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Guide: non-manager categories

Relevant employers are required to classify and report on managers and non-managers against standardised occupational categories. The non-manager categories mirror the major groups in the classification structure of the Australian and New Zealand Classification of Occupations (ANZSCO).

This document sets out examples of roles that sit within each of the non-manager categories.

Professionals

Definition

Professionals perform analytical, conceptual and creative tasks through the application of theoretical knowledge and experience in the fields of the arts, media, business, design, engineering, the physical and life sciences, transport, education, health, information and communication technology, the law, social sciences and social welfare.

Examples

Industry	Examples
Arts and Media Professionals	Actors, Dancers and Other Entertainers Music Professionals Photographers Visual Arts and Crafts Professionals Artistic Directors, and Media Producers and Presenters Authors, and Book and Script Editors Film, Television, Radio and Stage Directors Journalists and Other Writers
Business, Human Resource and Marketing Professionals	Accountants Auditors, Company Secretaries and Corporate Treasurers Financial Brokers and Dealers, and Investment Advisers Human Resource Professionals ICT Trainers Training and Development Professionals Actuaries, Mathematicians and Statisticians Archivists, Curators and Records Managers Economists Intelligence and Policy Analysts Land Economists and Valuers Librarians Management and Organisation Analysts Other Information and Organisation Professionals Advertising and Marketing Professionals ICT Sales Professionals Public Relations Professionals Technical Sales Representatives

Design, Engineering, Science and Transport Professionals	<ul style="list-style-type: none"> Architects and Landscape Architects Surveyors and Spatial Scientists Fashion, Industrial and Jewellery Designers Graphic and Web Designers, and Illustrators Interior Designers Urban and Regional Planners Engineering Professionals Air Transport Professionals (including Pilots) Agricultural and Forestry Scientists Chemists, and Food and Wine Scientists Environmental Scientists Geologists, Geophysicists and Hydrogeologists Life Scientists Medical Laboratory Scientists Veterinarians Other Natural and Physical Science Professionals
Education Professionals	<ul style="list-style-type: none"> Early Childhood (Pre-primary School) Teachers Primary School Teachers Middle School Teachers Secondary School Teachers Special Education Teachers University Lecturers and Tutors Vocational Education Teachers Education Advisers and Reviewers Private Tutors and Teachers Teachers of English to Speakers of Other Languages
Health Professionals	<ul style="list-style-type: none"> Nutrition Professionals Medical Imaging Professionals Occupational and Environmental Health Professionals Optometrists and Orthotists Pharmacists Other Health Diagnostic and Promotion Professionals Chiropractors and Osteopaths Complementary Health Therapists Dental Practitioners Occupational Therapists Physiotherapists Podiatrists Audiologists and Speech Pathologists \ Therapists General Practitioners and Resident Medical Officers Anaesthetists Specialist Physicians Psychiatrists Surgeons Other Medical Practitioners Midwives Nurse Educators and Researchers Nurse Managers Registered Nurses
ICT Professionals	<ul style="list-style-type: none"> ICT Business and Systems Analysts Multimedia Specialists and Web Developers Software and Applications Programmers Database and Systems Administrators, and ICT Security Specialists Computer Network Professionals ICT Support and Test Engineers Telecommunications Engineering Professionals
Legal, Social and Welfare Professionals	<ul style="list-style-type: none"> Barristers Judicial and Other Legal Professionals Solicitors Counsellors Ministers of Religion Psychologists Social Professionals Social Workers Welfare, Recreation and Community Arts Workers

Technicians and trade

Definition

Technicians and trade employees perform a variety of skilled tasks, applying broad or in-depth technical, trade or industry specific knowledge, often in support of scientific, engineering, building and manufacturing activities.

Examples

Industry	Examples
Engineering, ICT and Science Technicians	Agricultural Technicians Medical Technicians Primary Products Inspectors Science Technicians Architectural, Building and Surveying Technicians Aircraft Maintenance Engineers Civil Engineering Draftspersons and Technicians Electrical Engineering Draftspersons and Technicians Electronic Engineering Draftspersons and Technicians Mechanical Engineering Draftspersons and Technicians Safety Inspectors Other Building and Engineering Technicians ICT Support Technicians Telecommunications Technical Specialists
Automotive and Engineering Trades Workers	Automotive Electricians Motor Mechanics Metal Casting, Forging and Finishing Trades Workers Sheetmetal Trades Workers Structural Steel and Welding Trades Workers Aircraft Maintenance Engineers Metal Fitters and Machinists Precision Metal Trades Workers Toolmakers and Engineering Patternmakers Panelbeaters Vehicle Body Builders and Trimmers Vehicle Painters
Construction Trades Workers	Bricklayers and Stonemasons Carpenters and Joiners Floor Finishers Painting Trades Workers Glaziers Plasterers Roof Tilers Wall and Floor Tilers Plumbers
Electrotechnology and Telecommunications Trades Workers	Electricians Airconditioning and Refrigeration Mechanics Electrical Distribution Trades Workers Electronics Trades Workers Telecommunications Trades Workers
Food Trades Workers	Bakers and Pastrycooks Butchers and Smallgoods Makers Chefs Cooks
Skilled Animal and Horticultural Workers	Animal Attendants and Trainers Shearers Veterinary Nurses Florists Gardeners Greenkeepers Nurserypersons
Other Technicians and Trades Workers	Hairdressers Print Finishers and Screen Printers Graphic Pre-press Trades Workers Printers Canvas and Leather Goods Makers Clothing Trades Workers Upholsterers Cabinetmakers Wood Machinists and Other Wood Trades Workers Boat Builders and Shipwrights Chemical, Gas, Petroleum and Power Generation Plant Operators Gallery, Library and Museum Technicians Jewellers Performing Arts Technicians Signwriters Other Miscellaneous Technicians and Trades Workers

Community and personal service

Definition

Community and personal service employees assist health professionals in the provision of patient care, provide information and support on a range of social welfare matters, and provide other services in the areas of aged care and childcare, education support, hospitality, defence, policing and emergency services, security, travel and tourism, fitness, sports and personal services.

Examples

Industry	Examples
Health and Welfare Support Workers	Ambulance Officers and Paramedics Dental Hygienists, Technicians and Therapists Diversional Therapists Enrolled and Mothercraft Nurses Indigenous Health Workers Massage Therapists Welfare Support Workers
Carers and Aides	Child Carers Education Aides Personal Carers and Assistants Aged and Disabled Carers Dental Assistants Nursing Support and Personal Care Workers Special Care Workers
Hospitality Workers	Bar Attendants and Baristas Cafe Workers Gaming Workers Hotel Service Managers Waiters Other Hospitality Workers
Protective Service Workers	Defence Force Members - Other Ranks Fire and Emergency Workers Police Prison and Security Officers
Sports and Personal Service Workers	Personal Service and Travel Workers Beauty Therapists Driving Instructors Funeral Workers Gallery, Museum and Tour Guides Personal Care Consultants Tourism and Travel Advisers Travel Attendants Other Personal Service Workers Sports and Fitness Workers

Clerical and administrative

Definition

Clerical and administrative employees provide support to managers, professionals and organisations by organising, storing, manipulating and retrieving information.

Examples

Industry	Examples
Office Managers and Program Administrators	Contract, Program and Project Administrators Office and Practice Managers
Personal Assistants and Secretaries	Personal Assistants and Secretaries
General Clerical Workers	Keyboard Operators
Inquiry Clerks and Receptionists	Call or Contact Centre Information Clerks Receptionists
Numerical Clerks	Accounting Clerks, Payroll Clerks and Bookkeepers Financial and Insurance Clerks Bank Workers Credit and Loans Officers Insurance, Money Market and Statistical Clerks
Clerical and Office Support Workers	Betting Clerks Couriers and Postal Deliverers Filing and Registry Clerks Mail Sorters Survey Interviewers Switchboard Operators Other Clerical and Office Support Workers
Other Clerical and Administrative Workers	Logistics Clerks Conveyancers and Legal Executives Court and Legal Clerks Debt Collectors Human Resource Clerks Inspectors and Regulatory Officers Insurance Investigators, Loss Adjusters and Risk Surveyors Library Assistants Other Miscellaneous Clerical and Administrative Workers

Sales

Definition

Sales employees sell goods, services and property, and provide sales support in areas such as operating cash registers and displaying and demonstrating goods.

Examples

Industry	Examples
Sales Representatives and Agents	Insurance Agents and Sales Representatives Auctioneers, and Stock and Station Agents Real Estate Sales Agents
Sales Assistants and Salespersons	Sales Assistants (General) ICT Sales Assistants Motor Vehicle and Vehicle Parts Salespersons Pharmacy Sales Assistants Retail Supervisors Service Station Attendants Street Vendors and Related Salespersons Other Sales Assistants and Salespersons
Sales Support Workers	Checkout Operators and Office Cashiers Miscellaneous Sales Support Workers Models and Sales Demonstrators Retail and Wool Buyers Telemarketers Ticket Salespersons Visual Merchandisers Other Sales Support Workers

Machinery operators and drivers

Definition

Machinery operators and drivers operate machines, plant, vehicles and other equipment to perform a range of agricultural, manufacturing and construction functions, and move materials.

Examples

Industry	Examples
Machine and Stationary Plant Operators	Clay, Concrete, Glass and Stone Processing Machine Operators Industrial Spraypainters Paper and Wood Processing Machine Operators Photographic Developers and Printers Plastics and Rubber Production Machine Operators Sewing Machinists Textile and Footwear Production Machine Operators Other Machine Operators Crane, Hoist and Lift Operators Drillers, Miners and Shot Firers Engineering Production Workers Other Stationary Plant Operators
Mobile Plant Operators	Agricultural, Forestry and Horticultural Plant Operators Earthmoving Plant Operators Forklift Drivers Other Mobile Plant Operators
Road and Rail Drivers	Automobile, Bus, Coach, Tram and Rail Drivers Delivery Drivers Truck Drivers
Storepersons	Storepersons

Labourers

Definition

Labourers perform a variety of routine and repetitive physical tasks using hand and power tools, and machines either as an individual or as part of a team assisting more skilled workers such as trades workers, and machinery operators and drivers.

Examples

Industry	Examples
Cleaners and Laundry Workers	Car Detailers Commercial Cleaners Domestic Cleaners Housekeepers Laundry Workers Other Cleaners
Construction and Mining Labourers	Building and Plumbing Labourers Concreters Fencers Insulation and Home Improvement Installers Paving and Surfacing Labourers Railway Track Workers Structural Steel Construction Workers Other Construction and Mining Labourers
Factory Process Workers	Food and Drink Factory Workers Meat Boners and Slicers, and Slaughterers Meat, Poultry and Seafood Process Workers Packers and Product Assemblers Miscellaneous Factory Process Workers Metal Engineering Process Workers Plastics and Rubber Factory Workers Product Quality Controllers Timber and Wood Process Workers Other Factory Process Workers

Farm, Forestry and Garden Workers	<ul style="list-style-type: none"> Aquaculture Workers Crop Farm Workers Forestry and Logging Workers Garden and Nursery Labourers Livestock Farm Workers Mixed Crop and Livestock Farm Workers Other Farm, Forestry and Garden Workers
Food Preparation Assistants	<ul style="list-style-type: none"> Fast Food Cooks Food Trades Assistants Kitchenhands
Other Labourers	<ul style="list-style-type: none"> Freight Handlers and Shelf Fillers Miscellaneous Labourers Caretakers Deck and Fishing Hands Handypersons Motor Vehicle Parts and Accessories Fitters Printing Assistants and Table Workers Recycling and Rubbish Collectors Vending Machine Attendants Other Miscellaneous Labourers
