, grills, roasters and other cooking equipment; inspecting and cleaning the kitchen, kitchen equipment, serving areas, etc. to ensure safe and sanitary food handling practices
- Checking the quality of food
- Planning meals, preparing and cooking foodstuffs
- Weighing, measuring and mixing ingredients according to recipes and personal judgement
- Operating large-volume cooking equipment such as grills, deep-fat fryers, or griddles

2015-512101

Cook

Prepares, seasons and cooks food in a dining or catering establishment.

Alternative Titles and Specialisations:

2015-513

Waiters and Bartenders

Waiters and bartenders serve food and beverages in commercial dining and drinking places, clubs, institutions and canteens, on board ships and on passenger trains.

Tasks include:
- Assisting in keeping bar properly stocked; Washing used glassware and cleaning bar area;
- Serving alcoholic and non-alcoholic drinks at a bar; setting tables with clean linen, cutlery, crockery and glassware;
- Serving food and beverages; advising on the choice of wines and serving them;
- Taking orders for food and/or drinks and passing order to kitchen; presenting bill and accepting payment

2015-5131

Waiters

Waiters serve food and beverages at tables in dining and drinking places, clubs, institutions and canteens, on board ships and on passenger trains.

Tasks include:
Presenting bills, accepting payment and operating point of sales machines and cash registers
Taking orders for food and drinks and passing order to kitchen or bar staff
Advising on food and beverage choices
Serving food and beverages to clients at tables
Clearing tables and returning dishes and cutlery to kitchen
Setting tables with clean linen, cutlery, crockery and glassware
Greeting customers and presenting them with menus and beverage lists

2015-513101  Waiter
Serves food and drinks in a hotel, restaurant, club or dining establishment.

Alternative Titles and Specialisations:
Wine Steward
Wine Attendant
Silver Service Waiter
Restaurant Hostess
Formal Service Waiter
Lounge Assistant
Night Club Hostess
Food and Beverage Attendant
Drink Waiter
Dining Room Attendant
Maitre D
Sommelier

2015-513102  Cafe Worker
Sells and serves food and beverages for consumption on premises in a cafe or similar establishment.

Alternative Titles and Specialisations:
Catering Counter Assistant
Coffee Bar / Lounge / Shop Assistant
Cafe Assistant
Cafe Counter Staff
Catering Assistant
Cafe Attendant
Fast Food Attendant
Cafeteria Assistant / Worker
Food Counter Assistant
Canteen Attendant / Worker
Fast Food Server
Snack Bar Attendant
Lunch Bar Assistant

2015-5132
Bartenders
Bartenders prepare, mix and serve alcoholic and non-alcoholic drinks directly to customers over a bar or counter, or through waiters.
Tasks include:
- Tapping kegs and attaching supply lines
- Assisting in keeping bar properly stocked and arranging bottles and glasses
- Washing used glassware, cleaning and maintaining bar service areas, tea and coffee-making areas and equipment such as espresso machines
- Mixing ingredients to prepare cocktails and other drinks
- Taking beverage orders from serving staff or directly from patrons
- Taking steps to limit problems related to excessive drinking such, as persuading customers to stop drinking
- Preparing and serving alcoholic and non-alcoholic drinks at a bar
- Serving snacks or other food items to customers at the bar
- Checking identification of customers to verify age requirements for purchase of alcohol
- Collecting payment for sales, operating cash registers and balancing cash receipts
- Declining further service and ordering transportation

2015-513201
Bar Attendant
Prepares, mixes and serves alcoholic and non-alcoholic drinks to patrons in a bar in a licensed establishment.
Alternative Titles and Specialisations:
- Club Steward
- Bar Operator
- Bartender
- Bar Steward
- Bar Hostess / Maid
Barperson Waiter

2015-513202
Barista
Prepares and serves espresso coffee and other hot beverages to patrons in a cafe, coffee shop, restaurant or dining establishment.

Alternative Titles and Specialisations:
Coffee Maker

Hairdressers, Beauticians and Related Workers

2015-514
Hairdressers, beauticians and related workers cut and dress hair, shave and trim beards, give beauty treatment, apply cosmetics and make-up and give other kinds of treatment to individuals in order to improve their appearance.

Tasks include:
Shaving and trimming beards
Shaping and polishing finger- and toe-nails and treating minor ailments of the human foot
Cutting and dressing hair
Giving beauty treatment; and applying cosmetics and make up
Attending clients taking baths and administering elementary massage
Discussing customers’ requirements

2015-5141
Hairdressers

Hairdressers cut, style, colour, straighten and permanently wave hair, shave or trim facial hair and treat scalp conditions.

Tasks include:
Arranging appointments and collecting payments
Styling hair into dreadlocks and braids and adding hair extensions
Providing advice on hair care, beauty products and hairstyles
Fitting wigs according to customers’ requirements
Giving scalp treatment
Cleaning work areas and sanitizing instruments
Cutting, washing, tintoing and waving hair
Shaving or trimming beards and moustaches

2015-514101
Hairdresser

Cuts, styles, colours, straightens and permanently wave hair, and treat hair and scalp conditions.

Alternative Titles and Specialisations:
Afro Hairdresser
Barber
Hair Dressing Technician
Hair Stylist

2015-514102 Hair or Beauty Salon Assistant
Assists hairdressers and beauty therapists by performing routine tasks in a hairdressing or beauty salon.

Alternative Titles and Specialisations:
Salon Operator
Dreadlock Specialist
Hairdresser (Weaving)
Hair Colour Technician
Hairdresser (Braiding)
Electrolysis Assistant
Hairdresser’s Assistant
Locktician

2015-5142 Beauticians and Related Workers
Beauticians and related workers, give facial and body beauty treatments, apply cosmetics and make-up and give other kinds of treatment to individuals in order to improve their appearance.

Tasks include:
Arranging appointments and collecting payments
Advising clients on diet and exercise to assist in weight loss and slimming
Applying make-up to clients of a beauty parlour or to actors and other performers
Cleaning and applying creams, lotions and related products to face and parts of body
Using waxing, sugaring and depilation techniques to remove unwanted bodily hair
Attending to clients taking baths and administering elementary massage
Cleaning, shaping and polishing finger- and toe-nails and treating minor ailments of the human foot such as corns, calluses or deformed toe-nails
Giving facial and body massage

2015-514201 Skin Care Therapist
Provides skin analyses, facial therapies and skin-care treatments to clients.

Alternative Titles and Specialisations:
Skin Peeling and Dermabrasion
Facial Therapist
Beauty Therapist
Aesthetician
Intense Pulsed Light (IPL / Laser) Skin Technician
Cosmetologist
Permanent Make-up Artist
Make-up Artist
Medical Aesthetician

2015-514202  Body Therapist
Provides body therapy treatment services for health, relaxation and remedial purposes.
Alternative Titles and Specialisations:
Aroma Therapist
Intense Pulsed Light (IPL / Laser) Body Technician
Sliming Therapist
Body Massage Therapist
Reflexologist

2015-514203  Hair Removal Technician
Provides hair removal services to clients.
Alternative Titles and Specialisations:
Waxing Technician
Eyelash and Brow Technician
Intense Pulsed Light (IPL / Laser) Hair Technician
Electrologist

2015-514204  Nail Technician
Applies artificial nails and provides nail and skincare therapies to hands and feet.
Alternative Titles and Specialisations:
Manicurist
Pedicurist

2015-514205  Make Up Artist
Designs and applies make up to actors, presenters and other performing artists.
Alternative Titles and Specialisations:
Stage Beautician
Make Up Consultant

2015-514206
Weight Loss Consultant
Advises clients to improve health, fitness and body mass.

Alternative Titles and Specialisations:
Slimming Consultant

2015-514207
Somatologist
Assesses and treats a variety of skin and body problems in a holistic and health related manner.

Alternative Titles and Specialisations:
Beauty Technologist
Health and Skin-care Therapist
Spa Therapist

2015-515
Building and Housekeeping Supervisors
Building and housekeeping supervisors coordinate, schedule, and supervise the work of cleaners and other housekeeping staff in commercial, industrial and residential premises. They take responsibility for housekeeping and caretaking functions in hotels, offices, apartments, houses and private dwellings.

Tasks include:
Cleaning and housekeeping supervisors in offices, hotels and other establishments
Issuing of supplies and equipment and inventory stocks to ensure that the supplies on hand are adequate; screening and hiring job applicants
Recommending promotions, transfers or dismissals; performing some cleaning, housekeeping and maintenance
Assigning tasks and inspecting building areas to see that cleaning, housekeeping and maintenance work has been done properly
Training both new and experienced employees

2015-5151
Cleaning and Housekeeping Supervisors
Cleaning and housekeeping supervisors in offices, hotels and other establishments organize, supervise and carry out housekeeping functions in order to keep clean and tidy the interiors, fixtures and facilities in these establishments.

Tasks include:
Engaging, training, discharging organizing and supervising helpers, cleaners and other housekeeping staff
Making beds, cleaning bathrooms, supplying towels, soap and related items
Sweeping or vacuum-cleaning, washing and polishing floors, furniture and other fixtures
Purchasing or controlling the purchase of supplies
Supervising general welfare and conduct of individuals in institutions
Cleaning kitchens and Generally helping with kitchen work, including dishwashing
Controlling storage and issue of supplies
Restocking mini bars and replenishing items such as drinking glasses and writing equipment
2015-515101  Hotel Service Manager
Supervises and coordinates the activities of hotel service workers.
Alternative Titles and Specialisations:
Bar Manager
Head Housekeeper
Accommodation Manager
Hotel Concierge
Hotel Chief Steward
Hotel Office Manager
Commissionaire Porter
Head / Front Office Porter (Hotel)
Front Office Manager (Hotel)

2015-515102  Housekeeping Service Manager
Supervises and coordinates the activities of service workers in private institutions and other institutions such as schools and prisons.
Alternative Titles and Specialisations:
Residential Institution Housekeeping Matron
Prison Matron
Dormitory Manager
Camp Hostel Matron
Boarding School Hostel Matron

2015-515103  Commercial Housekeeper
Cleans, vacuums and mops floors, makes beds, and re-stocks mini bars and bathroom supplies in hotel rooms and other commercial premises.
Alternative Titles and Specialisations:
Housekeeper (Not Private)
Linen Keeper

2015-5152  Domestic Housekeepers
Domestic housekeepers organize, supervise and carry out housekeeping functions in private households with or without the support of subordinate staff.
Tasks include:
Making beds, cleaning bathrooms, supplying towels, soap and related items
Sweeping or vacuum-cleaning, washing and polishing floors, furniture and other fixtures
Purchasing or controlling the purchase of supplies
Supervising workers employed in households as domestic staff
Taking care of household pets and plants, receiving visitors, answering telephones, delivering messages and shopping for groceries
Cleaning kitchens and generally helping with kitchen work, including dishwashing
Preparing and cooking meals, setting and clearing tables and serving food and beverages
Controlling storage and issue of supplies
Assisting in cases of minor injury or illness by performing tasks such as taking temperature, giving medicine, putting on bandages

2015-515201 Domestic Housekeeper
Cleans, cooks and performs other housekeeping tasks in private residences.

Alternative Titles and Specialisations:
Housekeeper (Private / Residential Service)
Domestic Servant
House Steward Private

2015-515202 Butler
Supervises and coordinates activities of household employees engaged in cooking, cleaning, and related domestic duties.

Alternative Titles and Specialisations:

2015-5153 Building Caretakers
Building caretakers take care of apartment houses, hotels, offices, churches and other buildings and maintain them and associated grounds in a clean and orderly condition. They may supervise other workers and contractors depending on the size and nature of the building concerned.

Tasks include:
Filling out registration forms and providing tenants with copies of rules
Notifying management and owners of buildings of the need for major repairs
Patrolling buildings to ensure security is maintained
Regulating conduct of tenants and visitors in such matters as noise abatement or misuse of property
Supervising the work of cleaning, housekeeping and building maintenance staff and contractors
Participating in cleaning, simple repairs and maintenance of building interiors
Tending furnaces and boilers to ensure provision of heat and hot water
Providing small services to absent tenants such as accepting deliveries on their behalf or providing requested information to callers

2015-515301 Caretaker
Maintains and oversees the cleaning of a residential building, school, office, holiday camp or caravan park and associated grounds.

Alternative Titles and Specialisations:
Hut Warden Conservation
Maintenance Officer
Concierge (Building)
Property Officer
Landlord / Landlady
Janitor
Sexton
Building Superintendent
Camp Warden
Dormitory Warden
Verger
Custodian

2015-515302 Amusement, Fitness or Sport Centre Attendant
Assists patrons, collects tickets and fees and supervises the use of recreational and sports equipment.

Alternative Titles and Specialisations:
Swimming Pool Attendant
Skating Rink Attendant

2015-516 Other Personal Services Workers
Other personal services workers recount past and predict future events in persons' lives, provide companionship and other personal services, groom, train and care for animals, provide embalming and funeral services train people to drive vehicles.

Tasks include:
Casting horoscopes; providing companionship or valet services and other personal services to clients
Instructing students under actual driving conditions
Providing embalming and funeral services; feeding, handling, training and grooming animals

2015-5161 Astrologers, Fortune-tellers and Related Workers
Astrologers, fortune-tellers and related workers recount past and predict future events in persons' lives by practicing astrology, on the basis of characteristics of the clients' palms, samples of playing cards drawn or other techniques.

Tasks include:
Forecasting future events on the basis of these interpretations;
Determining auspicious times for various human activities such as inaugurations, marriages, journeys and religious and other ceremonies;
Giving warnings and advice on possible courses of action;
Casting horoscopes of individuals at birth or later to recount past and forecast future events and conditions of their lives;
Advising individuals on precautions to be taken to avoid evil influences
Interpreting characteristics of clients’ palms, samples of playing cards, position of tea leaves or coffee remnants in a cup, shapes and patterns of bones of dead animals, etc.

2015-516101
Astrologer
Studies the positions and aspects of celestial bodies in the belief that they have an influence on the course of natural earthly occurrences and human affairs.

Alternative Titles and Specialisations:
Numerologist
Palmist
Fortune Teller

2015-5162
Companions and Valets
Companions and valets provide companionship and attend to various needs of the employer.

Tasks include:
Keeping wardrobe and personal effects of the employer in good order
Providing companionship to employer by accompanying him/her to various places, reading, conversing and participating in activities such as sports
Assisting in entertaining visitors in employer’s home

2015-516201
Escort
Provides clients with social companionship or sexual services.

Alternative Titles and Specialisations:
Valet
Prostitute
Companion
Sex Worker

2015-5163
Undertakers and Embalmers
Undertakers and embalmers perform various tasks in the disposal of dead human bodies.

Tasks include:
Conforming to health and sanitation and ensuring that legal requirements concerning embalming are met
Dressing bodies and placing them in caskets
Incising and closing incisions on various parts of the body and reshaping or reconstructing disfigured or maimed bodies when necessary
Conducting interviews to arrange for preparation of obituary notices, to assist with the selection of caskets or urns, and to determine the location and time of burials or cremations
Embalming human bodies to retard or arrest the process of decay
Making arrangements for, and conducting, funerals, cremations and burials
2015-516301 Funeral Director
Plans and coordinates arrangements for funerals according to the wishes of the deceased or their relatives.
Alternative Titles and Specialisations:
Undertaker
Funeral Practitioner

2015-516302 Chapel or Memorial Attendant
Performs a variety of tasks during funerals.
Alternative Titles and Specialisations:

2015-516303 Embalmer
Prepares bodies for interment in conformity with legal requirements.
Alternative Titles and Specialisations:

2015-516304 Mortician
Prepares bodies for viewing and internment.
Alternative Titles and Specialisations:

2015-516305 Mortuary Technician / Assistant
Prepares and maintains equipment in mortuaries and administers the reception, preparation and storage of bodies.
Alternative Titles and Specialisations:

2015-516306 Crematorium Operator
Prepare and perform cremation process.
Alternative Titles and Specialisations:

2015-5164 Pet Groomers and Animal Care Workers
Pet groomers and animal care workers feed, handle, train and groom animals and assist veterinarians, animal health technologists and technicians in veterinary facilities, animal shelters, breeding and boarding kennels, zoos, laboratories, retail pet shops, riding schools, dog training schools pet grooming and similar establishments.
Tasks include:
Cleaning and sterilising veterinary surgical instruments
Grooming animals by performing tasks such as washing, brushing, clipping, and trimming coats, cutting nails and cleaning ears
Collecting and recording animal information such as weight, size, physical condition and, treatments received, medications given, and food intake
Bathing and feeding animals
Leading or carrying animals to treatment room and holding them during treatment
Sterilising bottles, beakers and other equipment
Cleaning, organizing, and disinfecting animal quarters such as pens, stables, cages, and yards, and animal equipment such as saddles and bridles
Labelling drugs, chemicals and other pharmaceutical preparations and replenishing stock
Training animals to develop and maintain desired animal behaviours for competition, entertainment, obedience, security, riding and other activities

2015-516401 Animal Attendant / Groomer
Feeds, grooms, shears and cares for animals.
Alternative Titles and Specialisations:
SPCA Worker
Kennel Assistant
Horse Groomer
Shearer
Pet Groomer
Boarding Kennel Attendant
Pound Keeper
Animal Rescue Worker

2015-516402 Animal Trainer
Teaches animals to obey commands and undertake specific tasks.
Alternative Titles and Specialisations:
Horse Trainer / Breaker
Dog Handler

2015-516403 Zookeeper
Feeds, provides water for and monitors the health of animals in zoos, aquaria and wildlife parks; cleans, fixes and maintains animal cages; and informs visitors about animals.
Alternative Titles and Specialisations:
Aquarist
Zoo Attendant

2015-516404 Dog Walker
Walks dogs for their owners.
Alternative Titles and Specialisations:

2015-5165 Driving Instructors
Driving instructors teach people how to drive motor vehicles.
Tasks include:
Advising students when they are ready to undergo driving examination
Teaching road craft and road safety
Teaching road traffic regulations
Advising on and teaching advanced driving techniques required for emergency situations
Illustrating and explaining handling and mechanical operation of motor vehicles and driving techniques using blackboard diagrams and audiovisual aids
Instructing students under actual driving conditions, and explaining and demonstrating the operation of brakes, clutch, gear selection, automatic transmission, signals and lights

2015-516501 Driving Instructor
Instructs individuals and groups in the theory and application of driving.

Alternative Titles and Specialisations:
Driver Education Teacher

2015-5169 Personal Services Workers not Elsewhere Classified
This unit group covers personal service workers not classified elsewhere in sub-major group 51. For instance, those who provide services and companionship as dancing partners, social escorts, and night-club hostesses or hosts are classified here.

Tasks include:
Accompanying clients to restaurants and other outings;
Acting as a dancing partner;
Welcoming clients to a night-club and ensuring that they are entertained well

2015-516901 Refuge Worker
Provides services and support to people seeking assistance in refuges.

Alternative Titles and Specialisations:

2015-516902 Civil Celebrant
Conducts civil marriage ceremonies, funerals, commitment ceremonies, naming and other ceremonies, and maintains appropriate records.

Alternative Titles and Specialisations:

Marriage Celebrant

2015-52 Sales Workers
Sales workers sell and demonstrate goods in wholesale or retail shops, at stalls and markets, door-to-door, via telephone or customer contact centres. They may record and accept payment for goods and services purchased, and may operate small retail outlets.

Tasks include:
Stacking and displaying goods for sale, and wrapping and packing goods sold
Operating cash registers, optical price scanners, computers or other equipment to record and accept payment for the purchase of goods and services
Selling goods in wholesale or retail establishments or at street or market stalls, door-to-door, via telephone or customer contact centres
Determining product mix, stock and price levels for goods to be sold; operating cash registers, optical price scanners, computers or other equipment to be sold
Demonstrating and displaying goods to potential customers
Supervision of other workers may be required in some occupations classified here
Selling and serving food for immediate consumption at counters and in the street; buying or contracting a regular supply of products to be sold

2015-521101 Street Market Vendor
Sells goods and services to customers at a street market location.

Alternative Titles and Specialisations:
Ice Cream Vendor
Market Stall Vendor
Street Food Salespersons
Street food salespersons prepare and sell, or sell previously prepared, hot or cold foods and beverages ready for immediate consumption in streets and public places such as stations, cinemas, or theatres.

Tasks include:
- Loading and unloading, pushing, pedalling or carrying hand-cart, truck, tray or basket to bring food and drinks to the desired place in the street, or to public places such as stations or cinemas;
- Preparing, either beforehand or on the spot, food and drinks for sale;
- Obtaining food and drinks for sale;
- Obtaining permission or a licence, where required, to sell food and drinks on the street or in a public place;
- Displaying and selling food and drinks and accepting payment

Street Food Sales Person
Prepares and sell, or sell previously prepared, hot or cold foods and beverages ready for immediate consumption in streets and public places such as stations, cinemas, or theatres.

Alternative Titles and Specialisations:
Street Food Vendor

Cash Van Salesperson
Drives a van or light truck on established routes to sell goods and services.

Alternative Titles and Specialisations:
Salesman Driver
Milk Vendor
Bread Contractor Vendor

Shop Salespersons
Shop salespersons sell a range of goods and services directly to the public or on behalf of retail and wholesale establishments. They explain functions and qualities of these goods and services, and may operate small shops or supervise the activities of shop sales assistants and cashiers.

Tasks include:
- Stacking and displaying goods for sale, and wrapping and packing goods sold
- Determining customer requirements and advising on product range, price, delivery, warranties and product use and care
- Accepting payment for by a variety of payment methods and preparing sales invoices
- Undertaking or assisting with the ongoing management of stock such as product inventories and participating in stock takes
- Demonstrating and explaining and selling goods and services to customers
- Determining product mix, stock and price levels for goods to be sold
- Supervising and coordinating the activities of shop sales assistants, checkout operators and other workers in supermarkets and department stores

Shop Keepers
Shopkeepers operate small retail shops either independently or with support from a small number of others.

Tasks include:
- Taking inventory of goods in stock
- Budgeting and maintaining records of stock levels and financial transactions
- Determining prices and displaying goods for sale
- Selling goods to customers and advising them on product use
- Determining product mix, stock and price levels for goods to be sold
- Examining returned goods and deciding on appropriate action
- Purchasing and ordering goods for sale from markets, wholesalers and other suppliers

2015-522101  Antique Dealer
Buys and sells antiques such as furniture, art, jewellery and china. May also clean, restore and value antiques.

Alternative Titles and Specialisations:

2015-522102  Salon Manager
Organises and controls the operations of a hairdressing or beauty salon.

Alternative Titles and Specialisations:
- Hair Salon Manager
- Nail Salon Manager
- Beauty Salon Manager

2015-5222  Shop Supervisors
Shop supervisors supervise and coordinate the activities of shop sales assistants, checkout operators and other workers in retail and wholesale shops such as supermarkets and department stores.

Tasks include:
- Planning and preparing work schedules and assigning staff to specific duties
- Taking inventory of goods for sale and ordering new stock
- Ensuring that goods and services are correctly priced and displayed
- Participating in and providing advice to managers on interviewing, hiring, training, evaluating, promoting and dismissing staff, and resolving staff grievances
- Instructing staff on sales procedures, including how to handle difficult or complex cases
- Ensuring that customers receive prompt service
- Examining returned goods and deciding on appropriate action
- Ensuring that safety procedures are enforced

2015-522201  Retail Supervisor
Supervises and coordinates the activities of retail sales workers.

Alternative Titles and Specialisations:
Sales Counter Manager
Sales Department Supervisor
Checkout Supervisor
Sales Promotions Officer

2015-5223
Shop Sales Assistants
Shop sales assistants sell a range of goods and services directly to the public or on behalf of retail and wholesale establishments, and explain the functions and qualities of these goods and services.

Tasks include:
- Demonstrating and explaining to customers the establishment’s goods and services
- Stacking and displaying goods for sale, and wrapping and packing goods sold
- Determining customer requirements and advising on product range, price, delivery, warranties and product use and care
- Assisting with the ongoing management of stock such as product inventories and participating in stock takes
- Selling goods and services, accepting payment by a variety of payment methods, preparing sales invoices and recording sales using cash registers

2015-522301
Sales Assistant (General)
Sells goods and services such as food, clothing, hardware, household appliances, office supplies and cosmetics in a retail or wholesale establishment.

Alternative Titles and Specialisations:
Shop Assistant
Food Demonstrator
Supermarket Assistant / Worker
Telephone Salesperson
Perishable Sales Worker
Retail Assistant
Sales Person / Consultant
Pawnbroker
Clothing Sales Assistant
Cosmetic Sales Assistant
Swimming Pool Salesperson
Hardware Sales Assistant
Fast Food Assistant / Operator
Foodmarket Worker
Counterhand

2015-522302  Motorised Vehicle or Caravan Salesperson
Sells new and used motor cars, motor cycles, trucks, boats, caravans and specialised motorised equipment in a retail or wholesale establishment.

Alternative Titles and Specialisations:
Fleet Salesperson
Used Car Salesperson
Tractor Salesperson
Licensed Motor Vehicle Dealer
Motor Vehicle Salesperson

2015-522303  Automotive Parts Salesperson
Sells motor vehicle accessories and spare parts in a retail or wholesale establishment.

Alternative Titles and Specialisations:
Sales Representative (Motor Vehicle Parts and Accessories)
Automotive Parts Interpreter
Tyre Sales Representative
Tyre Salesman
Spare Parts Salesman
Workshop Sales Person
Parts Assistant Manager
Agricultural Equipment Parts Salesperson

2015-522304  ICT Sales Assistant
Sells computing and telecommunications related goods and services in a retail or wholesale establishment.

Alternative Titles and Specialisations:
Computer Retail Salesperson
Communications Sales Assistant
IT Salesperson
Mobile Phone Salesperson

2015-523  Cashiers and Ticket Clerks
Cashiers and ticket clerks operate cash registers, optical price scanners, computers or other equipment to record and accept payment for the purchase of goods, services and admissions in settings such as stores, restaurants and ticket offices.
Tasks include:
Scanning, weighing and recording prices of goods
Receiving and verifying payment by cash, cheque credit card or automatic debit in stores, ticket offices, or similar establishments
Receiving incoming cash, checking it against sales slips and other documents, and preparing it for deposit at bank
Issuing tickets at ticket offices, and taking corresponding payments
Operating cash register to calculate total to be paid from or to clients
Wrapping and placing merchandise in bags
Counting and recording money received or paid out and balancing against cash register sales records
Giving change and issuing receipts

2015-5231
Cashiers and Ticket Clerks
Cashiers and ticket clerks operate cash registers, optical price scanners, computers or other equipment to record and accept payment for the purchase of goods, services and admissions in settings such as stores, restaurants and ticket offices.
Tasks include:
Scanning, weighing and recording prices of goods
Receiving and verifying payment by cash, cheque credit card or automatic debit in stores, ticket offices, or similar establishments
Receiving incoming cash, checking it against sales slips and other documents, and preparing it for deposit at bank
Operating cash register to calculate total to be paid from or to clients
Issuing tickets for attendance at sporting and cultural events
Wrapping and placing merchandise in bags
Counting and recording money received or paid out and balancing against cash register sales records
Giving change and issuing receipts

2015-523101
Checkout Operator
Operates cash registers and receives payments for goods purchased by customers.

Alternative Titles and Specialisations:
Grocery Checkout Operator
Service Station Console Operator
Cash Register Operator

2015-523102
Office Cashier
Receives payments from customers, issues receipts, returns change due, and meets the public and explains charging and billing policy.

Alternative Titles and Specialisations:
Cash Accounting Clerk
Toll Road Cashier
Cashier
Service Station Cashier
Driveway Cashier
Cash Receipting Clerk

Ticket Seller
Sells tickets and makes reservations for services such as travel and admission to sporting and entertainment venues. May work in a call centre.

Alternative Titles and Specialisations:
Reservations Clerk
Booking Clerk
Airline Clerk

Other Sales Workers
Other sales workers display, demonstrate, display and sell goods, food and services, usually to the general public, in contexts other than sales in markets, streets and shops. It includes sales workers not classified in minor groups 521 street and market salespersons, 522 shop salespersons and 523 cashiers and ticket clerks.

Tasks include:
Posing for photographs, film and video, advertising, still photography or for artistic creation
Selling fuel, lubricants and other automotive products at service stations
Taking orders and making arrangements for payment, delivery and collection of goods or for provision of services
Answering questions and offering advice on the use of goods and services
Displaying and demonstrating items for sale
Selling goods and services and soliciting business by approaching potential customers by going from door to door or using the telephone or other electronic communications media
Providing services such as fuelling, cleaning, lubricating and performing minor repairs to motor vehicles

Fashion and Other Models
Fashion and other models wear and display clothing and accessories and pose for photographs, film and video, advertising, still photography or for artistic creation.

Tasks include:
Posing for still photography for magazines and other advertising media
Posing as subject for sculpture, painting and other types of visual art
Walking, turning and posing to demonstrate style and characteristics of garments, fashion accessories and other merchandise to best advantage
Dressing in sample apparel of new or current styles or of type wanted by customer
Posing for television, video and cinema commercials and other productions

Model
Wears and displays clothing and accessories, and poses for photographs, paintings, sculptures and other types.

**Alternative Titles and Specialisations:**

Modelling Instructor

2015-524102 Event Stylist
Prepares special exhibits.

**Alternative Titles and Specialisations:**

2015-5242 Sales Demonstrators
Sales demonstrators demonstrate goods at commercial premises, exhibitions and private homes.

**Tasks include:**

- Answering questions and offering advice on the use of goods
- Setting up displays and demonstrating articles for sale to inform customers about their characteristics and mode of use, as well as to stimulate buying interest
- Offering sample goods and distributing catalogues and advertising material
- Taking orders and making arrangements for payment, delivery and collection of goods
- Selling goods or directing customers to sales staff

2015-524201 Sales Demonstrator
Displays and demonstrates goods at commercial premises, exhibitions and private homes.

**Alternative Titles and Specialisations:**

Promotion Salesperson
Merchandiser

2015-5243 Door-to-door Salesperson
Door-to-door salespersons sell goods and services and solicit business for an establishment, by approaching or visiting potential customers, usually residents in private homes, by going from door to door.

**Tasks include:**

- Giving details of various goods or services and of terms of sale by visiting clients and potential clients door to door
- Preparing invoices and sales contracts and accepting payment
- Recording orders and transactions and placing orders received with suppliers
- Compiling lists of prospective clients and calling on them to obtain new business
- Demonstrating or describing goods or services on offer
- Distributing letters, information sheets and other documents to clients
- Travelling between sales areas and clients and transporting samples or goods for sale

2015-524301 Door-to-door Salesperson
Sells goods and services from door-to-door.

Alternative Titles and Specialisations:
Door-to-door Fundraising Collector
Party Plan Salesperson
Hawker
Fund Raiser
Telefunder

2015-5244
Contact Centre Salespersons
Contact centre salespersons contact existing and prospective customers, using the telephone or other electronic communications media, to promote goods and services, obtain sales and arrange sales visits. They may work from a customer contact centre or from non-centralised premises.

Tasks include:
Arranging appointments for sales representatives
Submitting periodic reports on telemarketing activities and results
Recording notes for follow-up action and updating marketing databases to reflect changes to the status of each customer
Reporting competitor activities and issues raised by contacts for attention by managers
Maintaining statistics of calls made and successes achieved
Creating interest in goods and services, and seeking a sale or agreement to see sales representatives
Arranging processing and despatch of goods and services, information kits and brochures to customers
Promoting goods and services by telephone or electronic mail, following scripts and working form lists of contacts

2015-524401
Call Centre Salesperson
Contact existing and prospective customers, using the telephone or other electronic communications media, to promote goods and services, obtain sales and arrange sales visits.

Alternative Titles and Specialisations:
Customer Contact Centre Salesperson
Contact Centre Agent (Interactive and Direct Marketing)
Telemarketing Salesperson
Telemarketer
Internet Salesperson
Telephone Sales Person

2015-5245
Service Station Attendants
Service station attendants sell fuel, lubricants and other automotive products and provide services such as fuelling, cleaning, lubricating and performing minor repairs to motor vehicles.
**Tasks include:**
- Undertaking stock control and preparing reports on fuel, oil, accessories and other items sold
- Maintaining and operating automatic car wash facilities
- Filling fuel tanks and containers to level specified by customer
- Washing vehicle windscreens and windows
- Cleaning petrol pumps and surrounding driveway, shop and facilities
- Checking and replenishing air pressure in vehicle tyres, and oil and other vehicle fluid levels
- Collecting payments from customers for purchases
- Performing minor repair work to vehicles such as replacing tyres, light bulbs and windscreen wiper blades

*2015-524501 Service Station Attendant*

Sells fuel, lubricants and other automotive accessories, and performs minor maintenance on motor vehicles at a service station.

**Alternative Titles and Specialisations:**
- Forecourt Attendant
- Petroleum Transfer Technician
- Driveway Attendant
- Petrol Station Attendant
- Petroleum Distribution Agent
- Service Station Salesperson

*2015-5246 Food Service Counter Attendants*

Food service counter attendants serve customers at food counters and finish preparation of simple food items in restaurants, cafes, hotels, fast food outlets, cafeterias, hospitals and other settings.

**Tasks include:**
- Cleaning, peeling, slicing and trimming foodstuffs using manual and electric appliances
- Portioning and wrapping food or placing it directly on plates for service to patrons
- Serving food to customers at counters
- Packaging take-away food
- Preparing simple food items and reheating prepared meals
- Ascertaining the products desired by the customer, assisting customer in making a choice and taking orders
- Receiving payment for food items purchased
- Stocking refrigerators, salad and buffet bars and keeping records of the quantities of food used

*2015-524601 Food Service Counter Attendant*
Serves customers at food counters and finish preparation of simple food items in restaurants, cafes, hotels, fast food outlets, cafeterias, hospitals and other settings.

**Alternative Titles and Specialisations:**
- Salad Bar Attendant
- Cafeteria Counter Attendant

**2015-5249**

**Sales Workers not Elsewhere Classified**

This unit group includes sales workers not classified elsewhere in sub major group 52.

**Tasks include:**

**2015-524901**

**Materials Recycler**

Salvages materials from industrial, commercial and private establishments for resale.

**Alternative Titles and Specialisations:**
- Waste Recycler
- Automotive Dismantler
- Vehicle Dismantler
- Recycling Coordinators
- Scrap Merchant / Metal Dealer
- Scrap Materials Buyer
- Bottle Dealer

**2015-524902**

**Rental Salesperson**

Rents goods and equipment to individuals and businesses.

**Alternative Titles and Specialisations:**
- Car Rental Sales Assistant
- Industrial Hire Sales Assistant
- Video Library Assistant
- Rental Car Hирer
- Rental Clerk

**2015-524903**

**Sales Clerk / Officer**

Receives and processes purchase and hire orders for goods and services, and provides information and advice about goods and services.

**Alternative Titles and Specialisations:**
- Hire Coordinator
- Engineering Sales Clerk
Energy Broker
Buy or sell energy or energy derivatives or products for customers.

Alternative Titles and Specialisations:

Personal Care Workers
Personal care workers provide care, supervision and assistance for children, patients and elderly, convalescent or disabled persons in institutional and residential settings.

Tasks include:
Assisting children individually to learn social skills
Observing and reporting concerns to appropriate medical or social service worker
Supervising and participating in activities that enhance the child’s physical, social, emotional and intellectual development in schools and preschool
Assisting with mobility, washing and other personal needs

Child Care Workers and Teachers’ Aides
Child care workers and teachers’ aides provide care and supervision for children in schools, residential homes and child care facilities.

Tasks include:
Assisting children individually to learn social skills
Demonstrating, supervising and participating in activities that enhance the physical, social, emotional and intellectual development of children in schools and preschools
Assisting in preparation of materials and equipment for children’s education and recreational activities before-school, after-school, during vacation and in day care centres

Child Care Workers
Child care workers provide care and supervision for children in residential homes and in before-school, after-school, vacation and day care centres.

Tasks include:
Managing children’s behaviour and guiding their social development
Observing and monitoring children’s play activities
Assisting in the preparation of materials and equipment for children's education and recreational activities
Playing games with children, or entertaining them by reading or storytelling
Taking children to and from school or outdoors for recreation
Assisting children to wash, dress and feed themselves
Disciplining children and recommending or initiating other measures to control behaviour, such as caring for own clothing and picking up toys and books
Keeping records on individual children, including daily observations and information about activities, meals served, and medications administered

Child Care Worker
Provides care and supervision for children in programs such as long day care and occasional care in child care centres, hospitals and educational centres.

Alternative Titles and Specialisations:
Children's Nursery Assistant / Attendant
Nursemaid
Daymother
Child Care Aide
Crèche Attendant
Play Centre or Playground Supervisor
Nursery School Attendant
Child Minder

2015-531102 Family Day Care Worker
Provides care and supervision for babies and children, usually in worker’s own home, under local government or community based schemes.

Alternative Titles and Specialisations:
Family Day Carer

2015-531103 Nanny
Assists parents in the provision of on-going care and supervision for babies and children, usually in the child’s home.

Alternative Titles and Specialisations:
Governess
Au Pair
Baby Sitter

2015-531104 Out of School Hours Care Worker
Provides care for school age children in an out of school hours care program.

Alternative Titles and Specialisations:
Playleader
After School Care Attendant
Schoolchildren Attendant

2015-531105 Child or Youth Residential Care Assistant
Provides care and supervision for children in correctional services institutions.

Alternative Titles and Specialisations:
Residential Care Worker
Hospital Care Worker

2015-531106
Hostel Parent

Operates a residential child care establishment which provides a home environment for children.

*Alternative Titles and Specialisations:*

House Parent
Housemaster
Housemother

2015-5312

Teachers' Aides

Teachers' aides perform non-teaching duties to assist teaching staff, and provide care and supervision for children in schools and pre-schools.

*Tasks include:*

- Assisting children individually to learn social skills
- Preparing indoor and outdoor areas for learning and recreational activities
- Demonstrating, supervising and participating in activities that enhance the physical, social, emotional and intellectual development of children in schools and preschools
- Assisting children with intellectual, physical, behavioural and other learning difficulties with their studies
- Assisting with preparing teaching materials, and copying and collating written and printed material
- Operating audio-visual equipment, computers and other teaching aides
- Distributing and collecting lesson material

2015-531201

Teachers' Aide

Assists teaching staff in the preparation of teaching materials and with general classroom tasks.

*Alternative Titles and Specialisations:*

Teachers' Assistant
School Services Officer
Student Liaison Officer

2015-532

Personal Care Workers in Health Services

Personal care workers in health services provide personal care and assistance with mobility and activities of daily living to patients, and elderly, convalescent and disabled people in health care and residential settings.

*Tasks include:*

- Assisting patients with mobility, personal care and communication needs; Sterilizing surgical and other instruments and equipment;
- Observing and reporting concerns to the appropriate medical or social service workers, preparing patients for examination and treatment and participating in planning the care of individuals

2015-5321

Health Care Assistants

Health care assistants provide direct personal care and assistance with activities of daily living to patients and residents in a variety of health care settings such as hospitals, clinics,
and residential nursing care facilities. They generally work in implementation of established care plans and practices, and under the direct supervision of medical, nursing or other health professionals or associate professionals.

Tasks include:
Assisting patients with personal and therapeutic care needs such as personal hygiene, feeding, dressing, physical mobility and exercise, communication, taking oral medications and changing dressings
Positioning, lifting and turning patients and transporting them in wheelchairs or on movable beds
Providing care, support and treatment to patients and residents of medical, rehabilitative and residential care facilities as per treatment plans established by medical, nursing and other health professionals
Maintaining patients' environmental hygiene standards, such as cleaning patient rooms and changing bed-linen
Providing massage and other non-pharmacological pain relief measures, such as during pregnancy and labour
Observing patients' condition, responses and behaviour and reporting changes to a health professional

2015-5322
Home-based Personal Care Workers
Home-based personal care workers provide routine personal care and assistance with activities of daily living to persons who are in need of such care due to effects of ageing, illness, injury, or other physical or mental condition in private homes and other independent residential settings.

Tasks include:
Maintaining clients' environmental hygiene standards, such as changing bed linen, washing clothes and dishes, and cleaning living quarters
Maintaining records of client care, changes in condition and responses to care and treatment, and reporting concerns or providing referrals to a health or social services professional
Positioning and lifting clients with physical mobility challenges, and helping transport them in wheelchairs and motor vehicles
Providing clients and families with emotional support and information and advice on topics such as nutrition, hygiene, exercise, caring for infants, or adapting to disability or illness
Providing support to parents and care for newborns during the postpartum period
Planning, purchasing, preparing, or serving meals to meet nutritional requirements and prescribed diets
Providing psychological support to clients such as through conversation or reading aloud
Scheduling and accompanying clients for appointments with medical doctors and other health professionals or performing other errands

2015-532201
Residential Care Officer
Provides care and supervision for children or disabled persons in group housing or government institutions.

Alternative Titles and Specialisations:

2015-532202
Aged or Disabled Carer
Provides general household assistance, emotional support, care and companionship for aged or disabled people in their homes.

Alternative Titles and Specialisations:
Carer For Aged and Persons With Disabilities
Home Support Worker (Aged or Disabled)
Geriatric Care Giver
Personal Care Worker (Aged or Disabled)
Personal Carer (Aged or Disabled)
Rest Home Worker

2015-532203 Community Care Worker
Plans, organizes, directs, controls and coordinates child and youth care services in a service delivery area and/or organisation

Alternative Titles and Specialisations:

2015-5329 Personal Care Workers in Health Services not Elsewhere Classified
This unit group covers personal care workers in health services not classified elsewhere in minor group 532. For instance the group includes occupations such as dental aid, sterilisation aid, hospital orderly, medical imaging assistant, and pharmacy aid.

Tasks include:

2015-532901 First Aid Attendant
Renders immediate or temporary treatment of a victim of sudden injury/illness.

Alternative Titles and Specialisations:

2015-532902 Hospital Orderly
Assists with the provision of care to patients in hospitals by ensuring wards are neat and tidy, lifting and turning patients and transporting them in wheelchairs or on movable beds, and providing direct care and support.

Alternative Titles and Specialisations:
Hospital Porter
Hospital Ward Assistant
Hospital Clothing Assistant
Hospital Attendant
Patient Services Assistant
Wardsperson

2015-532903 Nursing Support Worker
Provides limited patient care under the direction of nursing staff.

Alternative Titles and Specialisations:
Nurses' Aide
Assistant In Nursing
Nursing Attendant
Paramedical Aide
Hospital Aide

2015-532904 Personal Care Assistant
Provides routine personal care services to people in a range of health care facilities or in a person's home. Birth assistants who provide emotional support and general care and advice to women and families during pregnancy and labour.

**Alternative Titles and Specialisations:**
- Home Aide
- Night Attendant
- Home-based Personal Care Worker
- Home Nurse
- Health Assistant
- Care Giver
- Care Assistant

**2015-532905** Therapy Aide

Assists therapists in providing therapy programs and in the direct care of their patients in a variety of health, welfare and community settings.

**Alternative Titles and Specialisations:**
- Chiropractic Assistant
- Osteopath's Assistant
- Podiatrist Assistant
- Diversional Therapist Assistant
- Occupational Therapist's Assistant
- Physiotherapist's Assistant
- Psychiatrist's Aide / Assistant
- Audiologist Assistant
- Associate Professional (Health Therapy)

**2015-532906** Natural Remedy Consultant

Uses traditional techniques or diagnostic methods for treatment, relaxation or health purposes.

**Alternative Titles and Specialisations:**
- Therapeutic Reflexologist
- Herbalist (Western)
- Kinesiologist
- Medical Herbalist
- Holistic Pulsar
- Iridologist
Protective Services Workers

Protective services workers protect individuals and property against fire and other hazards, maintain law and order and enforce laws and regulations.

Tasks include:
- Maintaining law and order, enforcing laws and regulations, patrolling public areas and arresting suspected offenders
- Preventing, fighting and extinguishing fires
- Rescuing people from burning buildings and accident sites and those trapped in dangerous situations
- Watching over and maintaining order among inmates of prisons, reformatories or penitentiaries
- Directing traffic and assuming authority in the event of accidents
- Patrolling or monitoring premises to guard property against theft and vandalism, controlling access to establishments and maintaining order and enforcing regulations at public events and within establishments

Fire fighters

Fire fighters prevent, fight and extinguish fires and assist in other emergencies, protect life and property and conduct rescue efforts.

Tasks include:
- Rescuing people from burning buildings and accident sites and those trapped in dangerous situations
- Preventing or limiting the spread of dangerous substances in case of fires or accidents
- Responding to fire alarms and other calls for assistance, such as automobile and industrial accidents, bomb threats and other emergencies
- Controlling and extinguishing fires using manual and power equipment and fire-fighting chemicals
- Fighting special types of fires and using special equipment in industrial establishments
- Informing the public about fire prevention

Fire Fighter

Responds to fire alarms and emergency calls, controls and extinguishes fires, and protects life and property.

Alternative Titles and Specialisations:
Fire Safety Officer
Fire Salvage Officer
Aircraft Fire Fighter
Fire Equipment Officer Forest
Fire Brigade Officer
Fire Prevention Officer
Rescue Fire Fighter
Fire Engineer (Army)
Forestry or Agricultural Fire Fighter
Fire Protection Officer Forest

2015-541102 Hazardous Materials Removal Workers
Identifies, removes, packs, transports, or disposes of hazardous materials.

Alternative Titles and Specialisations:

2015-5412 Police Officers
Police officers maintain law and order, patrolling public areas, enforcing laws and regulations and arresting suspected offenders.

Tasks include:
Identifying, pursuing and arresting suspects and perpetrators of criminal acts
Directing traffic and assuming authority in the event of accidents
Patrolling a specific area to maintain public order, respond to emergencies, protect people and property and enforce laws and regulations
Providing emergency assistance to victims of accidents, crimes and natural disasters

2015-541201 Traffic Officer
Preserves safety on the roads through the enforcement of traffic rules.

Alternative Titles and Specialisations:
Traffic Coordinator
Traffic Enquiry Constable
Road Safety Officer
Driver Testing Officer
Police Patrol Officer
Traffic Constable
Traffic Safety Coordinator / Officer
Transportation Vehicle, Equipment and Systems Inspectors
Traffic Pointsman / Woman
Traffic Sergeant
Constable City Traffic

2015-541202 Police Officer (Non-commissioned)
Maintains public order, and enforces laws by investigating crimes, patrolling public areas and arresting offenders.

Alternative Titles and Specialisations:
Neighbourhood Support Coordinator
Inquests Constable / Officer
Rural Sergeant
Relief Sergeant
Police Patrolman / Woman
Metro Police Officer
Police Station Control Manager
Constable (SAPS)
Mounted Police Officer
Crime Services Manager
Motor Vehicle Crime Coordinator
Search and Rescue Officer
Bomb Squad Officer
Gang Intelligence Officer
Crime Scene Coordinator / Officer
Police Dog Training Instructor
Police Station Sergeant
Police Surveillance Officer
Tactical Response Group Officer
Police Community Officer
Prosecutions Constable / Officer / Sergeant
Threat Assessment Officer
Incident Response Constable
Services Desk Officer / Public Reception Constable

Military Police Official

Provides a military policing support to the armed forces in peace time as well as during military operations.

Alternative Titles and Specialisations:

Military Policeman

Prison Guards

Prison guards watch over and maintain order among inmates of prisons, reformatories or penitentiaries.

Tasks include:

- Observing the conduct and behaviour of prisoners to prevent disturbances and escapes
- Escorting prisoners in transit and during temporary leaves
- Assisting with the implementation of rehabilitation programs
- Supervising prisoners at work, meals, or during recreation periods
- Searching arriving prisoners, putting their valuables in safekeeping, escorting prisoners to cells and locking them in
- Making periodic inspection tours of cells and inspecting and maintaining the security of locks, windows, doors and gates
- Patrolling prison areas to prevent escape

Prison Officer

Supervises and controls the activities of inmates in a prison or other correctional institution.

Alternative Titles and Specialisations:

Custodial Services Officer
Prison Guard
Custodial Officer
Gaoler
Cell Block Attendant
Prison Warden
Correctional Officer
Correction Facility Worker

Security Guards

Security guards patrol or monitor premises to guard property against theft and vandalism. They control access to establishments and maintain order and enforce regulations at public events and within establishments.

Tasks include:

- Patrolling premises and checking doors, windows and gates to prevent and detect signs of unauthorised entry
Controlling access to establishments, monitoring and authorizing the entrance or departure of employees and visitors, checking identification and issuing security passes.

Responding to alarms, investigating disturbances and contacting superiors, police or fire-fighters as appropriate.

Circulating among visitors, patrons, or employees to preserve order, protect property from theft or vandalism and enforce the regulations of the establishment.

Performing security checks of passengers and luggage at airports.

Picking up and ensuring the safe delivery of cash and valuables to banks, automated teller machines and retail establishments.

2015-541401 Security Officer

Patrols and guards industrial and commercial property, railway yards, stations or other facilities.

Alternative Titles and Specialisations:

- Coastguard
- Patrolman
- Security Safety and Emergency Services Manager
- Railway Patrol Officer
- Security Guard
- Mobile Patrol Officer
- Beach Patrol Officer / Beach Guard
- Security Services Coordinator
- Guard
- Watchman
- Bodyguard

2015-541402 Alarm, Security or Surveillance Monitor

Monitors security alarms and surveillance equipment, and contacts supervisors, fire brigades or police if security is breached.

Alternative Titles and Specialisations:

- Answering Service Operator
- Security Monitor

2015-541403 Retail Loss Prevention Officer

Detects and investigates shoplifting, fraud and other unlawful acts of employees or customers of a retail establishment.

Alternative Titles and Specialisations:

- Store Detective
- End Controller
- Shop Floor Walker
Intelligence Operators

Intelligence operators collect information for the purpose of contributing to the safety and security intelligence process.

**Tasks include:**
- Controlling and distribution of information
- Analysing information
- Contributing to the compilation intelligence products
- Collecting information
- Managing database of relevant information
- Liaising with relevant role-players in the process of information collection

**Alternative Titles and Specialisations:**
- Defence Force Intelligence Operator (Functionary)
- Intelligence Administration Clerks
- Vetting Officials
- Intelligence Official
- National Safety & Security Intelligence Operators
- Intelligence Non-commissioned Officers
- Intelligence Collector
- Police Intelligence Operators
- Counter-intelligence Operator

Protective Services Workers not Elsewhere Classified

This unit group covers protective services workers not classified elsewhere in minor group 541. For instance, the group includes lifeguards, crossing guards and animal control officers.

**Tasks include:**
- Patrolling an assigned area to enforce parking regulations
- Responding to citizen complaints concerning stray domestic animals, livestock and wildlife, issuing warnings and citations to owners and impounding lost, homeless and dangerous animals
- Monitoring traffic flow to locate safe gaps through which pedestrians can cross streets
- Patrolling beaches and swimming pools to prevent accidents and to rescue bathers from drowning
- Directing traffic

Lifeguard
Looks after the safety of people at beaches or swimming pools through public relations, public education, accident prevention and rescue.

**Alternative Titles and Specialisations:**

Surf Patrolman

2015-541902 Emergency Service and Rescue Official

Attends the scene of reported emergencies to minimise risk to community and worker safety and security.

**Alternative Titles and Specialisations:**

Industrial Paramedic
Rope Rescue Technician
Mine Rescue Service Worker
Emergency Response Officer

2015-541903 Parking Inspector

Patrols assigned areas and issues parking infringement notices to vehicles that are illegally parked.

**Alternative Titles and Specialisations:**

2015-541904 Armoured Car Escort

Provides armed escort services for transportation and delivery of cash and other valuables.

**Alternative Titles and Specialisations:**

2015-541905 Crowd Controller

Carries out crowd control duties at entertainment, sporting or recreational venues.

**Alternative Titles and Specialisations:**

Bouncer

2015-541906 Security Consultant

Advises clients on security requirements, and recommends and designs security specifications.

**Alternative Titles and Specialisations:**

Security Advisor

2015-542 Commissioned and Non-commissioned Armed Forces Officers

Commissioned and non-commissioned armed forces officers provide leadership and management to organizational units in the armed forces, enforce discipline and supervise the activities of those employed in armed forces occupations. Armed forces officers performing similar tasks to those performed in civilian occupations outside the armed forces must be classified under the civilian occupation.

**Tasks include:**

Instructing and teaching subordinates in dress, deportment, demeanour, behaviour, drill and devotion to duty to maintain military traditions, customs and standards

Managing combat communications operations
Directing location, construction, and camouflage of defence positions and equipment
Coordinating defence support units
Employing weapons, sensors and communications resources
Collecting, reporting and disseminating intelligence information
Performing strategic and tactical planning, including battle plan development; and leading basic reconnaissance operations
Administering first-aid treatment and life-support care to sick or injured soldiers in pre-hospital setting
Managing functional departments
Directing deployment of land, air and sea defence weapons, vehicles, and equipment

Seaward Defence Members

Seaward defence members provide specialised seaward combat related military services.

Tasks include:
- Maintaining personal arms and ammunition
- Providing clearance diving, underwater repairs, ordnance disposal and demolition, and search and rescue services
- Guarding and protecting naval institutions and other defence force bases
- Collecting, correlating and disseminating sensor information to create an accurate and timely tactical pictures
- Maintaining safety and security of personnel and equipment on board or attached to the ship
- Navigating ship and vessels
- Collection, reporting and dissemination of intelligence information
- Conducting amphibious and small boat operations
- Maintaining combat readiness state of vessels, personnel, weapons, explosives, sensors and communication equipment
- Employing and operating surface/subsurface-based defence systems, shipboard weapons and other advanced specialist military weapons and equipment

Naval Combat Operator

Provides specialised seaward combat operator related military services to the South African national defence force.

Alternative Titles and Specialisations:
- Combat Operator (Telecommunication Operator Radio)
- Combat Operator (Protection Services)
- Combat Operator (Weapons Operator Mine Counter Measures)
- Combat Operator (Surface Weapons Operator)
- Combat Operator (Clearance Diver)
- Combat Operator (Telecommunication Operator)
Combat Operator (Telecommunication Operator Tactical)
Combat Operator (Engine Room Attendant)
Combat Operator (Radar Operator Elint)
Combat Operator (Marine)
Combat Operator (Radar Operator Dry)
Combat Operator (Mine Counter Measures Operator)
Combat Operator (Survey Recorder)
Combat Operator (Seaman)
Combat Operator (Radar Operator Wet)
Combat Operator (Surface Control Operator)

2015-542102 Naval Combat Officer
Provides specialised seaward combat related military services to the South African National Defence Force.

Alternative Titles and Specialisations:
Combat Officer (Marine)
Combat Officer (Surface Ships)
Combat Officer (Subsurface Vessels)

2015-5422 Special Forces Defence Members
Spec forces defence members liaise, exercise, practise, design, coordinate, command and guide the military use of spec forces personnel and capabilities (fighting power).

Tasks include:
Controlling the use of, and accounting for, the assets and facilities of the organisation
Assessing, developing and maintaining individual and small unit proficiency in specialised combat related skills
Collecting, analysing and interpreting information and data to develop possible Special Forces solutions to given "military" problems and challenges
Acting as the warrior diplomat during Peace Keeping Operations
Validating combat readiness standards
Conducting Special Forces operations during high and low conflict military operations
Applying administrative, financial, logistical and military procedures, taking in account the Spec Forces’ operating environment and national legislative, security and/or emergency policies and procedures

2015-542201 Special Forces Manager
Collects and analyses intelligence, plan, coordinate, monitor and manage all aspects of special forces operations in the training, preparation and operational environments. They support and assist with joint and integrated spec forces operational and tactical requirements at all levels of training, preparation and execution.

Alternative Titles and Specialisations:

2015-542202 Special Forces Officer
Liaises, exercises, practises, designs, coordinates, commands and guides the military use of special forces personnel and capabilities (fighting power) that are difficult or impossible to accomplish with conventional forces alone, during war and peace.

**Alternative Titles and Specialisations:**
Spec Forces Specialist
Spec Forces Warrant Officer/Sergeant Major
Spec Forces Course Warrant Officer (Course WO)
Spec Forces Staff Officer Operations (SO Ops)
Branch Warrant Officer (Branch WO)
Spec Forces Operations Officer (Ops Off)
Group Warrant Officer (Gp WO)
Commando Warrant Officer (Comdo WO)

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**2015-542203**
Special Forces Operator
Practises, exercises and employs special forces tactics, techniques and procedure during war and peace operations.

**Alternative Titles and Specialisations:**
Commando Second In Command (Comdo 2IC)
Branch Commander (Branch Cmdr)
Group Second In Command (Gp 2IC)
Branch Second In Command (Branch 2IC)
Group Commander (Gp Cmdr)
Wing Commander (Wing Cmdr)
Commando Officer Commanding (Comdo Co)
Wing Second In Command (Wing 2IC)
Team Leader (Tm Ldr)

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**2015-5423**
Landward Defence Members

Landward defence members direct, train, and lead landward defence related combat operations.

**Tasks include:**
Members in the Unit Group may be driving and operating "A" Vehicles and other specialised military vehicles designed for combat operations
Coordinating armour, artillery, and air support units
Managing field communications operations
Directing location, construction, and camouflage of landward defence positions and equipment
Directing deployment of land defence weapons, vehicles, and equipment
Performing strategic and tactical planning, including battle plan development; and leading basic reconnaissance operations

2015-542301  Infantry Soldier
Practise, exercise and employ infantry tactics, techniques and procedures during military war and peace operations.

Alternative Titles and Specialisations:
Infantry Officer

2015-542302  Artillery Soldier
Practise, exercise and employ artillery tactics, techniques and procedures during military war and peace operations.

Alternative Titles and Specialisations:
Artillery Officer

2015-542303  Air Defence Artillery Soldier
Practise, exercise and employ artillery tactics, techniques and procedures during military war and peace operations.

Alternative Titles and Specialisations:
Air Defence Artillery Officer

2015-542304  Armour Soldier
Practises, exercises and employs armour tactics, techniques and procedures during military war and peace operations.

Alternative Titles and Specialisations:
Armour Officer

2015-542305  Engineer Soldier
Practise, exercise and employ military engineer tactics, techniques and procedures during military war and peace operations.

Alternative Titles and Specialisations:
Engineer Officer

2015-542306  Signal Soldier
Practise, exercise and employ military signal tactics, techniques and procedures during military war and peace operations.

Alternative Titles and Specialisations:
Signal Officer

2015-5424  Defence Support Members
Direct, train, and lead defence support related combat functions.

Tasks include:
Performing emergency diagnostic and treatment procedures, such as stomach suction, airway management or heart monitoring, during evacuations
Communicating with dispatchers and treatment centre personnel to provide information about situation, to arrange evacuation and reception of patient, and to receive instructions for further treatment
Directing deployment of land defence weapons, vehicles, and equipment
Administering first-aid treatment and life-support care to sick or injured soldiers in pre-hospital setting
Observing, recording, and reporting to physician the patient's condition or injury, the treatment provided, and reactions to drugs and treatment
Assessing nature and extent of illness or injury to establish and prioritize medical procedures, given combat situation
Maintaining vehicles and medical and communication equipment, and replenish first-aid equipment and supplies
Immobilising patient for placement on stretcher and ambulance transport, using backboard or other spinal immobilisation device

2015-542401 Combat Medical Support Operator
Practises, exercises and employs medical support techniques and procedures during military war and peace operations.

Alternative Titles and Specialisations:

2015-5425 Airward Defence Members
Airward defence members directs, trains and leads airward defence related combat operations.

Tasks include:
Acting as a link between aircrew and the operations nerve centre and responsible for all aspects of the flying management of aircraft
Advising on flight safety
Managing teams of Flight Operations Assistants
Creating flight plans

2015-542501 Air Operations Officer
Plans, coordinates, monitors and executes activities / projects / services related to air operations.

Alternative Titles and Specialisations:

2015-6 SKILLED AGRICULTURAL, FORESTRY, FISHERY, CRAFT AND RELATED TRADES WORKERS
Skilled agricultural, forestry, fishery craft and related trades workers apply specific knowledge and skills to construct and maintain buildings, form metal, erect metal structures, set machine tools, or make, fit, maintain and repair machinery, equipment or tools, carry out printing work produce or process foodstuffs, textiles, or wooden, metal and other articles, including handicraft goods and grow and harvest field or tree and shrub crops, breed, tend or hunt animals, produce a variety of animal husbandry products, cultivate, conserve and exploit forests and breed or catch fish.

Tasks include:
Sowing, planting, spraying, fertilising and harvesting field crops
Fitting, maintaining and repairing industrial machinery, including engines and vehicles, as well as electrical and electronic instruments and other equipment
Producing handicrafts
Installing and erecting heavy metal structures, tackle and related equipment
Making machinery, tools, equipment, and other metal articles
Setting for operators, or setting and operating various machine tools
Constructing, maintaining and repairing buildings and other structures; casting, welding and shaping metal
Executing printing work; producing and processing foodstuffs and various articles made of wood, textiles, leather and related materials
Growing fruit and other tree and shrub crops, garden vegetables and horticultural products
Making precision instruments, jewellery, household and other precious-metal articles, pottery, glass and related products
Cultivating, conserving and exploiting forests; breeding or catching fish; cultivating or gathering other forms of aquatic life
Supervision of other workers may be included
Breeding, raising, tending or hunting animals mainly to obtain meat, milk, hair, fur, skin, sericultural, apiarian or other products
Storing, and basic processing of produce

2015-61
Market-oriented Skilled Agricultural Workers
Market-oriented skilled agricultural workers plan, organize and perform farming operations to grow and harvest field or tree and shrub crops and produce a variety of animals and animal products for sale or delivery on a regular basis to wholesale buyers, marketing organisations or at markets.
Tasks include:
Sowing, planting, spraying, fertilising and harvesting field crops
Growing garden vegetables and horticultural products
Storing and carrying out some processing of produce
Growing fruit and other tree and shrub crops
Raising, breeding and tending animals mainly to obtain meat, milk, hair, fur, skin, sericultural, apiarian or other products
Selling their products to purchasers, marketing organisations or at markets
Supervision of other workers may be included
Preparing the soil

2015-611
Market Gardeners and Crop Growers
Market gardeners and crop growers plan, organize and perform operations to grow and harvest field crops, to grow fruit and other tree and shrub crops, to grow garden vegetables and medicinal and other plants, and to produce horticultural and horticultural nurseries products, for sale or delivery on a regular basis to wholesale buyers, marketing organisations or at markets.
Tasks include:
Storing and carrying out some processing of produce
Monitoring market activity and conditions, determining types and quantities of crops to be grown, and planning and coordinating production accordingly
Purchasing seeds, bulbs and fertilizer
Tending working animals and maintaining farm buildings, machinery and equipment
Investing in land and land improvements
Preparing land, sowing, planting, cultivating and harvesting various crops
Producing saplings, bulbs and seeds
Supervision of other workers may be included
Delivering or marketing farm products

2015-6111  Field Crop and Vegetable Growers
Field crop and vegetable growers plan, organize and perform farming operations to grow and harvest various types of field crop such as wheat and other cereals, rice, beetroot, sugar-cane, ground-nuts, tobacco, reed or their field crops and potatoes, cabbages or other field vegetables, for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets. Farmers not involved in co-operatives are also classified under this unit group.

Tasks include:
Storing and carrying out some processing of produce
Inspecting, cleaning, grading, packaging, storing and loading crops for sale or delivery to market
Tending working animals and maintaining farm buildings, structures, equipment and water supply systems;
Monitoring market activity and conditions, determining types and quantities of crops to be grown, and planning and coordinating production accordingly
Maintaining crops by cultivating soil, by transplanting, pruning or thinning plants, and by setting up and operating irrigation equipment
Preparing soil by hand or machine, and spreading fertilizers and manure
Promoting and marketing products, arranging the sale, purchase and transportation of produce and supplies and maintaining and evaluating records of farm activities and transactions
Training and supervising workers in crop production, maintenance duties, and health and safety precautions and hiring and discharging workers and contractors
Harvesting crops and destroying diseased or superfluous crops
Controlling weeds, pests and diseases, by applying herbicides and pesticides
Selecting and sowing seeds, and planting seedlings

2015-611101  Agronomy Farmer
Plans, organises and performs farming operations to grow annual and perennial crop such as cotton, grain, maize etc.

Alternative Titles and Specialisations:
Agronomy Production Supervisor
Agronomy Farm Foreman
Field Crop Farmer

2015-611102  Field Vegetable Farmer
Plans, organises and performs farming operations to grow field vegetables.

Alternative Titles and Specialisations:
Field Vegetable Production Supervisor
Field Vegetable Farm Foreman

2015-6112  Tree and Shrub Crop Growers
Tree and shrub crop growers plan organize and perform farming operations to grow and harvest trees and shrubs, such as fruit and nut trees, tea and coffee bushes, grape vines, berry-bearing bushes, cocoa trees and rubber trees and to collect sap, for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets. Farmers not involved in co-operatives are also classified under this unit group.
Tasks include:
Storing and carrying out some processing of produce
Inspecting, cleaning, grading, packaging, storing and loading crops for sale or delivery to market
Monitoring market activity and conditions, determining types and quantities of crops to be grown, and planning and coordinating production accordingly
Tending trees or bushes, collecting sap and harvesting crops
Preparing soil by hand or machine, and spreading fertilizers and manure
Maintaining crops by cultivating soil, by transplanting, pruning or thinning trees and shrubs, and by setting up and operating irrigation equipment
Promoting and marketing products, arranging the sale, purchase and transportation of produce and supplies and maintaining and evaluating records of farm activities and transactions
Training and supervising workers in crop production, maintenance duties, and health and safety precautions and hiring and discharging workers and contractors
Controlling weeds, pests and diseases, by applying herbicides and pesticides
Selecting and sowing seeds, and planting seedlings
Tending working animals and maintaining farm buildings, structures, equipment and water supply systems

2015-611201 Arboriculture Farmer
Plans, organises and performs farming operations to grow trees.

Alternative Titles and Specialisations:
Arboriculture Production Supervisor
Arboriculture Farm Foreman

2015-611202 Horticultural Farmer
Plans, organises and performs farming operations to grow crop such as fruit, nuts etc.

Alternative Titles and Specialisations:
Horticultural Production Supervisor
Horticultural Farm Foreman

2015-6113 Gardeners, Ornamental Horticultural and Nursery Growers
Gardeners, horticultural and nursery growers plan organize and perform operations to cultivate and maintain trees, shrubs, flowers and other plants in parks and private gardens, and to produce saplings, bulbs and seeds, or grow vegetables and flowers by intensive cultivation techniques, for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets. Farmers not involved in co-operatives are also classified under this unit group.

Tasks include:
Storing and carrying out some processing of produce
Maintaining buildings, greenhouses and other structures, equipment and water supply systems
Training and supervising workers in production, maintenance duties, and health and safety precautions and hiring and discharging workers and contractors
Monitoring market activity and conditions determining kinds and amounts of vegetables, horticultural and nursery products to be grown and planning and coordinating
production accordingly

Producing saplings, bulbs and seeds and raising plants from seeds or cuttings
Preparing land by conditioning soil, levelling ground and installing and operating irrigation and drainage systems
Checking the health of plants and trees, identifying and treating weeds, pests and diseases, and applying mulch and fertilizers
Harvesting crops inspecting, cleaning, grading, packaging, storing and loading products for sale or delivery to market
Pruning and trimming trees, shrubs and hedges, installing plant supports and protection, and rolling, mowing aerating and edging lawns
Planting trees, hedges, garden plants, grass
Constructing features and facilities within gardens, such as paths or paved areas, walls, rockeries, garden beds ponds and water features, sheds and fences
Promoting and marketing products, arranging the sale, purchase and transportation of produce and supplies and maintaining and evaluating records of activities and transactions

2015-611301 Ornamental Horticultural Farmer
Plans, organises and performs farming operations to grow flowers and turf.

Alternative Titles and Specialisations:
Ornamental Horticultural Farm Foreman
Ornamental Horticultural Production Supervisor

2015-611302 Landscape Gardener
Plans and constructs garden landscapes.

Alternative Titles and Specialisations:
Arborist
Turf Layer
Gardening Contractor
Parks Caretaker
Landscape Contractor
Gardener
Landscaper
Agricultural Horticulture Worker
Groundsman / Woman

2015-611303 Green Keeper
Establishes and maintains fine turf, grassed areas and synthetic surfaces used for sporting events.

Alternative Titles and Specialisations:
Turf Manager
Turf Curator
Groundskeeper
Turf Keeper
Golf Course Superintendent
Grounds Maintainer

2015-611304 Nurseryperson
Propagates and cultivates trees, shrubs, and ornamental and flowering plants in plant nurseries.

Alternative Titles and Specialisations:
Tree Doctor
Plant Propagator
Tree Surgeon
Horticulturist
Nursery Grower
Nursery Manager
Seed Grower
Nurseryan

2015-6114 Mixed Crop Growers
Mixed crop growers plan organize and perform farming operations to grow and harvest specific combinations of field crops, field vegetables, tree and shrub crops, and garden, horticultural and nursery products, for sale or delivery to wholesale buyers, marketing organizations or at markets. Farmers not involved in co-operatives are also classified under this unit group.

Tasks include:
Storing and carrying out some processing of produce
Training and supervising workers in production, maintenance duties, and health and safety precautions and hiring and discharging workers and contractors
Monitoring market activity and conditions, determining types and quantities of crops to be grown, and planning and coordinating production accordingly
Growing flowers and vegetables by intensive cultivation
Maintaining crops by cultivating soil, by transplanting, pruning or thinning crops trees and shrubs, and by setting up and operating irrigation equipment
Preparing soil by hand or machine, and spreading fertilizers and manure
Harvesting crops inspecting, cleaning, grading, packaging, storing and loading products for sale or delivery to market
Producing saplings, bulbs and seeds
Selecting and sowing seeds, and planting seedlings
Tending working animals and maintaining farm buildings, structures, equipment and water supply systems
Promoting and marketing products, arranging the sale, purchase and transportation of produce and supplies and maintaining and evaluating records of activities and transactions

2015-61401
Mixed Crop Farm Production Manager / Foreman
Oversees, coordinates and performs farming operations to grow a range of crop.

Alternative Titles and Specialisations:
Mixed Crop Production Supervisor
Mixed Crop Farm Foreman

2015-612
Market-oriented Animal Producers
Market-oriented animal producers plan, organize and perform farming operations to breed and raise domesticated animals, poultry, insects and non-domesticated animals for the production of meat, dairy products, honey, skins, textiles and other products or for use as working, sporting or recreational animals, for sale or delivery to wholesale buyers, marketing organizations or at markets. Workers who produce a combination of domestic livestock and other animals such as poultry, insects and non-domesticated animals should be classified according to their predominant activity. Those who produce and store hay and other fodder for later consumption, primarily by livestock for which they are responsible, are classified in unit group 6121, livestock and dairy producers. Farmers not involved in co-operatives are also classified under this minor group.

Tasks include:
Training and supervising workers in animal care procedures, maintenance duties, and health and safety precautions and hiring and discharging workers and contractors
Monitoring and examining animals to detect illness, injury, or disease, and to check physical condition such as rate of weight gain
Promoting and marketing products, arranging the sale, purchase and transportation of stock, produce and supplies and maintaining and evaluating records of activities and transactions
Preparing animals or animal products for market
Raising, feeding and tending animals
Monitoring market activity and conditions, determining kinds and amounts of products to produce, planning and coordinating production accordingly

2015-6121
Livestock and Dairy Producers
Livestock and dairy producers plan, organize and perform farming operations to breed and raise domesticated animals (excluding poultry), such as cattle, sheep, pigs, goats, horses and camels, for the production of meat, milk and other dairy products, skins, and wool or for use as working, sporting or recreational animals for sale or delivery to wholesale buyers, marketing organizations or at markets. Farmers not involved in co-operatives are also classified under this unit group.

Tasks include:
Promoting and marketing products, arranging the sale, purchase and transportation of livestock, produce and supplies and maintaining and evaluating records of farm activities and transactions
Grooming, marking, clipping, trimming, drenching and/or castrating animals and shearing coats to collect hair or wool
Monitoring market activity and conditions, determining kinds and amounts of stock to produce, planning and coordinating production accordingly
Training and supervising workers in animal care procedures, maintenance duties, and health and safety precautions and hiring and discharging workers and contractors
Monitoring and examining animals to detect illness, injury, or disease, and to check physical condition such as rate of weight gain
Mixing feed, additives, and medicines in prescribed portions and distributing or hand-feeding to animals for consumption
Slaughtering and skinning animals and preparing them for market
Cultivating pastures and providing and monitoring fodder and water supplies to maintain appropriate nutritional levels and condition of livestock

Herding livestock to pastures for grazing or to scales, sheds, vehicles, or other enclosures

Milking animals by hand or using milking machines

Soring and carrying out some processing of animal and dairy produce

Maintaining and cleaning farm buildings, machinery, equipment, and structures

Performing duties related to livestock reproduction, such as breeding, artificial insemination, and helping with animal births

**2015-612101** Livestock Farmer

Plans, organises and performs farming operations to breed and raise livestock such as cattle, horses, pigs, sheep etc.

**Alternative Titles and Specialisations:**

Livestock Farm Foreman

Pig Farmer

Livestock Production Supervisor

Race Horse Stables Manager

Feedlot Manager

Race Horse Transport Manager

**2015-612102** Dairy Farmer

Plans, organises and performs farming operations to produce milk and milk products.

**Alternative Titles and Specialisations:**

Dairy Farm Foreman

Dairy Production Supervisor

**2015-6122** Poultry Producers

Poultry producers plan, organize and perform farming operations to breed and raise chickens, turkeys, geese, ducks and other poultry to produce meat, eggs and breeding stock for sale or delivery to wholesale buyers, marketing organizations or at markets. Workers who produce a combination of domestic livestock and other animals such as poultry, insects and non-domesticated animals should be classified according to their predominant activity. Farmers not involved in co-operatives are also classified under this unit group.

**Tasks include:**

Storing and carrying out some processing of produce

Mixing feed and feed additives and filling feed and water containers

Training and supervising workers in poultry production procedures, maintenance duties, and health and safety precautions, and hiring and discharging workers and contractors

Vaccinating poultry via drinking water, injection, or dusting of air

Arranging the sale, purchase and transportation stock, produce and supplies

Monitoring and examining poultry to detect illness, injury, or disease, and to check physical condition, such as rate of weight gain, and removing weak, ill and dead poultry
from flock

Determining sex of chicks and facilitating breeding, artificial insemination, and hatching of eggs
Slaughtering and dressing poultry for sale or delivery to market
Growing and purchasing feed and other supplies needed to maintain appropriate nutritional levels and condition of poultry
Renting or investing in and maintaining and cleaning farm buildings, machinery, equipment, and structures
Monitoring market activity, planning and coordinating production accordingly, maintaining and evaluating records of farming activities
Collecting and storing eggs and packaging them for sale delivery to market

Poultry Farmer

Plans, organises and performs farming operations to breed and raise poultry.

Alternative Titles and Specialisations:
Poultry Farm Production Supervisor
Poultry Farm Foreman

Ratites Farmer

Plans, organises and performs farming operations to breed and raise ratites (ostrich, emu ("E-mew") and rhea).

Alternative Titles and Specialisations:
Ratites Farm Foreman
Ostrich Farmer

Apiarists and Sericulturists

Apiarists and sericulturists plan, organize and perform operations to breed, raise and tend insects such as honey bees, silkworms, and other species to produce honey, beeswax, silk and other products for sale or delivery to wholesale buyers, marketing organizations or at markets. Farmers not involved in co-operatives are also classified under this unit group.

Tasks include:
Storing and carrying out some processing of produce
Breeding, raising and tending insects and collecting their products
Purchasing insects and growing or purchasing feed and other supplies
Training and supervising workers in production procedures, maintenance duties, and health and safety precautions, and hiring and discharging workers and contractors
Monitoring market activity, planning and coordinating production accordingly, monitoring market activity and conditions, determining kinds and amounts of insect products to produce, planning and coordinating production accordingly
Arranging the sale, purchase and transportation of stock, produce and supplies and maintaining and evaluating records of farming activities
Renting or investing in and maintaining and cleaning buildings, machinery, equipment, and structures

Insect Farmer

Plans, organises and performs farming operations to breed and raise insects.
Alternative Titles and Specialisations:
Insect Production Supervisor
Insect Farm Foreman

2015-6129
Other Animal Producers not Elsewhere Classified
This unit group covers market-oriented animal producers not classified elsewhere in minor group 612. For instance, this group includes those engaged in breeding, raising and tending non domesticated mammals, game and other birds (except poultry), snails, snakes and other reptiles, as well as various insects and animals used for laboratory tests, for sale or delivery on a regular basis to wholesale buyers, marketing organizations, zoos and circuses, or at markets.

Tasks include:
Storing and carrying out some processing of produce
Training and supervising workers in animal care procedures, maintenance duties, and health and safety precautions
Monitoring and examining animals to detect illness, injury, or disease, and to check physical condition such as rate of weight gain
Promoting and marketing products, arranging the sale, purchase and transportation of stock, produce and supplies and maintaining and evaluating records of activities and transactions
Slaughtering and skinning animals and preparing them for market
Killing and skinning animals, and preparing animals or animal products for market
Performing duties related to animal reproduction, such as breeding, artificial insemination, and helping with animal births
Raising, feeding and tending animals
Monitoring market activity and conditions, determining kinds and amounts of products to produce, planning and coordinating production accordingly
Renting or investing in and maintaining and cleaning buildings, machinery, equipment, and structures

2015-612901
Avian Farmer
Plans, organizes and performs farming operations to breed and raise small birds.

Alternative Titles and Specialisations:
Avian Production Supervisor
Avian Farm Foreman

2015-612902
Game Farmer
Plans, organizes and performs farming operations to breed and raise game.

Alternative Titles and Specialisations:
Game Production Supervisor
Game Farm Foreman

2015-613
Market-oriented Mixed Crop and Animal Producers
Market-oriented mixed crop and animal producers plan, organize and perform farming operations to grow and harvest field, tree and various other crops, as well as to breed, raise and tend animals and to produce a variety of animal husbandry products, for sale or delivery to wholesale buyers, marketing organizations or at markets. Farmers not involved in co-operatives are also classified under this minor group.
Tasks include:
Storing and carrying out some processing of produce
Promoting and marketing products, arranging the sale, purchase and transportation of livestock, produce and supplies and maintaining and evaluating records of farm activities and transactions
Training and supervising workers in animal care procedures, maintenance duties, and health and safety precautions and hiring and discharging workers and contractors
Monitoring market activity, planning and coordinating production accordingly, monitoring market activity and conditions, determining kinds and amounts of crops to be grown and animals to be raised, and planning and coordinating production accordingly
Killing and skinning animals, and preparing animals or animal products for market
Performing operations such as land preparation, sowing, planting, cultivating and harvesting crops
Producing or buying fodder and other food supplies; breeding, raising and tending animals
Purchasing seeds, fertilizer, and other supplies
Renting or investing in and maintaining and cleaning farm buildings, machinery, equipment, and structures

Mixed Crop and Animal Producers
Mixed crop and animal producers plan, organize and perform farming operations to grow and harvest field, tree and various other crops, as well as to breed, raise and tend animals and to produce a variety of animal husbandry products, for sale or delivery to wholesale buyers, marketing organizations or at markets. Farmers not involved in co-operatives are also classified under this unit group.

Tasks include:
Storing and carrying out some processing of produce
Promoting and marketing products, arranging the sale, purchase and transportation of livestock, produce and supplies and maintaining and evaluating records of farm activities and transactions
Breeding, raising and tending animals
Training and supervising workers in animal care procedures, maintenance duties, and health and safety precautions and hiring and discharging workers and contractors
Killing and skinning animals, and preparing animals or animal products for market
Performing operations such as land preparation, sowing, planting, cultivating and harvesting crops
Monitoring market activity and conditions, determining kinds and amounts of crops to be grown and animals to be raised, and planning and coordinating production accordingly
Renting or investing in and maintaining and cleaning farm buildings, machinery, equipment, and structures
Purchasing seeds, fertilizer, and other supplies
Producing or buying fodder and other food supplies

Mixed Crop and Livestock Farmer
Plans, organises and performs farming operations to breed and raise livestock and to grow crops.

Alternative Titles and Specialisations:
Biodynamic Farmer
Farmer and Grazier
Mixed Crop and Livestock Farm Foreman
Mixed Crop and Livestock Production Supervisor
Biodynamic Farmer/ Farm Foreman / Production Supervisor
Mixed Livestock Farmer

2015-63
Subsistence Farmers, Fishers, Hunters and Gatherers
Subsistence farmers, fishers, hunters and gatherers grow and harvest field or tree and shrub crops, vegetables and fruit, gather wild fruits, medicinal and other plants, tend or hunt animals, catch fish and gather various forms of aquatic life in order to provide food, shelter and a minimum of cash income for themselves and their households.

Tasks include:
Building and maintaining houses and other shelters
Gathering wild fruits, medicinal and other plants; breeding, tending and feeding animals and poultry mainly to obtain meat, eggs, milk, hair, skin or other products
Hunting or trapping animals
Fetching water and gathering firewood
Storing produce for later use and carrying out some processing of produce
Making tools, clothes and utensils for use by the household
Preparing the soil
Catching fish and gathering other forms of aquatic life
Growing vegetables, fruit and other tree and shrub crops
Sowing, planting, tending and harvesting field crops
Selling or bartering some products at local markets

2015-631
Subsistence Farmers
Subsistence farmers grow and harvest field or tree and shrub crops, vegetables and fruit, in order to provide food, shelter and a minimum of cash income for themselves and their households.

Tasks include:
Building and maintaining houses and other shelters
Gathering wild fruits, medicinal and other plants; breeding, tending and feeding animals and poultry mainly to obtain meat, eggs, milk, hair, skin or other products
Hunting or trapping animals
Fetching water and gathering firewood
Storing produce for later use and carrying out some processing of produce
Making tools, clothes and utensils for use by the household
Preparing the soil
Catching fish and gathering other forms of aquatic life
Growing vegetables, fruit and other tree and shrub crops
Sowing, planting, tending and harvesting field crops
Selling or bartering some products at local markets

2015-6311
Subsistence Crop Farmers
Subsistence crop farmers grow and harvest field or tree and shrub crops, vegetables and fruit, in order to provide food, shelter and a minimum of cash income for themselves and their households.

Tasks include:
Building and maintaining houses and other shelters
Gathering wild fruits, medicinal and other plants; breeding, tending and feeding animals and poultry mainly to obtain meat, eggs, milk, hair, skin or other products
Fetching water and gathering firewood
Storing produce for later use and carrying out some processing of produce
Making tools, clothes and utensils for use by the household
Preparing the soil
Catching fish and gathering other forms of aquatic life
Growing vegetables, fruit and other tree and shrub crops
Sowing, planting, tending and harvesting field crops
Hunting animals
Selling or bartering some products at local markets

2015-631101
Subsistence Crop Farmer
Grows and harvests field or tree and shrub crops, vegetables and fruit, in order to provide food, shelter and a minimum of cash income for themselves and their households.

Alternative Titles and Specialisations:
Market Gardener

2015-6312
Subsistence Livestock Farmers
Subsistence livestock farmers breed, raise and tend livestock in order to provide food, shelter and a minimum of cash income for themselves and their households.

Tasks include:
Building and maintaining houses and other shelters
Fetching water and gathering firewood; buying, bartering and selling animals and some products
Slaughtering and skinning animals and preparing them and their products for consumption or sale
Grooming and marking animals and shearing coats to collect hair or wool; herding or leading livestock to pastures, grazing land and water supplies
Monitoring and examining animals to detect illness, injury, or disease, and to check physical condition
Carrying out some processing of animal products
Making tools, clothes and utensils for use by the household
Breeding animals and helping with animal births
Cultivating pastures, or managing grazing lands, and monitoring feed and water supplies needed to maintain condition of livestock
Raising, tending, feeding and milking animals or draining blood from them

2015-631201 Subsistence Livestock Farmer
Breeds, raises and tends livestock in order to provide food, shelter and a minimum of cash income for themselves and their households.

Alternative Titles and Specialisations:

2015-6313 Subsistence Mixed Crop and Livestock Farmers
Subsistence mixed crop and livestock farmers grow and harvest field or tree and shrub crops, vegetables and fruit, gather wild fruits, medicinal and other plants, tend or hunt animals, and/or catch fish and gather various forms of aquatic life in order to provide food, shelter and a minimum of cash income for themselves and their households.

Tasks include:
Building and maintaining houses and other shelters
Fetching water and gathering firewood
Storing produce for later use and carrying out some processing of produce
Making tools, clothes and utensils for use by the household
Breeding, tending and feeding animals and poultry mainly to obtain meat, eggs, milk, hair, skin or other products
Gathering wild fruits, medicinal and other plants
Preparing the soil, sowing, planting, tending and harvesting field crops
Growing vegetables, fruit and other tree and shrub crops
Selling some products at local markets

2015-631301 Subsistence Mixed Crop and Livestock Farmers
Grows and harvests field or tree and shrub crops, vegetables and fruit, gather wild fruits, medicinal and other plants, tend or hunt animals, and/or catch fish and gather various forms of aquatic life in order to provide food, shelter and a minimum of cash income for themselves and their households.

Alternative Titles and Specialisations:

2015-6314 Subsistence Fishers, Hunters, Trappers and Gatherers
Subsistence fishers, hunters, trappers and gatherers gather wild fruits, medicinal and other plants, hunt and trap animals, catch fish and gather various forms of aquatic life in order to provide food, shelter and a minimum of cash income for themselves and their households.

Tasks include:
Building and maintaining houses and other shelters
Fetching water and gathering firewood
Storing or carrying out some processing of their produce
Selling some products at local market
Making tools, clothes and utensils for use by the household
Subsistence Fishers, Hunters, Trappers and Gatherers
Gathering wild fruits, roots, medicinal and other plants
Catching fish and gathering other forms of aquatic life
Hunting or trapping animals mainly to obtain meat, milk, hair, skin or other products
Gathers wild fruits, medicinal and other plants, hunt and trap animals, catch fish and gather various forms of aquatic life in order to provide food, shelter and a minimum of cash income for themselves and their households

2015-64
Building and Related Trades Workers
Building and related trades workers construct, maintain and repair buildings, erect and repair foundations, walls and structures of brick, stone and similar materials, shape and finish stone for building and other purposes, and extract and work solid minerals from underground or surface mines or quarries. This sub-major group excludes electricians. The work is carried out by hand and by hand-powered and other tools which are used to reduce the amount of physical effort and time required for specific tasks, as well as to improve the quality of the products. The tasks call for an understanding of the work organization, the materials and tools used, and the nature and purpose of the final product.

Tasks include:
Cutting, shaping and finishing stone for building, ornamental, monumental and other purposes
Performing miscellaneous construction and building maintenance tasks
Constructing, maintaining and repairing buildings and other structures using traditional and/or modern building techniques
Breaking quarried stone into slabs or blocks
Constructing and repairing foundations, walls and structures of brick, stone and similar materials
Erecting reinforced concrete frameworks and structures as well as finishing and repairing cement surfaces; cutting, shaping, Assembling and maintaining wooden structures and fittings
Supervision of other workers may be included
cutting, shaping, assembling and maintaining wooden structures and fittings

2015-641
Building Frame and Related Trades Workers
Building frame and related trades workers construct, maintain and repair buildings, erect and repair foundations, walls and structures of brick, stone and similar materials, shape and finish stone for building and other purposes, and perform miscellaneous construction and building maintenance tasks.

Tasks include:
Cutting, shaping and finishing stone for building, ornamental, monumental and other purposes
Performing miscellaneous construction and building maintenance tasks
Erecting reinforced concrete frameworks and structures as well as finishing and repairing cement surfaces
Breaking quarried stone into slabs or blocks
Constructing and repairing foundations, walls and structures of brick, stone and similar materials
Cutting, shaping, assembling and maintaining wooden structures and fittings
Supervision of other workers may be included
Constructing, maintaining and repairing buildings and other structures by using traditional and/or modern building techniques
House Builders

House builders erect, maintain and repair houses and similar small buildings using either traditional or modern techniques and materials.

Tasks include:
- Preparing ground for erecting building or other structures
- Fixing rafters to roof and covering with roofing material
- Maintaining and repairing existing structures
- Coordinating and supervising the activities of subcontractors, labourers and other workers
- Erecting structures to support roof, and building and covering walls with appropriate materials
- Arranging for specialised work such as bricklaying, painting, plumbing and electrical wiring to be done by subcontractors
- Levelling floor to make it smooth and serviceable

House Builder

Erects, maintains and repairs houses and similar small buildings using either traditional or modern techniques and materials.

Alternative Titles and Specialisations:
Civil Construction Worker

Bricklayers and Related Workers

Bricklayers and related workers lay bricks, pre-cut stones and other types of building blocks in mortar to construct and repair walls, partitions, arches and other structures.

Tasks include:
- Laying footpaths, kerbs and pavements
- Laying bricks or other masonry to build patios, garden walls and other decorative installations
- Laying stone, brick and similar building blocks to construct or repair walls, partitions, fireplaces and other structures such as smokestacks, furnaces, converters, kilns and ovens, piers and abutments

Bricklayer

Lays bricks, pre-cut stone and other types of building blocks in mortar to construct and repair walls, partitions, arches and other structures.

Alternative Titles and Specialisations:
Blocklayer
Bricklaying Stopper
Retort Setter (Bricklaying)
Klin Builder
Chimney Builder
Arch Builder
Bricklaying Pointer
Bricklaying Contractor
Chimney Repairman
Bricklayer (Refractory)
Bricklayer (Refractory And/Or Chemical)
Bricklayer and Plasterer
Tuckpointer

2015-6413
Stonemasons, Stone Cutters, Splitters and Carvers
Stonemasons, stone cutters, splitters and carvers cut and shape hard and soft stone blocks and slabs for the construction and maintenance of stone structures and monumental masonry, and carve designs and figures in stone.

Tasks include:
- Repairing and replacing stonework on old buildings, churches and monuments
- Selecting and grading slabs and blocks of granite, marble, and other stone
- Cutting, shaping and finishing building and monumental stone such as granite or marble by using hand or hand-powered tools
- Setting stone in the erection of monuments and memorials
- Cutting and carving characters, figures or designs on stone blocks used for monuments or memorials
- Driving wedges into quarried stone to break it into slabs or blocks
- Making patterns and marking shapes on stone for subsequent sawing, planning, drilling and other dressing and cutting operations

2015-641301
Stonemason
Cuts and shapes hard and soft stone blocks and masonry slabs to construct and renovate stone structures and monumental masonry.

Alternative Titles and Specialisations:
- Masonry Carver / Cutter / Setter Monumental
- Marble Mason
- Masonry Fixer
- Monument Installer
- Headstone Maker
- Terrazzo Worker
- Monumental Mason / Stonemason
- Construction Stonemason
- Stone Masonry Setter

2015-641302
Granite Cutter
Cuts and shapes granite blocks.
Alternative Titles and Specialisations:

2015-641303 Refractory Mason
Restores or replaces linings of furnaces, kilns and basins by installing refractory bricks, blankets, modules, castables, plastics or ceramic coatings to protect structures from high heat.

Alternative Titles and Specialisations:

2015-6414 Concrete Placers, Concrete Finishers and Related Workers
Concrete placers, concrete finishers and related workers erect reinforced concrete frameworks and structures, make forms for moulding concrete, reinforce concrete surfaces, cement openings in walls or casings for wells, finish and repair cement surfaces and carry out terrazzo work.

Tasks include:
Applying a durable, smooth surfacing composed of cement, sand pigment and marble particles to floors, known as a terrazzo finish
Finishing and smoothing surfaces of concrete structures
Making shuttering or assembling prefabricated forms for moulding concrete
Cementing openings in walls or casings for wells
Constructing and repairing reinforced concrete floors, walls, tanks, silos and other concrete structures

2015-641401 Concreter
Pours, spreads, smoothes and finishes concrete for structures such as floors, stairs, ramps, footpaths and bridges.

Alternative Titles and Specialisations:

Grouting/Shotcreting Assistant
Concrete Worker

2015-641402 Fibre-cement Moulder
Operates machines to manufacture moulded fibre cement.

Alternative Titles and Specialisations:

2015-6415 Carpenters and Joiners
Carpenters and joiners cut, shape, assemble, erect, maintain and repair various types of structures and fittings made from wood and other materials.

Tasks include:
Making, repairing and fitting scenic equipment for theatrical performances, motion picture or television productions
Constructing, erecting and installing heavy-framed wooden structures on building sites
Fitting, assembling and altering internal and external fixtures of buildings, such as walls, doors, door and window frames, facings and panelling
Making, altering and repairing structural and other woodwork at a work-bench and on a construction site
Constructing, assembling, altering and repairing wooden fixtures and fittings in train coaches, aircraft, ships, boats, floats, and other vehicles

2015-641501 Carpenter and Joiner
Constructs and installs structures and fixtures of wood, plywood, and wallboard and cuts, shapes and fits timber parts to form structures and fittings.
Alternative Titles and Specialisations:
Woodworker
Kitchen Installer
Wood Caravan Builder
Shopfitter
Prefabricated Buildings Maker and Erector
Building Maintenance Repairman
Panel Erector
Kitchen Maker and Installer

Carpenter

Constructs, erects, installs, renovates and repairs structures and fixtures of wood, plywood, wallboard and other materials.

Alternative Titles and Specialisations:
Fixing Carpenter
Formwork Carpenter
Prop and Scenery Maker
Construction Carpenter
Rough Carpenter
Shutterhand
Mine Carpenter Rough Carpentry
Wharf Carpenter
Bridge Carpenter
Carpenter Maintenance
Carpenter Contractor

Joiner

Cuts, shapes and fits timber parts in workshops to form structures and fittings, ready for installation.

Alternative Titles and Specialisations:
Ships Joiner
Wood Joiner
Joinery Patternmaker
Joinery Machinist
Joinery Setter-out
Door Joiner

2015-6419 Building Frame and Related Trades Workers not Elsewhere Classified
This unit group covers building frame and related trades workers not classified elsewhere in minor group 641. For instance the group includes steeplejacks, scaffolders and demolition workers.

Tasks include:
- Erecting temporary metal or wooden scaffolding on building sites
- Demolishing buildings and other structures
- Climbing and performing miscellaneous construction and building maintenance work on tall structures such as towers, chimneys and spires

2015-641901 Demolition Technician
Places and detonates explosives to demolish structures, or to loosen, remove, or displace rock or other materials.

Alternative Titles and Specialisations:

2015-641902 Scaffolder
Erects and dismantles scaffolding to provide work platforms in building and industrial sites, and for temporary structures such as staging and seating.

Alternative Titles and Specialisations:
- Scaffolding Inspector
- Construction Bracer
- Steeplejack

2015-642 Building Finishers and Related Trades Workers
Building finishers and related trades workers cover, apply or install, maintain and repair roofs, floors, walls, insulation systems, glass in windows or other frames, as well as plumbing, piping and electrical systems in buildings and other structures.

Tasks include:
- Installing electrical wiring and related equipment
- Installing parquet and other kinds of flooring or covering floors and walls with tiles or mosaic panels
- Applying insulating material to walls, floors and ceilings
- Cutting, fitting and setting glass in windows and similar openings; installing plumbing and pipeline systems
- Applying plaster to walls and ceilings
- Covering roof frameworks with one or more kinds of material
- Supervision of other workers may be included

2015-6421 Roofers
Roofers build and repair roofs on all types of buildings using one or more kinds of materials.

Tasks include:
Covering roof frameworks with slate and pre-fabricated tiles to cover pitched roofs
Creating temporary structures such as scaffolding and ladders
Sizing and cutting roofing materials to fit around edges corners and protuberances such as chimney
Laying a waterproof shield and fixing metallic or synthetic materials to a building’s frame
Using natural materials such as thatching to provide roof coverings
Studying drawings, specifications and construction sites to determine materials required

2015-642101  Roof Tiler
Cover roofs with tiles, sheets and shingles to form a waterproof surface.
Alternative Titles and Specialisations:
Covers Roof Using Natural Thatch
Roofing Installer
Metal Roofer
Roofer
Roofing Contractor
Roof Slater
Roof Shingler

2015-642102  Roof Plumber
Installs, maintains and repairs flashings, metallic roof and wall claddings and rainwater products such as gutters and down pipes.
Alternative Titles and Specialisations:
Sheet Metal Patternmaker
Industrial Roof Plumber

2015-642103  Roof Thatcher
Covers roof using natural thatch.
Alternative Titles and Specialisations:

2015-6422  Floor Layers and Tile Setters
Floor layers and tile setters install, maintain and repair flooring, and cover floors, walls and other surfaces with tiles or mosaic panels for decorative or other purposes.
Tasks include:
Preparing floor areas for covering with a variety of materials
Preparing wall areas for covering with tiles or other materials for decorative or other purposes such as acoustic insulation
Assembling carpet, tiles or other materials and laying them on floors according to design and other specifications
Setting tiles and constructing and laying mosaic panels to walls, floors and other surfaces

2015-642201 Wall and Floor Tiler
Lays ceramic, clay, slate, marble and glass tiles on external and internal walls and floors to provide protective and decorative finishes.

Alternative Titles and Specialisations:
Ceramic / Mosaic / Slate / Stone tiler
Tile Installer / Layer / Setter
Tiling Contractor

2015-642202 Floor Finisher
Measures, cuts, installs and repairs soft and resilient floor coverings.

Alternative Titles and Specialisations:
Floor Sander
Floor Installer
Carpet Layer
Carpet Installer
Parquetry Layer
Flooring Contractor / Installer / Layer / Specialist

2015-6423 Plasterers
Plasterers install, maintain and repair plasterboard in buildings, and apply decorative and protective coverings of plaster, cement and similar material to the interiors and exteriors of structures.

Tasks include:
Applying one or more coats of plaster to interior walls and ceilings of buildings to produce finished surface
Applying protective and decorative covering of cement, plaster and similar materials to exterior building surfaces
Making and installing decorative plaster fixtures of fibrous plaster
Measuring, marking and installing ornamental plaster panels, and casting and trimming ornamental plaster cornices

2015-642301 Fibrous Plasterer
Applies and fixes plasterboard partitions, suspended ceilings, fire rating systems, acoustic tiles, and composite wall linings to buildings.

Alternative Titles and Specialisations:
Plasterboard Fixer / Stopper
Dry Wall Plasterer
Exterior Plasterer
Ceiling Fixer
Fibrous Plaster Wallboard Installer

2015-642302
Plasterer
Applies decorative and protective coverings of plaster, cement and similar materials to the interiors and exteriors of structures.

Alternative Titles and Specialisations:
Plasterer and tiler
Solid Plasterer
Concrete / Cement Plasterer
Interior Plasterer
Plastering Contractor
Ornamental / Stucco Plasterer

2015-6424
Insulation Workers
Insulation workers apply and repair insulating materials to buildings, boilers, pipes or refrigeration and air-conditioning equipment.

Tasks include:
Examining plans, specifications and work sites to determine the type, quality and quantity of insulation material required
Blow and pack insulating or sound-absorbing materials into cavities between walls, floors and ceilings of buildings with power-driven machines
Applying insulating materials to exposed surfaces of equipment such as boilers, pipes and tanks
Applying slabs and sheets of insulating or sound-absorbing materials to walls, floors and ceilings of buildings
Cutting insulation material by size and shape
Insulating refrigeration and air-conditioning equipment

2015-642401
Building Insulation Installer
Installs and applies insulating material such as foam, granules, foil, solar film, baths and blankets to walls, floors, windows and ceilings of buildings to insulate against heat, cold, air, sound and moisture.

Alternative Titles and Specialisations:
Insulating Contractor
Boiler and Pipe Insulation Worker
Acoustic Insulation Worker
Insulation Installer
Air-conditioning and Refrigeration Equipment Insulation Worker

2015-6425
Glaziers
Glaziers measure, cut, finish, fit and install flat glass and mirrors.

Tasks include:
Determining type and dimensions of glass required
Laying glass over patterns on padded tables and in jigs
Cutting along patterns and templates
May coat, cut, etch, trim and treat glass to achieve special effects
Installing glass and mirrors in windows, skylights, display cases, interior walls and ceilings
Breaking off sheets and excess glass with notched tools and glass pliers
Measuring and marking glass for cutting
Examining glass and marking defective areas
Smoothing rough edges, using belt sanders and smoothing wheels

2015-642501 Glazier
Measures, cuts, finishes, fits and installs flat glass and mirrors.
Alternative Titles and Specialisations:
Leadlight Glazier
Mirror Installer
Film Fitter
Glass Cutter
Glazier Installer
Window Glass Fitter
Glass Beveller
Mirror Silverer

2015-6426 Plumber and Pipe Fitters
Plumbers and pipe fitters assemble, install, repair and maintain pipe systems, fittings and fixtures for water, gas, drainage, sewerage systems, and hydraulic and pneumatic equipment.
Tasks include:
Measuring, cutting, threading, bending, jointing, assembling, installing, maintaining and repairing pipes, fittings and fixtures of drainage, heating, water supply and sewerage systems
Inspecting, examining and testing installed systems and pipes, using pressure gauge, hydrostatic testing, observation or other methods
Laying clay, concrete or cast-iron pipes in ditches to form sewers, drains or water mains, or for other purposes
Installing gas appliances, dishwashers and water heaters, sinks and toilets using hand and power tools

2015-642601 Plumber
Installs and repairs water, drainage and sewerage pipes and systems.
Alternative Titles and Specialisations:
Water Plumber
Plumbing Contractor
Maintenance Plumber
Sanitary Plumber
Drainage Contractor
Drain Technician
Septic Tank Installer
Sewer Pipe Layer
Drainer / Drainlayer
Hot Water System Installer

2015-642602 Solar Installer
Installs, tests and repairs solar water heating systems and equipment.

Alternative Titles and Specialisations:
Solar Photovoltaic Installer
Solateur
Solar Thermal Installer

2015-642603 Gas Practitioner
Lays out, installs, tests, inspects, maintains, repairs, and commissions domestic, commercial, industrial, and specialised gas installations.

Alternative Titles and Specialisations:
Gas Main and Line Fitter
Gasfitter
Gas Plumber

2015-642604 Fire Services Plumber
Installs, tests and repairs fire services equipment.

Alternative Titles and Specialisations:

2015-642605 Plumbing Inspector
Inspects plumbing work to ensure compliance with relevant standards and regulations.

Alternative Titles and Specialisations:
Drainage Inspector
Gas Plumbing Inspector
Sanitary Plumbing and Water Supply Inspector

Heat Pump Installer
Installs, tests, maintains and repairs air source type heat pump water heating systems and equipment.

Alternative Titles and Specialisations:

Pipe Fitter
Assembles, installs, repairs and maintains pipe systems, fittings and fixtures for water, gas, drainage, sewerage systems.

Alternative Titles and Specialisations:

2015-6427
Air Conditioning and Refrigeration Mechanics
Air conditioning and refrigeration mechanics assemble, install, maintain and repair air conditioning and refrigeration systems and equipment.

Tasks include:
Interpreting blueprints, drawings or other specifications
Testing systems, diagnosing faults and performing routine maintenance or servicing
Assembling, installing and repairing components for air conditioning and refrigeration systems
Connecting piping and equipment by bolting, riveting, welding or brazing

Air-conditioning and Refrigeration Mechanic
Installs, maintains and repairs piping, ducting and equipment for heating, cooling and ventilation of buildings or vessels.

Alternative Titles and Specialisations:

Air Conditioning Equipment Mechanic
Air Conditioning Technician
Mechanical Services and Air Conditioning Plumber
Air Conditioning and Refrigeration Technician

Refrigeration Mechanic
Assembles, installs, maintains and repairs industrial, commercial and domestic air-conditioning and refrigeration systems and equipment.

Alternative Titles and Specialisations:

Heating Control Mechanic
Air-conditioning and Refrigeration Electrician
Refrigeration Mechanic (Industrial)
Refrigeration Mechanic (Commercial)
Electrical Mechanic
Air-conditioning / Cooling / Heating / Ventilation System Installer
Air-conditioning / Cooling / Heating / Ventilation Mechanic
Refrigeration Mechanician
Refrigeration Fitter
Cold Storage Maintenance Serviceman
HVAC Control Technician / Fitter

2015-643
Painters, Building Structure Cleaners and Related Trades Workers
Painters, building structure cleaners and related trades workers prepare surfaces and apply paint and similar materials to buildings and other structures, vehicles or various manufactured articles. They cover interior walls and ceilings with wallpaper, clean chimneys and exterior surfaces of buildings and other structures.

Tasks include:
Covering interior walls and ceilings with wallpaper, silk or other fabrics
Applying paint or varnish to vehicles or various manufactured articles, usually with a hand spraying device
Preparing surfaces and applying paint and similar materials to buildings and other structures
Cleaning exterior surfaces of buildings and other structures
Supervision of other workers may be included
Cleaning chimneys

2015-6431
Painters and Related Workers
Painters and related workers prepare surfaces of buildings and other structures for painting, apply protective and decorative coats of paint or similar materials, or cover interior walls and ceilings of buildings with wallpaper other finishes.

Tasks include:
Applying paints, varnishes and stains to surfaces using brushes, rollers and sprays
Cleaning and preparing walls and other surfaces of buildings for painting or wallpapering
Selecting and preparing paints to required colours by mixing pigments and additives
Applying or spraying paint, varnish, and similar materials to surfaces, fixtures and fittings of buildings
Measuring and hanging wallpaper or other fabrics on interior walls and ceilings

2015-643101
Painter
Applies paint, varnish, wallpaper and other finishes to protect, maintain and decorate the surfaces of buildings and structures.

Alternative Titles and Specialisations:
Painting Contractor
Paperhanger
Structural Steel Painter
Painter and Decorator
2015-6432  Spray Painters and Varnishers
Spray painters and varnishers operate spray painting and varnishing equipment to apply protective coatings to manufactured items or structures.

Tasks include:
- Painting cars, buses, trucks and other vehicles, and applying varnish and other protective coatings
- Applying paint as well as protective coatings of enamel or varnish on metal, wooden and other manufactured products, usually with a hand-spraying device
- Preparing surfaces to be coated using a variety of methods to remove grease, dirt and rust

2015-643201  Industrial Spraypainter
Operates spray painting equipment to paint and apply other industrial coatings to manufactured items.

Alternative Titles and Specialisations:
- Rust Proofer
- Spray Booth Operator
- Metal Coater
- Powder Coater

2015-643202  Vehicle Painter
Prepares surfaces of vehicles, matches and mixes colours and applies paint.

Alternative Titles and Specialisations:
- Automotive / Boat / Car / Coach / Ship Painter
- Spraypainter
- Aircraft Painter / Aircraft Spraypainter
- Primer Sprayer
- Vehicle Spraypainter
- Automotive / Car / Ship Spraypainter

2015-6433  Building Structure Cleaners
Building structure cleaners clean exterior surfaces of buildings and other structures, and remove soot from chimneys.

Tasks include:
- Building Structure Cleaner
- Removing soot from flues, chimneys and connecting pipes
- Cleaning exterior surfaces of stone, brick, metal or similar materials by means of chemicals, or a jet of steam or sand applied under high pressure
- Removing asbestos, mould and fire damaged surfaces from buildings

2015-643302  Chimney Cleaner
Unblocks and cleans chimneys.

Alternative Titles and Specialisations:

2015-65

Metal, Machinery and Related Trades Workers
Metal, machinery and related trades workers cast, weld, forge and, by other methods, form metal, erect, maintain and repair heavy metal structures, engage in machine-tool setting as well as in fitting, maintaining and repairing machinery, including engines, vehicles, or they produce tools and various non-precious-metal articles. The work is carried out by hand and by hand-powered and other tools which are used to reduce the amount of physical effort and time required for specific tasks, as well as to improve the quality of the products. The tasks call for an understanding of the work organisation, the materials and tools used, and the nature and purpose of the final product.

Tasks include:
Fitting, installing, maintaining and repairing industrial machinery, including engines and vehicles and similar mechanical equipment
Setting for operators or setting and operating various machine tools
Installing, erecting, maintaining and repairing heavy metal structures, tackle and related equipment
Making moulds and cores for casting metal
Forging and forming steel and other non-precious metals to make and repair machinery, tools, equipment and other articles
Supervision of other workers may be included
Casting, welding and shaping metal

2015-651

Sheet and Structural Metal Workers, Moulders and Welders
Sheet and structural metal workers, moulders and welders, and related workers, make moulds and cores for casting metal, weld and cut metal parts, make and repair articles of sheet metal, and install, erect, maintain and repair heavy metal structures, tackle, cable-cars and related equipment.

Tasks include:
Installing, erecting, maintaining and repairing heavy metal structures, as well as tackle, cable cars and related equipment
Making moulds and cores for casting metal; casting, welding and shaping metal parts
Making and repairing articles of sheet metal such as sheet steel, copper, tin, or brass

2015-6511

Metal Moulders and Coremakers
Metal moulders and coremakers make moulds and cores for casting metal.

Tasks include:
Making cores for use in metal moulds
Positioning patterns inside mould sections and clamping sections together
Lifting upper mould sections from lower sections and remove moulded patterns
Making moulds by hand or using auxiliary machines on a bench for small metal castings, on the foundry floor, or in a pit for large castings
Moving and positioning work pieces such as mould sections, patterns, and bottom boards, using cranes, or signalling others to move work pieces
Cleaning and smoothing moulds, core boxes, and repairing surface imperfections
Cutting spouts, runner holes and sprue holes into moulds
2015-651101 Moulder
Cast metal into moulds and cores for the production of metal products.

Alternative Titles and Specialisations:
Coremaker
Metal Casting Moulder
Metal Caster
Foundry Moulder
Metal Mould Maker

2015-6512 Welders and Flame Cutters
Welders and flame cutters weld and cut metal parts using gas flame, electric arc and other sources of heat to melt and cut, or to melt and fuse metal.

Tasks include:
Examining work pieces for defects and measuring work pieces with straight edges or templates to ensure conformance with specifications
Joining metal parts by hand soldering
Monitoring the fitting, burning, and welding processes to avoid overheating of parts or warping, shrinking, distortion, or expansion of material
Brazing metal parts together
Cutting metal pieces using gas flame or an electric arc
Using blowtorch to make and repair lead linings, pipes, floors and other lead fixtures
Operating resistance-welding machines
Welding metal parts using gas flame, or an electric arc, thermite compound or other methods

2015-651201 Pressure Welder
Assembles, welds and repairs pressure vessels and pipes to pressure test standards.

Alternative Titles and Specialisations:

2015-651202 Welder
Fabricates and repairs metal products using various welding techniques.

Alternative Titles and Specialisations:
Spot Welder Operator
Arc Welder
Welding Tradesperson
Plater-welder
Automotive Acetylene and Electrical Welder
Brazier
Special Class Welder
Carbon Dioxide Welder
Welding Inspector
Solderer and Brazer
Plate Layer
Electric Arc Welder
Flame Cutter
Aircraft Welder

2015-651203 Fitter-welder
Fits, assembles and welds metal parts and sub-assemblies to fabricate production machines, other equipment and pipe systems.
Alternative Titles and Specialisations:

2015-651204 Gas Cutter
Cuts metal parts using gas flame.
Alternative Titles and Specialisations:

2015-6513 Sheet Metal Workers
Sheet metal workers make, install and repair articles and parts of articles made out of sheet metal such as sheet steel, copper, tin, brass, aluminium, zinc or galvanised iron.
Tasks include:
Installing and repairing sheet-metal parts of vehicles and aircraft
Converting blueprints into shop drawings to be followed in the construction and assembly of sheet metal products
Making and repairing household utensils and other articles in tin, copper and light alloys, or ornamental articles and fittings
Determining project requirements, including scope, assembly sequences, and required methods and materials, according to blueprints, drawings, and written or verbal instructions
Inspecting product quality and installation to ensure conformance to specifications
Making and repairing boilers, tanks, vats and similar containers
Marking sheet metal for cutting and shaping

2015-651301 Sheet Metal Worker
Makes, installs and repairs articles and parts of articles made out of sheet metal such as sheet steel, copper, tin, brass, aluminium, zinc, galvanised iron or other substitutes.
Alternative Titles and Specialisations:
Sheet Metal Plumber
Sheet Metal Marker / Installer
Machine Riveter
Tinsmith
Duct Erector
Brassmith
Boilersmith
Aircraft Body Maker
Coppersmith
Metal Spinner / Sheeter
Aluminium / Stainless Steel Fabricator

2015-651302 Boiler Maker
Makes and repairs boilers pressure vessels.
*Alternative Titles and Specialisations:*
Boilermaker
Boilermaker-welder
Plater-boilermaker

2015-651401 Structural Metal Preparers and Erectors
Structural metal preparers and erectors assemble, erect and dismantle structural metal frames of buildings and other structures.
*Tasks include:*
Drilling, cutting and shaping structural steel in a workshop
Riveting structural-metal members by hand, machine or pneumatic riveter
Assembling and erecting the framework and other metal parts of ships’ structures
Shaping and fitting structural-steel plates of ships under construction or repair
Erecting steel framework for buildings, bridges and other constructions
Marking metal framework as a guide when drilling, cutting, and shaping them for use in buildings, ships and other structures
Shaping and bending metal sections and pipes using hand and machine tools or by heating and hammering
Aligning parts to be joined using hand tools and measuring instruments

2015-651401 Metal Fabricator
Marks off and fabricates structural steel and other metal stock to make or repair metal products and structures.
*Alternative Titles and Specialisations:*
Metal Fabricator-welder
Brass Finisher
Structural Steel Tradesperson
Template Maker

2015-651402 Structural Steel Erector
Erects and dismantles structural steel frames of buildings and other structures.
Alternative Titles and Specialisations:
Signal Erector
Marker Structural Steel
Construction Steel Worker
Structural Metal Preparers

2015-651403 Steel Fixer
Positions and secures steel bars and steel mesh in concrete forms to reinforce concrete structures.
Alternative Titles and Specialisations:
Steel Bender
Concrete Reinforcing Steel Placer
Reinforcing Iron Worker Construction

2015-651404 Structural Plater
Sets up, operates, or tends plating or coating machines to coat metal or plastic products with chromium, zinc, copper, cadmium, nickel, or other metal to protect or decorate surfaces.
Alternative Titles and Specialisations:
Plater
Metal Plater

2015-6515 Riggers and Cable Splicers
Riggers and cable splicers assemble rigging gear to move and position equipment and structural components, or install and maintain cables, ropes and wires on construction sites, buildings or other structures.
Tasks include:
Working as member of crew erecting and repairing derricks for drilling water, gas- and oil-wells
Estimating the size, shape and weight of objects to be moved and deciding on the type of equipment to
Installing and repairing cables, ropes, wires, pulleys and other tackle
Installing and maintaining communication towers, aerial cableways, funicular railways, ski lifts and similar infrastructure
Joining, repairing and fitting attachments to wires, ropes and cables

Lifting and mounting scenery, lighting and other equipment in theatres and on film sets

2015-651501  Rigger

Assembles and installs rigging gear such as cables, ropes, pulleys and winches to lift, lower, move and position equipment, structural steel and other heavy objects.

**Alternative Titles and Specialisations:**
- Winch Erector
- Tower Rigger
- Rigger Ropesman
- Rigger (Metal Engineering)
- Construction Cable Layer / Puller
- Forest / Logging Rigger
- Scaffolding Rigger
- Construction Rigger
- Theatrical Rigger
- Hoisting Equipment Rigger
- Ship Rigger
- Rigger Scaffolder

2015-651502  Cable and Rope Splicer

Maintain cables, ropes and wires on construction sites, buildings or other structures.

**Alternative Titles and Specialisations:**
- Ropesman

2015-652  Blacksmiths, Toolmakers and Related Trades Workers

Blacksmiths, toolmakers and related trades workers hammer and forge bars, rods or ingots of iron, steel and other metals to make and repair various kinds of tools, equipment and other articles, set machine tools for operators or set and operate various machine tools, and polish and sharpen surfaces.

**Tasks include:**
- Setting machine tools for operators or setting and operating various machine tools working to fine tolerances
- Hammering and forging iron, steel and other metals to make and repair various kinds of tools, equipment and other articles
- Polishing and sharpening metal surfaces and tools

2015-6521  Blacksmiths, Hammersmiths and Forging Press Workers

Blacksmiths, hammersmiths and forging press workers hammer and forge bars, rods, ingots and plates of iron, steel or other metals, and draw wire to make and repair various kinds of tools, metal articles, pieces of equipment, and agricultural and related implements.

**Tasks include:**
Reading work orders or blueprints to determine specified tolerances and sequences of operations for machine setup
Operating closed-die drop hammer to forge metal articles
Drawing wire
Measuring and inspecting machine parts to ensure conformance to product specifications
Heating metal in forge furnace and manufacturing and repairing articles by drawing, bending, cutting, hammering metal on an anvil, punching, shearing, joining and hardening or tempering
Shaping heated metal into forgings on power hammer equipped with open dies
Operating a power-press machine equipped with closed dies to forge metal articles

2015-652101  Blacksmith

Shapes bars, rods and blocks of metal by heating and hammering to produce or repair metal articles.

Alternative Titles and Specialisations:
Tool Smith
Architectural Metal Worker
Drop-hammer Worker
Hammer Smith
Metalsmith
Spring Maker

2015-652102  Forging Press Worker

Forges bars, rods, ingots and plates of iron, steel or other metals.

Alternative Titles and Specialisations:
Metal Temperator

2015-6522  Toolmakers and Related Workers

Toolmakers and related workers make and repair custom made and specialised tools, sports guns, locks, dies, patterns machinery components and other metal articles using hand and machine tools to work metal to fine tolerances.

Tasks include:
Fitting and assembling parts to make and repair jigs, fixtures and gauges
Making and repairing metal patterns for preparation of foundry moulds
Repairing and modifying sports guns and other small arms
Visualizing and computing dimensions, sizes, shapes, and tolerances of assemblies, based on specifications
Positioning, securing and measuring metal stock or castings to lay out for machining
Preparing templates and sketches, and determining work processes
Laying out lines and reference points on metal stock to guide other workers who cut, turn, mill, grind or otherwise shape metal
Reading and interpreting engineering drawings and specifications of tools, dies, prototypes or models
Verifying dimensions, alignments, and clearances of finished parts for conformance to specifications, using precision measuring instruments and testing completed items for proper operation
Making, fitting, assembling, repairing and installing lock parts and locks
Setting up, operating and maintaining conventional and computer numerically controlled machine tools to cut, turn, mill, plane, drill, bore, grind or otherwise shape work piece to prescribed dimensions and finish

2015-652201  Toolmaker
Makes and repairs tools, dies, jigs, fixtures and other precision parts and equipment to fine tolerances for machine tools and other production machinery.

Alternative Titles and Specialisations:
Jigmaker (Metal)
Die Cutter
Plastic Mould Maker
Tool Jig and Die Maker
Roll, Tool and Template Maker
Die and Press Toolmaker
Die Model Maker
Tool and Jigmaker
Jig Mounter
Die Caster
Press Toolmaker
Tool Die Maker

2015-652202  Gunsmith
Modifies, services and repairs rifles, revolvers and other firearms.

Alternative Titles and Specialisations:
Light Weapon Fitter
Light Armament Fitter

2015-652203  Locksmith
Installs and maintains locks and related security devices and systems.

Alternative Titles and Specialisations:
Safemaker

2015-652204  Patternmaker
Constructs full size engineering models usually made out of timber, which are used in manufacturing to produce metal castings, copy models, vacuum form tooling and
tooling for the automotive, aircraft or fibreglass industries.

**Alternative Titles and Specialisations:**
- Metal Foundry Template Maker
- Engineering Patternmaker
- Foundry Patternmaker
- Metal Profile Cutter

**2015-652205 Master Toolmaker**
Develops and sets up master moulds and jigs.

**Alternative Titles and Specialisations:**
- Casting and Die-casting Mouldmaker
- Gauge, Jig and Fixture Maker
- Specialised Tooling Machinist
- Specialised Machine Builder
- Plastic Die and Mouldmaker
- Metal Forming Die Maker

**2015-652206 Die Sinker**
Lays out, machines, and finishes impression cavities in die blocks to produce forging dies according to blueprints.

**Alternative Titles and Specialisations:**
- Die Sinker and Engraver

**2015-6523 Metal Working Machine Tool Setters and Operators**
Metal working machine tool setters and operators set and/or operate, various machine tools working to fine tolerances.

**Tasks include:**
- Changing worn machine accessories, such as cutting tools and brushes, using hand tools
- Performing similar tasks when machining plastics and other metal substitutes
- Observing machine operations to detect work piece defects or machine malfunctions, adjusting machines as necessary
- Setting one or more types of machine tool for production of metal articles in standardised series
- Inspecting work pieces for defects, and measuring work pieces to determine accuracy of machine operation, using rules, templates, or other measuring instruments
- Operating and monitoring metalworking machines, such as lathes, milling, planning, boring, drilling, grinding or honing machines, including multi-purpose numerically controlled metalworking machines

**2015-652301 Metal Machinist**
Sets up and operates machine tools to shape and form metal stock and castings to fine tolerances, using detailed drawings and specifications.
Alternative Titles and Specialisations:
Lathe Operator / Setter / Tradesperson
Machinist and Fitter (Automotive)
Vertical Borer
Tooling Mechanician
Automotive Machinist
Machine Tool Mechanician
Machine Tool Operator
Milling Machinist
Roll Turner
Turner (Metal)
Aircraft Machinist
CNC Machinist
Machine Tool Fitter
Fitter-machinist
Turner Machinist (Automotive)
Jig Borer
Machine Setter
Cabling technician
Turner Machinist
Metal Machine Setter
Machine Tool Setter

Fitter and Turner

Fits, assembles, grinds and shapes metal parts and sub-assemblies to fabricate production machines and other equipment.

Alternative Titles and Specialisations:
Industrial Mechanician

Metal Polishers, Wheel Grinders and Tool Sharpeners

Metal polishers, wheel grinders and tool sharpeners polish and grind metal surfaces and sharpen tools.

Tasks include:
Operating fixed or portable buffing and polishing machines
Repairing, adjusting and sharpening saw blades and metal teeth of cylinders in textile carding machines
Sharpening cutting tools and instruments using grinding wheels or mechanically operated grinding machines
Dressing grinding wheels, according to specifications
Inspecting, feeling, and measuring work pieces to ensure that surfaces and dimensions meet specifications
Selecting and mounting grinding wheels on machines, according to specifications, using hand tools and applying knowledge of abrasives and grinding procedures
Monitoring machine operations to determine whether adjustments are necessary; stop machines when problems occur

2015-652401 Metal Polisher
Polishes metal to impart smooth, reflective or other finishes.

Alternative Titles and Specialisations:
- Metal Cleaner
- Electropolisher
- Metal Working Burnisher
- Metal Finisher

2015-652402 Tool Grinder and Sharpener
Sharpens cutting tools and instruments using grinding wheels or mechanically operated grinding machines.

Alternative Titles and Specialisations:
- Knife Sharpener

2015-652403 Saw Maker and Repairer
Makes, repairs, sets and sharpens blades for circular, band and other saws.

Alternative Titles and Specialisations:
- Saw Doctor
- Saw Sharpeners
- Saw Setter

2015-652404 Grinder
Grinds metal surfaces.

Alternative Titles and Specialisations:
- Rough Grinder Metal Foundry

2015-653 Machinery Mechanics and Repairers
Machinery mechanics and repairers fit, install, maintain and repair engines, vehicles, agricultural or industrial machinery and similar mechanical equipment.

Tasks include:
Fitting, installing, maintaining and repairing engines, vehicles, agricultural or industrial machinery and similar mechanical equipment

2015-6531
Motor Vehicle Mechanics and Repairers
Motor vehicle mechanics and repairers fit, install, maintain, service and repair engines and the mechanical and related equipment of passenger cars, delivery trucks, motorcycles and other motor vehicles.

Tasks include:
Detecting and diagnosing faults in engines and parts
Reassembling engines and parts after being repaired
Fitting, examining, testing and servicing motor vehicle and motorcycle engines
Fitting, examining, adjusting, dismantling, rebuilding and replacing defective parts of motor vehicles
Installing or adjusting motors and brakes, and adjusting steering or other parts of motor vehicles
Installing, adjusting, servicing and replacing mechatronics components of motor vehicles
Performing scheduled maintenance services, such as oil changes, lubrications and engine tune-ups, to achieve smoother running of vehicles and ensure compliance with pollution regulations

2015-653101
Automotive Motor Mechanic
Maintains, tests and repairs diesel and petrol road vehicles (less than 8 tons) and the mechanical parts thereof including transmissions, suspension, steering and brakes.

Alternative Titles and Specialisations:
Garage Mechanic
Motor Mechanic
Fuel Injection Pump Mechanic
Service Mechanic
Automotive Fitter
Mechanical Service Advisor (Vehicles)
Vehicle Radiator Mechanic
Automotive Mechanic
Brake and Clutch Mechanic / Repairer / Fitter
Patrol Officer Automobile Association
Automatic Transmission Mechanic
Automotive Surveyor
Vehicle Mechanic
Air Conditioning Technician (Automotive)
Fuel Injection Mechanic
Auto Engineer / Mechanic
Automotive Mechanician

Motorcycle Mechanic
Maintains, tests and repairs the mechanical parts of motorcycles, including scooters.

Alternative Titles and Specialisations:
Motorcycle and Scooter Mechanic
Scooter Mechanic
Motorcycle / Motorbike Technician

Automotive Engine Mechanic
Diagnoses, adjusts, repairs, or overhauls automotive engines.

Alternative Titles and Specialisations:
Automotive Engine Fitter

Aircraft Engine Mechanics and Repairers
Aircraft engine repairers and mechanics fit, service, repair and overhaul aircraft engines and assemblies, such as airframes, hydraulic, and pneumatic systems.

Tasks include:
- Inspecting completed work to certify that maintenance meets standards and the aircraft is ready for operation
- Maintaining, repairing, overhauling, modifying and testing aircraft structural, mechanical and hydraulic systems
- Fitting, examining, testing and servicing aircraft engines
- Installing and testing electrical and electronic components, assemblies, and systems in aircraft
- Replacing engine components or complete engines
- Maintaining repair logs, documenting all preventive and corrective aircraft maintenance
- Reading and interpreting manuals, service bulletins, and other specifications to determine the feasibility and method of repairing or replacing malfunctioning or damaged components
- Connecting components to assemblies such as radio systems, instruments, magnetos, inverters, and in-flight refuelling systems
- Examining and inspecting airframes and aircraft components, including landing gear, hydraulic systems, and de-icers to detect wear, cracks, breaks, leaks, or other problems
- Maintaining, repairing, and rebuilding aircraft structures, functional components, and parts such as wings and fuselage, rigging, hydraulic units, oxygen systems, fuel systems, electrical systems, gaskets, and seals

Aircraft Maintenance Mechanic
Inspects, tests, repairs and installs aircraft hydro mechanical, pneumatic, flight control system components and aircraft engines, sub-assemblies and components.

Alternative Titles and Specialisations:
Jet Engine Mechanic
Aviation Maintenance Technician
Aircraft Engine Maintenance Technician
Helicopter Mechanic
Aircraft Mechanic
Aircraft Service Technician
Rocket Engine Component Mechanic
Aircraft Examiner / Inspector
Pneumdraulic Systems Mechanic (Aircraft)
Aircraft Technician (Defence)
Powerplant Mechanic (Aircraft)
Aircraft Maintenance Engineer (Engines)
Aircraft Engine Fitter
Aircraft Engineering Serviceman / Tradesperson
Aircraft Simulator Mechanic
Aircraft Structures Worker

Inspects, dismantles and reassembles aircraft structures, and repairs and replaces components of aircraft frames. Works with both metal and carbon fibre composite materials.

Alternative Titles and Specialisations:
Aircraft Maintenance Technicians (Mechanical)
Aircraft Sheetmetal Worker
Aircraft Composites and Structures Worker
Aircraft Life Support Fitter
Aircraft Metal Worker
Aircraft Maintenance Engineer (Mechanical)
Aircraft Composites Worker
Aircraft Plastics and Fiberglas Worker
Aircraft Structure Worker
Airframe Fitter
Aircraft Trimmer
Aircraft Structure, Surfaces, Rigging, and Systems Assemblers
Aircraft Structural Fitter
Aircraft Composite Structure Worker
Aircraft Maintenance Engineer (Airframes)
Airframe Mechanic
Aircraft Restorer
Aircraft Maintenance Engineer (Structural)

2015-6533
Agricultural and Industrial Machinery Mechanics and Repairers
Agricultural and industrial machinery mechanics and repairers fit, install, examine, service and repair engines, agricultural and industrial machinery and mechanical equipment, except motor vehicle, aircraft and electric motors.

Tasks include:
Examining parts for defects such as breakage and excessive wear
Inspecting and testing new machinery and mechanical equipment for conformity with standards and specifications
Operating newly repaired machinery and equipment to verify the adequacy of repairs
Recording repairs and maintenance performed
Oiling and greasing stationary engines and machinery
Disassembling machinery and equipment to remove parts and make repairs
Fitting, installing, examining, servicing and repairing engines, machinery and mechanical equipment

2015-653301
Industrial Machinery Mechanic
Fits, installs, examines, services and repairs engines, agricultural and industrial machinery and mechanical equipment (except motor vehicle, aircraft, tractors and electric motors).

Alternative Titles and Specialisations:
Plant Maintenance Mechanic
Ships Engine Room Mechanic
Mining Machinery Repairer
Farm Machinery Repairer
Footwear Manufacturing Machine Mechanic
Construction Machinery Mechanic
Leather Manufacturing Machine Mechanic
Marine Mechanic
Stationary Engine Repairer
Agricultural Machinery Mechanic
Mechanical Service Advisor (Equipment)
Train Engine Repairer
Stationary Motor Mechanic
Apparel and Related Manufacturing Machine Mechanic
Construction Plant Mechanic

2015-653302  Mechanical Equipment Repairer
Fits installs, examines, services and repairs engines, machinery and mechanical equipment.
Alternative Titles and Specialisations:
Coin Machine Mechanic

2015-653303  Mechanical Fitter
Fits and assembles metal parts and sub-assemblies to fabricate production machines and other equipment.
Alternative Titles and Specialisations:
General Fitter
Carriage and Wagon Fitter
Train Engine Fitter
Mechanical Fitter (Machinery) Submarines
Maintenance Fitter
Machine Fitter
Machine Fitter (Including Hydraulics and Pneumatics)
Lubrication Equipment Mechanic
Mechanical Fitter (Machinery) Ships
Wagon Fitter
Mining Machinery Fitter
Stationary Engine Fitter
Machine Fitter (Hydraulics)
Marine Pipe Fitter
Hydraulic Fitter
Marine Fitter

2015-653304  Diesel Fitter
Maintains, test and repairs diesel motors used for generating power in ships, locomotives, stationary plant and equipment.
Alternative Titles and Specialisations:

2015-653305  Small Engine Mechanic
Maintains, tests and repairs engines of chainsaws, lawn mowers, garden tractors and other equipment with small engines.
Alternative Titles and Specialisations:
Outboard Motor Mechanic
Inboard / Outboard Engine Mechanic
Chainsaw Mechanic
Lawnmower Mechanic
Garden Machinery Repairer

2015-653306  Diesel Mechanic
Maintains, test and repairs commercial vehicles (more than 3 tons GMV) including engines, mechanical parts, transmissions, suspension, steering and brakes.

Alternative Titles and Specialisations:
Diesel Fuel Injection Technician
Diesel Fitter-mechanic
Diesel Injector
Diesel Fuel Injection Mechanic
Diesel Electrical Fitter
Field Service Technician (Diesel)
Truck Mechanic

2015-653307  Heavy Equipment Mechanic
Maintains, tests and repairs heavy equipment such as earth moving or mining including engines, mechanical parts and hydraulically or electrically powered systems.

Alternative Titles and Specialisations:
Earthmoving Equipment Mechanic

2015-653308  Tractor Mechanic
Maintains, tests and repairs tractors.

Alternative Titles and Specialisations:

2015-653309  Forklift Mechanic
Maintains, tests and repairs forklifts.

Alternative Titles and Specialisations:

2015-653310  Lubrication Equipment Mechanic
Installs and maintains lubrication equipment and systems.

Alternative Titles and Specialisations:
Fluid Mechanic
Bicycle and Related Repairers
Bicycle and related repairers fit, maintain, service and repair the mechanical and related equipment of bicycles, rickshaws, baby carriages, wheelchairs and similar non-motorized transport equipment.

Tasks include:
- Changing tyres and controlling air pressure
- Examining, servicing and repairing bicycles and other non-motorized transport equipment
- Assembling new bicycles, wheelchairs and similar non-motorized equipment
- Cleaning and lubricating bearings and other moving parts
- Spray painting frames
- Replacing and repairing components and accessories, such as brakes, driving chain mechanism, wheels, handle bars etc

Bicycle Mechanic
Fits, maintains, services and repairs the mechanical and related equipment of bicycles.

Alternative Titles and Specialisations:
Bicycle Technician
Bicycle Repairer

Non-motorised Transport Equipment Repairer
Fits, maintains, services and repairs the mechanical and related equipment of non-motorized transport equipment (excluding bicycles).

Alternative Titles and Specialisations:
Perambulator Repairer
Wheelchair Repairer

Handicraft and Printing Workers
Handicraft and printing workers make and repair precision instruments, musical instruments, various articles such as jewellery, precious metalware, ceramics, porcelain ware and glassware, as well as handicrafts made of wood or textile, leather or related materials, or they perform printing or book-binding tasks. The work is carried out by hand and by hand-powered and other tools which are used to reduce the amount of physical effort and time required for specific tasks, as well as to improve the quality of the products. The tasks call for an understanding of the work organisation, the materials and tools used, and the nature and purpose of the final product.

Tasks include:
- Making pottery, porcelain ware, ceramics and glassware
- Producing handicraft articles in wood or textile, leather and related materials
- Making and repairing musical instruments; making jewellery and precious metalware
- Painting and decorating various articles
- Performing printing or book-binding tasks
- Making and repairing nautical, meteorological, optical and other precision instruments and equipment
Supervision of other workers may be included

**Handicraft Workers**

Handicraft workers combine artistic and manual skills to design, make, repair, adjust, maintain and decorate precision instruments, musical instruments, jewellery and other precious-metals, pottery and porcelain ware. They apply traditional and/or recently developed techniques to carve, mould, assemble, weave and decorate various glass, ceramics, textile, straw, stone, wood and leather articles.

**Tasks include:**

- Making, calibrating, repairing, maintaining and installing musical and precision instruments
- Cutting, filing, polishing and setting precious and semi-precious stones including gems and diamonds and engraving designs on jewellery and precious metal articles
- Applying traditional techniques and patterns to produce woven fabrics, knitted, embroidered and other garments and household articles
- Preparing materials to make wicker furniture, brushes and brooms and weaving various kinds of baskets
- Decorating articles made of wood, metal, textiles, glass, ceramics and other materials, and planning, laying out and painting letters, figures, monograms and designs to make signs
- Preparing pottery, porcelain ware, sanitary ware, bricks, tiles and abrasive wheels by hand or by machine; blowing, moulding, pressing, cutting, trimming, grinding and polishing glass, shaping molten glass according to patterns
- Fabricating, adjusting, repairing, or appraising jewellery, ceremonial or religious items, gold, silver, other precious metals, or gems

**Precision-instrument Makers and Repairers**

Precision-instrument makers and repairers precision-instrument makers and repairers make, calibrate, repair, maintain, adjust and install mechanical watches, clocks, nautical, meteorological, optical, orthopaedic and other precision instruments and equipment and set them for correct performance.

**Tasks include:**

- Cleaning, rinsing, and drying timepiece parts, using solutions and ultrasonic or mechanical watch-cleaning machines
- Testing, calibrating, and adjusting electronic, mercurial, aneroid, and other types of meteorological instruments for compliance with printed specifications and schematic diagrams, using voltmeters, oscilloscopes, tube testers, and other test instruments
- Checking whether assembled units conform to specifications and ensuring stipulated performance and sensitivity by standard tests
- Inspecting components, connections, and drive mechanisms to detect defects
- Calibrating instruments or scales, using hand tools, computer, or electronic devices
- Assembling instruments and devices, such as barometers, control valves, gyroscopes, hygrometers, speedometers, tachometers, and thermostats
- Repairing, cleaning, and adjusting mechanisms of timing instruments, such as watches and clocks
- Testing accuracy of meters, gauges, indicators, or other recording or controlling instruments to locate defective components and for conformance to standards
- Adjusting and repairing masts, supporting structures, clearance lights, control panels, control cabling and wiring, and other electrical and mechanical devices
- Repairing and setting optical instruments such as microscopes, telescopes, theodolites, sextants
- Testing timepiece accuracy and performance, using meters and other electronic instruments
- Adjusting timing regulators, using callipers, watch-rate recorders, and tweezers

**Precision Instrument Maker and Repairer**

Assembles, calibrates, installs and overhauls mechanical precision instruments and equipment.
Alternative Titles and Specialisations:
Camera Repairer

2015-661102 Watch and Clock Maker and Repairer
Makes, repairs, cleans and adjusts watches and clocks.

Alternative Titles and Specialisations:
Orthopaedic Appliance Maker
Horologist

2015-661103 Scale Fitter
Installs, repairs and calibrates a variety of scales.

Alternative Titles and Specialisations:

2015-6612 Musical Instrument Makers and Tuners
Musical instrument makers and tuners make, assemble, repair, adjust, restore musical instruments and tune them to the required pitch with hand or power tools. They usually specialize in one type of instrument, such as string instruments, brass instruments pianos, reed instruments or percussion instruments.
Tasks include:
Aligning pads and keys on reed or wind instruments
Fabricating and assembling musical instruments and instrument parts of wood, ebonite, metal, leather and other materials
Repairing or replacing musical instrument parts and components, such as strings, bridges, felts, and keys, using hand and power tools
Adjusting lips, reeds, or toe hole of organ pipes, using hand tools, to regulate airflow and loudness of sound
Installing new drumheads in percussion instruments
Tuning percussion instruments to required pitch by tightening or loosening cords holding leather pieces fixed at top or at both ends of instrument
Adjusting string tensions to achieve proper tone or pitch of stringed instruments
Assembling and installing new pipe organs and pianos in buildings
Playing and inspecting instruments to evaluate their sound quality and to locate any defects
Tuning accordions by aurally comparing pitch of reeds with master reeds and filing reeds to obtain standard pitch
Tuning and servicing pipe organs by adjusting pitch of organ A pipes to conform with pitch of tuning fork and adjusting pitch of other pipes with references to pitch of tuned pipes

2015-661201 Musical Instrument Maker or Repairer
Builds, repairs and restores musical instruments, and modifies and tunes them to owners' specifications.

Alternative Titles and Specialisations:
Musical Instrument Tuner
Piano Tuner

2015-6613 Jewellery and Precious Metal Workers
Jewellery and precious metal workers design, fabricate, adjust, repair, or appraise jewellery, ceremonial or religious items, gold, silver, other precious metals, or gems. They cut, file, polish and set precious and semi-precious stones including gems and diamonds and engrave designs on jewellery and precious metal articles. They cut and polish diamonds for industrial purposes.

Tasks include:

Assembling articles by soldering, screwing, riveting and otherwise joining
Restyling old jewellery
Securing stones and shapes, cutting angles, smoothing and polishing
Cutting and dividing stones to approximate final shape, using precision hand and power tools and jigs
Finishing articles using files, emery paper and buffing machines
Shaping moulded metal by cutting, filing, beating, turning and bending, using specialised hand and power tools
Engraving designs on ring settings, brooches, bracelets and other articles
Repairing jewellery by soldering, replacing and rebuilding worn and broken parts
Examining designs and specifications for jewellery and precious metal objects
Securing precious stones in retaining prongs and ridges and smoothing and checking final settings
Appraising the quality and value of jewellery

2015-661301 Goldsmith
Designs, makes and repairs jewellery such as rings, brooches, chains and bracelets; crafts objects out of precious metals to produce jewellery and objects of art.

Alternative Titles and Specialisations:
Jeweller
Jewellery Repairer
Jewellery Chainmaker (Hand Made)
Jewellery Modelmaker
Jewellery Mouldmaker
Jewellery Mouldcutter
Jewellery Caster
Platinumsmith
Designer Goldsmith

2015-661302 Diamond and Gemstone Setter
Sets gemstones and diamonds to produce jewellery and objects of art.
Alternative Titles and Specialisations:
Jewellery Setter

2015-661303
Jewellery Evaluator
Evaluates gemstones and jewellery to determine their monitory value.

Alternative Titles and Specialisations:

2015-6614
Potters and Related Workers
Potters and related workers prepare pottery, porcelain ware, sanitary ware, bricks, tiles and abrasive wheels by hand or by machine.

Tasks include:
Examining finished ware for defects, verifying accuracy of shapes and sizes of objects, using callipers and templates
Adjusting wheel speeds according to the feel of the clay as pieces enlarge and walls become thinner
Operating jigger machines to form ceramic ware, such as bowls, cups, plates, and saucers
Smoothening surfaces of finished pieces, using rubber scrapers and wet sponges
Forming articles on potter's wheel by pressing thumbs into centres of revolving clay to form hollows, and press on the inside and outside of emerging clay cylinders with hands and fingers, gradually raising and shaping clay to desired forms and sizes
Adjusting and setting controls of pug mill that mixes, extrudes, cuts, and deposits clay charges in or over moulds as specified
Forming abrasive wheels by moulding and pressing an abrasive mixture by hand or by machine
Making clay or plaster of Paris moulds
Preparing work for sale or exhibition, and maintaining relationships with retail, pottery, art, and resource networks that can facilitate sale or exhibition of work
Reading technical drawings to know customer’s requirements
Making articles of pottery and porcelain

2015-661401
Potter or Ceramic Artist
Conceives and creates functional or artistic articles by moulding clay, glass and other fusible materials using hand-building and wheel techniques. This occupation requires high levels of creative talent or personal commitment and interest as well as, or in place of, formal qualifications or experience.

Alternative Titles and Specialisations:

2015-6615
Glass Makers, Cutters, Grinders and Finishers
Glass makers, cutters, grinders and finishers blow, mould, press, cut, trim, grind and polish glass, shape molten glass according to patterns.

Tasks include:
Observing gauges, computer printouts and video monitors to verify specified processing conditions and make adjustments as necessary
Regulating oven temperatures according to glass types to be processed
Setting up, operating and adjusting computerized or robotic glass cutting equipment
Reading work orders to determine dimensions, cutting locations, and quantities to cut
Examining glass stock and finished products and marking or discarding items with defects such as spots, stains, scars, snags, chips, scratches, or unacceptable shapes or
finishes
Positioning pattern or drawing on glass, measuring dimensions, and marking cutting lines, using glass cutting tools and cutting glass along marked outlines or around pattern
Inspecting, weighing, and measuring products to verify conformance to specifications, using instruments such as micrometers, callipers, magnifiers, and rulers
Spraying silver solution on glass to provide mirrored surface, using spray gun
Transferring pattern for individual stained glass parts from full size drawing to pattern paper, using stylus to trace drawings
Blowing and bending glass tubing into specified shapes to form scientific apparatus like flasks, retorts, pipettes
Heating glass to pliable stage, using gas flames or ovens, and rotating glass to heat it uniformly
Laying out cutting and grinding optical and other glass to specified dimensions and weight for moulding into lens blanks and for use as watch crystals
Grinding and polishing glass objects or parts to correct defects
Finishing and smoothening and polishing rough edges, using belt sander or polishing wheels

2015-661501  Glass Maker
Blows, moulds, presses, cuts, trims, grinds and polishes and shape molten glass according to patterns.
Alternative Titles and Specialisations:
Glass Finisher
Glass Finisher or Bender
Glass Grinder
Glaze Maker
Leadlighter
Glass Blower
Glassware Maker

2015-661502  Optical Mechanic
Operates machines to grind, polish and surface optical lenses to meet prescription requirements, and fits lenses to spectacle frames.
Alternative Titles and Specialisations:
Optical Glass Cutter
Optical Glass Polisher
Fine Optician
Optical Glass Grinder
Contact Lens Technician
Slitter Optical Glass
Optical Instrument Maker and Repairer
Sign Writers, Decorative Painters, Engravers and Etchers

Sign writers, decorative painters, engravers and etchers decorate articles made of wood, metal, textiles, glass, ceramics and other materials. They plan, lay out and paint letters, figures, monograms and designs to make signs and engrave and etch ornamental and floral designs on glass and other articles.

Tasks include:

- Etching decorative designs, calibration markings and other figures on glass articles
- Integrating and developing visual elements, such as line, space, mass, colour, and perspective, in order to produce desired effects such as the illustration of ideas, emotions, or moods
- Designing pattern or lettering to paint work pieces, such as signs, glassware, pottery, or zinc plates
- Laying out and painting in one or more languages letters, figures, monograms and designs to make signs
- Transferring from paper transfers decorative or ornamental designs on articles
- Cutting out letters and signs for display purposes from wallboard or cardboard, by hand or machines, such as electrically powered jigsaw or bandsaw
- Examining sketches, diagrams, samples, blueprints, or photographs to decide how designs are to be etched, cut, or engraved onto work pieces
- Painting decorative free-hand designs on objects, such as pottery, glass, cigarette cases, lampshades
- Engraving and printing patterns, ornamental designs, etchings, trademarks, figures or lettering onto flat or curved surfaces of a wide variety of metal, glass, plastic, or ceramic items
- Writing, painting, or printing signs or show cards used for display or other purposes
- Using software and routing equipment to produce 3D Carved images for application onto larger signage as well as engraved and inlaid signs
- Measuring and computing dimensions of lettering, designs, or patterns to be engraved
- Sketching or tracing design or lettering onto work piece or pattern material to prepare pattern or stencil
- Designing and producing normal flat cut lettering or lettering that is shadowed with applied vinyl or lettering that is ready cut for application

Signwriter

Designs, fabricates and paints signs for displays, buildings, hoardings, boats and structures.

Alternative Titles and Specialisations:

- Signcrafter
- Signwriter and Painter
- Ticket Writer
- Sign Manufacturer
- Sign Maker

Engraver

Inscribes letters, figures and designs on metal, glass, wood, rubber, plastic and other surfaces.
Alternative Titles and Specialisations:
Hand Engraver
Glass Embosser
Glass etcher
Pantographer
Etcher

Tasks include:
Forming bottom of basket by interlacing strips of rattan, wood veneer or other material with Framework of rods of material such as willow
Making various kinds of baskets by interlacing osier, rattan, reeds, rushes or similar materials
Carving, assembling, weaving, painting and decorating various articles for personal or household use such as salad bowls, serving-spoons, cutting-boards, trays, vases, jugs, baskets, straw hats, straw mats and similar objects
Painting free hand decorative designs on glass and pottery or porcelain war
Preparing wood, straw, rattan, reeds, stone, shells, or similar materials
Carving floral and artistic designs on wooden surfaces for decorative purposes
inserting rods around edge of bottom between woven sections of bottom and bending them upright to serve as framework for sides
Making wicker furniture from peeled and softened rattan, reeds, rushes, willow branches and similar materials
Selecting and preparing materials, such as broom corn, bass , whisker and fibre, and fastening them to broom handles
Selecting and preparing brush materials, such as bristles, nylon, fibres and wire, and setting them in brush base

Basket, Cane and Wicker Worker

Apply traditional techniques to weave baskets and other products from straw, rattan, reeds and cane and wicker.

Alternative Titles and Specialisations:
Carver

Make articles for personal or household use, or for decorative purposes by carving wood, stone and bone.

Alternative Titles and Specialisations:
Carver (Bone / Stone / Wood)
Wood Carver

Cane Furniture Maker
Designs and makes furniture from cane.

**Alternative Titles and Specialisations:**

**2015-6618**

**Handicraft Workers in Textile, Leather and Related Materials**

Handicraft workers in textile, leather and related materials apply traditional techniques and patterns to produce woven fabrics, knitted, embroidered, woven and other garments and articles for household use, as well as traditional footwear, handbags, belts and other accessories.

**Tasks include:**

- Drawing warp threads into loom by hand
- Forming fibres into sliver, combing them, combining sliver into sliver laps or forming sliver into rove
- Lace-making and weaving, knitting, or embroidering various garments and articles for household use
- Crocheting or making braid by hand
- Weaving plain or figured cloth, tapestry, lace, carpet or other fabrics on hand looms
- Grading and classifying natural textile fibres
- Spinning and dyeing with natural dyestuffs, wool, cotton and other fibres
- Washing wool fibres
- Knitting garments and other articles on hand-operated machine or by hand
- Making nets by hand
- Spinning and winding yarn by hand
- Cleaning and fluffing textile fibres
- Making carpets by using a knotting technique
- Preparing and dyeing hides with natural dyestuffs and making traditional footwear or handbags, belts and other accessories

**2015-661801**

**Textile, Leather and Related Materials Handicraft Workers**

Applies traditional techniques and patterns to produce woven fabrics, knitted, embroidered, woven and other garments and articles for household use, as well as traditional footwear, handbags, belts and other accessories.

**Alternative Titles and Specialisations:**

- Textile Fibre Drawer
- Carpets Handicraft Worker
- Carpet Weaver
- Textile Fibre Comber
- Textiles Handicraft Worker
- Textile Fibre Rover
- Loom Threater
- Hand Knitter
Tapestry Maker
Thread and Yarn Spinner
Leather Handicraft Worker
Knitter
Cloth Weaver

**2015-6619**
Handicraft Workers not Elsewhere Classified
This unit group covers handicraft workers who perform traditional handicrafts not classified elsewhere. For instance, the group includes traditional handicraft workers in non-precious metals and stone.

**Tasks include:**

**2015-661901**
Metal Toymaker
Applies traditional techniques and patterns to produce non-precious metals and stone articles for household.

**Alternative Titles and Specialisations:**

**2015-662**
Printing Trades Workers
Printing trades workers compose and set type prior to printing, set up and operate printing presses, bind and finish printed products, and prepare stencils and operate screen printing equipment.

**Tasks include:**

Preparing stencils and operating screen printing equipment
Setting up, operating and monitoring machines used in typesetting, photographing copy, printing and cutting, folding, collating and binding printed material
Performing routine finishing operations and machine maintenance
Operating graphic cameras and other photographic equipment to reproduce camera-ready copy onto films, plates and digital output devices
Operating computer screen-based equipment for scanning, colour separation and correction, retouching and other processes used to transfer copy to film and produce film for plate, cylinder and digital output productions

**2015-6621**
Pre-press Technicians
Pre-press technical and trades workers proof, format, set and compose text and graphics into a form suitable for use in various printing processes and representation in other visual media.

**Tasks include:**

Evaluating printed proofs, checking and correcting them for quality
Using computer applications to generate images, text, layouts and impositions for print and other visual media displays
Operating plate making equipment to reproduce images from film to printing plates, digital output devices and presses
Carrying out digital and chemical proofing from digital systems, and negative and positive films
Preparing and exposing carbon tissue for laying on cylinders by transfer method, and developing images
Operating graphic cameras and other photographic equipment to reproduce camera-ready copy onto films, plates and digital output devices

**2015-662101**
Electronic Pre-press
Interrogates and pre-fights pre-press media, creates print layouts, impositions and prepares contract proofs and sets up, operates and maintains machinery and equipment to image and process print ready forms.

**Alternative Titles and Specialisations:**

Electronic Pre-press Screen
Electronic Pre-press
Electronic Pre-Press Lithographic Technician
Electronic Pre-press Flexographic Technician
Electronic Pre-press Gravure Technician

**2015-662104** Electronic Originator

Manipulates sets and composes text and graphics into a format suitable for printing and other visual media.

**Alternative Titles and Specialisations:**

Photo lithographer
Electronic Compositor

**2015-662105** Gravure Cylinder Preparation Technician

Inspects and/or repairs Coppers, Chromes and engraves gravure cylinders for subsequent printing and finishing processes.

**Alternative Titles and Specialisations:**

Gravure engraver
Gravure cylinder engraving
Electromechanical gravure
Photo gravure cylinder processor.

**2015-662106** Process Engraver

Prepares and produces metal blocks for subsequent printing and finishing operations.

**Alternative Titles and Specialisations:**

Block maker

**2015-662107** Printing Plate Maker

Transfers a prepared image either in digital or analogue format onto a printing plate.

**Alternative Titles and Specialisations:**

Lithographic Plate Maker
Flexographic Plate Maker
Screen Printing Plate Mounter
Screen Maker
Stereo Typer

Computer to Plate Operator

Printers

Printers set up and operate letterpress, lithographic, flexographic, gravure, newspaper, instant, digital and offset printing presses.

Tasks include:

- Setting, adjusting and monitoring substrate-feed mechanisms, delivery mechanisms, inking systems and other printing machine functions
- Monitoring machine operations and quality of printing
- Producing a variety of printed products using relief, lithographic, flexographic and gravure printing presses, and in-line finishing systems
- Mixing ink and solvents to standard, and regulating paper and ink supply during print runs
- Loading paper into feeding mechanisms
- Preparing plates, blankets and impression cylinders on small offset lithographic printing presses
- Maintaining, adjusting, repairing and cleaning machines
- Monitoring, evaluating and determining press to check print quality standards against proofs and detect malfunctions
- Producing digital print images, and transferring and outputting images

Printing Machinist

Sets up and operates printing machines and presses to print artwork and text on a variety of substrates including paper, textiles, vinyl, metal, plastics and leather.

Alternative Titles and Specialisations:

Small Offset Lithography Operator

Sets up, operates and maintains small offset printing presses to print specified printing jobs on a variety of substrates, such as paper, paperboard, vinyl and plastic.

Alternative Titles and Specialisations:

Printer’s Assistant
Jobbing Printer
Instant Printer Operator
Small Offset Printing Machine Operator

Screen Printing Technician

Prepares screens, sets up and operates power-driven screen printing equipment on variety of substrates.

Alternative Titles and Specialisations:
Screen Printing Press Operator
Silk Screen Printer
Plastic Packaging Screen Printer
Lithographic Printing Technician
Sets up, operates and maintains lithographic printing presses to print specified printing jobs on a variety of substrates.

Alternative Titles and Specialisations:
Monobloc Dry Offset Lithographic Printing Technician
Rotary Offset Lithographic Printing Technician (Heatset)
Sheetfed Offset Lithographic Printing Technician (Metal)
Continuous Stationery Lithographic Printing Technician
Sheetfed Offset Lithographic Printing Technician (Paper)
Rotary Offset Lithographic Printing Technician (Coldset)

Continuous Stationery Lithography Technician
Sets up, operates and maintains web fed lithographic offset continuous stationery printing presses to print and in-line finish specified printing jobs paper substrates.

Alternative Titles and Specialisations:
Continuous stationery machine minder
Continuous stationery machine minder
Business forms printer

Roll Label Machine Technician
Sets up, operates and maintains roll label printing presses to print specified printing jobs on a variety of paper, plastic and self adhesive substrates by using inline printing and finishing processes.

Alternative Titles and Specialisations:
Roll Label Machine Minder
Narrow-web Flexographic Printing Machine Minder
Label printing Machinist

Gravure Printing Technician
Sets up, operates and maintains gravure printing presses to print specified printing jobs on a variety of substrates.

Alternative Titles and Specialisations:
Publication Gravure Printing Technician
Packaging Gravure Printing Technician

Rotary Printing and Re-reeling Flexographic Machine Technician
Sets up, operates and maintains webfed flexographic printing presses to print specified printing jobs on a variety of paper and plastic substrates.

Alternative Titles and Specialisations:
Letterpress Printing Machinist
Rotary Printing and Re-reeling Flexographic Machine Minder
Letterpress Machine Minder
Packing Flexographic Printing Technician

2015-662213
Rotary Printing and Re-reeling Gravure Machine Technician
Sets up, operates and maintains webfed gravure printing presses to print specified printing jobs on a variety of paper and plastic substrates.
Alternative Titles and Specialisations:
Packing Gravure Printing Technician
Rotary Printing and Re-reeling Gravure Machine Minder

2015-662215
Stationery and Envelope
Sets up, operates and maintains stationery and envelope manufacturing and printing machines to produce stationery or envelopes on a variety of paper substrates.
Alternative Titles and Specialisations:
Envelope Machine Technician
Envelope Machine Technician
Stationery and Envelope Machine Adjuster

2015-662216
Commercial Digital Printer
Sets up, operates and maintains a variety of commercial digital printing equipment to print specified printing jobs on a variety of substrates, such as paper, vinyl and plastic.
Alternative Titles and Specialisations:
Digital Printer
Variable Data Printer
Commercial Ink Jet Printer
Vinyl Printer
Wide Format Digital Printer
Commercial High Volume Laser Printer

2015-6623
Print Finishing and Binding Workers
Print finishing and binding workers bind books and other publications, and finish printed products by hand or machine.
Tasks include:
Setting up and supervising the operation of automatic binding and finishing equipment
Operating systems to insert printed material into newspapers, magazines and envelopes
Binding full, half and limp-bound books, and repairing bindings
Folding, collating and sewing signatures by machine and hand
Embellishing printed products automatically and manually
Operating photographic and electronic reproduction devices
Operating paper guillotines for pre-press and post-press paper cutting and trimming, and programming electronically operated units

2015-662301 Mechanized soft-cover bookbinding technician
Sets up, maintains and operates a variety of machinery and equipment and manufactures commercial products and soft cover publications.

*Alternative Titles and Specialisations:*
- Mechanized bookbinder and cutter
- Mechanized soft-cover bookbinding technician

2015-662303 Mechanised Bookbinding Technician
Sets up, maintains and operates a variety of machinery and equipment to manufacture commercial products and other hard cover case bound or soft cover publications.

*Alternative Titles and Specialisations:*
- Mechanised Book Binder
- Mechanised Print Finisher
- Mechanised Soft-cover Bookbinding Technician

2015-662304 Craft Bookbinding Technician
Binds specialized books and finishes printed products by hand.

*Alternative Titles and Specialisations:*
- Craft Book Binder

2015-662305 Mechanised Hard-cover Bookbinding Technician
Sets up, maintains and operates a variety of machinery and equipment to manufacture hard cover case bound books.

*Alternative Titles and Specialisations:*

2015-662307 Folding Machine Operator (Paper Products)
Sets up, maintains and operates a variety of folding machines to fold various styles and formats of paper products.

*Alternative Titles and Specialisations:*
- Folder Operator

2015-662308 Saddle Stitch Machine Operator
Sets up, maintains and operates a saddle stitch binding line to produce saddle stitched publications.

*Alternative Titles and Specialisations:*
- Gang Stitch Operator
- Saddle Stitch Operator
2015-662309  Adhesive Binding Machine Operator
Sets up, maintains and operates an adhesive binding line to produce adhesive bound publications.
Alternative Titles and Specialisations:
Perfect binding Machine Operator
Square Back Binding Machine Operator

2015-662310  Book Sewing Machine Operator
Sets up, maintains and operates a book sewing machine to produce book blocks.
Alternative Titles and Specialisations:

2015-662311  Gathering Machine Operator
Sets up, maintains and operates a gathering line to collate signatures (sections of a book).
Alternative Titles and Specialisations:

2015-662312  Commercial Mailing Machine Operator
Sets up, maintains and operates a mailing machine to insert or onsert products into envelopes and/or bags for mailing purposes.
Alternative Titles and Specialisations:

2015-662313  Newspaper and Magazine Mailroom Machine Operator
Sets up, maintains and operates a mailing line to insert products into newspapers and/or magazines distribution purposes.
Alternative Titles and Specialisations:

2015-662314  Envelope Manufacturing Machine Operator
Operates and maintains envelope manufacturing and printing machines to produce envelopes.
Alternative Titles and Specialisations:

2015-662315  Coating Machine Operator
Sets up, maintains and operates a coating machine to apply various coatings and other specialized finishes to printed products.
Alternative Titles and Specialisations:
Coater

2015-662316  Foiling Machine Operator
Sets up, maintains and operates a coating machine to apply various foil finishes.
Alternative Titles and Specialisations:
Foiler

2015-662317  Roll Label Rewind Machine Operator
Sets up, operates and maintains roll label rewinding machines to rewind roll labels.
Alternative Titles and Specialisations:

Roll Label Rewinder

2015-67

Electrical and Electronics Trades Workers

Electrical, electromechanical and electronics trades workers install, fit and maintain electrical wiring systems and machinery and other electrical apparatus, electrical transmission and supply lines and cables, and electronic and telecommunications equipment and systems. The work is carried out by hand and by hand-powered and other tools which are used to reduce the amount of physical effort and time required for specific tasks, as well as to improve the quality of the products. The tasks call for an understanding of the work organisation, the materials and tools used, and the nature and purpose of the final product.

Tasks include:

- Examining blueprints, wiring diagrams and specifications to determine sequences and methods of operation
- Joining electrical, telecommunications and data cables
- Inspecting and testing electrical and electronic systems, equipment, cables and machinery to identify hazards, defects, and the need for adjustment or repair
- Installing, maintaining, fitting and adjusting electrical and electronic wiring systems, machinery and equipment
- Installing maintaining and repairing electrical and telecommunications transmission lines

2015-671

Electrical Equipment Installers and Repairers

Electrical equipment installers and repairers install, fit and maintain electrical wiring systems and related equipment, electrical machinery and other electrical apparatus and electrical transmission and supply lines and cables.

Tasks include:

- Examining blueprints, wiring diagrams and specifications to determine sequences and methods of operation
- Installing, maintaining, fitting and adjusting electrical wiring systems, machinery and equipment
- Inspecting and testing electrical systems, equipment, cables and machinery to identify hazards, defects, and the need for adjustment or repair
- Installing maintaining and repairing electrical transmission lines
- Joining electrical cables

2015-6711

Building and Related Electricians

Building and related electricians install, maintain and repair electrical wiring systems and related equipment and fixtures.

Tasks include:

- Examining blueprints, wiring diagrams and specifications to determine sequences and methods of operation
- Testing continuity of circuit
- Measuring and laying out installation reference points
- Positioning and installing electrical switchboards
- Selecting, cutting and connecting wire and cable to terminals and connectors
- Planning layout and installation of electrical wiring, equipment and fixtures, based on job specifications and relevant standards
- Inspecting electrical systems, equipment, and components to identify hazards, defects, and the need for adjustment or repair
Installing, maintaining and repairing electrical wiring systems and related equipment in various buildings such as schools, hospitals, commercial establishments, residential buildings and other structures

2015-671101 Electrician
Installs, tests, connects, commissions, maintains and modifies electrical equipment, wiring and control systems.

Alternative Titles and Specialisations:
Electrical Contractor
Electrician (Engineering)
Winder Electrical Technician
Construction Electrician
Electrical Wireman
Electrician (General)
Electrical Fitter

2015-671102 Electrical Installation Inspector
Inspects electrical installations to ensure compliance with relevant standards and regulations.

Alternative Titles and Specialisations:
Electrical Inspector Construction

2015-6712 Electrical Mechanics and Fitters
Electrical mechanics and fitters fit, adjust, install and repair electrical machinery and other electrical apparatus and equipment in buildings, factories, workshops, or other places.

Tasks include:
Connecting electrical systems to power supply
Designing, installing, maintaining, servicing and repairing electric and hydraulic passenger and freight lifts, escalators, moving walkways and other lift equipment
Installing, testing, connecting, commissioning, maintaining and modifying electrical equipment, wiring and control systems
Fitting, adjusting and repairing electrical parts in domestic appliances, industrial machines and other appliances
Fitting, adjusting and repairing various kinds of electrical machinery and motors, generators, switchgear and control apparatus, instruments, or electrical parts of elevators and related equipment
Replacing and repairing defective parts
Inspecting and testing manufactured electrical products

2015-671202 Millwright
Installs, maintains, troubleshoots and repairs stationary industrial machinery and electromechanical equipment.

Alternative Titles and Specialisations:
Printers Mechanic
Machine Tool Millwright
Ground Electromechanician
Millwright (Electromechanician)
Electromechanician

2015-671203 Mechatronics Technician
Repairs and maintains integrated industrial systems based on mechanical, electrical, electronic and information technology and advanced technology components.
Alternative Titles and Specialisations:
Mechatronics Trades Worker

2015-671204 Lift Mechanic
Designs, installs, maintains, services and repairs electric and hydraulic passenger and freight lifts, escalators, moving walkways and other lift equipment.
Alternative Titles and Specialisations:
Lift Electrician
Elevator Repair Person
Elevator Fitter
Lift Service Technician
Lift Fitter / Installer

2015-671205 Weapon Systems Mechanic
Designs, installs, maintains, services and repairs military weapon systems and related equipment.
Alternative Titles and Specialisations:
Combat Weapons Fitter
Electronic Fitter (Weapons) Ships
Electronic Fitter (Weapons) Submarines
Armament Fitter
Electronic Fitter (Weapons)
Mechanical Fitter (Weapons) Ships
Battleship Weapon Fitter
Mechanical Fitter (Weapons) Submarines
Weapons Specialist

2015-671206 Electrical Equipment Mechanic
Services and repairs electrical equipment and household appliances.
Alternative Titles and Specialisations: Domestic Appliance Mechanician

2015-671207 Armature Winder
Winds coils for electric motors and transformers.

Alternative Titles and Specialisations:
Electrician Armature Winder
Motor Winder
Heavy Coil Winder
Coil Winder

2015-671208 Transportation Electrician
Installs, maintains and repairs electrical wiring and electronic components in motorised vehicles.

Alternative Titles and Specialisations:
Transport Electrician
Auto Electrician
Locomotive Electrician
Automotive Electrical Fitter
Autotronics Technician
Aircraft Electrician
Vehicle Electrician
Ships Electrician
Automotive Electrician

2015-6713 Electrical Line Installers and Repairers
Electrical line installers and repairers install, repair and join electrical transmission and supply cables and related equipment.

Tasks include:
Adhering to safety practices and procedures, such as checking equipment regularly and erecting barriers around work areas
Making joints in overhead and underground cables
Opening switches or attaching grounding devices to remove electrical hazards from disturbed or fallen lines to facilitate repairs
Identifying defective sectionalizing devices, circuit breakers, fuses, voltage regulators, transformers, switches, relays, or wiring, using wiring diagrams and electrical-testing instruments
Climbing poles or using truck-mounted buckets to access equipment
Installing and repairing overhead and underground electrical power and electrical traction lines
2015-671301  Electrical Line Mechanic
Installs, maintains, repairs and patrols electrical sub-transmission and distribution systems.

Alternative Titles and Specialisations:
Linesman
Electrical Line Mechanic (Distribution)
Electrical Line Worker
Railway Traction Line Worker
Electrical Inspector Lines
Lines Inspector
Electrical Line Mechanic (Transmission)
Electric Power Lines Faultsman / Serviceman
Signals and Electric Line Inspector
Electric Cable Layer / Puller

2015-671302  Cable Jointer
Joins insulated electric power cables installed in underground conduits and trenches and prepares cable terminations for connection to electrical equipment and overhead lines.

Alternative Titles and Specialisations:
Technical Cable Jointer
Mains Layer and Jointer
Electric Cable Jointer

2015-672  Electronics and Telecommunications Installers and Repairers
Electronics and telecommunications installers and repairers fit, maintain, adjust and repair electronic equipment such as commercial and office machines and electronic instruments and control systems and install, repair and maintain telecommunications equipment, data transmission equipment, cables, antennae and repair, fit and maintain computers.

Tasks include:
Installing electronic instruments and control systems
Providing technical advice and information, and monitoring the performance of complex telecommunications networks and equipment
Examining and testing machines, equipment, instruments and control systems to diagnose faults
Installing, maintaining and repairing antennae used in communications
Fitting and adjusting electronic equipment; maintaining, troubleshooting, fitting, adjusting, testing and repairing computers, data transmission equipment and computer peripherals
Adjusting, repairing, and replacing worn and defective parts and wiring, and maintaining machines, equipment and instruments
Installing, joining and repairing cabling for computer, radio, telephone and television transmission
Installing, maintaining, repairing, and diagnosing malfunctions of microwave, telemetry, multiplexing, satellite and other radio and electromagnetic wave communications systems.

2015-6721
Electronics Mechanics and Servicers
Electronics mechanics and servicers fit, maintain, adjust and repair electronic equipment such as commercial and office machines and electronic instruments and control systems.

Tasks include:
Installing electronic instruments and control systems
Reassembling, testing operating and adjusting equipment
Coordinating work with that of engineers, technicians, and other maintenance personnel
Adjusting, repairing, and replacing worn and defective parts and wiring, and maintaining machines, equipment and instruments
Installing, adjusting, repairing or replacing electrical and electronic components, assemblies, and systems using hand tools, power tools, or soldering irons
Keeping records of maintenance and repair work
Interpreting test data to diagnose malfunctions and systemic performance problems
Examining and testing machines, instruments, components, other equipment, instruments and control systems to identify faults
Connecting components to assemblies such as radio systems, instruments, magnetos, inverters, and in-flight refuelling systems

2015-672101
Avionics Mechanician
Inspects, tests, aligns, repairs and installs aircraft electrical and avionic system components.

Alternative Titles and Specialisations:
Aircraft Reconnaissance Electromechanician
Aircraft Maintenance Technicians (Avionics)
Aircraft Maintenance Engineer (Radio)
Avionics Technician
Aircraft Maintenance Engineer (Instruments)
Aircraft Maintenance Engineer (Electrical)
Aircraft Radio Mechanic
Aircraft Electronician
Aircraft Weaponselectromechanician
Aircraft Maintenance Engineer (Avionics)
Radio Mechanician (Aircraft)

2015-672102
Radar Mechanic
Inspects, tests, aligns, repairs and installs aircraft electrical and avionic system components.

Alternative Titles and Specialisations:
Aircraft Mechanic (Radar)
Radar / Radiotrician (Aircraft)
Electronician (Radar)
Radar Technician
Radar Mechanician (Aircraft)
Electronic Fitter (Radio/Radar) Ships
Radar Technician (Aircraft)
Radar Fitter and Repairer
Electronic Fitter (Radar)
Radiotrician (Aircraft)
Radiotrician

2015-672103  Business Machine Mechanic
Maintains, adjusts and repairs computers, photocopiers, fax machines, cash registers and other electronic commercial and office machines.
Alternative Titles and Specialisations:
Photocopier Technician
Office Machinery Mechanic
Office Machinery Maintenance Tradesperson
Reprographic Machine Mechanic

2015-672104  Electronic Equipment Mechanician
Maintains, adjusts and repairs radio and television receivers, and related audio and visual reproduction equipment such as video cameras, digital versatile disc players, compact disc players and video cassette recorders.
Alternative Titles and Specialisations:
Aerial Installer / Technician
Radio and Television Fitter / Repairer
Slot Machine Serviceman / Technician
Autoteller Mechanic
Electronic Fitter (Machinery Ships)
Radio And televeision Mechanician
Electronic Equipment Assemblers
Electronic Adjuster / Fitter / Serviceman
Electronic Fitter
Electronic Fitter (Medical)
Domestic Radio Mechanician
Domestic Radio and Television Mechanician
Electronic Fitter (Machinery Submarines)
Domestic Radio Serviceman
Security System Installer / Technician

Installs, modifies, maintains and repairs electronic instruments and control systems.

Alternative Titles and Specialisations:
Scalemaker
Electronic Instrument Trades Worker
Instrument Maker
Meteorological Instrument Maker
Instrument Fitter
Instrument Mechanician (Process Control Systems)
Instrument Mechanic
Electronic Repair Technician
Scientific Instrument Maker and Repairer
Aircraft Instrument Mechanic
Industrial Instrument Maker / Repairer / Serviceman
Surgical Instrument Maker / Repairer
Scale Mechanic Weights and Measures
Medical Instrument Repairer
Electronic Service Technician
Instrument Mechanician (Industrial)
Instrument Mechanician (Industrial Instrumentation & Process Control)
Electronic Technician (Navy)
Survey Instrument / Maker / Repairer / Manufacturer
Instrument Mechanician (Process Control)
Communication Electronic Technician (Air Force)
Instrument and Control Service Person

2015-672107  Special Class Electrician
Services and repairs intricate and complex electrical and electronic circuitry.

Alternative Titles and Specialisations:
Electrician ( Signals)
Fire Extinguisher System Technician
Printers' Electrician
Railway Signal Electrician
Electrical and Electronic Cathodic Protection Electrician
Electrician Rigger
Fire Alarm Technician
Electrician (Power Electronics)
Electromechanical Mechanical Fitter (Medical)

2015-672108  Radiotrician
Installs, tests, repairs and maintains radar and radio equipment.

Alternative Titles and Specialisations:
Radiotrician (Communication)
Radio Communication Serviceman
Communication Radiotrician
Radiotrician (Audio)
Electronic Fitter (Communication) Submarines
Radio (CMI) Radiotrician
Radio Communication Mechanician
Electronician (Communication)
Electronic Fitter (Radio)

2015-6722  Information and Communications Technology Installers and Servicers and Related Occupations
Information and communications technology (ICT) installers and servicers and related occupations install, repair and maintain telecommunications equipment, data transmission equipment, cables, antennae and conduits, and operate telecommunications equipment and data transmission equipment and repair, fit and maintain computers.

Tasks include:
Providing technical advice and information, and monitoring the performance of complex telecommunications networks and equipment
Installing, maintaining and repairing antennae used in communications
Installing and repairing cabling for computer, radio, telephone and television transmission
Maintaining, troubleshooting, testing and repairing computers, data transmission equipment and computer peripherals
Installing, maintaining, repairing, and diagnosing malfunctions of microwave, telemetry, multiplexing, satellite and other radio and electromagnetic wave communications systems
Fitting and adjusting computer hardware
Joining telecommunications and data cables and sealing sheathes

2015-672201  Data and Telecommunications Cabler
Installs internal telecommunications and data cabling, equipment and peripherals for computer networks, telephony, cable television and monitored security and fire alarms.

Alternative Titles and Specialisations:

2015-672202  Telecommunications Cable Jointer
Joints, terminates and repairs copper and fibre optic telecommunications cables installed in underground pipes, trenches and overhead systems.

Alternative Titles and Specialisations:
Fibre Optic Cable Splicer
Fibre Optics Jointer

2015-672203  Computer Engineering Mechanic / Service Person
Supports and maintains computer systems and peripherals by installing, configuring, testing, troubleshooting, and repairing hardware.

Alternative Titles and Specialisations:
Computer Equipment Fitter
Computer Hardware Mechanic
Computer Engineering Serviceperson

2015-672204  Telecommunications Line Mechanic
Installs, maintains and repairs external telecommunication equipment, including aerial lines, conduits and underground cables, radio and mobile phone antennae, and limited items of terminal equipment.

Alternative Titles and Specialisations:
Telephone Linesperson and Installer
Operator Bearer Systems (Army)
Telecommunications Line Installer
Electrician (Telecommunication)
Telecommunications Line Serviceman
Telecom Transmission Serviceman
Telecommunication Electrician
Telecommunications Technician
Installs, maintains and repairs telecommunications equipment and appliances such as telephones, mobile telephones, switchboards and data transmission equipment, in homes, businesses, telephone exchanges and other network sites.

Alternative Titles and Specialisations:
- Communications Installation Coordinator
- Telecommunications Technician Quality Controller
- Communications Electronician
- Technical Communications Manager
- Radio Communications Technician
- Telephone Technician
- Telephone Installer
- Communications Technician
- Telecommunication Mechanician
- Electronician (Communications)
- Telephone Equipment Serviceman / Technician

Communications Operator
Transmits and receives radio messages by use of morse code, voice and radio teletype.

Alternative Titles and Specialisations:
- Communication and Information Systems Controller (Air Force)
- Radio Operator
- Radio Officer Ship
- Operator Specialist Communications (Army)
- Telecommunication Equipment Operator
- Communication Information Systems Sailor (Navy)
- Radio Telephone (RT) Operator
- Communications Instrument Officer

Food Processing, Wood Working, Garment and Other Craft and Related Trades Workers
The work is carried out by hand and by hand-powered and other tools which are used to reduce the amount of physical effort and time required for specific tasks, as well as to improve the quality of the products. The tasks call for an understanding of the work organisation, the materials and tools used, and the nature and purpose of the final product.

Tasks include:
- Tasting and grading food products and beverages
- Making and repairing furniture and other goods made of wood
Making and repairing textiles, garments, hats, shoes and related products
Preparing hides, skins and pelts for further use
Treating and processing natural fibres, skins and hides
Supervision of other workers may be included

2015-681 Food Processing and Related Trades Workers
Food processing and related trades workers slaughter animals, treat and prepare them and related food items for human and animal consumptions, make various kinds of bread, cakes and other flour products, process and preserve fruit, vegetables and related foods, taste and grade various food products and beverages, or prepare tobacco and make tobacco products.

Tasks include:
Supervision of workers may be included
Tasting and grading various food products and beverages
Treating meat and fish and preparing them and related food items
Making various kinds of bread, cakes and other flour products; processing and preserving fruit, vegetables and related foods
Preparing tobacco and making tobacco products
Slaughtering animals

2015-6811 Butchers, Fishmongers and Related Food Preparers
Butchers, fishmongers and related food preparers slaughter animals, clean, cut and dress meat and fish, remove bones and prepare related food items or preserve meat, fish and other foods and food products by drying, salting for smoking.

Tasks include:
Operating smokehouses or ovens to smoke meat, fish and other foodstuffs
Preparing ingredients and making sausages and similar products using chopping, mixing and shaping machines
Cooking or in other ways preparing meat, fish and related food items for sale
Flaying and trimming carcasses
Slaughtering animals
Boning, cutting and dressing meat and fish for sale or further processing
Curing meat, fish and other foods
Selling meat or fish to customers, including wrapping, weighing and labelling products, and receiving payment

2015-681101 Slaughterer
Slaughters livestock in abattoirs.

Alternative Titles and Specialisations:
Cattle Slaughterer
Sheep Slaughterer
Pork Slaughterer
Halaal Slaughterer
Game Slaughterer
Crocodile Slaughterer
Equine Slaughterer

2015-681102 Red Meat De-boner
Prepares slaughtered livestock for further processing in abattoirs.
Alternative Titles and Specialisations:
Abattoir Process Worker
Meat Cutter / Trimmer

2015-681103 Butcher
Selects, cuts, trims, prepares and arranges fresh meat for sale or supply; or manages the processes in the production of fresh meat products.
Alternative Titles and Specialisations:
Sosati Maker
Biltong Maker
Processed Meat Maker
Smallgoods Maker
Sausage Maker

2015-681104 Fishmonger
Scales, cleans, fillets, cuts, shells, grades and packages fish and shellfish.
Alternative Titles and Specialisations:
Fish Preserver
Fish Boner / Cutter
Mussel Marinator
Mussel Opener
Fish Filleter
Abalone Sheller
Oyster Opener / Canner
Fish Dehydrator

2015-681105 Poultry Slaughterer
Stuns and kills, dresses, trims, cuts into portions, bones, fillets, weighs, grades and packages poultry.

**Alternative Titles and Specialisations:**
- Chicken Processor
- Poultry Worker Abattoir Freezing Works
- Poultry Factory Worker
- Poultry Spotter
- Poultry Boner
- Poultry Processing Worker

**2015-6812** Bakers, Pastry-cooks and Confectionery Makers

Bakers, pastry-cooks and confectionery makers make various kinds of bread, cakes, and other flour products, as well as handmade chocolate and sugar confectionery.

**Tasks include:**
- Monitoring oven temperatures and product appearance to determine baking times
- Checking the cleanliness of equipment and operation of premises before production runs to ensure compliance with occupational health and safety regulations
- Making bread, cakes, biscuits, pastries, pies and other flour products
- Applying glazes, icings, or other toppings to baked goods, using spatulas or brushes
- Checking the quality of raw materials to ensure that standards and specifications are met
- Making handmade confectionery from mixtures of sugar, chocolate and other ingredients using hand tools and some machines
- Combining measured ingredients in bowls of mixing, blending, or cooking machinery
- Coordinating the forming, loading, baking, unloading, de-panning and cooling of batches of bread, rolls, pastry and confectionary products

**2015-681201** Confectionary Baker

Prepares and bakes bread loaves and rolls, including specialty breads.

**Alternative Titles and Specialisations:**
- Cake / Bread Baker
- Dough Maker

**2015-681202** Pastry Cook

Prepares and bakes buns, cakes, biscuits and pastry goods.

**Alternative Titles and Specialisations:**
- Biscuit Baker
- Cake Decorator

**2015-681203** Confectionery Maker
Operates machines and performs routine tasks to make and wrap confectionary.

**Alternative Titles and Specialisations:**

Chocolatier

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**2015-6813**

**Dairy Products Makers**

Dairy products makers process butter and various types of cheese, cream or other dairy products.

**Tasks include:**

- Monitoring product quality before packaging by inspecting, taking samples and adjusting treatment conditions when necessary
- Dumping measured amounts of starter and other ingredients into milk
- Recording amounts of ingredients used, test results, and time cycles
- Salting cheese and piercing or smearing cheese with cultured wash to develop mould growth
- Separating cream from milk and churning cream into butter
- Boiling or pasteurising milk to achieve specified butter fat content
- Curdling milk, heating curd until it reaches desired firmness, draining curd and placing cheese into moulds to press it into shape
- Placing and turning cheese blocks on shelves to cure cheese

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**2015-681301**

**Dairyman**

Produces and processes milk to make milk products.

**Alternative Titles and Specialisations:**

Yoghurt Maker
Milk Producer
Cheese Maker
Butter Maker
Cottage Cheese Maker

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**2015-6814**

**Fruit, Vegetable and Related Preservers**

Fruit, vegetable and related preservers process or preserve fruit, nuts and related foods in various ways including cooking, drying, salting, or juice or oil extraction.

**Tasks include:**

- Extracting juices from various fruits
- Cooking, salting or drying fruit, vegetables and related foods
- Mixing and adding ingredients such as pectin, sugar, spices and vinegar to assist preservation and enhance texture, appearance and flavour
- Extracting oils from oil-bearing seeds, nuts or fruits
- Transferring preserved foods to sterile jars, bottles or other containers
2015-681401  Fruit or Vegetable Preserver
Preserves fruit and vegetables.
Alternative Titles and Specialisations:
Fruit / Vegetable Pickler
Dried Fruit Maker
Chutney Maker

2015-681402  Oil Expeller
Expels and mixes oil from different cultivars.
Alternative Titles and Specialisations:

2015-681403  Jam Maker
Selects and mixes fruit and vegetables and cooks jam.
Alternative Titles and Specialisations:

2015-6815  Food and Beverage Tasters and Graders
Food and beverage tasters and graders inspect, taste and grade various types of agricultural products, food and beverages.
Tasks include:
Inspecting, testing, tasting and smelling agricultural products, food and beverages at various stages of processing
Recording the grade and/or identification numbers on tags, receiving, or sales sheets
Weighing and measuring products
Determining quality, acceptability to consumer tastes and approximate value of products and grading them into appropriate classes
Discarding inferior products

2015-681501  Cheese Grader / Tester
Evaluates and grades body, texture, flavour, and colour of natural cheese.
Alternative Titles and Specialisations:

2015-681502  Food Taster / Grader
Tastes samples of food or beverages to determine palatability of product or to prepare blending formulas.
Alternative Titles and Specialisations:

2015-681503  Tea Taster / Grader
Inspects, tests, sorts, samples, or weighs raw or processed tea.
Alternative Titles and Specialisations:

2015-681504  Wine Taster / Grader
Conducts sensory examination and evaluation of wine to describe the range of perceived flavours, aromas and general characteristics of a wine.

**Alternative Titles and Specialisations:**

2015-681505 Fruit and Vegetable Grader / Classer
Grades, sorts, or classifies unprocessed fruit and vegetables by size, weight, colour, or condition.

**Alternative Titles and Specialisations:**
Picker Grader

2015-681506 Livestock Product Analyst
Analyse livestock produce for quality and conformance with technical produce standards and regulatory provisions.

**Alternative Titles and Specialisations:**
Livestock Product Assessor
Meat Examiner
Meat Classifier
Meat Grader

2015-6816 Tobacco Preparers and Tobacco Products Makers
Tobacco preparers and tobacco products makers prepare tobacco leaves and make various tobacco products.

**Tasks include:**
Grading cured tobacco leaves by type, quality and locality where grown
Mixing tobacco leaves according to formula to obtain a blend of distinct flavour
Tending vacuum container which moistens tobacco for further processing
Making cigars, cigarettes, snuff and other tobacco products by hand or with simple machines
Removing midribs and stalks from tobacco leaves and shredding tobacco

2015-681601 Cigar Maker
Prepares and mixes tobacco leaves and make cigars by hand or simple machines.

**Alternative Titles and Specialisations:**

2015-681602 Green Tobacco Storage Controller / Manager
Observes temperature, humidity, pressure gauges, and product samples, and adjusts controls, such as thermostats and valves, in order to maintain prescribed storage conditions.

**Alternative Titles and Specialisations:**

2015-681603 Tobacco Processing Machine Operator
Sets operates and attends machinery used to blend and otherwise process tobacco.

**Alternative Titles and Specialisations:**
Tobacco Products Manufacturing Equipment Operator
Tobacco Dryer Operator
Cigar Production Machine Operator
Cigarette Production Machine Operator

Wood Treaters, Cabinet Makers and Related Trades Workers
Wood treaters, cabinet makers and related trades workers preserve and treat wood; produce waferboards, particleboards, hardboards, insulation boards, plywood, veneers and similar wood products; and make, decorate and repair wooden furniture, vehicles and other wooden products. They use specialised hand tools and set-up, operate and tend wood processing and woodworking equipment, machines and machine tools.

Tasks include:
- Operating and tending treating and other equipment to dry lumber and other wood products, and to treat chemically and impregnate wood products with preservatives
- Reading and interpreting specifications
- Operating woodworking machines to cut, shape and form parts and components
- Setting-up, programming, operating and monitoring several types of woodworking machines to fabricate, repair or refinish wooden parts for furniture, fixtures and other wood products
- Setting and adjusting various kinds of machines for operation by others
- Studying plans, verifying dimensions of articles to be made, fitting parts together to form complete units and checking the quality and fit of pieces to ensure adherence to specifications

Wood Treaters
Wood treaters operate and tend wood treatment processing equipment and machines to remove bark from logs, produce wood chips, season, preserve and treat wood, and produce waferboards, particleboards, hardboards, insulation boards, plywood, veneers and similar wood products.

Tasks include:
- Transporting materials and products to and from work areas, manually or using carts, hand trucks, or hoists
- Operating and tending kilns, treating tanks and other equipment to dry lumber, prepare and season wood and other wood products, and to treat chemically and impregnate wood products with preservatives
- Cleaning, lubricating and adjusting equipment
- Assisting in maintaining processing equipment and machines as required
- Monitoring equipment operation, gauges, and panel lights in order to detect deviations from standards and to ensure that processes are operating according to specifications
- Completing and maintaining production reports

Wood Preparer and Treater
Operates and tends wood treatment processing equipment and machines to remove bark from logs, produce wood chips, season, preserve and treat wood.

Alternative Titles and Specialisations:
Timber Treatment Plant Operator
Wood Seasoner
Debarker Operator
Dry Kiln Operator
Log Preparer
Log Chipping Machine Operator
Bark Stripper
Timber Treatment Worker
Lumber Kiln Operator
Wood Treating Dipper

2015-682102  Plywood and Veneer Maker and Repairer
Controlling lathes and slicing machines to produce veneers, and laminating veneer using glue.

Alternative Titles and Specialisations:
Veneerer
Veneer Dryer Tender
Veneer Grader
Veneer Machine Operator

2015-6822  Cabinet Makers and Related Workers
Cabinet makers and related workers make, decorate and repair wooden furniture, carts and other vehicles, wheels, parts, fittings, patterns, models and other wooden products using woodworking machines, machine tools and specialised hand tools.

Tasks include:
Finishing surfaces of wooden articles or furniture
Making, restyling and repairing various wooden articles, such as cabinets, furniture, vehicles, scale models, sports equipment and other parts or products
Studying plans, verifying dimensions of articles to be made, or preparing specifications and checking the quality and fit of pieces in order to ensure adherence to specifications
Trimming joints and fitting parts and subassemblies together to form complete units using glue and clamps, and reinforcing joints using nails, screws or other fasteners
Decorating furniture and fixtures by inlaying wood, applying veneer and carving designs
Operating woodworking machines, such as power saws, jointers, mortisers and shapers, and using hand tools to cut, shape and form parts and components

2015-682201  Cabinet Maker
Fabricates or repairs wooden furniture, and fits and assembles prepared parts to make or repair furniture.

Alternative Titles and Specialisations:
Furniture Maker Wood
Frame Maker (Including Chairmaking)
Cabinetmaker (Including Chairmaking and Framemaking)
Antique Furniture Reproducer
Cabinetmaker (Including Veneering)
Antique Furniture Restorer
Chair and Couch Maker
Coffin Maker
Wheelwright
Wood Bender

2015-682203  Wood Model Maker
Constructs full-sized and scale wooden precision models of products.
Alternative Titles and Specialisations:

2015-6823  Woodworking Machine Tool Setters and Operators
Woodworking machine tool setters and operators set-up or operate and monitor automatic or semi-automatic woodworking machines, such as precision sawing, shaping, planning, boring, turning and woodcarving machines to fabricate or repair wooden parts for furniture, fixtures and other wooden products.
Tasks include:
Operating preset special-purpose woodworking machines to fabricate wooden products such as coat hangers, mop handles, clothes pins and other products
Setting and adjusting various kinds of woodworking machines for operation by others
Installing and adjusting blades, cutterheads, boring-bits and sanding-belts, and using hand tools and rules
Reading and interpreting specifications or following verbal instructions
Selecting knives, saws, blades, cutter heads, cams, bits, or belts according to work piece, machine functions and product specifications

2015-682301  Furniture Finisher
Applies finishes such as stain, lacquer, paint, oil and varnish to furniture, and polishes and waxes finished furniture surfaces.
Alternative Titles and Specialisations:
Furniture Polisher
French Polisher
Furniture Restorer

2015-682302  Picture Framer
Cuts out and assembles mouldings to make picture frames, and frames paintings, photographs, needlework and other artwork.
Alternative Titles and Specialisations:
Framer (Picture)
Frame Maker (Pictures)
Wood Machinist
Cuts, planes, turns, shapes and sands wood stock to specifications.

Alternative Titles and Specialisations:
- Tape Edge Machinist
- Woodworking Machine Set-up Operator
- Automatic Profile Sander Operator
- Edge Bander Operator
- Wood Products Machine Operator
- Carving Machine Operator (Wood)
- CNC Machinist (Wood)
- Woodworking Machine Setter
- Panel Saw Operator
- Jigmaker (Wood)
- Copy Lathe Operator
- Furniture Machinist

Wood Turner
Operates wood turning lathes to turn and shape wood stock.

Alternative Titles and Specialisations:
- Wood Lathe Turning Operator
- Woodworking Lathe Operator
- Precision Woodworking Sawyer

Cooper
Replaces staves, heads, and hoops.

Garment and Related Trades Workers
Garment and related trades workers fit, alter and repair tailored clothing; design, and make textile and fur garments, leather or fur products; repair, renovate and decorate garments, gloves and other products of textile; create patterns for garments; install, repair and replace upholstery of furniture, fixtures, orthopaedic appliances and furnishings of automobiles; trim, scrape, tan, buff and dye animal hides, pelts or skins; modify and repair footwear and leather articles.

Tasks include:
- Making, modifying and repairing standard, custom or orthopaedic footwear and natural or synthetic leather articles
- Fitting, altering, repairing tailored clothing
Make garment style changes
Installing, repairing and replacing upholstery of furniture, fixtures, orthopaedic appliances; seats, panels, and other furnishings of automobiles, railway coaches, aircraft, ships and similar items
Designing and making made-to-measure clothing, from textile fabrics, light leather and other material, or make hats or wigs
Trimming, scraping, cleaning, tanning, buffing and dyeing animal hides, pelts or skins to produce leather stock and finished furs for making garments and other products
Creating precision master patterns for production of garments, other textile, and leather or fur products
Sewing together, joining, darning, repairing, renovating and decorating garments, gloves and other products of textile, fur, light leather and other materials and fabricating and assembling sails, awnings and tarpaulins

2015-6831
Tailors, Dressmakers, Furriers and Hatters
Tailors, dressmakers, furriers and hatters fabricate, fit, alter and repair tailored or hand-made clothing; they produce made-to-measure clothing such as suits, overcoats, and dresses from textile fabrics, light leather, fur and other material, or make hats or wigs according to customer's and clothing manufacturer's specifications.

Tasks include:
Reclaiming furs or skins from old coats, gluing fabric to interior of fur coats and trimming fur garments
Making garment style changes, such as tapering trouser legs, narrowing lapels, and adding or removing padding
Making overcoats, suits, skirts, shirts, blouses, lingerie, corsetry, hats, wigs and similar garments often to clients' individual requirements
Selecting and modifying commercial patterns to customers' and clothing manufacturers' specifications and fit
Blending shades of hair to give natural appearance to wigs and arranging woven hair in specified position and sewing hair together to form hairpiece
Fitting, altering and repairing tailored clothing, dresses, coats and other made-to-measure garments according to customers' requests making and caring for costumes used in theatrical, television and motion picture productions
Folding, twisting, and draping material, such as satin or silk, or sewing ribbon or cloth in the form of artificial flowers or bows around crown and brim to shape and decorate hats sewing, and fastening together materials and hair strands to make wigs
Selecting textile fabrics, leather or fur pelts matching the desired size, colour, texture, and quality of the garment; cutting to shape them to garment pattern and arranging them on pattern according to the design of the garment
Making, altering, restyling and repairing fur garments and other fur articles

2015-683101
Tailor
Makes, alters and repairs women's and men's tailored garments, formal wear, couturier clothing, and special occasion wear, such as suits, dresses, coats, evening wear and bridal wear.

Alternative Titles and Specialisations:
Wardrobe Coordinator
Garment Maker
Wardrobe Assistant
Costume Maker
Seamstress
Tailors Trimmer
Dressmaker

Furrier

Designs, makes, alters, restyles, and repairs fur garments.

Alternative Titles and Specialisations:

Fur Cutter
Fur Matcher
Fur Tailor
Fur Grader

Hat Maker

Makes, alters and repairs hats.

Alternative Titles and Specialisations:

Milliner
Hatter
Hat Finisher
Hat Blocker
Hat Trimmer

Wig Maker

Lays out, sews, and fastens together materials and hair strands to make wigs and transformations.

Alternative Titles and Specialisations:

Garment and Related Patternmakers and Cutters

Garment and related patternmakers and cutters create precision master patterns for production of garments, other textile, and leather or fur products. They mark, cut, shape and trim textile, light leather and other materials according to blueprints or specifications in the manufacture of garments, hats and caps, gloves and miscellaneous products.

Tasks include:

- Positioning templates or measuring materials to locate specified points of cuts or to obtain maximum yields and mark fabric accordingly
- Cutting fabric or fur pelts to make parts for garments and other fur articles
- Laying out master pattern on fabric and cutting sample pattern
- Performing pattern-making, marking and cutting tasks in the manufacture of other products such as soft furnishings and canvas goods
- Calculating dimensions of patterns according to sizes, considering stretching of material
- Drawing details on outlined parts to indicate where parts are to be joined, as well as the positions of pleats, pockets, buttonholes on garments, decorative stitching on shoe parts or eyelets on canvas products, using computers or drafting instruments
- Placing patterns on top of layers of fabric and cutting fabric following patterns, using electric or manual knives, cutters or computer numerically controlled cutting devices
- Creating a master pattern for each size within a range of garment sizes, using charts, drafting instruments, computers, and/or grading devices
Testing patterns by making and fitting sample garments
Creating the “blueprint” or pattern pieces for a particular apparel design with the aid of a computer
Positioning leather on cutting bed of machine, maximizing usage according to skin grain, skin flaws and skin stretch
Trimming excess material or cutting threads off finished products, such as cutting loose ends of a finished product

2015-683201 Clothing, Home Textiles and General Goods Cutter
Lays out, marks and cuts various types of material to form components for Clothing, Home textiles and General Goods products.

Alternative Titles and Specialisations:
- Garment Pattern Cutter
- Leather Cutter
- Textile Products Marker and Cutter
- Fabric Cutter
- Clothing / Garment Cutter
- Computer Aided Garment, Footwear and General Goods Cutter

2015-683202 Apparel and related pattern maker

Produces sets of master patterns following sketches, sample articles and design specifications, and cuts out patterns for garments, footwear and general goods.

Alternative Titles and Specialisations:
- Footwear Pattern Maker
- General Goods Pattern Maker
- Clothing Pattern Maker
- Footwear Last Maker

2015-6833 Sewing, Embroidery and Related Workers
Sewing, embroidery and related workers sew together, repair, renovate and decorate garments, gloves and other products of textile, fur, light leather and other materials and fabricate tents, sails, awnings and tarpaulins. They work mainly by hand using a needle and thread but may perform some tasks using a sewing machine.

Tasks include:
- Pulling knots to the wrong sides of garments, using hooks
- Trimming ends with scissors to make mended portion look uniform with pattern of cloth
- Removing stitches from garments to be altered, using rippers or razor blades
- Selecting thread according to specifications or colour of parts or dying thread to match colour and shade of cloth to be darned
- Softening leather or shoe material with water to prepare it for sewing
- Hand sewing umbrella covers to frames, tacking cover to ribs along seams and sewing corners to tip of rib and sewing ties to outside of cover to hold umbrella when folded
- Sewing ornamental designs by hand over stamped, printed or stencilled patterns on fabric using needle and coloured thread
Embroidering ornamental designs on cloth by hand or machine using needle and coloured threads
Patching holes, sewing tears and ripped seams, or darning defects in items, using needles and thread
Sewing or gluing decorative trimmings to articles, such as hats, caps, or millinery
Fabricating and assembling thick cloth, canvas and like materials into sails, awning, tarpaulins and tents
Repairing defective or damaged portion of cloth or garment by hand, using matching thread and needle

2015-683301 Canvas Goods Maker
Fabricates and repairs canvas and related products such as awnings, tents, tarpaulins, horse rugs and caravan annexes.

Alternative Titles and Specialisations:
Blind Maker and Installer Not Venetian
Awning Maker
Tarpaulin Maker

2015-683302 Sail Maker
Fabricates and repairs sails and other articles from sail-cloth.

Alternative Titles and Specialisations:

2015-683303 Textile Produce Mender and Embroiderer
Repairs tears, holes, and other defects in fabrics and embroiders designs over stamped or stencilled designs on fabric material.

Alternative Titles and Specialisations:

Textile Produce Mender
Hand Embroiderer

2015-6834 Upholsterers and Related Workers
Upholsterers and related workers install, repair and replace upholstery of furniture, fixtures, orthopaedic appliances; seats, panels, convertible and vinyl tops and other furnishings of automobiles, railway coaches, aircraft, ships and similar items with fabric, leather, rexine or other upholstery material. They also make and repair cushions, quilts and mattresses.

Tasks include:
Repairing raw hide covering of artificial limbs
Sewing upholstery materials by hand to seam cushions and joining sections of covering materials
Collaborating with interior designers to decorate rooms and coordinate furnishing fabrics
Making upholstery patterns from sketches, customer descriptions or blueprints
Laying out, measuring and cutting upholstery materials following patterns, templates, sketches, or design specifications
Renovating antique furniture using a variety of tools including ripping chisels, magnetic hammers and long needles
Discussing upholstery fabric, colour, and style with customers and providing cost estimate for upholstering furniture or other items
Making quilts, cushions and mattresses
Installing, arranging and securing springs, padding and covering material to furniture frames
Sewing rips or tears in material, or creating tufting, using needle and thread
Tacking, gluing or sewing ornamental trims, buckles, braids, buttons and other accessories to covers or frames on upholstered items
Laying out, cutting, fabricating and installing upholstery in aircrafts, motor vehicles, railway cars, boats and ships

2015-683401 Upholsterer
Makes, rebuilds and repairs upholstered furniture such as chairs, sofas and car seats.

Alternative Titles and Specialisations:
- Furniture Upholsterer
- Mattress Maker
- Upholsterer and Sail Maker

2015-683402 Bed Maker
Makes, rebuilds and repairs beds, bases and mattresses.

Alternative Titles and Specialisations:

2015-6835 Pelt Dressers, Tanners and Fellmongers
Pelt dressers, tanners and fellmongers trim, scrape, clean, tan, buff and dye animal hides, pelts or skins to produce leather stock and finished furs for making garments and other products.

Tasks include:
- Removing wrinkles and setting grains on wet hide or skin
- Sorting and grading pelts, hides and skins according to colour, shading, size and density
- Treating hides and skins in tanning solution to convert them into leather
- Tanning and dressing pelts to improve lustre and beauty or restore natural appearance of pelts
- Dressing and applying dyes and stains to leather
- Preparing hides by curing them with salt
- Seasoning leather by applying chemical solution or oil evenly on surface by hand brush and allowing it to dry in open air
- Preparing bark and myrobalan liquor for treating hides or skins
- Removing long, coarse hair from pelts and trimming underlying hair to even length
- Scraping particles of flesh, fat, or protective tissue from skins or pelts to clean and soften them
- Tinting or dyeing furs to enhance natural shades of fur
- Removing hair from skin or hides soaked in lime water
- Stretching and smoothing dressed pelts

2015-683501 Fellmonger
Removes hair or wool from hides in preparation for leather making.

Alternative Titles and Specialisations:

2015-683502 Tanner
Converting or curing animal hides into leather.

Alternative Titles and Specialisations:

2015-683503 Pelt Grader
Inspecting and grading hides, pelts and leather, or garments and other manufactured fabric, fur and leather products.

Alternative Titles and Specialisations:
Hide / Skin / Pelt Classer
Hide / Skin Grader

2015-6836 Shoemakers and Related Workers
Shoemakers and related workers make, modify and repair standard, custom or orthopaedic footwear and natural or synthetic leather articles, such as luggage, handbags and belts, (except for leather garments, hats and gloves), or participate in the manufacture of shoes and related goods. They decorate, reinforce or finish shoes, luggage, handbags and belts.

Tasks include:
Taking plaster casts of deformed legs or foot to prepare drawings
Repairing belts, luggage, purses and similar products
Checking the texture, colour, and strength of leather to ensure that it is adequate for a particular purpose
Removing and examining shoes, shoe parts, and designs to verify conformance to specifications such as proper embedding of stitches in channels
Attaching accessories or ornamentation to decorate or protect products
Making, modifying and repairing orthopaedic or therapeutic footwear according to doctors' prescriptions, or modifying existing footwear for people with foot problems and special needs
Studying drawings and other specifications to make footwear according to customer's needs
Sewing rips or patching holes to repair articles, such as purses, belts, shoes, and luggage
Studying work orders and/or shoe part tags to obtain information about workloads, specifications, and the types of materials to be used
Cutting out, shaping and padding parts for making leather articles
Making, modifying and repairing standard footwear to meet individual requirements
Preparing inserts, heel pads, and lifts from casts of customers' feet
Making and repairing articles such as saddles and harnesses for animals, luggage, handbags, brief-cases, leather bags, belts and other accessories

2015-683601 Shoemaker
Makes and repairs footwear.

Alternative Titles and Specialisations:
Shoe / Boot Repairer
Handlacer
Cobbler
Medical Grade Shoemaker
Footwear Repairer

2015-684
Handicraft Workers
Handicraft workers combine artistic and manual skills to design, make, repair, adjust, maintain and decorate precision instruments, musical instruments, jewellery and other precious-metals, pottery and porcelain ware. They apply traditional and/or recently developed techniques to carve, mould, assemble, weave and decorate various glass, ceramics, textile, straw, stone, wood and leather articles.

Tasks include:
- Making, calibrating, repairing, maintaining and installing musical and precision instruments
- Applying traditional techniques and patterns to produce woven fabrics, knitted, embroidered and other garments and household articles
- Blowing, moulding, pressing, cutting, trimming, grinding and polishing glass, shaping molten glass according to patterns
- Decorating articles made of wood, metal, textiles, glass, ceramics and other materials, and planning, laying out and painting letters, figures, monograms and designs to make signs
- Preparing materials to make wicker furniture, brushes and brooms and weaving various kinds of baskets;
- Fabricating, adjusting, repairing, or appraising jewellery, ceremonial or religious items, gold, silver, other precious metals, or gems

2015-6841
Underwater Divers
Underwater divers work under the surface of water, using underwater breathing apparatus to inspect, install, repair, and remove equipment and structures, conduct tests or experiments, rig explosives, photograph structures or marine life or find and recover missing items and persons.

Tasks include:
- Performing various underwater tasks connected with salvage work or recovering dead bodies
- Removing underwater obstructions
- Inspecting for suspected damage and making minor repairs to ships' hulls and underwater installations
- Descending into water with the aid of diver helpers, using scuba gear or diving suits
- Communicating with workers on the surface while underwater, using signal lines or telephones
- Working under water to lay and repair bridges, piers and harbour-wall foundations
- Drilling holes for underwater blasting
- Reporting on condition of wrecked ships
- Taking safety precautions, such as monitoring dive lengths and depths, and registering with authorities before diving expeditions begin
- Checking and maintaining diving equipment such as helmets, masks, air tanks, diving suits, harnesses and gauges
- Obtaining information about diving tasks and environmental conditions

2015-684101
Diver
Swims underwater to undertake tasks such as seafood gathering, research, salvage and construction.

**Alternative Titles and Specialisations:**
- Onshore Diver
- Clearance Diver
- Abalone Diver
- Scientific Diver
- Pearl Diver
- Underwater Worker
- Offshore Diver
- Fisheries Diver
- Hyperbaric Welder Diver
- Underwater Salvage Worker
- Mining Diver
- Saturation Diver

2015-6842

**Shotfirers and Blasters**

Shotfirers and blasters, position, assemble, and detonate explosives at mining, quarrying and demolition sites.

**Tasks include:**
- Determining quantity and type of explosives to be used
- Loading explosives into blast holes
- Assembling, or directing other workers to assemble, primer charges using detonators and explosive cartridges, and attaching electrical wires, fuses and detonating cords to primers
- Declaring blast areas safe before and after detonation of explosives
- Checking depth and cleanliness of blast holes
- Compiling and maintaining records about usage of explosives in compliance with laws and regulations
- Connecting wires, fuses and detonator cords into series, testing electrical circuits and repairing malfunctions, and connecting series to blasting machines
- Ensuring all explosives are detonated, and reporting and attending to misfires
- Ensuring workplace safety and explosives handling, storage and transport procedures and regulations are followed
- Planning and giving instructions for the lay out, depth and diameter of blast holes
- Covering charges, filling blast holes with rock dust, sand and other materials, and tamping material to compact charges

2015-684201

**Shotfirer**

Assembles, positions and detonates explosives for surface blasting.
Alternative Titles and Specialisations:
Seismograph Shooter

2015-684202 Blaster
Fill blast holes with explosives and detonate explosives to dislodge coal, ore and rock or to demolish structures.

Alternative Titles and Specialisations:
Mining / Quarrying Blaster

2015-6843 Product Graders and Testers (Except Foods and Beverages)
Product graders and testers (except foods and beverages) inspect, test, sort, sample, and weigh raw materials, manufactured components and non-comestible goods produced or sold, to ensure compliance with quality standards and to identify defects, wear, and deviations from specifications, and to grade and classify them according to their quality.

Tasks include:
Marking items with details such as grade and acceptance or rejection status
Inspecting and testing products, parts and materials for conformity with specifications and standards
Discarding or rejecting products, materials, and equipment not meeting specifications
Notifying supervisors and other personnel of production problems, and assisting in identifying and correcting these problems
Grading and classifying natural textile fibres for spinning and winding
Recording inspection or test data, such as weights, temperatures, grades, or moisture content, and quantities inspected or graded
Analyzing and interpreting blueprints, data, manuals, and other materials to determine specifications, inspection and testing procedures
Analyzing test data and making computations as necessary to determine test results
Measuring dimensions of products using instruments such as rulers, callipers, gauges, or micrometers

2015-684301 Crop Produce Analyst
Analyse crop produce for quality and conformance with technical produce standards and regulatory provision.

Alternative Titles and Specialisations:
Seed Sampler
Seed Lot Inspector
Grain Grader
Crop Quality Inspector

2015-684302 Tobacco Grader
Grades cured tobacco leaves by type, quality and locality where grown.

Alternative Titles and Specialisations:

2015-684303 Cotton Grader
Classifies cotton according to grade, staple length, and character.
Alternative Titles and Specialisations:

**Wool Classer / Grader**
Classifies wool to industry standards or market requirements.

**Quality Controller (Manufacturing)**
Conducts in-line and/or end-line quality inspections and/or analyses final manufactured product to ensure conformance to customer specification. Identify and investigate causes of non-conformance. Recommend corrective action to address non-conformance.

**Fumigators and Other Pest and Weed Controllers**
Fumigators and other pest and weed controllers use chemicals to remove harmful insects, small animals, wild plants and other unwanted organisms to prevent damage to crops and to buildings and other structures and their surroundings and to prevent health risks.

Tasks include:
- Covering areas to specified depths with pesticides, applying knowledge of weather conditions, droplet sizes, elevation-to-distance ratios, and obstructions
- Operating and monitoring equipment for spraying pests and weeds
- Spraying or releasing chemical solutions or toxic gases and setting traps to kill pests and vermin, such as mice, termites, and roaches
- Cleaning and servicing machinery to ensure operating efficiency
- Lifting, pushing, and swinging nozzles, hoses, and tubes in order to direct spray over designated areas
- Filling sprayer tanks with water and chemicals
- Mixing chemicals according to instructions

**Pest or Weed Controller**
Applies pest or weed management techniques to kill and control pests or weeds in domestic, commercial and industrial areas, roadsides, private and public lands.

Alternative Titles and Specialisations:
- Tea Fumigator
- Chemical Sprayer
- Fumigator
- Commodities Fumigator
- Seed Fumigator
- Marine Vessel Fumigator
- Knapsack Spray Operator
2015-6849 Craft and Related Workers not Elsewhere Classified
This group covers craft and trade occupations not classified elsewhere in sub major groups 64-68. For instance, the group includes those who mould, slice, grind and polish optical lenses.

Tasks include:

2015-684901 Clothing, Footwear and Leather Processing Machine Mechanic
Sets up, adjusts, maintains and repairs industrial or domestic sewing machines, or machines used in the production of clothes, footwear and leather.

Alternative Titles and Specialisations:
Spray Gun Mechanic (Leather)
Footwear Machine Mechanic / Fitter
Sewing Machine Mechanic

2015-684902 Farrier
Inspects, trims and shapes horses’ hooves, and forms, fits and nails horseshoes.

Alternative Titles and Specialisations:

2015-684904 Panelbeater
Repairs damage to metal, fibreglass and plastic body work on vehicles and forms replacement vehicle panels.

Alternative Titles and Specialisations:
Vehicle Body Repairman
Automotive Trimmer
Automotive Body Repairer
Auto Body Repairer
Panelbeater and Trimmer
Panel Beater and Spraypainter
Automotive Sheetmetal Worker
Rust Repairer
Vehicle Refinisher
Chassis Straightener

2015-684905 Vehicle Body Builder
Manufactures and repairs prototype production units and purpose-built vehicle bodies such as buses, trucks, fire engines and caravans.

Alternative Titles and Specialisations:
Vehicle Body Builder (Composite)
Motor Body Builder
Bus Coach Builder
Metal Caravan Builder
Coach Builder
Metal Coach and Carriage Builder
Truck Builder
Vehicle Builder
Auto Body Assembler
Motor Vehicle Body Builder
Vehicle Body Builder (Metal)

2015-684906  Vehicle Trimmer
Installs, repairs and replaces the interior trim of vehicles, such as seats, linings, floor coverings and door trims.
Alternative Titles and Specialisations:
Auto Trimmer / Upholsterer
Automotive Component Upholsterer
Vehicle Trimmer / Upholsterer
Motor Trimmer / Upholsterer
Car Trimmer / Upholsterer

2015-684907  Boatbuilder and Repairer
Builds, repairs and modifies boats.
Alternative Titles and Specialisations:
Marine Plumber
Ship Plater
Ship Builder
Yacht Builder
Sparmaker
Boat Builder
Boat Assembler

2015-684908  Shipwright
Constructs, fits out and repairs ships.
Alternative Titles and Specialisations:
Loftswoman (Marine)
Loftsmen (Marine)
Metal Liner-off
Ship’s Carpenter

2015-684909 Survival Equipment Fitter
Maintains safety and survival equipment.
Alternative Titles and Specialisations:
Maritime Survival Equipment Fitter
Parachute Rigger
Aircraft Survival Equipment Fitter

2015-684910 Ammunition Fitter
Inspects, maintains, tests and repairs or reworks and disposes of ammunition.
Alternative Titles and Specialisations:

2015-684911 Florist
Prepares and sells floral arrangements and flowers.
Alternative Titles and Specialisations:

2015-684912 Photographer’s Assistant
Assists photographers in taking and developing photographs.
Alternative Titles and Specialisations:

2015-684913 Melter
Prepares, operates, tests, repairs and maintains melting equipment and system components (including refractory material installations, water cooling and charge material control and handling systems) to produce metal castings in foundries.
Alternative Titles and Specialisations:

2015-684914 Textile Machine Mechanic
Sets up, adjusts, maintains and repairs industrial machines used in the production of yarn, knitted, woven and non-woven textiles.
Alternative Titles and Specialisations:
Yarn Preparation Machine Mechanic
Non-Woven Textile Manufacturing Machine Mechanic
Braiding Machine Mechanic
Knitting Machine Mechanic
PLANT AND MACHINE OPERATORS AND ASSEMBLERS

Plant and machine operators and assemblers operate and monitor industrial and agricultural machinery and equipment on the spot or by remote control, drive and operate trains, motor vehicles and mobile machinery and equipment, or assemble products from component parts according to strict specifications and procedures. The work mainly calls for experience with and an understanding of industrial and agricultural machinery and equipment as well as an ability to cope with machine-paced operations and to adapt to technological innovations.

Tasks include:
- Driving and operating trains and motor vehicles
- Driving, operating and monitoring mobile industrial and agricultural machinery and equipment; assembling products from component parts according to strict specifications and procedures
- Operating and monitoring machinery and equipment used to produce articles made of metal, minerals, chemicals, rubber, plastics, wood, paper, textiles, fur, or leather, and which process foodstuffs and related products
- Operating and monitoring mining or other industrial machinery and equipment for processing metal, minerals, glass, ceramics, wood, paper, or chemicals
- Supervision of other workers may be included

Stationary Plant and Machine Operators

Stationary plant and machine operators operate and monitor, on the spot or by remote control, industrial plant and machinery that are stationary, or for which mobility is not an integral part of operation. The work mainly calls for experience with and an understanding of the industrial plant, machinery or equipment being operated and monitored. Ability to cope with machine-paced operations and to adapt to innovations in machinery and equipment is often required.

Tasks include:
- Performing maintenance, repairs and cleaning
- Recording data and maintaining production records
- Setting up, operating and monitoring a variety stationary plant and machinery
- Detecting malfunctions and taking corrective action
- Examining outputs for defects and conformity to specifications and adjusting machine settings accordingly
- Supervision of other workers may be included

Mineral Processing Plant Operators

Mining and mineral processing plant operators operate and monitor plant and machinery which extract rock and minerals from the earth, process minerals and stone, drill wells and bores, and manufacture and finish cement and stone products.

Tasks include:
- Maintaining production records
- Operating washing, separating, extracting and combining equipment to remove waste and recover minerals
- Performing plant and machinery maintenance, repairs and cleaning
- Operating plant and machinery to make cement, concrete, artificial stone, and precast concrete and stone products
Monitoring the performance of a variety of plant and machinery, detecting malfunctions and taking corrective action

2015-7111 Miners and Quarriers
Miners and quarriers operate plant, machinery and hand tools to extract rock, minerals and non-metallic deposits from underground and surface mines and quarries.

Tasks include:
- Operating auxiliary plant such as pumps to expel air, water and mud
- Operating machinery and using tools to remove loosened rock, ore, coal and other deposits
- Positioning, operating and monitoring the performance of a variety of underground and surface mining equipment including continuous mining, cutting and channelling plant
- Completing records detailing operations completed during shifts
- Operating machinery to open new shafts, drives, air vents and rises
- Preparing, fitting and installing supports in underground workings including rock bolts
- Performing minor maintenance and repairs and lubricating and cleaning plant, machines and tools
- Setting up and operating drilling equipment in underground and surface mines and quarries
- Collecting mineral samples for laboratory analysis

2015-711101 Mining Operator
Operates equipment to break, excavate, load and transport minerals in an underground or open-cut mine.

Alternative Titles and Specialisations:
- Hydraulic Rock Breaker Operator (Mining)
- Roof Bolter (Mining)
- Mining Team Leader
- Coal Cutter
- Crawler Pilot
- Shuttle Car Operator (Mining)
- Continuous Miner Operator
- Mining Plant Operator

2015-711102 Shotcreter
Performs shotcreting operations to provide support for unsafe or unstable excavations on surface or underground.

Alternative Titles and Specialisations:

2015-7112 Mineral and Stone Processing Plant Operators
Mineral and stone processing plant operators operate and monitor machinery and equipment for processing rocks, minerals and stone to recover refined products for immediate use or further processing.

Tasks include:
Setting up and operating stationary plant and machinery which grind, crush, cut, saw and slice rocks, minerals and stones according to the specifications for the job

Monitoring and maintaining the flow of unprocessed rocks, minerals and stones from conveyors into machines

Positioning blocks and slabs of stone onto machines for sawing, cutting and further working

Recording information about processing completed during shifts, such as quantities, types and dimensions of materials produced

Sorting, stacking and moving processed minerals and stone for packaging, further processing or shipping

Combining mineral ores with solvents to facilitate further processing

Examining processed materials visually or with hands to ensure compliance with established standards and job specifications, and may collect samples for testing in laboratories

Operating washing, separating, leaching, precipitating, filtering, extracting and combining equipment to remove waste material and recover minerals

Observing meters, gauges and control panels, and adjusting valves and controls to ensure the safe and efficient operation of equipment, and detecting malfunctions, and assisting with plant and machinery maintenance and repair

Separating metal and mineral concentrates from ore and alluvial deposits by thickening, flotation, gravity separation, filtration, and or magnetic and electrostatic separation

2015-711201 Mineral Processing Machine Operator

Operates machines to cut and finish mineral for processing rocks, minerals and stone to recover refined products for immediate use or further processing for tiles, building blocks and facings.

Alternative Titles and Specialisations:

Marble Cutter / Polisher / Processor / Sawyer / Splitter
Crusher Operator
Conveyor Belt Operator (Mining)
Stone Turner Lathe
Emery Press Operator
Milling Machine Operator (Minerals)
Coal Washer
Machine Operator (Stone Cutting or Processing)
Flotation Worker (Mineral Processing)
Mineral Ore Treatment Plant Operator
Gold Precipitator
Stone Cutter / Polisher / Processor / Sawyer / Splitter
Metallurgical Plant Operator
Mineral Beneficiation Plant Operator
Lime Miller

2015-711202 Jewellery Processing and Finishing Machine Operator
Operates machines to plate or electroplate metals or coat materials.

**Alternative Titles and Specialisations:**
- Jewellery Metal Plater
- Jewellery Electroformer
- Enameller (Jewellery)
- Chain Manufacturing Operator (Jewellery Manufacturing)
- Jewellery Die Stamper
- Wax Injector (Jewellery)
- Machine Engraver

**2015-711203**

Diamond Polisher

Operates machines to cut and polish diamonds.

**Alternative Titles and Specialisations:**
- Polishers Graders
- Prep Polishers
- Girdle Polishers
- Fancy Brillianceeer
- Rough Evaluator
- Table Polishers
- Fancy Crossworker
- Bottom Polishers
- Sawyer (laser)
- Top half Polishers
- Bruter
- Diamond Grader
- Brillianceeer
- Top Polishers
- Sawyer
- Blocker
- Diamond Cutting Setter
- Scourer
Rough Sorter
Final Diamond Processing Controller
Diamond Boilers
Sorter
Crossworker
Star Polishers
Automatic Polishers
Diamond Marker
Top 8 side polishers

2015-711204 Gemstone Cutter
Cuts, shapes and polishes gems.
Alternative Titles and Specialisations:
Lapidary
Gem Polisher

2015-711205 Gemstone Machine Operator
Operates industrial machines to cut, polish and finish ornamental gemstones.
Alternative Titles and Specialisations:

2015-7113 Well Drillers and Borers and Related Workers
Well drillers and borers and related workers position, assemble and operate drilling machinery and related equipment to sink wells, extract ore, liquids and gases or for a variety of other purposes.

Tasks include:
Dismantling, moving and assembling drilling rigs and auxiliary equipment
Maintaining, adjusting, repairing and cleaning drilling rigs, hoisting and other machinery
Operating controls to lower and raise drill pipes and casings in and out of wells, regulate pressure in the well and control the speed of tools
Assembling and dismantling pipes, casings and drill heads, and replacing dysfunctional equipment
Maintaining records of drilling and servicing operations
Monitoring gauges and other indicators and listening to equipment to detect malfunctions and unusual well conditions, and determining the need to change drilling or equipment
Preparing drilling fluid and checking the operation of pumps to ensure adequate circulation of fluid in drill pipe and well
Operating machines and tools to extract dust, cuttings and lost and broken drilling equipment from holes and wells
Closing and sealing wells no longer in use; may supervise and train crew members

2015-711301 Driller
Positions, assembles and operates drilling machinery and related equipment to sink wells, extract ore, liquids and gases or for a variety of other purposes.

**Alternative Titles and Specialisations:**
- Bore Sinker
- Radial Drill Operator
- Drill Rig Operator
- Hydraulic Stope Rig Operator
- Scaler Operator
- Power-tong Operator
- Directional Driller
- Drilling Plant Operator
- Derrick Operator
- Contract Driller
- Development Driller
- Exploration Driller
- Raise Drill Operator
- Boring Equipment Operator
- Blind Hole Borer Operator
- Tourpusher
- Jumbo Operator
- Derrickman

2015-711302  Rock Drill Operator

Drives and operates rock drilling machine or handheld rockdrill to drill explosive-charge holes through hard materials to facilitate blasting operations.

**Alternative Titles and Specialisations:**

2015-7114  Cement, Stone and Other Mineral Products Machine Operators

Cement, stone and other mineral products machine operators operate and monitor machines for manufacturing and finishing precast concrete, bitumen, and stone products, and making cast stone for building purposes.

**Tasks include:**
- Operating extrusion, moulding, mixing, pumping, compacting, grinding and cutting machinery to manufacture and finish precast concrete and stone products
- Checking and maintaining production records, including information about quantities, dimensions and types of materials and goods produced
- Operating plant and machinery which assembles and fills moulds with concrete and artificial stone mixtures, removes castings from moulds and finishes surfaces of precast products
- Collecting and examining samples of mixtures and finished products for conformity to specifications and adjusting machine settings accordingly
Checking production plans and specifications to determine and select materials, ingredients, procedures, components, settings and adjustments for extrusion, moulding, mixing and compacting machines

Operating plant and machines which weigh and mix sand, gravel, cement, water and other ingredients to make concrete

Operating plant to produce cement, lime and clinker, including loading and unloading ingredients and operating continuous feed equipment such as pumps and conveyors

Arranging and assisting with plant and machinery maintenance and repair

Cutting, grinding, drilling, sandblasting and polishing concrete products and stone blocks, slabs and products to the specifications for the job

Monitoring plant and machines during operation by observing instruments such as temperature and pressure gauges, and adjusting controls and reporting malfunctions as necessary

2015-711401  Concrete Products Machine Operator

Operates machines to manufacture moulded concrete products such as cement pipes and fittings, concrete railway sleepers, concrete bricks, tiles and paving blocks, structural beams, building panels and cast products.

**Alternative Titles and Specialisations:**

- Cast-concrete Products Machine Operator
- Concrete Pump Operator
- Concrete Boom Operator
- Cast-stone Products Machine Operator
- Artificial Stone Maker
- Artificial Stone Setter
- Kiln Operator (Cement Production)
- Concrete Precast Moulder
- Concrete Block Maker
- Concrete Tile Machine Operator
- Concrete Pipe Machine Operator
- Stone Polishing Machine Operator

2015-711402  Glass, Clay and Stone Manufacturing Machine Setter and Minder

Prepares, sets up and runs and monitors glass, clay and stone manufacturing machinery and equipment.

**Alternative Titles and Specialisations:**

2015-711403  Plaster Machine Operator

Operates machines to manufacture plaster.

**Alternative Titles and Specialisations:**

Plaster Caster

2015-711404  Cement Production Plant Operator
Operates plant to produce cement, lime and clinker.

**Alternative Titles and Specialisations:**
- Cement Kiln Operator
- Cement Crusher Operator
- Cement Despatch Operator
- Central Concrete Mixing Plant Operator
- Cement Grinding Mill Operator

2015-711405 **Concrete Batching Plant Operator**

Operates mixing plant to produce batches of concrete from cement, sand, aggregate, water and other ingredients.

**Alternative Titles and Specialisations:**
- Premix Concrete Batcher

2015-711406 **Industrial Diamond Polishing Machine Operator**

Operates machines to polish diamonds.

**Alternative Titles and Specialisations:**

2015-712 **Metal Processing and Finishing Plant Operators**

Metal processing and finishing plant operators, operate and monitor single function process control machinery and equipment to control the conversion, processing and finishing of mineral ores and metals.

**Tasks include:**
- Setting up, preparing and adjusting metal and ore processing and finishing machinery
- Co-ordinating and monitoring the operation of a particular aspect of metal processing production and finishing
- Verifying equipment for malfunctions, monitoring gauges, carrying out routine operating tests and arranging for maintenance
- Recording data and writing production logs
- Checking, testing and analyzing sample products;

2015-7121 **Metal Processing Plant Operators**

Metal processing plant operators, operate, monitor, adjust and maintain, single process machinery and equipment to process and convert mineral ores and refine, harden, roll and extrude metals.

**Tasks include:**
- Observing gauges, meters, computer printouts, video monitors and products to ensure correct operation of machine and verify specified processing conditions
- Analyzing sample products, performing tests, recording data and writing production log
- Adjusting equipment, valves, pumps, controls and process equipment
- Verifying equipment for malfunctions, carrying out routine operating tests and arranging for maintenance
- Setting up, preparing and adjusting mineral ore and metal processing machinery to carry out one step in the overall mineral ore or metal processing operation
Controlling process start-up and shut-down, troubleshooting and monitoring outside process equipment
Controlling the preparation, measuring and feeding of raw materials and processing agents into plant
Operating single-function machinery to grind, separate, filter, mix, treat, cast, roll, refine or otherwise process metals and mineral ores

2015-712101 Metal Processing Plant Operator
Operates, monitors, adjusts and maintains, single process machinery and equipment to process and convert mineral ores and refine, harden, roll and extrude metals.

Alternative Titles and Specialisations:
Ladle Pourer
Steel Roller
Metal Drawer / Extruder
Metal Heat Treating Operator
Metal Extrusion Plant Operator

2015-712102 Metal Manufacturing Machine Setter and Minder
Prepares, sets up and runs and monitors metal manufacturing machinery and equipment to produce metals.

Alternative Titles and Specialisations:
Chain Manufacturing Setter and Minder (Jewellery Manufacturing)

2015-712103 Abrasive Wheel Maker
Operates machines to manufacture moulded abrasive wheels.

Alternative Titles and Specialisations:

2015-712104 Brake Lining Maker
Operates machines to manufacture moulded brake linings.

Alternative Titles and Specialisations:

2015-7122 Metal Finishing, Plating and Coating Machine Operators
Metal finishing-, plating- and coating-machine operators operate and monitor equipment which finishes, plates and coats metal articles or parts, in order to give them improved resistance to corrosion and abrasion, for decorative purposes, or to impart electrical or magnetic properties.

Tasks include:
Preparing and mixing metalizing solutions according to formulas or specifications
Checking proper thickness of plating using micrometers, callipers or other devices recording data and writing production logs
Operating and monitoring equipment which cleans metal articles in preparation for electroplating, galvanising, enamelling or similar processes
Operating and monitoring equipment used to impart a rust-resistant finish to metal articles by treating them with chemicals and heating them
Operating and monitoring hot-dip equipment used to coat iron and steel products
Operating and monitoring machines which automatically coat wire with non ferrous metal
Operating and monitoring electroplating equipment
Operating and monitoring equipment used to spray molten metal or other substances on metal products to provide a protective or decorative coating or to build up worn or damaged surfaces

2015-712201 Electroplater
Controls plating processes and maintains solutions used to coat metal articles and other parts with non-ferrous metals.

Alternative Titles and Specialisations:
- Anodiser
- Electroformer
- Metal Coating Machine Operator
- Metal Plating Machine Operator
- Enameller
- Aircraft Electroplater
- Hot Dip Plater
- Metal Finishing Machine Operator
- Galvaniser

2015-713 Chemical and Photographic Products Plant and Machine Operators
Chemical and photographic products plant and machine operators operate and monitor machines which process a variety of chemicals and other ingredients to produce pharmaceuticals, toiletries, explosives and photographic or other chemical products.

Tasks include:
- Supervision of other workers may be included
- Operating and monitoring machines and equipment which blend, mix, package and otherwise process chemicals and chemical products to give them the desired properties for further industrial production, or to make finished products

2015-7131 Chemical Products Plant and Machine Operators
Chemical products plant and machine operators monitor and operate units and machinery to blend, mix, process and package a wide range of chemical products.

Tasks include:
- Cleaning and performing minor repairs to machines and plant
- Taking samples and performing routine chemical and physical tests of products and recording production data
- Monitoring reaction processes and transfers of products in conformance with safety procedures
- Setting up, starting, controlling, adjusting and stopping machines and plant
- Measuring, weighing and loading chemical ingredients following formulation cards
- Monitoring meters, gauges and electronic instrumentation on one or more chemical or formulation units, such as mixers, kettles, blenders, dryers, tabletting, encapsulation, granulation and coating machines

2015-713101 Chemical Production Machine Operator
Monitors and operates machines to blend, mix, process and package a wide range of chemical products such as soaps, detergents, pharmaceuticals, toiletries and explosives.

**Alternative Titles and Specialisations:**
- Chemical Extractor / Reactor / Still Operator
- Still / Petroleum and Natural Gas Refining Machine Operator
- Tablet Making Machine Operator
- Explosive Products Machine Operator
- Candle Production Machine Operator
- Radioactive Waste Material Treatment Operator
- Cosmetics Machine Operator
- Chemical Crusher / Grinder
- Pharmaceutical Products Machine Operator
- Bullet / Ammunition / Explosives Maker
- Cleaning Materials Machine Operator
- Battery Maker / Reconditioner
- Abrasive Glass and Ceramics Mixer
- Petroleum and Natural Gas Refining (Ethyl) Operator / Blender
- Nitrocellulose Maker
- Explosives Mixer Operator
- Distillation Operator
- Toiletry Products Machine Operators
- Chemical Production Sampler
- Paint Tinter / Mixer

**2015-7132**

Photographic Products Machine Operators
Photographic products machine operators operate and monitor equipment which makes photographic film and paper, and which processes exposed photographic film and makes prints.

**Tasks include:**
- Preparing exposed film for different processing batches in dark rooms and dark chambers
- Adjusting settings and running automatic developing equipment
- Performing photographic processing related tasks
- Operating equipment to transfer film to video tape or other electronic media
- Operating automatic equipment (in retail establishments) to develop colour negatives, prints and slides
Inspecting images, films, prints and adjusting settings on print-making equipment to produce required colour, brightness, contrast, number, size and type of prints

Operating and monitoring equipment which makes photographic film and paper

Operating, monitoring and testing photographic processing and printing equipment, and maintaining operational standards

**2015-713201 Photographic Developer and Printer**

Edits and adjusts digital images, develops photographic film, and prints photographic images from digital media, negatives and positives using computer software, fully automatic equipment and by separate processes.

**Alternative Titles and Specialisations:**

Film/Colour Developer
Minilab Operator
Digital Photographic Printer
Film Printer / Processor
Dark Room Attendant / Technician
Photograph Enlarger
Photographic Technician
Copy Camera Operator
Printing/Photography (Colour) Machine Operator
Developing Machine Operator (Photography)
Silver Recovery Operator
Enlarging Machine Operator (Photography)
Photographic-film Machine Operator
Film Process Operator
Photo Lab Operator
Photograph Printer
Slide Developer

**2015-714 Rubber, Plastic and Paper Products Machine Operators**

Rubber, plastic and paper products machine operators operate and monitor machines which knead and blend rubber and rubber compounds, and produce various components and products from natural and synthetic rubber and plastics or produce different paper products from paper, paperboard, cardboard and similar materials.

**Tasks include:**

Operating and monitoring machines which produce various paper products

Examining outputs for defects and conformity to specifications and adjusting machine settings accordingly

Operating and monitoring machines which knead and blend rubber and rubber compounds, and produce various components and products from natural and synthetic rubber and plastics
Rubber Products Machine Operators

Rubber-products machine operators operate and monitor machines which knead and blend rubber and rubber compounds, and produce various components and products from natural and synthetic rubber, such as moulded footwear, domestic articles, insulating materials, industrial accessories, or tyres.

Tasks include:

- Examining outputs for defects and conformity to specifications
- Operating and monitoring machines which build up tires on a form, vulcanise tires and mould or rebuild used tires
- Operating and monitoring machines which produce sheets of rubber or rubberised fabric by a rolling process
- Operating and monitoring machines which knead, mix and blend rubber and rubber compounds for further processing
- Operating and monitoring machines which extrude compounded rubber or shape vulcanised rubber by moulding
- Locating defects and repairing worn and faulty tyres by vulcanising or other processes

Rubber Production Machine Operator

Operates machines to manufacture rubber products such as tyres.

Alternative Titles and Specialisations:

- Vulcaniser
- Rubber Moulding Machine Operator
- Tyre Maker
- Rubber Roller Grinder Operator
- Rubber Knitting and Reinforcing Machine Operator
- Tyre Production Machine Operator
- Tyre Repairer
- Rubber Millman
- Rubber Milling Machine Operator
- Tyre Builder
- Steel and Fabric Calendering Machine Operator
- Rubber Belt Splicer
- Latex Worker
- Tyre Finisher and Examiner
- Tyre Bead Creeeler
- Rubber Moulder
- Rubber Products Machine Operator
- Rubber Compounder
Rubber Extrusion Machine Operator
Tyre Retreader
Tyre Moulder

2015-714102 Rubber Manufacturing Machine Setter and Minder
Prepares, sets up and runs and monitors rubber manufacturing machinery and equipment to produce rubber products.

Alternative Titles and Specialisations:

2015-7142 Plastic Products Machine Operators
Plastic products machine operators operate and monitor machines which knead and blend compounds to obtain plastic materials and which make various plastic components and articles.

Tasks include:
Examining outputs for defects and conformity to specifications
Operating and monitoring machines which knead and blend compounds to obtain plastic materials
Operating and monitoring machines which laminate plastics and plastic impregnated materials or produce fibreglass
Operating and monitoring machines which shape plastic materials by moulding, extrusion, blowing, cutting and other means
Recycling waste plastic materials
Encasing uncoated wire, cord, cable and optic fibre in plastic
Making artificial eyes and contact lens discs, making and repairing spectacle frames and plastic parts of orthopaedic appliances

2015-714201 Plastic Cablemaking Machine Operator
Operates extruding machines to encase wire, cord, cable and optic fibre in rubber and plastic.

Alternative Titles and Specialisations:
Optic Fibre Drawer
Wire Drawer (Plastics)
Insulation Extruder Operator

2015-714202 Plastic Compounding and Reclamation Machine Operator
Operates mixing and grinding machines to prepare plastic powders, liquid blends and recycle waste plastic materials from factory operations.

Alternative Titles and Specialisations:
Shredder / Granulator Operator
Pelletising Extruder Operator
Powder Hand (Plastics)
Plastics Mixing Plant Operator

2015-714203 Plastics Fabricator or Welder
Operates machines to measure, cut, shape, fit and assemble plastics materials to produce plastic products.

**Alternative Titles and Specialisations:**
- Vinyl Welder and Fabricator
- Plastic Pipe Fabricator
- Acrylic Fabricator

2015-714204 **Plastics Production Machine Operator (General)**
Operates extruding, injection moulding and blow moulding machines to produce finished plastic products.

**Alternative Titles and Specialisations:**
- Injection Moulding Machine Operator
- Lamination Machine Operator
- Slitting Setter
- Plastics Laminator
- Extruding Machine Operator
- Blow Moulding Machine Operator
- Footwear Injection Moulding Operator

2015-714205 **Reinforced Plastic and Composite Production Worker**
Operates machines to apply gel coat, colouring and fibre reinforced plastic to moulds to produce fibreglass and laminated products.

**Alternative Titles and Specialisations:**
- Fibreglass Gun-hand
- Fibreglass Hand Laminator
- Resin Transfer Moulding Machine Operator

2015-714206 **Rotational Moulding Operator (Plastics)**
Operates rotational moulding machines to produce plastic products.

**Alternative Titles and Specialisations:**

2015-714207 **Thermoforming Machine Operator**
Operates thermoforming machines to produce thermo plastic products.

**Alternative Titles and Specialisations:**
- Vacuum Forming Machine Operator

2015-714208 **Plastics Manufacturing Machine Minder**
Prepares, sets up and runs and monitors plastics manufacturing machinery and equipment to produce plastics products through moulding or extrusion processes.
Alternative Titles and Specialisations:
Plastics Mould Setter
Plastics Die Fitter
Plastic Production Machine Setter
Plastics Die Setter

2015-714209  Reinforced Plastics and Composite Trades Worker
Builds products using composites and reinforced plastics.

Alternative Titles and Specialisations:
Canoe Maker
Surfboard Maker
Canopy Builder
Kayak Maker

2015-7143  Paper Products Machine Operators
Paper products machine operators operate and monitor machines which produce boxes, envelopes, bags and other goods from paper, paperboard, cardboard and similar materials.

Tasks include:
Operating and monitoring machines which cut, fold and glue paper to make envelopes and paper bags, or which form bags from other similar materials
Operating and monitoring machines which glue paper to cardboard, cut it to the required length or cut and crease cardboard or paperboard to form box blanks
Operating and monitoring pressing machines which form drinking cups or other containers from paper, paperboard or cardboard

2015-714301  Paper Products Machine Operator
Operates machines to manufacture paper packaging and other products from paper and fibreboard stock.

Alternative Titles and Specialisations:
Machine Operator (Paper Box Production)
Embosser
Machine Operator (Cardboard Products)
Paper Mache Moulder
Paper Cutting and Creasing Machine Operator
Carton Making Machinist
Machine Operator (Envelope and Paper Bag Production)
Paper Bag Making Machinist

2015-715  Textile, Fur and Leather Products Machine Operators
Textile, fur and leather products machine operators operate and monitor various types of machines which prepare, process and treat fibres, yarn, thread, leather, fur; produce, modify and repair footwear, garments and manufacture or dry clean textiles or fur and light leather articles.

Tasks include:
- Operating and monitoring various machines which prepare leather or treat fur- or wool-bearing pelts
- Operating and monitoring machines which prepare fibres, and spin, double, twist and wind yarn and thread from natural textile fibres
- Operating and monitoring sewing machines to make, repair, darn and renovate textile, fur, synthetic or leather garments or embroider ornamental designs on garments or other materials
- Operating and monitoring machines which bleach, shrink, dye, and otherwise treat fibres, yarn, cloth or dry clean garments, fur, rugs, carpets
- Operating and monitoring weaving and knitting machines which process yarn or thread into woven, non-woven and knitted products

2015-7151  Fibre Preparing, Spinning and Winding Machine Operators
Textile, fur and leather products machine operators operate and monitor machines which prepare fibres, and spin, double, twist and wind yarn and thread from natural textile fibres. They twist two or more strands of yarn to prepare single stronger, smoother, uniform and heavier strands and treat textiles to make them stiff and water resistant.

Tasks include:
- Operating and monitoring spinning frame that draws out and twists roving or sliver into yarn;
- Operating and monitoring machines for cleaning and turning woollen yarn waste into fluffed wool
- Operating and monitoring machines for tearing woollen rags into fibre
- Operating and monitoring machines which clean and fluff textile fibres, transform them into sliver, comb them into sliver for first drawing, combine slivers into sliver lap or sliver laps into ribbon lap
- Operating and monitoring machines for drawing slivers received from drawing machine into loosely twisted strands
- Operating and resurfacing metal drawing rolls of various spinning, combing and lapping machines with new rubber or leather covers
- Cleaning rollers and cylinders of carding machines to remove wool waste
- Operating and monitoring machines which combine textile fibres into uniform blends
- Treating textiles with chemicals to make them water resistant
- Operating draw frame (machine) having number of drawing sets, each set combining several slivers into one of nearly same weight and thickness as any of original sliver

2015-715101  Fibre Preparation Production Machine Operator
Sets up, loads, operates and monitors machinery and equipment to prepare fibres for the yarn manufacturing process.

Alternative Titles and Specialisations:

2015-715102  Yarn Production Machine Operator
Sets up, loads, operates and monitors machinery and equipment to produce yarn

Alternative Titles and Specialisations:
2015-715103  Man-made Fibre Production Machine Operator
Sets up, loads, operates, monitors extrusion machinery and equipment to produce man-made (synthetic and regenerated) filament from a variety of polymers.
**Alternative Titles and Specialisations:**

2015-7152  Weaving and Knitting Machine Operators
Weaving and knitting machine operators set up, operate and monitor weaving and knitting machines which process yarn or thread into woven, non-woven and knitted products such as cloth, lace, carpets, rope, industrial fabric, hosiery and knitted garments or to quilt and embroider fabric.
**Tasks include:**
- Operating and monitoring crocheter machine to knit lace, trimming etc. of desired pattern or design
- Tending automatic looms that simultaneously weave pile yarn, filling yarn, and warp yarn material to produce carpets and rugs with various coloured designs
- Threading yarn, thread, and fabric through guides, needles, and rollers of machines for weaving, knitting, or other processing
- Operating and monitoring large automatic multi-needle machines to embroider material or to sew lengths of several layers of material to make yard goods, quilts or mattress coverings
- Setting up and operating batteries of automatic, link-type knitting machines to knit garments of specified pattern and design
- Operating and monitoring knitting machines to knit hosiery to shape of foot and leg
- Operating and monitoring machine for knitting heel and toes of socks into ribs or tops cut from circular fabric
- Repairing or replacing worn or defective needles and other components
- Tending circular knitting machines with automatic pattern controls that knit seamless hose
- Cleaning, oiling, and lubricating machines, using air hoses, cleaning solutions, rags, oil cans, and/or grease guns
- Examining looms to determine causes of loom stoppage, such as warp filling, harness breaks, or mechanical defects
- Operating and monitoring loom on which yarn or twist is intersected and knotted at regular intervals to form mesh
- Operating and monitoring machine which seams openings in toes of socks

2015-715201  Weaving Machine Operator
Sets up, loads, operates and monitors braiding machinery and equipment to produce braided products
**Alternative Titles and Specialisations:**

2015-715202  Warping Machine Operator
Sets up, operates and monitors warping machinery and equipment to wind yarn on to beams, suitable for subsequent processes, such as weaving and knitting.
**Alternative Titles and Specialisations:**

2015-715203  Braiding Machine Operator
Sets up, loads, operates and monitors weaving machinery and equipment to produce woven products
**Alternative Titles and Specialisations:**

2015-715204  Knitting Machine Operator
Sets up, loads, operates and monitors knitting machinery and equipment to produce knitted products.
Alternative Titles and Specialisations:

2015-715205 Non-woven Machine Operator
Sets up, loads, operates and monitors machinery and equipment to produce non-woven products.

Alternative Titles and Specialisations:
Tufting Machine Operator

2015-715206 Textile Dry Finishing Machine Operator
Sets up, loads, operates and monitors Textile Finishing machinery and equipment to produce dry finished textile products.

Alternative Titles and Specialisations:

2015-7153 Sewing Machine Operators
Sewing machine operators operate and monitor sewing machines to make, repair, darn and renovate textile, fur, synthetic or leather garments or embroider ornamental designs on garments or other materials. They operate button hole making and eyelet holing machines to cut holes, stitch around holes, stitch buttons and fix eyelets to garments.

Tasks include:
- Operating machines, such as single or double needle serging and flat-bed felling machines, to automatically join, reinforce, or decorate material or articles
- Performing equipment maintenance tasks such as replacing needles
- Operating stitching machines to sew leather parts together for leather garments, handbags, gloves
- Attaching buttons, hooks, zippers, fasteners, or other accessories to fabric, using feeding hoppers or clamp holders
- Operating fur sewing machines to join fur pelt strips to required size and shape and join pelts into garment sections or shells
- Operating or tending sewing machines to perform garment sewing operations, such as joining, reinforcing, seaming or decorating garments or garment parts
- Monitoring machine operation to detect problems such as defective stitching, breaks in thread, or machine malfunctions
- Tending semiautomatic sewing machines with multiple-sewing heads controlled by pattern chain that embroiders various designs on garments

2015-715301 Sewing Machine Operator
Operates sewing machinery and equipment to join component parts to produce products or to create decorative sewing lines on products.

Alternative Titles and Specialisations:
Sewing Machinist
Sewing Machine Attendant

2015-715302 Clothing, Textile and Leather Goods Production Operator
Operates industrial machinery and equipment and performs preparatory tasks to cut, sew, press and finish textile and leather products.

Alternative Titles and Specialisations:
Textile / Leather / Material Cutting Machine Operator
Industrial Presser
Embroidery Machine Operator
Upholstery Machinist

Home Textile Production Machine Operator

2015-7154

Bleaching, Dyeing and Fabric Cleaning Machine Operators

Bleaching, dyeing and fabric cleaning machine operators operate and monitor machines that bleach, shrink, dye, and otherwise treat fibres, yarn or cloth.

Tasks include:

- Observing display screens, control panels, equipment, and cloth entering or exiting processes to determine if equipment is operating correctly
- Operating and monitoring machines that treat silk to give it body and weight
- Operating and monitoring machines that impregnate textiles with chemicals to render them waterproof
- Operating and monitoring machines that stretch, or impart lustre, or other type of finish to textiles
- Dyeing articles to change or restore their colours
- Operating machines that comb, dry and polish furs, clean, sterilize and fluff feathers and blankets
- Tending and regulating equipment that fumigates and removes foreign matter from furs
- Starting and controlling machines and equipment to bleach, dye, or otherwise process and finish fabric, yarn, thread, and/or other textile goods
- Tending machines that shrink woven or knitted cloth to predetermined size or strengthen the weave by interlocking the fibres
- Keying in processing instructions to program electronic equipment
- Tending a variety of automatic machines that comb and polish furs

2015-715401

Textile Wet Process Production Operator

Sets up, loads, operates and monitors wet process production machines to bleach, dye, print and finish fibre, yarn, knitted, woven and non-woven products.

Alternative Titles and Specialisations:

- Fabric Bleaching Machine Operator
- Textile Wet Processes Finishing Machine Operator
- Textile Dyeing and Printing Preparation Machine Operator
- Textile Printing Machine Operator
- Textile Dyeing Machine Operator / Textile Dyer

2015-7155

Fur and Leather Preparing Machine Operators

Fur and leather preparing machine operators operate and monitor various machines that prepare leather or treat fur- or wool-bearing pelts. They trim, scrape, clean, tan, buff and dye animal hides, pelts or skins to produce leather stock and finished furs.

Tasks include:

- Maintaining and repairing vats and other machinery
- Operating and monitoring machines in which hides are split edgeways to form two or more pieces or to give uniform thickness
- Operating and monitoring machines which remove flesh and fat from hides or pelts to clean and soften them
Operating and monitoring machines which apply dyes and stains to leather
Operating and monitoring machines to polish or roughen hides or skins to specified finish
Operating and monitoring machines which remove long coarse hair from fur pelts, trim hair to even length and dye, stretch and smooth dressed pelts
Operating and monitoring machines which treat hides and skins in solutions to convert them into leather
Operating and monitoring machines which separate residual wool from skins, or flesh and hair from hides
Treating surface of leather with oil and operating glazing machine to give glossy finish to leather
Operating and monitoring machines to reduce thickness of hide or skin to uniform size
Operating and monitoring machines to remove epidermis hair roots, pigment cells and lime salts from grain side of skin

2015-715501 Leather Processing Machine Operator
Operates machines and equipment to convert raw hides and skins into finished leather for use in clothing, footwear, upholstery and leather goods.

Alternative Titles and Specialisations:
- Tanning Machine Operator
- Beam House Operator
- Staining / Leather Machine Operator
- Pelt Preparations Operator
- Leather Finishing Operator
- Fellmongering Machine Operator
- De-hairing/Hide Machine Operator

2015-7156 Shoemaking and Related Machine Operators
Shoemaking and related machine operators operate and monitor machines which produce and repair standard or special footwear, handbags and other accessories.

Tasks include:
- Operating and monitoring machines which sew shoe parts together, or edge, polish, or apply ornaments and perform finishing tasks
- Operating and monitoring machines which mark patterns and cut shoe parts
- Operating and monitoring machines which produce luggage, handbags, belts and other accessories, as well as other items such as saddles, collars or harnesses

2015-715601 Footwear Cutting Production Machine Operator
Prepares, sets up and operates footwear clicking or cutting machinery and equipment.

Alternative Titles and Specialisations:
- Clicker

2015-715602 Footwear Closing Production Machine Operator
Prepares, sets up and operates footwear sewing or closing machines.
Alternative Titles and Specialisations:
Toe Puff Operator
Beading Operator
Skiver
Shoe Folding Operator

2015-715603  Footwear Bottom Stock Production Machine Operator
Prepares, sets up and operates footwear bottom stock machinery and equipment.
Alternative Titles and Specialisations:

2015-715604  Footwear Lasting Production Machine Operator
Prepares, sets up and operates footwear lasting machinery and equipment.
Alternative Titles and Specialisations:

2015-715605  Footwear Finishing Production Machine Operator
Prepares, sets up and operates footwear finishing machinery and equipment.
Alternative Titles and Specialisations:

2015-7157  Laundry Machine Operators
Laundry machine operators operate laundry, dry cleaning, pressing and fabric treatment machines in laundries and dry-cleaning establishments.
Tasks include:
Placing sorted articles into receptacles and onto conveyor belts for moving to repair and cleaning areas
Smoothing articles and guiding them through cleaning and pressing machines
Stopping and starting machines to untangle, straighten and remove articles
Placing articles on shelves and hanging articles for delivery and collection
Checking and removing stains from garments, and replacing buttons and making minor repairs
Loading and unloading washing machines, driers and extractors
Adding cleaning agents and starches to articles;
Sorting articles for cleaning according to the type colour, fabric and cleaning treatment required
Packaging articles and preparing orders for despatch

2015-715701  Laundry Machine Operator
Sorts, cleans, irons, folds and packages linen, clothing and other garments in a commercial laundry.
Alternative Titles and Specialisations:
Folding Machine Operator (Laundry)
Launderer
Washing Machine Operator

2015-715702  Drycleaner
Cleans clothing, garments, upholstery and other fabrics using dry-cleaning agents and machines.
Alternative Titles and Specialisations:
Dry-cleaning Machine Operator

2015-715703  Pressing Machine Operator (Laundry)
Irons or presses garments and other fabrics such as delicate and formal wear in a commercial laundry or private residence.
Alternative Titles and Specialisations:
Textile Press Operating Worker
Textile Press Operator

2015-7159  Textile, Fur and Leather Products Machine Operators not Elsewhere Classified
This unit group covers textile, fur and leather products machine operators not classified elsewhere in minor group 715. For instance, the group includes those engaged in operating and monitoring machines which make hats, tents, mattresses or miscellaneous articles such as braids or other trimmings.
Tasks include:
Operating and monitoring machines that fold cloth into measured length
Operating and monitoring machines which form and make hats out of textiles, fur or leather
Operating and monitoring machines which make miscellaneous articles such as braids or other trimmings
Operating and monitoring machines to measure size of pieces of leather
Operating and monitoring machines that wind thread, twine, or yarn into balls preparatory to shipping or further processing

2015-715901  Textile and Footwear Manufacturing Machine Minder
Prepares, sets up and runs and monitors textile and footwear manufacturing machinery and equipment.
Alternative Titles and Specialisations:
Embroidery Machine Minder

2015-716  Food and Related Products Machine Operators
Food and related machine operators set, operate and attend machinery used to slaughter animals, trim meat from carcasses; bake, freeze, heat, crush, mix, blend and otherwise process foodstuffs, beverages and tobacco leaves.
Tasks include:
Operating equipment to cool, heat, dry, roast, blanch, pasteurize, smoke, sterilize, freeze, evaporate and concentrate foodstuffs and liquids used in food
Operating machinery to crush, mix, malt, cook and ferment grains and fruits to produce beer, wines, malt liquors, vinegar, yeast and related products
Setting, operating and attending machinery and ovens to mix, bake and otherwise prepare bread and flour confectionery products
Operating and monitoring machinery used to restrain, stun, slaughter animals and trim carcasses into standard meat and fish cuts
Processing tobacco leaves by machine to make cigarettes, cigars, pipe and other tobacco products

Processing: mixing, pulping, grinding, blending and separating foodstuffs and liquids with churning, pressing, sieving, grinding and filtering equipment

Attending equipment to make jam, toffee, cheese, processed cheese, margarine, syrup, ice, pasta, ice-cream, sausages, chocolate, maize starch, edible fats and dextrin

2015-7161
Food and Related Products Machine Operators

Food and related machine operators set, operate and attend machinery used to slaughter animals, trim meat from carcasses; bake, freeze, heat, crush, mix, blend and otherwise process foodstuffs, beverages and tobacco leaves.

Tasks include:

Operating equipment to cool, heat, dry, roast, blanch, pasteurize, smoke, sterilize, freeze, evaporate and concentrate foodstuffs and liquids used in food processing

Operating machinery to crush, mix, malt, cook and ferment grains and fruits to produce beer, wines, malt liquors, vinegar, yeast and related products

Setting, operating and attending machinery and ovens to mix, bake and otherwise prepare bread and flour confectionery products

Operating and monitoring machinery used to restrain, stun, slaughter animals and trim carcasses into standard meat and fish cuts

Processing tobacco leaves by machine to make cigarettes, cigars, pipe and other tobacco products

Attending equipment to make jam, toffee, cheese, processed cheese, margarine, syrup, ice, pasta, ice-cream, sausages, chocolate, maize starch, edible fats and dextrin

Mixing, pulping, grinding, blending and separating foodstuffs and liquids with churning, pressing, sieving, grinding and filtering equipment

2015-716101
Fruit and Vegetable Processing Machine Operator

Operates machines and performs routine tasks to prepare canned and frozen food and vegetables, and make and package sauces, jams and juices.

Alternative Titles and Specialisations:

Food Preserving Machine Operator
Food Freezing Machine Operator
Food Dehydration / Preserving Machine Operator
Fruit Vegetable and Nut Processing Machine Operator

2015-716102
Distillery Process Machine Operator

Distils beverages containing alcohol from fruit, vegetables and grain.

Alternative Titles and Specialisations:

Alcoholic Beverage Processor
Distiller

2015-716103
Juice Extraction and Blending Process Machine Operator

Operates machines and performs routine tasks to extract and process juice from fresh agricultural produce and produce, store and package concentrated and formulated juice products.

Alternative Titles and Specialisations:

Cordial Syrup Making Machine Operator
Fruit Juice Processing Operator
Wine Making Machine Operator
Aerated Water Cordial Machine Operator
Non Alcoholic Beverage Processing Operator
Vinegar Processing Machine Operator

2015-716104  Dairy Products Machine Operator
Operates machines and performs routine tasks to make and package milk, milk powder, yoghurt, butter, cheese and other dairy products.
Alternative Titles and Specialisations:
Milk Treatment Station Worker
Diary Process Controller
Condensed Milk Maker Process Worker
Dairy Plant / Process Operator
Cooker Operator Dairy Products
Milk Powder Maker
Cheese Factory Worker
Pasteuriser Operator
Milk Processing Machine Operator
Milk Pasteuriser
Dairy Factory Worker
Milk Treater
Dairy Products Processor
Chocolate Production Machine Operator

2015-716105  Bakery and Confectionary Products Machine Operator
Sets operates and attends machinery used to mix, blend and otherwise process bread and confectionary.
Alternative Titles and Specialisations:
Bread Production Machine Operator
Plant Baker

2015-716106  Sugar Processing Machine Operator
Operates machines and performs routine tasks to extract juice from sugar cane to make granular sugar and molasses.
Alternative Titles and Specialisations:
Sugar Front End Worker
Sugar Process Worker (Raw House)
Sugar Process Worker (Refinery)

2015-716107 Coffee and Tea Processing Machine Operator
Operates machines and performs routine tasks to dry, mill, blend, roast and package coffee, chicory and tea.

Alternative Titles and Specialisations:
Red Tea Maker
Coffee and Chicory Roaster and Grinder
Coffee and Tea Blender
Coffee / Tea Taster

2015-716108 Seed Processing Machine Operator
Operates machines and performs routine tasks to process and package seed.

Alternative Titles and Specialisations:
Seed Grading Machine Operator
Seed Conditioner
Seed Bagger
Seed Sheller

2015-716109 Milling Process Machine Operator
Operates machines and performs routine tasks to mix, mill and treat grains and by-products to make flour, meal and stock feed.

Alternative Titles and Specialisations:
Grain Mill Worker
Mill hand / Mill Worker
Grain Cleaner / Dryer / Crusher
Lucerne Pellets Maker
Flourmill Kilnman
Animal Feed Mill Worker

2015-716110 Tobacco Product Processing Machine Operator
Operates machines and performs routine tasks to process and package tobacco products.

Alternative Titles and Specialisations:
Cigarette Maker Worker
Tobacco Product Maker Worker
Meat Processing Machine Operator
Sets, operates and attends machinery used to slaughter animals, trim meat from carcasses and otherwise process of meat.
Alternative Titles and Specialisations:
Meat Smoker
Sausage Casing Maker
Meat Dehydrator / Preserver / Processor / Worker
Meat Canning Process Worker
Quality Controller of Meat Canning Process Workers
Meat Processor

Seafood Processing Machine Operator
Sets, operates and attends machinery used to process fish.
Alternative Titles and Specialisations:
Fish Processing Machine Operator
Fish Canning Process Worker

Grain Handling Operator
Receives, ships, and handles grain and perform preventive maintenance and cleaning as needed.
Alternative Titles and Specialisations:

Sparkling Soft drink process machine operator
Operate machines and performs routine tasks to make sparkling soft drinks
Alternative Titles and Specialisations:
Carbonated Soft drink process machine operator

Wine processing machine operator
Operate machines and performs routine tasks to make wine
Alternative Titles and Specialisations:

Cereals, snacks, pasta and condiments machine process operator
Operate machines and performs routine tasks to make cereals, snacks, pasta and condiments
Alternative Titles and Specialisations:
Chip process machine operator
Pasta process machine operator
snacks process machine
condiments process machine operator

2015-716117  Brew house Process Machine Operator
Operate machines and performs routine tasks to make beer

Alternative Titles and Specialisations:

2015-717  Wood Processing and Papermaking Plant Operators
Wood processing and papermaking plant operators monitor, operate, and control automated lumber mill equipment sawing wood, cutting veneer and making plywood, and otherwise preparing wood for further use. Pulp mill machine operators operate and monitor various types of processing machinery and equipment to produce pulp.

Tasks include:
Operating and monitoring plywood core-laying machines and hot-plate plywood presses and machines which cut veneer
Observing equipment and machinery panel indicators, gauges, level indicators and other equipment instruments to detect machinery and equipment malfunctions and ensure process steps are carried out according to specifications
Operating and monitoring screening equipment, bleaching equipment, digesters, mixing tanks, washers, and other pulp processing machinery and equipment to carry out one or more cellulose processing steps
Sorting, stacking and placing logs and wood billets onto conveyors and lathes from trucks for processing into chips, veneers and pulp
Transporting processed wood products, such as plywood, chipboard sheets and panels to work areas

2015-7171  Pulp and Papermaking Plant Operators
Pulp and papermaking plant operators operate and monitor multi-function process control machinery and processing equipment to control the processing of wood, scrap pulp and other cellulose materials in the production of pulp.

Tasks include:
Analyzing instrument readings and production test samples and making adjustments to pulp production process and equipment as required
Operating and monitoring screening equipment, bleaching equipment, digesters, mixing tanks, washers and other pulp processing machinery and equipment to carry out one or more cellulose processing steps
Completing and maintaining production reports

2015-717101  Wood and Paper Manufacturing Machine Minder
Prepares, sets up and runs and monitors wood and paper manufacturing machinery and equipment.

Alternative Titles and Specialisations:

2015-717102  Paper and Pulp Mill Operator
Operates plant to produce pulp and/or paper from fibre

Alternative Titles and Specialisations:
Water Marking Operator
Supercalender Operator (Papermaking)
Paper Folding Machine Operator
Paper Rewinder Operator
Inverform Machine Operator
Cardboard / Paperboard Machine Operator
Bleach Plant Operator
Station Marshaller
Carton Making Machine Operator
Fourdrinier Machine Operator
Paper (Bag / Box / Envelope) Maker
Paper Making Machine Operator
Paperboard Machine Operator
Paper Mill Machinist
Dryerman (Paper Mill)

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2015-7172 Wood Processing Plant Operators
Wood processing plant operators monitor, operate, and control automated lumber mill equipment for sawing.
Tasks include:
Cleaning and lubricating sawmill equipment
Operating and monitoring plywood core-laying machines and hot-plate plywood presses and machines which cut veneer
Operating and monitoring log in-feed and conveyor systems

2015-717201 Wood Processing Machine Operator
Operates sawing, rolling, pressing and other machines to manufacture logs, timber poles and pieces, plywood, particleboard, solid laminate and similar products.
Alternative Titles and Specialisations:
Timber Machinist
Sawmill Moulder Operator
Band Saw Operator
Sawmill Process Worker
Ripsaw Operator
Sawyer (Wood)
Sawmill Machine Operator
Beam Saw Operator
Work Panel Production Worker
Cant Gang Sawyer
Saw Operator
Timber Stripper / Processor / Sorter / Grader
Veneer Production Machine Operator
Docking Saw Operator

2015-718
Other Stationary Plant and Machine Operators
This unit group includes stationary plant and machine operators not classified elsewhere. The group includes, for instance, operators of machines which make silicon chips and splice cables and ropes.

Tasks include:
- Operating machines to anneal, harden or decorate glass and ceramics; maintaining and operating stationary steam engines, boilers, turbines and auxiliary equipment
- Operating and monitoring machines which weigh, pack and label products, or fill containers with products
- Monitor in kilns, furnaces and other machinery and equipment used in the manufacture of glass, ceramics, porcelain, tiles or bricks

Glass and Ceramics Plant Operators
Glass and ceramics plant operators operate and monitor kilns, furnaces and other machinery and equipment used in the manufacture of glass, ceramics, porcelain, tiles or bricks. They operate machines to anneal, harden or decorate glass and ceramics.

Tasks include:
- Setting and operating press machines to mould ceramic articles from moist clay
- Tending hot- or cold-end spray equipment used to coat glassware with surface hardener
- Operating and maintaining machines that press or blow molten glass in moulds to form or shape containers, such as bottles, jars and drinking glasses
- Operating drawing kiln to process molten glass into continuous sheet of flat glass
- Operating hand press to mould glass into required shape
- Operating and maintaining finishing machines to grind, drill, sand, bevel, decorate, wash or polish glass or glass products
- Operating and monitoring machines for making glaze or abrasives
- Operating machines to mix clay with water to knead it into a suitable plastic condition or semi-liquid form for making ceramic products
- Operating and monitoring floating-glass production plant
- Operating and monitoring glass-making furnaces to make glass by melting and fusing pre-mixed ingredients
- Observing finished products to identify splits, cracks, breaks, colour and other imperfections
- Operating and monitoring machines which extrude molten glass to form fibreglass filaments
- Operating and monitoring kilns which bake pottery, porcelain ware and bake bricks and tiles

2015-718101
Clay Production Machine Operator
Operates machines to manufacture clay products such as bricks, tiles, insulators, porcelain and pottery by shaping and firing the clay.

Alternative Titles and Specialisations:
- Brick Extruder Operator
Tile Maker
Kiln Operator (Brick and Tile)
Pottery / Porcelain Mould Maker
Brick Maker
Kiln Operator (Pottery and Porcelain)
Clay Mixing Machine Operator
Slip Caster
Brick and Tile Kiln Man
Porcelain Turner

Glass Production Machine Operator

Operates machines to manufacture molten glass and shape glassware products such as containers, sheet glass, structural and stained glass, glass lenses and prisms.

Alternative Titles and Specialisations:
Glass Furnace Operator
Furnace Operator (Glass Production)
Glass Laminating Operator
Lens Grinding Machine Operator
Glass Forming Operator
Glass Blowing Machine Operator
Glass Toughening Operator
Glass Melt Operator

Steam Engine and Boiler Operators

Steam engine and boiler operators maintain and operate various types of steam engines, boilers, turbines and auxiliary equipment to provide power and other utility services for commercial, industrial and institutional buildings, at work sites and aboard ships or self-propelled vessels.

Tasks include:
Analyzing and recording instrument readings, troubleshooting and performing minor repairs to prevent equipment or system failure
Operating and maintaining off-loading liquid pumps and valves
Firing coal furnaces by hand or with stokers and gas- or oil-fed boilers, using automatic gas feeds or oil pumps
Testing boiler water quality or arrange for testing, adjusting and taking necessary corrective action, such as adding chemicals to prevent corrosion and harmful deposits
Monitoring and inspecting performance of equipment for efficient operation and ensuring boiler water, chemical, and fuel levels are maintained at required levels
Monitoring ship's engine, machinery and equipment indicators, recording variables and reporting abnormalities to ship engineer officer on watch
Operating, cleaning, lubricating and monitoring steam engines, boilers and auxiliary equipment such as pumps, compressors and air-conditioning equipment to supply and maintain steam and power for buildings, marine vessels or pneumatic tools
2015-718201  Boiler or Engine Operator
Operates and maintains stationary engines, boilers, refrigeration and air-conditioning systems, and associated mechanical plant.

Alternative Titles and Specialisations:
Stoker
Boiler Tender
Thermal Plant Operator
Ship's Boiler Operator
Steam Engine Operator
Steam Boilerman Fireman
Marine Engine Driver
Air-conditioning / Refrigeration Plant Operator
Air Compressor Operator
Motorman / Motorwoman (Fluids Drilling)

2015-7183  Packing, Bottling and Labelling Machine Operators
Packing, bottling and labelling machine operators operate and monitor machines which weigh, pack and label various products, or fill different containers with products.

Tasks include:
Operating and monitoring machines that, by gluing or other methods, label products, packages and various containers
Operating and monitoring machines that weigh, wrap, seal and pack various products
Operating and monitoring machines that fill and seal tubes, bottles, cans, boxes, bags and other containers with products, such as food, beverages, paints, oils and lotions

2015-718301  Labelling Machine Operator
Operates and monitors machines which label various products.

Alternative Titles and Specialisations:

2015-718302  Packing Machine Operator
Operates and monitors machines which weigh and pack and wrap various products.

Alternative Titles and Specialisations:
Wrapping Machine Operator

2015-718303  Filling Line Operator
Fills and seals containers with products such as food, beverages, paints, oils and lotions, and packages the filled containers.

Alternative Titles and Specialisations:
Automated Filling Line Operator
Bottling Attendant
Filling Machine Operator
Sealing and Capping Machine Operator
Jar or Bottle Filler
Can / Tin / Tube / Tray Filler
Bottle Filler
Aseptic Filling Line Operator
Cannery Worker
Sack or Bag Filler
Canister Viewer
Canning and Bottling Process Worker
Pressurised Container Filler
Milk Bottler
Container Filler

2015-718304
Packaging Manufacturing Machine Setter
Prepares, sets up and runs and monitors packaging manufacturing machinery and equipment.

Alternative Titles and Specialisations:
Packaging Machine Minder
Corrugated Board Manufacturing Machine Minder
Stationery and Envelope Machine Adjuster
Cigarette Packaging Machine Setter
Bag Maker
Can Maker
Corrugated Board and Container Machine Minder
Packaging Machine Operator
Cigarette Manufacturing Machine Setter
Corrugated Board Printing and Finishing Machine Technician
Carton Maker
Metalised Packaging Paper Machine Setter

2015-7189
Stationary Plant and Machine Operators not Elsewhere Classified
This Unit Group Includes Stationary Plant and Machine Operators Not Classified Elsewhere In Minor Group 718.

Tasks include:

2015-718901  Silicon Chip Production Machine Operator
Operates machines which make silicon chips.

Alternative Titles and Specialisations:

2015-718902  Cable and Rope Splicing Machine Operator
Operates machines which splice cables and ropes.

Alternative Titles and Specialisations:

2015-718903  Cable Manufacturing Machine Minder
Prepares, sets up and runs and monitors cable manufacturing machinery and equipment to produce cables.

Alternative Titles and Specialisations:

2015-718904  Integrated Manufacturing Line Machine Setter
Prepares, sets up and runs and monitors a range of machines and equipment in an integrated manufacturing line.

Alternative Titles and Specialisations:

2015-718905  Engineering Production Systems Worker
Performs a range of production process tasks to refine and treat metals and mineral ore, fire ceramics, and operate plant to produce and finish metal products such as rods, tubing and structural shapes, and moulds for casting.

Alternative Titles and Specialisations:

Waste Thinner
Laser Cutting Operator
Press Pour Operator
Guillotine Operator Metal
Die Setter
Automated Machine Operator
Computer Numeric Control (CNC) Machine Operator
Ball Sorter
Brake Press Operator
Sheet Metal Production / Process Worker
Hammer Hand
Turret Punch Operator
Steel Worker
Wire Goods Maker
Wire Product Machine Operator
Turret Lathe Operator
Alumina Refinery Operator
Pneumatic Press Operator
Wire Drawer
Lead Worker

2015-718906  Bulk Materials Handling Plant Operator
Operates plant to load, unload, move, store and stack bulk materials.

Alternative Titles and Specialisations:
Bulk Fluids Handler
Palletiser Operator
Cable Yard Operator
Forestry Plant Operator
Tank Farm Operator (Petroleum)
Conveyor Belt Operator

2015-718907  Weighbridge Operator
Operates weighing plant and issues measurement tickets which provide readings of vehicle and livestock weight.

Alternative Titles and Specialisations:
Licensed Weigher

2015-718908  Car Compactor Operator
Operates machinery to press and flatten cars.

Alternative Titles and Specialisations:

2015-718909  Lighthouse Keeper
Tends to and cares for a lighthouse.

Alternative Titles and Specialisations:

2015-718910  Lock Master (Water Transport)
Operates equipment to close off a section of a waterway.

Alternative Titles and Specialisations:

2015-718911  Snow Maker
Operates machinery to make snow.

**Alternative Titles and Specialisations:**

**2015-718912** Wash Plant Operator
Operates equipment used to wash oversized loads.

**Alternative Titles and Specialisations:**

**2015-718913** Motion Picture Projectionist
Operates film projection and related sound reproduction equipment.

**Alternative Titles and Specialisations:**

Cinetape Operator
Cinema / Film Projectionist

**2015-718914** Sand Blaster
Operates sandblasting machines to clean and grind metal products and other hard surfaces.

**Alternative Titles and Specialisations:**

Shot Blaster Castings

**2015-718915** Venetian Blind Machine Operator
Sets up, operates, or maintains machines to assemble venetian blinds.

**Alternative Titles and Specialisations:**

Assemblers assemble prefabricated parts or components to form subassemblies, products and equipment, according to strictly laid down procedures. The products worked on may be moved from one worker to the next along assembly lines.

**Tasks include:**

- Assembling components into various types of products and equipment, according to strictly laid down procedures

**2015-721** Assemblers
Assemblers assemble prefabricated parts or components to form subassemblies, products and equipment, according to strictly laid down procedures. The products worked on may be moved from one worker to the next along assembly lines.

**Tasks include:**

- Assembling components into various types of products and equipment, according to strictly laid down procedures
- Recording production and operational data on specified forms
- Reviewing work orders, specifications, diagrams and drawings to determine materials needed and assembly instructions
- Rejecting faulty assemblies and components
- Inspecting and testing completed components and assemblies, wiring installations and circuits

**2015-7211** Mechanical Machinery Assemblers
Mechanical machinery assemblers assemble, according to strictly laid down procedures, component parts of mechanical machinery such as engines, motor vehicles, turbines and aircraft.

Tasks include:
- Assembling and installing prefabricated parts or components to form subassemblies, mechanical machinery, engines and finished motor vehicles
- Inspecting and testing completed components and assemblies
- Recording production and operational data on specified forms
- Reviewing work orders, specifications, diagrams and drawings to determine materials needed and assembly instructions
- Rejecting faulty assemblies and components

2015-721101  
Machinery Assembler
Assembles machinery and parts thereof.

Alternative Titles and Specialisations:
- Aircraft Assembler
- Vehicle Assembler
- Gearbox Assembler
- Engine Assembler
- Turbine Assembler

2015-7212  
Electrical and Electronic Equipment Assemblers
Electrical and electronic equipment assemblers assemble or modify, according to strictly laid down procedures, components of electrical, electromechanical and electronic equipment.

Tasks include:
- Operating wire-coiling machines to wind wire coils used in electrical equipment and components such as registers, transformers, armature wires, electric motors and generators
- Assembling component parts and electrical and electronic systems and positioning, aligning and fastening units to assemblies, sub-assemblies, or frames using hand or power tools, soldering and micro-welding equipment
- Recording production and operational data on specified forms
- Reviewing work orders, specifications, diagrams and drawings to determine materials needed and assembly instructions
- Inspecting and testing completed components and assemblies, wiring installations and circuits and rejecting faulty assembly components

2015-721201  
Electrical and Electronic Equipment Assembler
Assembles or modifies according to strictly laid down procedures, components of electrical, electromechanical and electronic equipment.

Alternative Titles and Specialisations:
- Electrical Equipment Assembler
- Electromechanical Equipment Assembler
- Television Assembler
Telephone Assembler
Etcher (Printed Circuit Board)
Armature Assembler
Electronic Equipment Assembler

Assemblers not Elsewhere Classified
Assemblers not Elsewhere classified assemble, according to strictly laid down procedures various products that do not include electronic, electrical, or mechanical components.

Tasks include:
Rejecting faulty products
Recording production and operational data on specified forms
Reviewing work orders, specifications, diagrams and drawings to determine materials needed and assembly instructions
Assembling component parts and positioning, aligning and fastening units to assemblies, sub-assemblies, or frames using hand or power tools, soldering and micro-welding equipment
Inspecting and testing components and completed assemblies

Product Assembler

Assembles, according to strictly laid down procedures various products that do not include electronic, electrical, or mechanical components.

Alternative Titles and Specialisations:
Knife Assembler
Ammunition Assembler
Leather Products Assembler
Pearl & Bead Stringer
Plastic Toy Assembler
Umbrella Maker
Door Assembler
Assembler, Metal Products (Except Mechanical)
Furniture Finisher, Wood
Textile Products Assembler
Thermos Bottle Assembler
Box Builder
Assembler, Plastic Products
Paperboard Products Assembler
Pen and Pencil Assembler
Eyeglass Frame Assembler
Luggage Finisher
Jewellery Assembler
Sun-blinds Assembler
Bicycle Assembler
Assembler, Rubber Products
Assembler, Wood Products
Wax Setter (Jewellery)
Jewellery Treebuilder

2015-73
Drivers and Mobile Plant Operators
Drivers and mobile plant operators drive and tend trains and motor vehicles, or drive, operate and monitor industrial and agricultural machinery and equipment, or execute deck duties on board ship and other water-borne craft.

Tasks include:
- Carrying out deck duties on board ship and other water-borne craft
- Driving and tending trains and motor vehicles
- Driving, operating and monitoring mobile industrial and agricultural machinery and equipment

2015-731
Locomotive Engine Drivers and Related Workers
Locomotive engine drivers and related workers drive, or assist in driving, locomotive engines to transport passengers and freight, take charge of and safeguard railway freight trains during runs, control the movement of railway traffic by operating signals, switch rolling stock and make up trains in railway yards, make up trains for hauling in mines and control their movement.

Tasks include:
- Driving or assisting in driving railway engines, operating railway signals
- Making up trains in mines and controlling their movement
- Switching rolling stock and making up trains in railway yards

2015-7311
Locomotive Engine Drivers
Locomotive engine drivers drive, or assist in driving, locomotive engines to transport passengers and freight.

Tasks include:
- Operating communications systems to communicate with train crews and traffic controllers to ensure safe operation and scheduling of trains
- Driving a locomotive to haul carriages underground or on the surface of a mine or quarry
- Driving or assisting in driving a steam, electric or diesel-electric locomotive engine
- Driving an underground or elevated passenger train
- Watching for track hazards, observing signals and indicator gauges
2015-731101  Train Driver
Drives a train to transport passengers and freight on railways.

Alternative Titles and Specialisations:
Mine and Quarry Engine Driver
Fireperson
Locomotive Observer
Rail Car Driver
Locomotive Driver
Steam Train Driver
Railway Engine Driver
Electric Train Driver

2015-731102  Tram Driver
Drives a tram to transport passengers on urban light rail networks.

2015-7312  Railway Brake, Signal and Switch Operators
Railway brakers, signallers and shunters take charge of and safeguard railway freight trains during runs, control the movement of railway traffic by operating signals, switch rolling stock and make up trains in railway yards, make up trains for hauling in mines and control their movement.

Tasks include:
- Making up trains for hauling by locomotive or cable and directing their movement along haulage ways in a mine or quarry
- Switching and coupling rolling stock in railway yards and sidings in accordance with orders about loading, unloading and make-up of trains
- Controlling flow of railway traffic over section of line by operating signals and switches from control panel or signal box
- Taking charge of and safeguarding freight train during run
- Checking train systems and equipment such as air conditioning and heating systems, brakes and brake hoses prior to train run

2015-731201  Railway Signal Operator
Controls the movement of trains, and assembles and disassembles trains within a marshalling yard.

Alternative Titles and Specialisations:
Railway Shunter
Railway Yard Assistant
Railway Switching and Signalling Operator
Railway Traffic Assistant / Operator

2015-731202  Train Controller
Oversees the safe movement of trains using a computerised train control signalling system.

**Alternative Titles and Specialisations:**
- Railways Yard Foreman

**2015-732**
**Car, Van and Motorcycle Drivers**
Car, van and motorcycle drivers drive and tend motor cycles, motorized tricycles, cars or vans to transport passengers, materials or goods.

**Tasks include:**
- Driving and tending motor cycles, motorised tricycles, cars or vans in order to transport materials, goods or passengers

**2015-7321**
**Motorcycle Drivers**
Motorcycle drivers drive and tend motor cycles or motorised tricycles equipped to transport materials, goods or passengers.

**Tasks include:**
- Driving and tending motor cycle or motorised tricycle to transport materials, goods and passengers;
- Cleaning and washing vehicle as well as performing maintenance and minor repairs;
- Observing traffic rules and signals;
- Keeping a record of journeys;
- Delivering messages

**2015-732101**
**Delivery Driver**
Drives a van or car to deliver goods.

**Alternative Titles and Specialisations:**
- Van Driver
- Armoured Car Driver
- Fast Food Delivery Driver
- Driver-messenger
- Light Utility Vehicle (LUV) Driver
- Grocery Deliverer
- Meals On Wheels Driver
- Taxi Truck Driver

**2015-732102**
**Delivery Driver (Motorcycle)**
Drives a motorcycle or scooter to deliver goods.

**Alternative Titles and Specialisations:**
- Motorcyclist
Motorcycle Dispatch Driver

2015-7322

Car, Taxi and Van Drivers

Car, taxi and van drivers drive and tend motor cars and vans to transport passengers, mail or goods.

Tasks include:
- Driving and tending cars, vans or small trucks to deliver mail or goods
- Operating equipment to facilitate the loading and unloading of physically challenged passengers
- Assisting passengers with handling of luggage;
- Assisting physically challenged passengers
- Collecting fares, payments for deliveries, or documents certifying deliveries
- Determining most appropriate route
- Driving and tending passenger, vans, cars or taxis;
- Operating telecommunications equipment to report location and availability and follow directions of control centre

2015-732201

Chauffeur

Drives a limousine, van or private car to transport passengers to destinations on a fee-for-service basis, usually on a long-term hiring arrangement.

Alternative Titles and Specialisations:
- Limousine Driver
- Shuttle Driver
- Hire Car Driver

2015-732202

Taxi Driver

Drives a taxi to transport passengers to destinations on a fee-for-service basis, usually on a short-term, metered fare hiring arrangement.

Alternative Titles and Specialisations:
- Taxi Operator
- Cab Driver

2015-732203

Emergency Vehicle Drivers

Drives emergency vehicles.

Alternative Titles and Specialisations:
- Security Driver
- Ambulance Driver
- Fire Van Driver
- Fire Truck Driver
Oversize Load Pilot / Escort
Drives in front or at the back of a truck transporting an oversized load to warn other road users.

Alternative Titles and Specialisations:

Heavy Truck and Bus Drivers
Heavy truck and bus drivers drive and tend heavy trucks, lorries, buses or street tramcars to transport goods, liquids, heavy materials, mail or passengers.

Tasks include:
Driving and tending heavy trucks, lorries, buses or street tramcars in order to transport goods, liquids, heavy materials, mail or passengers

Bus and Tram Drivers
Bus and tram drivers drive and tend buses or street tramcars to transport passengers, mail or goods.

Tasks include:
Assisting passengers with luggage
Observing traffic to ensure safe progress
Controlling lighting, heating and ventilation on buses and trams
Opening and closing doors before or after passengers board or alight
Collecting fares or verifying passenger has necessary ticket
Driving and tending motor bus, trolley bus or motor coach to transport local or long-distance passengers, mail or goods
Driving and tending street tramcar transporting passengers

Bus Driver
Drives a bus to transport passengers short distances on scheduled intercity services over established routes.

Alternative Titles and Specialisations:
Minibus Driver
School Bus Driver

Charter and Tour Bus Driver
Drives a coach to transport passengers long distances on scheduled intercity services over established routes.

Alternative Titles and Specialisations:
Tour Coach Operator

Passenger Coach Driver
Drives a coach to transport passengers long distances on scheduled intercity services over established routes.

Alternative Titles and Specialisations:

Heavy Truck and Lorry Drivers
Heavy truck and lorry drivers drive and tend heavy motor vehicles to transport goods, liquids and heavy materials over short or long distances.

Tasks include:

- Assisting with or carrying out loading or unloading operations, using various lifting or tipping devices
- Driving and tending a heavy motor vehicle, such as a lorry with or without trailer or a dump-truck, to transport goods, liquids or heavy materials over short or long distances
- Estimating weights to comply with load limitations, and ensuring the safe distribution of weights
- Carrying out minor maintenance to vehicles, and arranges major maintenance and repairs
- Determining the most appropriate routes
- Ensuring goods are stowed and securely covered, to prevent loss and damage

2015-733201 Truck Driver (General)

Drives a heavy truck, requiring a specially endorsed class of licence, to transport bulky goods.

Alternative Titles and Specialisations:

- Cement Mixer Driver
- Livestock Hauler
- Freight Operator
- Dumper Truck Driver
- Tilt Tray Driver
- Road Train Driver
- Logging Truck Driver
- Lorry Driver
- Compactor Driver (Rubbish Collection)

2015-733202 Aircraft Refueller

Drives a truck filled with aviation fuel to a waiting aircraft, attaches a fuel hose to aircraft fuel tank and fills it with fuel.

Alternative Titles and Specialisations:

2015-733203 Furniture Removalist

Drives a removal van or truck to move household and office furniture and equipment between locations.

Alternative Titles and Specialisations:

- Office Equipment Removalist
- Piano Removalist

2015-733204 Tanker Driver

Drives a tanker truck, requiring a specially endorsed class of licence, to transport bulk liquids.
Alternative Titles and Specialisations:
Petrol Tanker Driver
Milk Tanker Driver
Water Tanker Driver

2015-733205  Tow Truck Driver
Drives a tow truck, requiring a specially endorsed class of licence, to transport broken down motor vehicles.

Alternative Titles and Specialisations:
Recovery Operator
Recovery Mechanic (Army)

2015-733206  Armoured Personnel Carrier Operator
Drives vehicle to transport personnel in regions with weak or no road infrastructure.

Alternative Titles and Specialisations:

2015-733207  Snow Groomer
Manipulates snow for recreational uses.

Alternative Titles and Specialisations:

2015-733208  Mobile Mining Equipment Operator
Operates mobile mining equipment.

Alternative Titles and Specialisations:
Roof bolter Operator
Utility Vehicle Operator
Trackless Mobile Machinery (TMM) Operator
Vacuum Sweeper Operator
Hydrator Operator

2015-733209  Linemaker
Operates plant to apply markings to roads and other surfaces such as car parks, airports and sports grounds.

Alternative Titles and Specialisations:
Road Marker

2015-733210  Road Construction Plant Operator
Operates plant to spread and level hot bituminous paving materials and lay concrete on areas such as highways, streets and car parks.

Alternative Titles and Specialisations:
Bituminous Operator
Asphalt Plant Operator
Road Making Machine Operator
Spreading Machine Operator
Paving Machinery Operator
Bitumen Plant Operator
Surface Laying Machine Operator
Sprayer Tar / Bitumen
Tar Sealing Machine Operator

2015-733211 Remotely Operated Vehicle (ROV) Pilot
Drives a remotely operated vehicle to perform specialised functions.

Alternative Titles and Specialisations:

2015-734 Mobile Plant Operators
Mobile plant operators drive, tend, operate and monitor special-purpose motorised, machinery or equipment used for clearing or preparing land; digging, moving, and spreading earth, rock and similar materials and lifting or moving heavy objects.

Tasks include:
- Adjusting speed, height and depth of implements
- Operating and monitoring lifting trucks and stationary or mobile cranes in construction, transportation and storage operations
- Driving and operating mobile plant; Operating attachments to lift, swing and release trees, logs, earth and other heavy objects or materials
- Servicing machinery and performing minor repairs

2015-7341 Mobile Farm and Forestry Plant Operators
Mobile farm and forestry plant operators drive, tend, operate and monitor one or more types of special-purpose motorised, mobile machinery or equipment used in agricultural, horticultural and forestry operations.

Tasks include:
- Operating plant to hold, lift and cut trees
- Feeding felled trees into processors to strip limbs and cut into logs and loading logs onto stockpiles and into trucks
- Preparing and positioning plant for operation
- Adjusting speed, height and depth of implements
- Driving and tending tractor-drawn or self-propelled special-purpose farm machinery to plough land and sow, fertilize, cultivate and harvest crops
- Driving and tending tractor-drawn or self-propelled special-purpose forestry machinery to clear land, plant, harvest and carry trees and timber or perform other forestry operations
- Servicing machinery and performing minor repairs
Operating attachments to lift, swing, release and sort trees and logs, and operating auxiliary plant such as chipping machines and log splitting machines

2015-734101 Agricultural Mobile Plant (Equipment) Operator
Operates agricultural and horticultural equipment to clear and cultivate land, and sow and harvest crops.

*Alternative Titles and Specialisations:*
- Tractor Driver
- Chemical Applicator
- Agricultural Machine and Equipment Operator
- Harvester Operator
- Rotary Hoe Operator
- Farm Equipment / Machinery Operator
- Agrichemical Spraying / Dusting Operator
- Agricultural Mobile Equipment Operator
- Cotton Picking Machine Operator

2015-734102 Logging Plant Operator
Operates plant to fell trees and drag, transport and load logs onto trucks.

*Alternative Titles and Specialisations:*
- Timber Carrier Driver
- Cable Yarder Operator
- Feller Buncher Operator
- Tree Feller Operator
- Forestry Loader Operator
- Skidder Operator
- Forwarder Operator
- Forestry Processor Operator

2015-7342 Earthmoving and Related Plant Operators
Earthmoving and related plant operators operate machines to excavate, grade, level, smooth and compact earth or similar materials.

*Tasks include:*
- Operating and monitoring equipment to remove sand, gravel and mud from bottom of body of water
- Operating and monitoring excavating machinery equipped with moveable shovel, grab-bucket or dragline bucket, to excavate and move earth, rock, sand, gravel or similar materials
- Operating and monitoring machinery for digging trenches for sewers, drainage, water, oil, gas or similar pipelines
Operating and monitoring power roller to compact and smooth layers of materials in making roads, pavements and similar work
Operating and monitoring machines which spread and smooth concrete or bituminous or tar preparations to construct roadways, roads or similar surfaces
Operating and monitoring machinery equipped with concave steel blade to move, distribute and level earth, sand, snow and other materials
Operating and monitoring machines for hammering wooden, concrete or steel piles into ground

2015-734201  Earthmoving Plant Operator (General)
Operates a range of earthmoving plant to assist with the building of roads, rail, water supply, dams, treatment plants and agricultural earthworks.

Alternative Titles and Specialisations:
Construction Plant Operator (General)

2015-734202  Backhoe Operator
Operates a backhoe and attachments to excavate, break, drill, level and compact earth, rock and other material.

Alternative Titles and Specialisations:
Backhoe Driver

2015-734203  Bulldozer Operator
Operates a bulldozer using blades and other attachments to gouge out, level and move materials in construction, forestry, mining and other projects.

Alternative Titles and Specialisations:
Scraper Operator (Earthmoving)
Bulldozer Driver
Road Scraper Driver Operator

2015-734204  Excavator Operator
Operates heavy excavation plant to excavate, move and load earth, rock and rubble.

Alternative Titles and Specialisations:
Hydraulic Rock Breaker Operator
Trench Digging Machine Operator
Shovel Operator
Excavator Driver
Digging Machine Operator

2015-734205  Grader Operator
Operates a grader to spread and level materials in construction projects.

Alternative Titles and Specialisations:
Grader Driver
2015-734206  Loader Operator
Operates a motorised loader to move and load soil, rock and other material.

Alternative Titles and Specialisations:
Front-end-loader Operator
Front-end-loader Driver
Skid-steer-loader Operator
Loader Driver
Load-haul-dump (LHD) Operator

2015-734207  Mulcher Operator
Operates mulchers to clear areas of bush and trees.

Alternative Titles and Specialisations:

2015-734208  Tunnelling Machine Operator
Operates mobile equipment to produce, shape or dig tunnels.

Alternative Titles and Specialisations:

2015-734209  Mobile Explosives Manufacturing Unit (MEMU) Operator
Operates Mobile Explosives Manufacturing Unit.

Alternative Titles and Specialisations:

2015-734210  Scraper Operator
Operates mobile scrapers to remove soil and overburden.

Alternative Titles and Specialisations:

2015-734211  Dragline Operator
Operates draglines for the removal of topsoil and overburden.

Alternative Titles and Specialisations:

2015-734212  Railway Track Master
Operates plant to lay, align, repair and maintain railway tracks.

Alternative Titles and Specialisations:

2015-734213  Road Roller Operator
Operates a power-driven roller to prepare surfaces for roads, runways and car parks.

Alternative Titles and Specialisations:
Road Repairer
Road Roller Driver

2015-734214

Dump Truck Operator (Off-road)

Operates dump trucks on surface or underground to haul ore and rock.

Alternative Titles and Specialisations:
- Dump Truck Driver/ Operator
- Underground Dump Truck Driver/ Operator
- Haul Truck Operator

Crane, Hoist and Related Plant Operators

2015-7343

Crane, hoist and related plant operators operate and monitor stationary and mobile cranes and other hoisting equipment.

Tasks include:
- Operating and monitoring machinery to open and close bridge for the passage of road and water traffic
- Operating and monitoring machinery used to haul ferry or barge with goods, passengers and vehicles across short stretches of water
- Operating and monitoring stationary or mobile cranes by raising and lowering jibs and booms, to lift, move, position or place equipment and materials
- Operating cranes mounted on boats or barges to lift, move and place equipment and materials
- Operating and monitoring cranes equipped with dredging attachments to dredge waterways and other areas
- Operating and monitoring equipment for hoisting, lowering or raising workers and materials on construction sites or in mines
- Operating and monitoring ski-lifts and similar equipment

Crane or Hoist Operator

2015-734301

Operates stationary and mobile cranes, hoists, lifts and winches to lift, move and place materials, equipment and people in areas such as building sites, factories, mines, sawmills, wharves and shipyards.

Alternative Titles and Specialisations:
- Onsetter
- Pile Driver
- Chairlift Operator
- Crane Driver
- Winding Engine Driver (Human and Materials)
- Cherry Picker Operator
- Elevated Work Platform Operator
- Banksman
- Tower Crane Operator
- Winding Engine Driver (Materials)
Portainer Operator
Braceperson
Winch Operator

2015-734302 Cable Ferry Operator
Pulls a ferryboat transporting passengers through guided overhead cables.

Alternative Titles and Specialisations:

2015-734303 Dredge Operator
Operates a power-driven dredge to excavate and maintain navigable channels in waterways and to mine sand and gravel at bottom of lakes, rivers and streams.

Alternative Titles and Specialisations:
Dredger

2015-7344 Lifting Truck Operators
Lifting truck operators drive, operate and monitor lifting-truck or similar vehicle to transport, lift and stack pallets with goods.

Tasks include:
- Positioning lifting devices under, over, or around loaded pallets, skids and boxes, and securing material or products for transport to designated areas
- Keeping records of work undertaken and breakdowns of vehicles
- Operating and monitoring lifting-truck and similar equipment to load and unload, transport, lift and stack goods and pallets in terminals, harbours, ware-houses, factories and other establishments
- Inspecting equipment to identify wear and damage
- Performing routine maintenance on vehicles and equipment

2015-734401 Lift Operator
Operates stationary and mobile lifts to lift and place materials, equipment and people in areas such as building sites, factories, mines, sawmills, wharves and shipyards.

Alternative Titles and Specialisations:

2015-734402 Forklift Driver
Operates a forklift to move bulk materials, containers, crates, palletised goods, cartons and bales.

Alternative Titles and Specialisations:
Lumber / Timber Carrier Operator
Reach Truck Operator
Hoist Truck Operator
Forklift Operator
Fork Truck Operator

2015-734403 Straddle Carrier Operator
Lowers a spreader at the required location on the wharf and draws a chalk line to provide a visual reference mark to be used by straddle carrier drivers.

Alternative Titles and Specialisations:

2015-735
Ships' Deck Crews and Related Workers
Ship’s deck crews and related workers carry out deck duties on board ship and similar duties on board other water-borne craft.

Tasks include:
- Fighting appliances
- Handling ropes and wires, and operating mooring equipment
- Steering ship according to instructions
- Performing deck and hull cleaning, scraping, painting and other maintenance duties as required
- Standing look-out watches at sea and when entering or leaving harbour or other narrow waters
- Breaking out, rigging and stowing cargo-handling gear, stationary rigging and running gear
- Maintaining and, in some cases, operating ship’s equipment, cargo gear, rigging, life-saving and fire-fighting appliances

2015-7351
Ships' Deck Crews and Related Workers
Ship’s deck crews and related workers carry out deck duties on board ship and similar duties on board other water-borne craft.

Tasks include:
- Steering ship according to instructions
- Handling ropes and wires, and operates mooring equipment
- Performing deck and hull cleaning, scraping, painting and other maintenance duties as required
- Standing look-out watches at sea and when entering or leaving harbour or other narrow waters
- Breaking out, rigging and stowing cargo-handling gear, stationary rigging and running gear
- Maintaining and, in some cases, operating ship’s equipment, cargo gear, rigging, life-saving and fire-fighting appliances

2015-735101
Deck Hand
Performs maintenance and lookout tasks aboard a ship.

Alternative Titles and Specialisations:
- Boatswain / Bosun
- Barge Hand
- Ordinary Seaman
- Tug Hand
- Mariner
- Launchman
Able Seaman
Ferry Hand
Ship Crew Member
Sailor

2015-735102
Jetty Operator
Controls and operates mooring, pollution control and safety equipment on a jetty.

Alternative Titles and Specialisations:

2015-8
ELEMENTARY OCCUPATIONS

Elementary occupations involve the performance of simple and routine tasks which may require the use of hand-held tools and considerable physical effort.

Tasks include:
Helping in kitchens and performing simple tasks in food preparation
Carrying luggage and handling baggage and freight
Collecting and sorting refuse
Washing cars and windows
Cleaning, restocking supplies and performing basic maintenance in apartments, houses, kitchens, hotels, offices and other buildings
Delivering messages or goods
Pedalling or hand-guiding vehicles to transport passengers and goods
Sweeping streets and similar places
Performing various simple farming, fishing, hunting or trapping tasks performing simple tasks connected with mining, construction and manufacturing including product-sorting
Stocking vending machines or reading and emptying meters
Packing and unpacking produce by hand and filling shelves
Providing various street services
Driving animal-drawn vehicles or machinery

2015-81
Cleaners and Helpers
Cleaners and helpers perform various tasks in private households, hotels, offices, hospitals and other establishments, as well as in aircraft, trains coaches, trams and similar vehicles, in order to keep the interiors and fixtures clean, and launder and press garments and textiles by hand.

Tasks include:
Washing and cleaning cars and windows
Taking care of linen and bed-making
Sweeping or vacuum cleaning, washing and polishing floors, furniture and other objects
Helping with preparation of meals and cleaning in kitchens
Pressing or laundering garments and textiles by hand

2015-811  Domestic, Hotel and Office Cleaners and Helpers
Domestic, hotel and office cleaners and helpers sweep, vacuum clean, wash, polish, take care of household linen, purchase household supplies perform various tasks in order to keep clean and tidy the interiors and fixtures of hotels, offices and other establishments, as well as of aircraft, trains, buses and similar vehicles.

**Tasks include:**
- Cleaning, disinfecting and deodorising kitchens, bathrooms and toilets
- Making beds, supplying towels, soap and related items
- Sweeping or vacuum cleaning, washing and polishing floors, furniture and other objects in hotels, offices and other establishments
- Helping with preparation of meals and washing dishes

2015-8111  Domestic Cleaners and Helpers
Domestic cleaners and helpers sweep, vacuum clean, wash and polish, take care of household linen, purchase household supplies, prepare food, serve meals and perform various other domestic duties.

**Tasks include:**
- Cleaning, disinfecting and deodorising kitchens, bathrooms and toilets
- Cleaning windows and other glass surfaces
- Helping with preparation, cooking and serving of meals and refreshments
- Sweeping, vacuum-cleaning, polishing and washing floors and furniture, or washing windows and other fixtures
- Purchasing food and various other household supplies
- Washing, ironing and mending linen and other textiles
- Washing dishes

2015-811101  Domestic Cleaner
Cleans and tidies private dwellings such as houses, units, flats, apartments and townhouses.

**Alternative Titles and Specialisations:**
- Char (Domestic)
- Home / House Cleaner

2015-8112  Cleaners and Helpers in Offices, Hotels and Other Establishments
Cleaners and helpers in offices, hotels and other establishments perform various cleaning tasks in order to keep clean and tidy the interiors and fixtures of hotels, offices and other establishments, as well as of aircraft, trains, buses and similar vehicles.

**Tasks include:**
- Making beds, cleaning bathrooms, supplying towels, soap and related items
- Cleaning kitchens and generally helping with kitchen work, including dishwashing
- Sweeping or vacuum-cleaning, washing and polishing floors, furniture and other fixtures in buildings, coaches, buses, trams, trains and aircraft
Picking up rubbish, emptying garbage containers and taking contents to waste areas to removal.

**2015-811201 Commercial Cleaner**
Cleans offices, residential complexes, industrial work areas, industrial machines, construction sites and other commercial premises using heavy duty cleaning equipment.

**Alternative Titles and Specialisations:**
- Office Cleaner
- Hotel / Motel Cleaner
- Workshop Cleaner
- Building Exterior / Interior Cleaner
- Waterblaster
- Factory Cleaner / Sweeper
- Cleaner (Non-domestic)
- School Cleaner

**2015-811202 Healthcare Cleaner**
Cleans floors and above the floors in all risk areas, disposes of hazardous waste, cares and cleans medical instruments and equipment in hospitals, clinics, frail care centres and other health related institutions.

**Alternative Titles and Specialisations:**
- Medium Risk Area Cleaner
- Low Risk Area Cleaner
- High Risk Area Cleaner
- Ward Cleaner

**2015-811203 Tea Attendant**
Serves tea to guests.

**Alternative Titles and Specialisations:**
- Tea Lady
- Tea Services
- Tea Person

**2015-811204 Caretaker / cleaner**
Maintains and cleans a residential building, school, office, holiday camp or caravan park and associated grounds.

**Alternative Titles and Specialisations:**

**2015-812 Vehicle, Window, Laundry and Other Hand Cleaning Workers**
Vehicle, window, laundry and other hand cleaning workers clean windows, showcases or other surfaces of buildings or vehicles and press, launder or dry-clean linen and other textiles by hand.
Tasks include:
Laundering and pressing linen, clothing, fabrics and similar articles by hand in a laundry or other establishments
Cleaning, washing and polishing cars
Washing windows or other glass surfaces with water or various solutions, drying and polishing them
Cleaning by hand and with chemical solutions clothing, fabrics, leather goods and similar articles in dry-cleaning or other establishments

2015-8121 Hand Launderers and Pressers
Hand launderers and pressers launder, press or dry-clean garments, linen and other textiles by hand.

Tasks include:
Placing articles on shelves and hanging articles for delivery and collection
Cleaning, by hand and with chemical solutions, clothing, fabrics, leather goods and similar articles, in a dry-cleaning or other establishment
Replacing buttons and making minor repairs
Laundering and pressing linen, clothing, fabrics and similar articles by hand in a laundry or other establishment

2015-812101 Laundry Worker (General)
Sorts, cleans, irons, and folds linen, clothing and other garments by hand.

Alternative Titles and Specialisations:
Starcher
Laundry Maid
Garment Cleaner
Linen Sorter / Maid

2015-812103 Ironer or Presser
Irons or presses garments and other fabrics such as delicate and formal wear in a commercial laundry or private residence.

Alternative Titles and Specialisations:
Carpet Cleaner
Cleans carpets, rugs and furniture upholstery using powder, liquid and steam cleaning methods, and applies soil-repellent chemicals and deodorants.

Alternative Titles and Specialisations:
Carpet Cleaning Contractor
Steam Cleaner

2015-8122 Vehicle Cleaners
Vehicle cleaners, wash, clean and polish vehicles.

Tasks include:
Emptying and cleaning compartments in vehicles
Washing and polishing vehicle windows
Applying cleaning agents to remove stains from vehicle exteriors and interiors
Cleaning, washing and polishing cars and other vehicles, by hand or using hand-held power tools
Vacuuming vehicle interiors and dry cleaning carpets and upholstery
Washing tyres and wheel arches and blackening tyres

2015-812201 Vehicle Detailer (Valet Servicer)
Washes and cleans exteriors and interiors of cars and other means of transport and touches up paint work, glass and upholstery to prepare them for sale, rent or re-use.

Alternative Titles and Specialisations:
Car Polisher
Car Cleaner
Aircraft Cabin / Interior Cleaner
Wash bay Attendant
Car Detailer
Aircraft Cleaner
Car Valet
Car Wash Attendant
Locomotive and Train Cleaner
Utility Vehicle Appearance Reconditioner
Car Washer
Bus / Coach Cleaner

2015-8123 Window Cleaners
Window cleaners wash and polish windows and other glass fittings.

Tasks include:
Washing windows or other glass surfaces with water or various solutions, drying and polishing them
Selecting appropriate cleaning or polishing implement
Using ladders, swinging scaffolds, boson’s chairs, hydraulic bucket trucks and other equipment to reach and clean windows in multi storey buildings

2015-812301 Window Cleaner
Cleans interior and exterior window surfaces using heavy duty cleaning equipment.

Alternative Titles and Specialisations:
Window Cleaning Contractor
Window Washer

2015-8129 Other Cleaning Workers
Other cleaning workers clean surface, materials and objects, such as carpets, walls, swimming pools and cooling towers, using specialised cleaning equipment and chemicals.

Tasks include:
- Cleaning carpets and upholstered furniture using cleaning machines and their attachments
- Selecting and applying cleaning agents to remove stains from carpets
- Treating carpets with soil-repellent chemicals and deodorants, and treating for pests
- Cleaning stone walls, metal surfaces and fascias using high pressure water cleaners and solvents

Septic Tank Cleaner
Cleans any type of septic tank.

Alternative Titles and Specialisations:

Swimming Pool Cleaner
Cleans and keeps swimming pools in good condition.

Alternative Titles and Specialisations:

Washroom Attendant
Maintains and cleans public facilities, ensuring that toilet paper, soap, paper towels, and other necessary items are kept stocked.

Alternative Titles and Specialisations:

Restroom Attendant

Sterilisation Technician
Cleans, sterilises and packages surgical instruments and other hospital equipment, soft goods and linen in a sterilisation service department.

Alternative Titles and Specialisations:

Agricultural, Forestry and Fishery Labourers
Agricultural, forestry and fishery labourers perform simple and routine tasks in the production of crops and livestock, cultivation and maintenance of gardens and parks, exploitation and conservation of forests, and conduct of aquaculture and fisheries operations.

Tasks include:
- Grading, sorting, bunching and packing produce into containers
- Preparing and operating nets, lines and other fishing tackle and deck equipment
- Digging, raking and shovelling using hand tools
- Loading unloading and stacking supplies, produce and other materials
- Watering, thinning, weeding and tending crops by hand or using hand tools
Feeding, watering, and cleaning animals and keeping their quarters clean
Planting, harvesting picking and collecting produce by hand
Monitoring livestock, reporting on their condition
Performing minor repairs on fixtures, buildings equipment, vessels and fences

2015-821
Agricultural, Forestry and Fishery Labourers
Agricultural, forestry and fishery labourers perform simple and routine tasks in the production of crops and livestock, cultivation and maintenance of gardens and parks, exploitation and conservation of forests, and conduct of aquaculture and fisheries operations.

Tasks include:
Grading, sorting, bunching and packing produce into containers
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Digging, raking and shovelling using hand tools
Loading unloading and stacking supplies, produce and other materials
Watering, thinning, weeding and tending crops by hand or using hand tools
Feeding, watering, and cleaning animals and keeping their quarters clean
Planting, harvesting picking and collecting produce by hand
Monitoring livestock, reporting on their condition
Performing minor repairs on fixtures, buildings equipment, vessels and fences

2015-8211
Crop Farm Workers
Crop farm labourers perform simple and routine tasks in the production of crops such as fruit, nuts, grains and vegetables on farms.

Tasks include:
Grading, sorting, bunching and packing produce into containers
Digging and shovelling to clear ditches or for other purposes
Loading and unloading supplies, produce and other materials
Watering, thinning, and weeding crops by hand or using hand tools
Picking fruit, nuts, vegetables and other crops
Raking, pitching and stacking straw, hay and similar material
Planting and harvesting field crops, such as rice, by hand
Performing minor repairs on fixtures, buildings and fences

2015-821101
Crop Production Farm Worker / Assistant
Manually plants, cultivates, and harvests vegetables, fruits, nuts and field crops.

Alternative Titles and Specialisations:
Crop Farm Assistant
Agronomy Farm Worker / Practitioner
Ornamental Horticultural Farm Worker
Horticultural Farm Worker / Practitioner
Mixed Crop Worker
Crop Farm Worker (Any Commodity)
Crop Worker

2015-821102 Irrigationist
Installs and maintains irrigation systems to ensure optimum soil moisture levels for the production of fruit, crop, flowers or trees. May work on a farm.
Alternative Titles and Specialisations:
Farm Irrigator
Waterman

2015-821103 Scout
Identifies, monitors and reports on weeds, pests and diseases in orchards, fields and nurseries.
Alternative Titles and Specialisations:

2015-821104 Harvester / Picker
Assists in the harvesting process of the crop from the orchard / field ensuring that quality is not compromised during the handling process.
Alternative Titles and Specialisations:
Grape Picker
Nut Picker
Mushroom Harvester / Picker
Picker Quality Controller
Haymaker
Hops or Tea Picker
Vegetable Picker
Fruit Picker
Flower Buncher or Picker

2015-821105 Pruner
Prunes trees or shrubs.
Alternative Titles and Specialisations:
Livestock Farm Labourers

Livestock farm labourers perform simple and routine tasks in farm production of animals, including poultry and insects.

Tasks include:
- Assisting with maintaining the health and welfare of livestock
- Collecting eggs and placing in incubators
- Digging and shovelling to clear ditches or for other purposes
- Loading and unloading supplies, produce and other materials
- Raking, pitching, stacking and storing hay, straw and other types of animal feed and bedding
- Feeding, watering, and cleaning animals and keeping their quarters clean
- Assisting with herding, droving and separating livestock for milking, shearing transportation or slaughter and between pastures
- Monitoring livestock and reporting on their condition
- Grading, sorting, packing produce into containers
- Performing minor repairs on fixtures, buildings and fences

Livestock Farm Worker / Assistant

Performs routine tasks on a livestock farm such as feeding, mustering, counting and moving livestock, and assisting with animal husbandry.

Alternative Titles and Specialisations:
- Livestock Drafter
- Animal Attendant Farm
- Abattoir Livestock Attendant
- Dairy Cattle Farm Worker
- Stablehand
- Feedlot Worker
- Beef Cattle Farm Worker
- Sheep Farm Worker
- Milking Equipment Operator
- Shepherd

Insect Farm Worker / Assistant

Performs routine tasks on an insect farm such as feeding, catching, moving and harvesting insects.

Alternative Titles and Specialisations:

Game Farm Worker / Assistant
Performs routine tasks on a game farm such as feeding, catching, counting and moving game.

**Alternative Titles and Specialisations:**

**2015-821204 Poultry, Ratites or Avian Farm Worker / Assistant**
Performs routine tasks on a poultry farm such as collecting eggs and placing them in incubators, providing poultry with feed and water, and disinfecting hatcheries to prevent disease.

**Alternative Titles and Specialisations:**
- Egg Collector
- Bird Sexer
- Hatchery Assistant

**2015-821205 Wool Handler**
Regulates the flow of sheep to be shorn, keeps the shearing shed clean and tidy, and assists with wool preparation, packing and storage.

**Alternative Titles and Specialisations:**
- Wool Baler
- Shearing Shed Worker / Hand
- Wool Packer

**2015-8213 Mixed Crop and Livestock Farm Labourers**
Mixed crop and livestock farm labourers perform simple and routine tasks in farm production of both crops and animals.

**Tasks include:**
- Grading, sorting, bunching and packing produce into containers
- Digging and shovelling to clear ditches or for other purposes
- Loading and unloading supplies, produce and other materials
- Watering, thinning, and weeding crops by hand or using hand tools
- Feeding, watering, and cleaning animals and keeping their quarters clean
- Raking, pitching and stacking straw, hay and similar material
- Assisting with herding, droving and separating livestock for milking, shearing transportation or slaughter and between pastures
- Monitoring livestock, reporting on their condition
- Planting and harvesting field crops, such as rice, by hand
- Picking fruit, nuts, vegetables and other crops and collecting eggs
- Performing minor repairs on fixtures, buildings and fences

**2015-821301 Mixed Crop and Livestock Farm Worker / Assistant**
Performs routine tasks in crop cultivation and animal production.
Alternative Titles and Specialisations:
General Farm Worker

2015-8214  Garden and Horticultural Labourers
Garden and horticultural labourers perform simple and routine tasks in operations to cultivate and maintain trees, shrubs, flowers and other plants in parks and private gardens, to produce saplings, bulbs and seeds, or grow vegetables and flowers by intensive cultivation techniques.

Tasks include:
Cleaning gardens and removing rubbish
Assisting with planting and transplanting flowers, shrubs, trees and lawns
Maintaining gardens by watering, weeding and mowing lawns
Tending plants by hand watering and weeding
Harvesting and packaging plants for sale and transport
Assisting with propagating, planting and potting seeds, bulbs and cuttings
Preparing garden sites and plots using hand tools and simple machines
Loading, unloading and moving supplies, produce and equipment
Performing minor repairs on fixtures, buildings and fences

2015-821401  Garden Workers
Assists in cultivating and maintaining gardens.

Alternative Titles and Specialisations:
Lawn Mower
Garden Services Worker

2015-821402  Ornamental Horticultural or Nursery Assistant
Assists with the planting, cultivation and harvesting of trees and plants in a plant nursery.

Alternative Titles and Specialisations:
Compost Maker
Horticultural / Nursery Worker
Nursery Production Person
Nursery Hand (Horticulture)
Greenhouse Worker Nursery

2015-821403  Indoor Plant Worker
Assist with the planting and care of indoor plants.

Alternative Titles and Specialisations:
2015-8215
Forestry Labourers
Forestry labourers perform simple and routine tasks to cultivate and maintain natural and plantation forests, and logging, felling and sawing trees.

Tasks include:
- Removing major branches and tree tops, trimming branches and sawing trunks into logs
- Maintaining look-out for fires in forests
- Clearing undergrowth in forest stands and thinning young plantations
- Collecting seeds, and planting seedlings
- Digging holes for tree planting
- Operating and maintaining manual and hand held machine saws to fell trees and cut felled trees and branches into logs
- Stacking and loading logs and timber
- Performing minor repairs and maintenance of forest roads, buildings, facilities, and equipment

2015-821501
Forestry Worker
Assists with cultivating, maintaining and protecting forests.

Alternative Titles and Specialisations:
- Forestry Contractor
- Quality Controller of Forestry Contractors
- Sniper Forest
- Silviculture Forestry Worker
- Harvesting Forestry Worker
- Tree Planter
- Firewood Cutter
- Forestry Protection Officer
- Bush Clearing Contractor
- Timber Getter
- Forest Labourer / Hand / Pruner
- Skiddy Forest
- Fire Lookout

2015-821502
Logging Assistant
Assists with logging, felling and sawing of trees in forests.

Alternative Titles and Specialisations:
Fishery and Aquaculture Labourers

Fishery and aquaculture labourers, perform simple and routine tasks to cultivate, catch and harvest fish and seafood in aquaculture and inland, coastal and deep sea fishing operations.

Tasks include:
- Cleaning, sorting and packing fish and seafood in ice and salt and stowing catch in hold
- Operating fishing gear to catch fish and other marine life
- Gathering seaweed, sea mosses, clams and other molluscs
- Cleaning deck surfaces and fish hold
- Cleaning the sea-bed and feeding fish and molluscs that are being cultivated
- Preparing nets, lines and other fishing tackle and other deck equipment
- Handling mooring lines during docking

Fishing Hand

Catches fish and shellfish using nets, pots, lines and traps in ocean and inland waters.

Alternative Titles and Specialisations:
- Greaser
- Deep Sea Fisherman
- Fish Baiter
Purse Seining Hand
Prawn Trawler Hand
Fisherman
Fishing Boat Mate
Trawlerman
Cray Fishing Hand
Trawler Hand

2015-821602  Aquaculture Farm Worker / Assistant
Performs routine tasks in breeding and raising fresh water fish.

Alternative Titles and Specialisations:
Fresh Fish Farm / Hatchery Worker
Fresh Fish Hatchery Worker

2015-83  Labourers in Mining, Construction, Manufacturing and Transport
Labourers in mining, construction, manufacturing and transport perform simple and routine manual tasks in mining, quarrying, civil engineering, building, manufacturing, transport and storage operations, and operate human powered and animal drawn vehicles and machinery.

Tasks include:
- Cleaning machinery, equipment, tools and work sites
- Digging holes and spreading excavated materials, sand, soil, and gravel using hand-held tools
- Sorting, loading, unloading, moving stacking and storing materials, equipment, products, supplies, baggage and cargo by hand
- Packing and unpacking material and products and filling containers and shelves with products by hand
- Operating human powered and animal drawn vehicles and machinery

2015-831  Mining and Construction Labourers
Mining and construction labourers perform simple and routine manual tasks in mining, quarrying, civil engineering and building operations.

Tasks include:
- Sorting, loading, unloading, stacking and storing tools, materials and equipment and transporting them around work sites
- Shovelling and spreading excavated materials, sand, soil, and gravel
- Digging and filling holes and trenches using hand held tools
- Cleaning machinery, equipment, tools and work sites and removing obstructions

2015-8311  Mining and Quarrying Labourers
Mining and quarrying labourers perform routine tasks in mining and quarrying operations.

Tasks include:
Assisting miners and quarriers in maintaining machinery, equipment, and mine and quarry installations
Removing waste and serviceable materials and equipment from work areas after extraction activities have been completed, and clearing rock and mineral spills
Cleaning machinery, equipment, tools, roadways and haulage tracks
Removing tunnel supports from disused workings in mines and quarries
Assembling and dismantling mining equipment
Removing dangerous projections from mine and quarry workings
Sorting, loading, unloading, stacking and storing tools, materials and supplies used by other mine workers

2015-831101  Mining Support Worker
Performs routine tasks in mining and mineral ore treating operations such as assembling, operating and dismantling mining equipment, taking ore, rock and dust samples, and mixing ore treating chemicals and catalysts.

Alternative Titles and Specialisations:
Centrifuge Pump Operator/ Pump Attendant
Mine Survey Recorder
Shaft Sinking Helper
Mining Surfaceman
Ventilation Observer
Sand Pit Worker
Battery Bay Attendant/ Battery and Lamp Repairer
Belt Attendant
Coal Hewer
Quarry Hand / Worker
Gravel Worker
Mine Sampler / Worker
Mine Stage Assistant
Onsetter Helper
Acclimatisation Chamber Operator/ Heat Tolerance Screening (HTS) Attendant
Strata Control Observer
Pit Crew Support Worker
Sorter (Mining)
Shaft Assistant
Mineral Ore Processing Labourer
2015-831102 Driller’s Assistant
Performs routine tasks in setting up, operating and dismantling a drilling site for extracting oil, gas, mineral ore and water.

Alternative Titles and Specialisations:
Oil and Gas Caser / Cementer / Derrickman
Roustabout (Oil and Gas)
Drill Rig Assistant
Roughneck
Well Treatment Offsider
Derrick Hand / Worker
Oil Rig Floorman
Well Caser / Treatment Offsider
Driller’s Offsider

2015-831103 Mineral Beneficiation Plant Worker
Performs routine tasks in setting up and operating a mineral beneficiating plant.

Alternative Titles and Specialisations:
DMS Helper
Mineral Wash Plant Attendant

2015-8312 Civil Engineering Labourers
Civil engineering labourers perform routine tasks in connection with the building and maintenance of roads, railways, dams and other civil engineering projects.

Tasks include:
Trimming and cutting rocks and concrete and bitumen surfaces using jack-hammers
Shovelling and spreading gravel and related materials
Digging and filling holes and trenches using hand held tools
Loading and unloading construction materials, excavated material and equipment and transporting them around construction sites using wheelbarrows and hand trucks
Cleaning worksites and removing obstructions

2015-8313 Building Construction Labourers
Building construction labourers perform routine tasks in connection with building construction and demolition work.

Tasks include:
Spreading sand, soil, gravel and similar materials
Mixing pouring and spreading materials such as concrete, plaster and mortar
Cleaning used building bricks and doing other simple work on demolition sites
Digging and filling holes and trenches using hand held tools
Loading and unloading construction materials, excavated material and equipment and transporting them around construction sites using wheelbarrows and hand trucks
Cleaning work sites and removing obstructions

2015-831301 Builder's Worker
Performs routine tasks in erecting and repairing structures and facilities on building and construction sites and in factories producing prefabricated building components.
Alternative Titles and Specialisations:
Maintenance Person / Coordinator
Demolition Contractor / Labourer
Bricklayer's Assistant
Road Surfaceman
Tilerhand
Kitchen Assembler
Joinery Worker
Road Construction / Maintenance Labourer
Pipe Layer
Carpenter's Assistant
Artisan Aide Building Trade

2015-831302 Drainage, Sewerage and Storm Water Worker
Performs routine tasks in maintaining drainage, sewerage and storm water systems.
Alternative Titles and Specialisations:
Hydro Contract Worker

2015-831303 Earthmoving Worker
Performs routine tasks in excavating earth, clearing and levelling sites, and digging irrigation channels.
Alternative Titles and Specialisations:
Grave Digger
Ditch Digging Worker

2015-831304 Plumber's Assistant
Performs routine tasks in fabricating, laying, installing and maintaining pipes, fixtures, water meters and regulators.
Alternative Titles and Specialisations:
2015-831305  Cement and Concrete Plant Worker
Performs routine tasks in manufacturing cement and concrete products such as greasing and assembling concrete moulds, holding reinforcing steel in position during concrete pours, striping mould from dried concrete products, and finishing products.
Alternative Titles and Specialisations:
Concrete Processing Worker
Concrete Finisher Worker
Concrete Layer / Placer
Concrete Finisher

2015-831306  Paving and Surfacing Worker
Performs routine tasks associated in laying bituminous and other paving materials on roads, runways, parking areas and other surfaces to be paved.
Alternative Titles and Specialisations:
Road Building Construction Worker
Road Worker
Kerb Setter

2015-831307  Railway Track Worker
Lays and repairs tracks for railways, tramways, quarries and mines, and installs and repairs signals and other equipment.
Alternative Titles and Specialisations:
Railway Fettler
Track Inspector
Tracklayer
Railway Trackman
Railway Ganger

2015-831308  Crane Chaser
Slings cranes and winches, and directs the movement of loads ensuring loads do not exceed lifting capacities.
Alternative Titles and Specialisations:
Slinger
Dogman / Dogwoman

2015-831309  Lagger
Applies insulating materials such as felt, fibreglass, polyurethane and cork to pipes, steam generators, process vats and ducting, and secures insulation with wire, wire netting, staples, metal strapping and using welding torches.
Alternative Titles and Specialisations:
Pipe Lagger
Heating Ventilation Air Conditioning Lagger

2015-831310 Surveyor's Assistant
Performs routine tasks to assist surveyors and geologists by transporting, assembling, maintaining and laying out prospecting and surveying equipment, and collecting and labelling samples.

Alternative Titles and Specialisations:
Geological Survey Field Assistant
Geotechnical Assistant
Seismic Survey Assistant
Survey Helper
Survey Recorder
Mineral Resource Assistant
Exploration Sampler's Assistant
Sampler/ MRM Sampler/ MRT Grade Controller

2015-831311 Fencer
Erects and repairs fences and gates.

Alternative Titles and Specialisations:
Fencing Contractor
Fence Erector

2015-831312 Sign Erector
Erects and installs signs, and cleans signs and their sites after installation.

Alternative Titles and Specialisations:

2015-831313 Water Process Worker
Performs routine tasks in maintaining drainage, sewerage, storm water systems and water treatment processes, taking samples and mixing chemicals. MAPPING NOTE: All waste water and sewerage related elementary jobs should be mapped to the occupation if no suitable alternative such as Green Worker or Utility Man, Charge Hand suits the outputs of the Water Worker.

Alternative Titles and Specialisations:

2015-832 Manufacturing Labourers
Manufacturing labourers perform a variety of manual tasks in manufacturing, assist the work of machine operators and assemblers, and undertake product-sorting and hand-assembling of components.

Tasks include:
Cleaning machinery, equipment and tools
Packing material and various products by hand
Conveying goods, material, equipment to work area
Labelling products and containers by hand
Carrying out manual sorting of products or components
Filling bottles, boxes, bags and other containers with products by hand
Carrying out simple hand-assembling of components

2015-8321

Hand Packers
Hand packers weigh, pack and label materials and products by hand.
Tasks include:
Weighing, wrapping, sealing and packing material and various products by hand
Filling bottles, cans, boxes, bags and other containers with products by hand
Labelling products, packages and various containers by hand

2015-832101

Packer (Non Perishable Products)
Weighs, wraps, seals and labels non perishable products.
Alternative Titles and Specialisations:
Chocolate Packer

2015-832102

Meat Packer
Weighs, wraps, seals and labels meat and meat products.
Alternative Titles and Specialisations:
Meat Preparer and Packer Freezing Works
Shrinkwrap Operator

2015-832103

Fish or Seafood Packer
Weighs, wraps, seals and labels fish and other seafood products.
Alternative Titles and Specialisations:

2015-832104

Cheese Packer
Weighs, cuts, wraps, seals and labels the different kinds of cheeses.
Alternative Titles and Specialisations:

2015-8329

Manufacturing Labourers not Elsewhere Classified
Manufacturing labourers not Elsewhere classified assist the work of machine operators and assemblers and perform a variety of manual tasks in manufacturing, excluding packing and labelling finished products.
Tasks include:
Clearing machine blockages, cleaning machinery, equipment and tools
Loading and unloading vehicles, trucks and trolleys
Carrying out manual sorting of products or components
Conveying goods, material, equipment, etc. To work area, removing finished pieces

2015-832901  Metal Engineering Process Worker
Performs routine tasks in manufacturing metal products.

Alternative Titles and Specialisations:
Metal Moulder’s Assistant
Fitter’s Assistant
Foundry Worker
Boilermaker’s Assistant / Aide
Blacksmith’s Striker
Fettler
Wrought Iron Worker
Metal Forger’s Assistant

2015-832902  Plastics, Composites and Rubber Factory Worker
Performs routine tasks in manufacturing plastic, fibreglass and rubber goods.

Alternative Titles and Specialisations:
Rubber Factory Worker
Fibreglass Laminating Process Worker
Fibreglass Pattern Maker
Rubber Process Worker
Plastics and Composite Shot Peeners
Plastics Process Worker
Latex Foam Hand
Poly Coiler
Plastics Trimmer
Cellular Plastics Cutter Hand
Plastic Toy Maker
Plastics Packer
Fibreglass Lay Up Hand
Plastics Mixing Plant Worker
Formica Worker
Plastics Finisher

2015-832903  Timber and Wood Process Worker
Performs routine tasks in paper and pulp mills, sawmills, timber yards, and wood processing and timber products factories.

Alternative Titles and Specialisations:
Sawmill Bullock Horseman
Fibreboard Maker
Tailor-out
Timber Mill Worker
Timber Yard Worker
Wood Finisher
Hardboard Factory Hand
Plywood Factory Hand
Furniture Manufacturing Labourer
Wood and Wood Products Factory Worker
Strawboard Maker
Timber Stacker Hand
Paper and Pulp Mill Worker (General)
Joinery Factory Hand
Process Worker Furniture / Wooden Toys
Sawmill Yardman
Wood Processing Worker
Timber Process Worker
Timber Worker
Panel Production Worker
Match Making Machine Operator
Sawmill or Timber Yard Worker
Pulp, Paper Making and Paper Products Labourer
Chipboard Block Setter
Particleboard Factory Hand
Timber Filletter
Furniture Maker’s Assistant
Wallboard Worker
Quality Controller of Sawmill Labourers
Gang Nail Process Worker

2015-832904 Food and Beverage Factory Worker
Performs routine tasks in manufacturing food and beverages.
Alternative Titles and Specialisations:
Perishable Produce Packhouse Worker
Winery Worker
Brewery Worker
Biscuit Factory Hand
Beer Production Worker
Brewer
Bread Room Hand
Valve Controller
Grain Dryer Attendant
Beer Brewer
Baking Factory Worker
Winery Cellar Hand
Silo Worker
Line Attendant

2015-832905 Footwear and Leather Factory Worker
Performs routine tasks in manufacturing footwear, delivering materials to machines, and inspecting and finishing completed footwear; tanning and finishing leather, hide and skin such as fleshing, laying out for classing and drying, arranging heaters and spraying dried hides with preservatives; treating, pressing and securing hides and skins.
Alternative Titles and Specialisations:
Toggler
Leather Processing Factory Worker
Footwear Skiver / Rounder / Sorter / Laster
Tannery Hand / Assistant / Worker
Footwear Machine Attendant
Footwear Table Hand
Flesher Hand
Footwear Bench Worker
Fellmongery Hand
Footwear General Worker
Footwear Production Chargehand
Upper Burnisher / Cementer / Fitter / Folder
Soles Channeller / Fitter / Grader / Preparer

2015-832906 Glass Processing Worker
Performs routine tasks in manufacturing glass fibre and glassware such as setting up, adjusting and repairing automatic machines and equipment, and checking weight of glassware.

Alternative Titles and Specialisations:
Glass Fibre Maker
Factory Hand Fibreglass Moulding
Glass Fibre Process Worker
Glass Mould Cleaner
Glass Making Process Worker
Glass Processor / Worker

2015-832907 Chemical Plant Worker
Performs routine tasks in a chemical processing plant such as delivering materials to processing areas, dumping ingredients into hoppers, operating machines to heat, cool and agitate chemical solutions, filling and fastening covers on containers, and attaching labels and information on products.

Alternative Titles and Specialisations:
Charcoal Burner
Munitions Factory Hand
Paint Factory Hand
Chemical Tester (Physical/ Routine)
Grease Press Hand
Gas Plant Labourer

2015-832908 Clay Processing Factory Worker
Performs routine tasks in manufacturing clay and ceramic products such as loading clay into machines, stacking products on kiln cars, pallets and trolleys, and moving kiln cars and trolleys to and from kilns, dryers, sorting, storage and shipping areas.
Alternative Titles and Specialisations:
Ceramics Worker
Carousel Minder
Pottery and Porcelain Cutter
Kiln Labourer
Brick Handler
Pottery and Porcelain Modeller
Brick and Tile Drawer and Setter
Porcelain Factory Worker
Clay Mould Plant Operator
Clay Mixer
Pottery Process Worker
Clay Processing Labourer

Textile, Clothing and Footwear Factory Worker
Performs routine and manual tasks in a fabric, textile or footwear factory.

Alternative Titles and Specialisations:
Cloth Burler
Textiles General Worker
Counting and Packaging Clothing Process Worker
Counting and Packaging Textile Process Worker
Textiles Table Hand
Crochet Worker
Textile Machine Attendant
Clothing or Textile Production Chargehand
Textile Production Chargehand
Tying Machine Operator Woollen Mill
Clothing and Textile Factory Worker
Canvas Upholstery Cutter
Thread and Yarn Piecer
Bundler
Component Fitter
Fits components to specifications.

Alternative Titles and Specialisations:
Exhaust and Muffler Fitter
Radiator Fitter
Vehicle Window Tinter
Tyre Serviceman / Servicperson
Tyre Fitter and Aligner
Radiator Repairer
Autoglazier
Windscreen Fitter
Car Alarm Installer
Wheel Alignment Attendant
Motor Vehicle Parts and Accessories Fitter (General)

Transport and Storage Labourers
Transport and storage labourers propel cycles and similar vehicles and drive animal-drawn vehicles to transport passengers or goods, drive animal-drawn machinery, handle freight and baggage and stock shelves.

Tasks include:

Hand and Pedal Vehicle Drivers
Hand or pedal vehicle drivers propel cycles and similar vehicles to transport passengers or goods.

Tasks include:
Collecting fares or charges
Moving vehicle in the desired direction with due regard to other traffic and traffic regulations
Maintaining vehicle, making minor repairs and installing replacement parts
Inspecting vehicle components to identify wear and damage
Loading or unloading goods, or assisting passengers in getting on or off a vehicle

Drivers of Animal-drawn Vehicles and Machinery
Drivers of animal-drawn vehicles and machinery drive animal-drawn vehicles to transport passengers or goods, as well as animal-drawn machinery usually in connection with farming.

Tasks include:
Collecting fares or charges
Driving animals hitched to farm or other machinery
Driving animals in the desired direction with due regard to other traffic and traffic regulations
Maintaining vehicle or machinery, making minor repairs and installing replacement parts
Harnessing animals and hitching them to vehicles or machinery
Driving animals to haul wagons in mines or quarries
Loading or unloading goods, or assisting passengers in getting on or off a vehicle
Driving working elephants
Grooming and feeding animals

2015-833303  Freight Handler
Freight handlers carry out tasks such as packing, carrying, loading and unloading furniture and other household items, or loading and unloading ship and aircraft cargoes and other freight, or carrying and stacking goods in various warehouses.

Tasks include:
- Packing office or household furniture, machines, appliances and related goods to be transported from one place to another
- Carrying and stacking goods in warehouses and similar establishments
- Sorting cargo prior to loading and unloading
- Connecting hoses between main shore installation pipes and tanks of barges, tankers and other ships to load and unload petroleum, liquefied gases and other liquids
- Carrying goods to be loaded on or unloaded from vans, trucks, wagons, ships, or aircraft
- Loading and unloading grain, coal, sand and similar goods by placing them on conveyor-belts, pipes, etc

2015-833302  Truck Driver's Offsider
Loads and unloads trucks and containers.

Alternative Titles and Specialisations:
Furniture Removalist hand

2015-833301  Waterside Worker
Transfers cargo between ships and other forms of transport or storage facilities.

**Alternative Titles and Specialisations:**
- Stevedore
- Harbour Board Worker
- Longshoreman
- Cargo Handler / Worker
- Wharf Labourer
- Docker Wharf
- Boat and Ship Cargo Loader

**2015-833304** Airline Ground Crew

Loads and unloads baggage, directs planes, positions stair cases, fills aircraft fuel tanks and performs other aircraft ground services to ensure aircraft run efficiently.

**Alternative Titles and Specialisations:**
- Aircraft Loader
- Aircraft Baggage Handler
- Aircraft Handler

**2015-833401** Shelf Filler

Shelf fillers stock shelves and display areas and keep stock clean and in order in supermarkets and other retail and wholesale shops.

**Tasks include:**
- Placing goods neatly in bins and on racks, and stacking bulky goods on floors
- Directing customers to location of articles sought
- Filling shelves with goods ensuring goods with the earliest use-by dates are at the front of shelves
- Obtaining articles for customers from shelf or stockroom
- Noting what has been sold and collecting goods needed from the stockroom
- Removing goods with past due use-by dates
- Maintaining shelf order by removing stock belonging in a different location
- Receiving, opening, unpacking, and inspecting for damage merchandise from manufacturer or distributor

**2015-833401** Shelf Filler

Fills up shelves and display areas in a store or supermarket.

**Alternative Titles and Specialisations:**
- Storeperson Packer / Shelver
Warehouse Worker / Shelver
Shelf Stacker
Stacker Textiles

2015-833402
Store Person

Receives, handles and dispatches goods in stores and warehouses.

Alternative Titles and Specialisations:
Supply Operator (Army)
Stores Assistant
Manufacturing Storeperson
Chiller Hand
Warehouse Assistant
Order Picker / Assembler

2015-84
Food Preparation Assistants

Food preparation assistants prepare and cook to order a small variety of pre-cooked food or beverages, clear tables, clean kitchen areas and wash dishes.

Tasks include:
Operating cooking equipment such as grills, microwaves and deep-fat fryers
Cleaning cooking and general utensils used in kitchens and restaurants
Washing, cutting, measuring and mixing foods for cooking
Cleaning kitchens, food preparation areas and service areas
Preparing simple or pre-prepared foods and beverages such as sandwiches, pizzas, fish and chips, salads, and coffee

2015-841
Food Preparation Assistants

Food preparation assistants prepare and cook to order small variety of pre-cooked food or beverages, clear tables, clean kitchen areas and wash dishes.

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Operating cooking equipment such as grills, microwaves and deep-fat fryers
Cleaning cooking and general utensils used in kitchens and restaurants
Washing, cutting, measuring and mixing foods for cooking
Cleaning kitchens, food preparation areas and service areas
Preparing simple or pre-prepared foods and beverages such as sandwiches, pizzas, fish and chips, salads, and coffee

2015-8411
Fast Food Preparers

Fast food preparers prepare and cook to order a limited range of foods or beverages that involve simple preparation processes and a small number of ingredients. They may take orders from customers and serve at counters or tables.
Tasks include:
- Washing, cutting, measuring and mixing foods for cooking
- Cleaning food preparation areas, cooking surfaces and utensils
- Ordering and taking delivery of fast food ingredients
- Operating large-volume single-process cooking equipment such as grills, deep-fat fryers or griddles
- Preparing simple or pre-prepared foods and beverages such as sandwiches, hamburgers, pizzas, fish and chips, salads, and coffee
- Re-heating pre-prepared food
- Taking and serving food and beverage orders in eating places that specialize in fast service and carry-out food
- Maintaining sanitation, health, and safety standards in work areas
- Operating large-volume cooking equipment such as grills, deep-fat fryers, or griddles
- Verifying that prepared food meets requirements for quality and quantity

2015-841101 Fast Food Cook
Prepares a restricted range of foods in fast food establishments.
Alternative Titles and Specialisations:
- Spasa Shop Cook
- Short Order Cook
- Fast Food Assistant
- Takeaway Cook
- Chips Maker
- Chicken / Fish Fryer
- Pizza Maker
- Grill Cook
- Burger Maker

2015-8412 Kitchen Helpers
Kitchen helpers clear tables, clean kitchen areas, wash dishes, preparing ingredients and perform other duties to assist workers who prepare or serve food and beverages.
Tasks include:
- Checking, transferring, weighing and storing supplies in refrigerators, cupboards and other storage areas
- Washing dishes and cooking utensils and putting them away
- Cleaning kitchens, food preparation areas and service areas
- Assisting cooks and chefs in preparation of food by washing, peeling, chopping, cutting up measuring and mixing ingredients
Unpacking and storing supplies in refrigerators, cupboards and other storage areas
Preparing, cooking, toasting and heating simple food items
Assembling dishes for service

2015-841201  Kitchenhand
Assists kitchen and service staff prepare and serve food, and cleans food preparation and service areas.

Alternative Titles and Specialisations:
- Dishwasher
- Kitchen Steward
- Sandwich / Salad Preparer
- Kitchen Assistant (Non-domestic)
- Pantry Attendant

2015-841202  Food Trade Assistant
Performs routine tasks in support of cooks, chefs and butchers.

Alternative Titles and Specialisations:
- Cook’s Assistant
- Chef’s Assistant
- Confectioner’s Assistant
- Butcher’s Assistant
- Pastry Cook’s Assistant
- Bakery Assistant

2015-85  Street and Related Sales and Service Workers
Street and related sales and service workers provide sell goods, excluding food for immediate consumptions, and provide a variety of services on streets and in other public places such as stations.

Tasks include:
- Assisting drivers to find a parking place and ensuring car is not damaged during driver’s absence
- Obtaining the materials necessary to perform services
- Cleaning and polishing car windows
- Loading and unloading items for sale and transporting them
- Approaching people on the street to offer goods or services
- Running errands
- Buying or making various items for sale
Street and related service workers provide a variety of services on streets and in other public places, including cleaning shoes, washing car windows, running errands, looking after property, and providing other on-the-spot street services.

Tasks include:
- Assisting drivers to find a parking place and ensuring car is not damaged during driver’s absence
- Obtaining the materials necessary to perform services
- Approaching people on the street to offer services
- Handing out leaflets and free newspapers
- Cleaning and polishing car windows
- Running errands
- Cleaning and polishing shoes
- Receiving immediate payment

Car Park Attendant
Operates and maintains a car parking facility by guarding cars in parking areas and collecting fees at car park entry or exit points. May drive and park cars, and operate boom gates.

Alternative Titles and Specialisations:

Leaflet or Newspaper Deliverer
Collects leaflets or newspapers from a collection point and delivers them to homes in a specified area.
Alternative Titles and Specialisations:
Circular / Pamphlet Deliverer

2015-852
Street Vendors (Excluding Food)
Street vendors (excluding food) sell a usually limited range of goods (excluding food for immediate consumption) in streets and public places such as stations, cinemas or theatres.

Tasks include:
Buying or receiving items for sale, or making simple items
Loading and unloading basket, tray, push-cart, bicycle, hand truck or other vehicle, to transport goods to the streets or public places such as stations or cinemas
Approaching potential customers on street and offering goods for sale
Displaying goods or calling out to attract customer’s attention
Receiving immediate payment

2015-8521
Street Vendors
Street vendors sell a usually limited range of goods in public places.

Tasks include:
Buying or receiving items for sale, or making simple items
Loading and unloading basket, tray, push-cart, bicycle, hand truck or other vehicle, to transport goods to the streets or public places such as stations or cinemas
Approaching potential customers on street and offering goods for sale
Displaying goods or calling out to attract customer’s attention
Receiving immediate payment

2015-852101
Street Vendor
Sells goods and services to customers in public locations.

Alternative Titles and Specialisations:

2015-86
Refuse Workers and Other Elementary Workers
Refuse workers and other elementary workers collect garbage from buildings, yards, streets and other public places or keep streets and other public places or perform odd jobs for private households or establishments.

Tasks include:
Chopping firewood
Collecting, loading and unloading garbage
Sweeping streets, parks and other public places
Carrying water
Beating dust out of carpets and performing other odd-job tasks

2015-861
Refuse Workers
Refuse workers collect, process and recycle garbage from buildings, yards, streets and other public places, or keep streets and other public places clean.

Tasks include:
Collecting, loading and unloading garbage
Sweeping streets, parks and other public places
Sorting and recycling garbage such as paper, glass, plastic or aluminium

2015-8611
Garbage and Recycling Collectors
Garbage collectors collect and remove rubbish and items for recycling from buildings, yards, streets and other places.

Tasks include:
Unloading garbage and recycling trucks
Collecting rubbish and recyclable materials and locating it into bins and garbage and recycling trucks
Lifting garbage bins and emptying contents into trucks and larger containers
Riding on or in garbage and recycling trucks

2015-861101
Recycling or Rubbish Collector
Collects household, commercial and industrial waste for recycling and disposal.

Alternative Titles and Specialisations:
Rubbish Collection Contractor
Reclamation Worker
Garbage Collector
Garbage Depot Hand
Refuse Collector
Waste Removalist
Garden Rubbish Collector

2015-8612
Refuse Sorters
Refuse sorters identify, collect and sort discarded items suitable for recycling at dump sites and recycling enterprises or in buildings, streets and other public places.

Tasks include:
Sorting cardboard, paper, glass, plastic, aluminium or other recyclable materials by type
Identifying and setting aside items of furniture, equipment, machinery, or components that are suitable for repair or re-use
Transporting recyclable items by hand or using non-motorized vehicles
Placing recyclable items and materials in designated compartments and containers for storage or transportation
Searching through refuse and collecting items for recycling from dump sites, domestic, commercial and industrial premises or from public places such as streets
Selling recyclable or reusable materials

2015-861201 Refuse Sorter
Refuse sorters identify, collect and sort discarded items suitable for recycling at dump sites in buildings, streets and other public places.

Alternative Titles and Specialisations:

2015-861202 Waste Material Sorter and Classifier
Waste material sorters and classifiers identify, sort and classify waste, including electronic waste in salvage and recycling enterprises.

Alternative Titles and Specialisations:

2015-8613 Sweepers and Related Labourers
Sweepers and related labourers sweep and clean streets, parks, airports, stations and other public places.

Tasks include:
Shovelling snow
Beating dust out of carpets by using a carpet-beater
Sweeping streets, parks, airports, stations and similar public places
Cleaning rubbish, leaves and snow from driveways and grounds

2015-861301 Street Sweeper Operator
Operates plant to clean streets and gutters of litter and debris.

Alternative Titles and Specialisations:
Road Sweeper
Park / Gardens Cleaner

2015-862 Other Elementary Workers
Other elementary workers deliver and carry messages and packages, collect money and stock vending machines, read meters, collect water and firewood, collect and issue tickets for parking or events.

Tasks include:
Reading electricity, gas or water meters and recording consumption
Performing duties as a post-runner
Chopping wood, collecting water and firewood
Delivering messages, packages and other items within or between establishments, or elsewhere
Issuing and collecting tickets and passes
Calculating parking charges
Filling storage areas of vending machines and collecting money from containers

2015-8621 Messengers, Package Deliverers and Luggage Porters
Messengers, package deliverers and luggage porters carry and deliver messages, packages and other items within an establishment or between establishments, to households and elsewhere, or carry luggage especially at hotels, stations and airports.

**Tasks include:**
- Receiving and marking baggage by completing attaching claim checks
- Carrying and delivering luggage at hotels, stations, airports, and elsewhere
- Planning and following the most efficient route
- Delivering various goods to and from enterprises, shops, households and other places
- Performing the duties of a post-runner
- Delivering messages, packages and other items within an establishment or between establishments, or elsewhere
- Sorting items to be delivered according to the delivery route

2015-862101  **Busser**
Cleans and maintains public areas in a bar, club or dining establishment by collecting and returning dishes, cutlery and glasses to the kitchen or bar, wiping tables and bars, mopping spillages, and emptying bins and ashtrays.

**Alternative Titles and Specialisations:**
- Bar Back
- Bar Useful
- Glassie

2015-862102  **Luggage Porter**
Assists guests in an accommodation establishment or passengers in a transport terminal by attending to and carrying luggage, welcoming and escorting guests, and attending to their general needs on arrival and departure.

**Alternative Titles and Specialisations:**
- Lift Attendant
- Doorperson
- Hotel Bell Boy
- Baggage Handler
- Night Porter
- Baggage Checker

2015-862103  **Cloak Room Attendant**
Stores and keeps safe guests' coats, bags and other belongings during their stay, e.g. in theatres, concert halls, hotels, restaurants or museums.

**Alternative Titles and Specialisations:**
- Uniform Room Attendant

2015-862104  **Hotel Cellar Hand**
Receives, handles and collects wine and liqueurs from cellar.

**Alternative Titles and Specialisations:**

2015-8622  
**Odd Job Persons**
Odd job persons clean, paint and maintain buildings, grounds and facilities, and undertake simple repairs.

**Tasks include:**
- Repairing broken windows, screens, doors, fences, barbecues, picnic tables, shelves, cupboards and other items
- Replacing tap washers
- Repairing and painting interior and exterior surfaces such as walls, ceilings and fences
- Adjusting doors and windows
- Putting up handrails and grab rails
- Replacing defective items such as light bulbs
- Unloading coal or wood and putting it into cellars of private households or establishments

2015-862201  
**Home Improvement Installer**
Installs functional and decorative home improvements such as awnings, curtains, blinds, security screens, garage doors, exterior cladding, shower screens and prefabricated windows and doors.

**Alternative Titles and Specialisations:**
- Security Door Installer
- Awning Installer
- Blinds Installer
- Home Renovator
- Garage door and Motor Installer
- Shower Screen Installer
- Curtain Fitter
- Carport Erector

2015-862202  
**Handyperson**
Cleans, paints, repairs and maintains buildings, grounds and facilities.

**Alternative Titles and Specialisations:**
- Hotel Yardperson
- Handy Person
- Hotel Useful
- Handy Man
2015-8623  
**Meter Readers and Vending-machine Collectors**

Meter readers and vending-machine collectors stock vending machines and collect money from them or from parking meters and other coin-boxes, or read electricity, gas or water meters.

**Tasks include:**

- Reading electricity, gas or water meters and recording consumption
- Keeping records of merchandise distributed and money collected
- Collecting money from parking meters and similar coin-boxes
- Proceeding along established routes to take readings of meter dials
- Filling storage areas of vending machines and collecting money from their containers
- Verifying readings in cases where consumption appears to be abnormal, and record possible reasons for fluctuations
- Inspecting meters for unauthorized connections, defects, and damage such as broken seals

2015-862301  
**Meter Reader**

Reads electric, gas and water meters, records usage, inspects meters and connections for defects and damage, and reports irregularities.

**Alternative Titles and Specialisations:**
- Electric Meter Reader
- Water Meter Reader
- Parking Meter Reader

2015-862302  
**Vending Machine Attendant**

Stocks and maintains vending and amusement machines and collects money from coin boxes.

**Alternative Titles and Specialisations:**
- Gambling Machine Attendant
- Poker Machine Attendant
- Vending Machine Refiller
- Coin Collector

2015-8624  
**Water and Firewood Collectors**

Water and firewood collectors collect water and firewood and transport them on foot or using hand or animal carts.

**Tasks include:**

- Visiting forests or fields to pick pieces of dried wood from ground and arranging them in heaps
- Drawing water from wells, rivers or ponds etc. For domestic use
- Cutting decayed branches and trunks of trees using axe and hand-saw
- Cutting and collecting wood from forests for sale in market or as fuel or for own consumption
Tying collected wood into small faggots and carrying them or transporting them on a cart to the market for sale or to village or household for use.
Collecting water in leather bags, buckets or other containers from taps, rivers, ponds or wells and delivering the water to work sites, the houses of clients or to own household for drinking, cleaning of drains or storage in tanks.

2015-8629 Elementary Workers not Elsewhere Classified
This unit group covers elementary workers not classified elsewhere in major group 8. For instance, the group includes those who issue and collect parking or admission tickets, provide personal items to patrons or customers in cloak rooms and assist patrons at entertainment events.

Tasks include:
- Selling and collecting admission tickets and passes from patrons at entertainment events or collecting tags from patrons.
- Examining tickets or passes to verify authenticity, using criteria such as colour and date issued.
- Guiding patrons to exits or providing other instructions or assistance in case of emergency.
- Patrolling parking areas in order to prevent vehicle damage and vehicle property thefts.
- Calculating parking charges, and collecting fees from customers.
- Directing patrons to restroom, concession stands and telephones.
- Directing vehicle drivers to parking spaces.
- Assigning dressing room facilities, locker space, or clothing containers to patrons of athletic or bathing establishments.

2015-862913 Event Assistant
Assist with the implementing of an event’s design, activities and production.

Alternative Titles and Specialisations:
- Event Volunteer
- Event Support Assistant

2015-862914 Sheltered Workshop Worker
Performs routine tasks in sheltered workshops.

Alternative Titles and Specialisations:

2015-862915 Chemical Mixer
Mixes chemicals as per prescription.

Alternative Titles and Specialisations:

2015-862916 Farm Maintenance Worker
Assists farmers or farm managers or foremen and can be involved in maintenance of tractors and other farming implements, and/or the construction and maintenance of farm buildings and fences.

Alternative Titles and Specialisations:

2015-862917 Crossing Supervisor
Assists children, disabled and other pedestrians to cross roads by stopping traffic and ensuring all pedestrians have crossed safely before allowing traffic to flow through the crossing.
Alternative Titles and Specialisations:

2015-862918 Electrical or Telecommunications Trades Assistant
Assists electrical and telecommunications trade workers to install and maintain electrical and telecommunications systems.

Alternative Titles and Specialisations:
Instrument Artisan Assistant
Auto Electrician’s Assistant
Artisan Aide Electrical
Measurement, Control and Instrumentation MC&I Assistant
Electrical Helper

2015-862919 Mechanic’s Assistant
Assists motor mechanics to replace and repair worn and defective parts, re-assemble mechanical components, change oil and filters, and perform other routine mechanical tasks.

Alternative Titles and Specialisations:
Lube Attendant
Repair Shop Assistant
Stripper / Assembler
Lubrication Attendant
Grease Room Attendant

2015-862920 Railways Assistant
Assists with operating and maintaining facilities at a railway station by updating platform indicators showing train times and destinations, collecting and checking passenger tickets, giving signals for train departures, and cleaning station facilities.

Alternative Titles and Specialisations:
Railway Washout Man
Railways Yard Master
Railways Traffic Foreman
Railway Surface man
Railway Guard / Porter

2015-862922 Electronics and Telecommunications Trades Assistant
Assists electronics and telecommunications trades workers to install and maintain electronics and telecommunications systems.

Alternative Titles and Specialisations:

2015-862923 Trolley Collector
Collects supermarket trolleys from car parks and other areas, and returns them to the supermarket by hand or trailer. May drive a small tractor to tow the trolleys.
Alternative Titles and Specialisations:

2015-862924  Stage or Studio Hand
Provides assistance in the assembly and disassembly of show productions.
Alternative Titles and Specialisations:

2015-862925  Caddie
Assists a golfer by carrying his golf bag on the golf course.
Alternative Titles and Specialisations:

2015-862926  Ticket Collector
Collects tickets or admission passes and ushers patrons to their seats at an entertainment, sporting or recreational venue, prepares the venue before an event and locks up premises afterwards.
Alternative Titles and Specialisations:
Gatekeeper
Usher
Venue Attendant
Cinema Attendant
Ticket Collector Railway
Turnstile Attendant
Ticket Taker
Entertainment Usher