

**PHILIPPINE STANDARD OCCUPATIONAL CLASSIFICATION**  
**ALPHABETICAL INDEX**

Able seaman	8340	Aircraft avionics maintenance	3145
Abrasives maker	8139	Aircraft cabin attendant	5111
Accountant (General)	2411	Aircraft loader	9333
Accupressure technician	3229	Aircraft maintenance officer	3143
Acidizer (oil and gas wells)	3117	Aircraft mechanic technician	3144
Acrobat	3474	Aircraft mechanic technician	3145
Actor	2455	Aircraft pilot (except transport)	3143
Actuarial assistant	3434	Aircraft production/maintenance	3145
Actuarial systems program analyst	2132	Air duct worker	7213
Actuary	2121	Airfield power technician	3145
Acupuncturist	2229	Airfield Services Officer	3144
Adjudicator	2421	Airframe fitter	7232
Administrative clerk	4190	Airlines steward and hostess	5111
Administrator	1110	Airmotive & equipment mechanic	7232
Admission clerk	4222	Airport control operator	3144
Advertising account executive	2419	Airport Engineer	2151
Advertising copywriter	2451	Airways communications services supervisor	1429
Advocate	2421	Airways communicator	3144
Aerial photo analyst	3131	Ambassador	1110
Aerialist	3474	Anaesthesiologist	2221
Aerobic instructor	3475	Anaesthetist	2221
Aeromechanic	7232	Analytical chemist	2113
Agar-agar cultivators	6414	Anatomist	2212
Agenda minutes officer	3439	Anesthesiologist	2229
Agent, employment	3423	Animal industry development technician	3219
Agent, employment placement	3423	Animal keeper	6590
Agent, literary	3429	Animal quarantine inspector	3219
Agent, musical performance	3429	Animal scientist	2212
Agent, railway goods	4133	Animal vaccinator	3223
Agent, sports	3429	Annealer	8123
Agent, theater	3429	Announcer, radio	3472
Agricultural breeding technician	3219	Announcer, television	3472
Agricultural production technician	3219	Anthropologist	2442
Agricultural products inspector	3219	Apiarist	6290
Agriculturist	2213	Apiary worker	9211
Agronomist	2213	Applier, veneer	7422
Aid, nursing, home	5133	Appraiser	3417
Air navigation services supervisor	1422	Aquaculture supervisor	1430
Air navigation system specialist	3143	Aquaculturist	2213
Air terminal supervisor	1422	Archaeologist	2442
Air traffic control specialist, station	3144	Architect	2141
Air traffic control specialist, tower	3144	Architect, building	2141
Air traffic controller	3144	Architect, landscape	2141
Air traffic controller	3144	Archivist	2430
Air traffic coordinator	3144	Art gallery and museum curator	2430
Air traffic safety technician	3145	Artesian well driller	8113
Air transport pilot	3143	Artificial breeding technician	3219
Air Transport Service Supervisors	1422	Artificial limb and brace maker	3229
Air-compressor operator	8163	Artist, commercial	3471
Aircraft accident fire-fighter	5161	Artist, concert	2453

Artist, display	3471	Attorney	2421
Artist, forensic	2452	Auctioneer	3418
Artist, lithographic	3118	Audio visual aids technician	3131
Artist, recording	2453	Audio visual operator	3131
Asbestos cement product maker	8212	Audio visual systems technician	3114
Assembler, aircraft	8271	Audiometry nurse	2231
Assembler, composite products	8290	Audio-visual and other teaching aid specialist	2391
Assembler, electrical equipment	8272	Auditor	2411
Assembler, electronic equipment	8273	Author	2451
Assembler, leather products	8276	Auto body repairman	7213
Assembler, mechanical machine	8271	Auto Fuel dispatcher	4133
Assembler, paperboard products	8276	Autocad designer	2131
Assembler, precision-instrument	7311	Autocad operator	3122
Assembler, textile products	8276	Autolight mechanic	7231
Assembler, vehicle	8271	Automated assembly-line operator	8171
Assembler, watch and clock	7311	Automotive body builder	7213
Assembler, wood products	8275	Autopsy attendant	5153
Assembling laborer	9321	Auxiliary midwife	3232
Assembly-line worker, agricultural machinery	8271	Auxiliary nurse	3231
Assembly-line worker, aircraft engine	8271	Aviation Group Commander	3143
Assembly-line worker, doll and stuffed toy	8276	Aviation safety regulation officer	3143
Assembly-line worker, heavy machinery	8271	Baby sitter	5131
Assessment examiner	3417	Background digital artist	2131
Assessor, claims/insurance	3417	Background digital artist	3131
Assessment clerk	4121	Bacteriologist	2212
Assistant Bureau Director	1110	Baggage handler	9151
Assistant culture center worker	3460	Baggage porter	9151
Assistant Executive Director	1110	Bailiff	5169
Assistant land registration examiner	3439	Baked goods machine operator	8264
Assistant psychiatric social worker	3460	Baker, general	7412
Assistant Secretary, Office of the President	1110	Ballet dancer	2454
Assistant social worker	3460	Ballistician	2113
Assistant, administrative	3431	Ballroom dancer	3473
Assistant, computer maintenance	3121	Band conductor	3473
Assistant, computer/programming	3121	Band leader	3473
Assistant, computer/systems analysis	3121	Band Manager	1319
Assistant, Data Base	3121	Band-saw operator	8141
Assistant, EDP operators	3121	Bank collector	4215
Associate Dean, university	1229	Bantay Dagat	9213
Associate Judge	2422	Bar keeper	5123
Associate Solicitor General	1110	Barangay affairs worker	3460
Astrologer	5141	Barangay Chairman/Captain	1130
Astronomer	2111	Barangay health aide	5132
Astronomical scientist	2111	Barber	5151
Athlete	3475	Barber-hairdresser	5151
Attache	1110	Barker	9152
Attendant midwife	3232	Bartender	5123
Attendant, gasoline	5220	Bartender helper	5123
Attendant, nursery school	5131	Basketry weaver	7425
Attendant, Sauna Bath/Body massage/Foot spa/Bo	5151	Batch still operator, chemical processes, except pet	8154

Beam warper	8252	Bottle sorter	9321
Beater operator	8142	Bottler /canner	7414
Beautician	5151	Bottling supervisor	1430
Beauty care equipment operator	5151	Bouncer	5169
Beauty consultant	5151	Boxer	3475
Beef cattle farm worker	9211	Braid maker, hand	7432
Bell boy	9151	Braid maker, machine	8259
Belly dancer	3473	Bread baker	7412
Bender, glass tube	7322	Breeder, pet dog	6290
Bessemer furnaceman, steel converting	8121	Brewer	8268
Bet bookmaker	4213	Brewmaster	7415
Beverage machine operator	8268	Bricklayer, chimney building	7122
Bill courier	4215	Bricklayer, construction	7122
Billing clerk	4215	Bridge or gantry crane operator	8333
Biochemist	2212	Bridge station supervisor	1421
Biologist (General)	2211	Bridge/Drainage engineer	2151
Biologist, aquatic	2211	Broadcast operations technician	3114
Biometrician	2122	Broadcast program traffic officer	3472
Biophysicist	2212	Broker, insurance	3412
Black & White Scanner	3131	Broom maker, hand	7425
Black and white developer	7344	Brush maker, hand	7425
Blacksmith, general	7221	Brush-painter	7324
Blast furnaceman, ore smelting	8121	Bucker	6320
Blaster	7112	Budgeting aide	4121
Bleacher operator	8142	Budgeting clerk	4121
Bleaching machine operator	8254	Buffing machine operator	7224
Blender, petroleum refining	8155	Builder, coach body	7422
Blender, tobacco	7416	Builder, nipa house	7121
Block layer and setter	7122	Builder, organ	7312
Blower, glass	7322	Builder, traditional material	7121
Blower, glass, scientific	7322	Builder, wooden boat	7123
Board Directors and Members, organization/enterpr	1210	Building grounds maintenance supervisor	149
Board Member, organization/enterprise	1210	Building inspector	3151
Board secretary	3431	Building maintenance man	7129
Boat loader	9333	Bulldozer operator	8332
Boatman	8340	Bureau Director	1110
Boatswain	8340	Bus driver	8323
Body welder	7212	Bus inspector/supervisor	1429
Bodyguard	5169	Business conservation analyst	2419
Boiler fireman	8162	Business development/marketing specialist	2419
Boiler operator	8162	Butcher, abbatoir	7411
Boilersmith	7213	Butcher, general	7411
Boiling pan tender	8266	Butter maker	7413
Book editor	2451	Buyer	3416
Book embosser, hand and machine	7345	C T Scan technologist	3133
Bookbinder, hand and machine	7345	Cabinet maker	7422
Bookkeeper	3433	Cable and line installer	7246
Boring-machine operator, metal	8211	Cable driller, gas well	8113
Boring-machine setter-operator	7223	Cable driller, oil well	8113
Botanist	2211	Cable pulling	7246

Cable splicer	7215	Cashier	4211
CAD/CAM engineer	2153	Cashier aide	4211
CAD/CAM operator	3131	Cashier Aide	4211
Calculating machine operator	4114	Cashier, bank	4211
Call center assistant/representative	4222	Cashier, cash desk	4211
Camber mechanic	7231	Cast concrete product maker	8212
Cameraman	3131	Cast stone maker	8212
Cameraman, photogravure	7343	Caster, hand, pottery and porcelain	7321
Candle maker	8229	Casting finisher	8223
Candle making	7333	Cataloguer	2430
Candy hand packer	9322	Catcher, fish, for aquarium	6490
Canvasser	5220	Catechist	3480
Captain	3142	Cattle herder	6211
Car driver	8322	CCTV operator	3132
Car washer	9120	CCTV/ Evidence Custodian	2153
Car window cleaner	9120	Cell phone technician	3139
Carageenan cultivators	6414	Cellophane bag maker, machine	8143
Carbonation man, sugar refining	8266	Cement finisher	7122
Card- and tape-punching machine operator	4113	Cementer, gas well	7122
Card dealer	4213	Cementer, oil well	7122
Cardboard lining machine operator	8143	Centrifugal separator operator	8153
Cardiologist	2221	Ceramics kiln operator	8131
Care giver	5133	Ceramics plant operator	8139
Career Executive Service Officer	1110	Cereal machine operator	8264
Career relation payphone & access services	4223	Chairman	1110
Caretaker, building	9141	Chairman, Commission on Human Rights	1144
Cargo checker	4133	Chamber maid	5121
Carpenter, bench	7123	Chancellor	1110
Carpenter, construction	7123	Chaperon	5152
Carpenter, finish	7123	Chaplain	2460
Carpenter, general	7123	Charcoal maker	6330
Carpenter, rough	7123	Cheese maker	7413
Carpenter, ship's	7123	Chef	5122
Carpenter, stage	7123	Chemical bleacher operator	8159
Carpenter, studio	7123	Chemical filtering equipment operator	8153
Carpet weaver, hand	7432	Chemical heat-treating plant operator	8152
Carpet weaver, machine	8252	Chemical Laboratory technician	3116
Cart pusher	9331	Chemical mixing machinery operator	8151
Cartographer	2157	Chemical processer, radioactive materials	8159
Cartographer	2157	Chemical processing plant operator, n.e.c.	8159
Cartographer, police & detective	3450	Chemical separating equipment operator	8153
Cartoonist	2452	Chemical still and reactor operator	8154
Cartwright	7422	Chemist (General)	2113
Carver, hand, stone	7113	Chemotherapy nurse	2231
Carver, wood	7422	Chief Education Supervisor	1411
Carver-setter, monument	7113	Chief Executive Officer	1210
Case worker	3460	Chief executive, corporation	1210
Case-hardener	8123	Chief inspector	3450
Cash clerk	4211	Chief justice	2423
Cash registrar clerk	4211	Chief of police	3450

Chief of Staff	1110	Clerk, bookkeeping	4121
Chief of staff (jail)	3450	Clerk, bookkeeping machine	4114
Chief Operation Officer	1210	Clerk, calculating machine	4114
Chief penal institution program officer	3450	Clerk, cargo	4131
Chief prosecutor	1110	Clerk, coding	4143
Chief steward, ship	1490	Clerk, compilation/directory	4190
Chief, village, traditional	1130	Clerk, computing machine	4114
Chieftain, tribe	1130	Clerk, correspondence	3431
Child-care worker	5131	Clerk, cost computing	4121
Chipperman	8142	Clerk, counter	4212
Chiroprapist	5151	Clerk, court	3432
Chiropractor	2229	Clerk, data entry/computer	4113
Chocolate maker	7412	Clerk, data entry/converter (card to tape)	4113
Chocolate products machine operator	8264	Clerk, data entry/electronic mail	4113
Choral group singer	2453	Clerk, data entry/punching machine (card and tape)	4113
Choreographer	2454	Clerk, data processor	4113
Cigar maker	7416	Clerk, Data tabulator	4113
Cigar production machine operator	8269	Clerk, Data transcriber	4113
Cigarette maker	7416	Clerk, disbursing	4211
Cigarette maker, machine	8269	Clerk, dispatching and receiving	4131
Cigarette production machine operator	8269	Clerk, enumerator	4190
Cinema projectionist	3132	Clerk, filing	4141
Cinematographer	3131	Clerk, finance	4122
Circuit equipment operator	3139	Clerk, fiscal	4190
Circus performer	3474	Clerk, information	4222
City community affairs officer	3460	Clerk, inquiries	4222
Civil Registrar	1110	Clerk, insurance	4122
Civil secretary	3431	Clerk, inventory	4131
Civil security officer	3450	Clerk, judge	3432
Clay mixer	8139	Clerk, law	3432
Clay slip maker	8139	Clerk, library	4141
Cleaner, aircraft	9132	Clerk, list/addresses	4190
Cleaner, building exterior	7133	Clerk, loan	4214
Cleaner, hotel	9132	Clerk, mail sorting	4142
Cleaner, office	9132	Clerk, material planning	4132
Cleaner, trains & buses	9132	Clerk, mortgage	4122
Cleaner, vehicle	9142	Clerk, payroll	4121
Cleaner, window	9142	Clerk, personnel	4121
Cleaning crew, restaurants & food chains	9132	Clerk, post office counter	4212
Cleaning machine operator	8254	Clerk, posting/verifier	4142
Clearing agent	3422	Clerk, processing & control	4132
Clerk ,data enumerator	4113	Clerk, production planning	4132
Clerk of works	3112	Clerk, proof-reading	4143
Clerk, dispatcher	4131	Clerk, records/personnel	4190
Clerk, accounting	4121	Clerk, securities	4122
Clerk, accounting machine	4114	Clerk, statistical	4122
Clerk, adding machine	4114	Clerk, stock	4131
Clerk, admission	4222	Clerk, stock control	4131
Clerk, appointments	4222	Clerk, stock controller	4131
Clerk, billing	4215	Clerk, stock records	4131

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Clerk, stockchecker	4131	Commercial traveller	3415
Clerk, storekeeper	4131	Commissioned police officer	3450
Clerk, storeroom	4131	Commissioner	1110
Clerk, supply canvasser	4131	Commissioner, constitutional body	1110
Clerk, supply checker	4131	Commodity broker	3421
Clerk, telefax	4112	Communication development engineer	2153
Clerk, telegraphic transfer service	4212	Communication rigger	7245
Clerk, teleprinter	4112	Communication telephone operator	4223
Clerk, telex	4112	Community development worker	2449
Clerk, ticket	4211	Community relation officer	1130
Clerk, ticket issuing/except travel	4211	Community worker	3460
Clerk, timekeeper	4190	Companion	5152
Clerk, transport	4133	Compere (emcee/show host)	3472
Clerk, travel agency	4221	Composer, music	2453
Clerk, treasury	4122	Compositor, cold type	7341
Clerk, wages	4121	Compositor, hot metal	7341
Clerk, warehouse	4131	Comptroller	1231
Clerk, weighing	4131	Computer application engineer	2157
Clerk, word processing	4112	Computer applications engineer	2131
Clicker cutter, machine	7442	Computer engineer	2157
Climatologist	2112	Computer file librarian	2139
Clinical associate	3221	Computer formatter	2132
Cloth weaver, machine	8252	Computer graphic layout operator	3122
Clown	3474	Computer keyer	4113
Coal-gas maker	8159	Computer librarian	2430
Coating machine operator	8143	Computer maintenance specialist	2139
Cocoa bean roaster	8267	Computer programmer	2132
Cocoa processing machine operator	8267	Computer services chief	2139
Coffee blender	8267	Computer systems engineer	2157
Coffee processing machine operator	8267	Computer technicians	3122
Coffee roaster	8267	Computer telephony integration engineer	2157
Coffee taster	7415	Concert pianist	2453
Coil winder, hand	8272	Concert singer	2453
Coil winder, machine	8272	Concertmaster	2453
Coke burner	8159	Concessionaire	6320
Cold roller, steel	8122	Concierge, building	9141
Collection clerk	4215	Conciliator	2421
Collector, bill	4215	Concrete finisher	7122
Collector, cash	4215	Concrete finisher, general	7122
Collector, charity	4215	Concrete shutterer	7122
Collector, debt	4215	Concrete-mixer operator	8212
Collector, money, vending machine	4215	Concrete-mixing-plant operator	8212
College Administrator	1412	Conductor, bus	5112
Color developer	7344	Conductor, orchestra	2453
Color separation technician	3131	Conductor, passenger car	5112
Columnist	2451	Conductor, road freight	5112
Combat soldier (AFP)	0121	Cone operator, mine	8112
Commanding officer (AFP)	0111	Confectioner	7412
Commentator, extempore	2451	Confectionery maker	7412
Commercial artist	2459	Confidential agent	5169

Congressman	1120	Coxswain	8340
Constable	5162	Crawler crane operator	8333
Construction digger	9311	Creative and performing artists	2459
Constructional steel erector	7214	Creative arts specialist	2452
Consul General	1110	Credit and collection clerk	4211
Consuls	1110	Cremator	5153
Consultant, dietetic/food processing	2225	Critic	2451
Consultant, nutrition	2225	Crocheter, hand	7432
Continuity and script editor	2451	Crocheter, machine	8259
Continuous mill roller, steel	8122	Crop protection technician	3219
Continuous mining machine operator	8111	Croupier	4213
Continuous still operator, chemical processes, exce	8154	Crude oil treater, oilfield	8153
Continuous sugar refining machine operator	8266	Crusher operator	8151
Contractor, construction	1313	Crushing machinery operator	8151
Controller, medical equipment	3133	Crystallizer operator, sugar refining	8266
Controller, robot, industrial	3123	Cultivator, bangus farm	6411
Controlman, petroleum refining	8155	Cultivator, fish farm	6411
Cook	5122	Cultivator, mussel farm	6413
Cook, private service	5122	Cultivator, oyster farm	6413
Cooker, chemical and related processes	8152	Cultivator, prawn farm	6412
Cooper	7422	Cultivator, seaweed	6414
Coppersmith	7213	Cultivator, tilapia farm	6411
Copy reader	2451	Cultural dancer	2454
Copy Writer	2451	Cupola furnaceman	8122
Core driller	8113	Curing machine operator	8254
Coremaker, hand	7211	Curricula developer	2391
Coremaker, machine	7211	Currier, leather	7441
Corn farmer	6112	Custom service officer	3441
Coroner	2429	Customer service supervisor	149
Corporate compliance manager	1239	Customer service assistant	4222
Corporate legal officer	3432	Customs inspector	3441
Corporate quality assurance manager	1239	Cutter, crystal glass	7323
Corporate secretary	3431	Cutter, garment	7434
Correspondent	2451	Cutter, glass	7322
Cosmetologist	5151	Cutter, glass, optical	7322
Cosmetologist (stage & studio)	5151	Cutter, hand, stone letter	7113
Cost accountant	2411	Cutter, leather	7434
Cost analyst	2411	Cutter, mosaic	7122
Cost controller	2411	Cutter, silk-screen stencil	7346
Cottage caretaker	9141	Cutter, stone	7113
Cottage industry worker	7331	Cutter, textile	7434
Cotton production technician	3219	Cutting machine operator, mine	8111
Councilor	1120	Cylinder pressman	7347
Counter checker	5220	Cytologist	2211
Counter clerk	4222	Dairy farm laborer	9211
Courier	4142	Dairy farm worker	9211
Court administrator	2423	Dairy product maker	7413
Court clerk	3432	Dairy product pasteurizing machine operator	8262
Court interpreter	2423	Dairy product processing machine operator	8262
Court legal service chief	3432	Dairy products machine operator	8262

Dairy technician	3219	Developer, black and white	7344
Dancer, ballet	2454	Developer, color	7344
Dancer, beerhouse	3473	Developer, film color	7344
Dancer, cultural	2454	Dialysis technician	3133
Dancer, nightclub	3473	Die maker	7222
Dancing partner	5159	Die-caster	8122
Dangerous drug relations officer	2229	Die-caster furnace operators	8122
Data analyst	2139	Die-presser, pottery and porcelain	7321
Data communications engineer	2157	Dietician (general)	2225
Data encoder	2139	Dietician, administrative	2225
Data entry machine operator	3122	Dietician, teaching	2225
Data entry operator	4113	Dietician, therapeutic/clinic	2225
Data management chief	2139	Diffuser operator, beet sugar	8266
Day care worker	3460	Digester operator	8142
Dean	1412	Digital systems computer operator	3122
Dean, university	1229	Dipper, ceramics	7324
Debt collector	4215	Direct lithographic pressman	7347
Decorator, ceramics	7324	Director	1110
Decorators and commercial designers	3471	Director of photography (motion picture)	3131
Decorators, lazars	7321	Director of the Board	1210
Deeds registry inspector	3439	Director, corporation	1210
Defense research officer	3450	Director, finance	1231
Dehaier, hide	7441	Director, government agency	1110
Delivery boy, newspaper	9151	Director, motion picture	2455
Delivery man	9151	Director, radio or television	2455
Deliveryman/crew	9151	Director-General	1110
Demographer	2122	Disbursing clerk	4211
Demolition worker	7129	Dishwasher	9131
Dental aide	5132	Disk jockey	3472
Dental assistant	3222	Dispatch rider	8321
Dental associate	3222	Dispatcher, aircraft	4133
Dental hygienist	2222	Dispatcher, road transport	4133
Dental technicians	3222	Dispatcher, train	4133
Dentist (General)	2222	Distribution manager	1235
Dentist, public health	2222	Diver, oyster	6490
Department Secretary	1110	Diver, pearl	6490
Deputy Administrator	1110	Dock master, dry-dock	3115
Deputy administrator, organization/enterprise	1210	Docker	9333
Deputy Commissioner	1110	Dockman-diver	8340
Deputy Director General	1110	Dockman-rigger	8340
Deputy Governor of Central Bank	1110	Doctor, medical	2221
Dermatologist	2221	Doctor's receptionist	4222
Derrickman, gas well	8113	Documentation Engineer Computer Graphic artist	2131
Derrickman, oil well	8113	Domestic cleaner	9131
Designer, industrial and commercial products	3471	Domestic helper	9131
Designer, interior decoration	3471	Doorkeeper	9152
Designing electrical engineer	2152	Dorm caretaker	9141
Desk clerk	4222	Dormitory manager	3439
Desulphurization treater, petroleum refining	8155	Doubler	8251
Detective, police	3450	Draftmans researcher	3118

Draftmans technician	3118	Election field officer	3439
Draftsman, architectural	3118	Electric arc furnaceman, steel refining	8121
Draftsman, cartographical	3118	Electric power generation engineer	2152
Draftsman, civil engineering	3118	Electrical control operator	3139
Draftsman, electrical	3118	Electrical engineer (general)	2152
Draftsman, general	3118	Electrical fitter	7242
Draftsman, mechanical	3118	Electrician, aircraft	7241
Dredge operator	8332	Electrician, building	7241
Dredgeman	8113	Electrician, general	7241
Dressmaker	7433	Electrician, maintenance	7241
Drier operator, chemical and related processes	8152	Electrician, ship's	7241
Drilling machine operator, mine and quarry	8111	Electrician, stage and studio	7241
Drilling machine setter-operator	7223	Electrician, vehicle	7241
Drilling-machine operator	8211	Electricity and magnetism physicist	2111
Driver, ambulance	8322	Electro-cardiograph technician	3133
Driver, animal drawn vehicle, road	9332	Electromechanical equipment engineer	2152
Driver, animal train	9332	Electronic equipment assembler	8273
Driver, bus	8323	Electronics engineer (general)	2153
Driver, courier	8322	Electronics physicist	2111
Driver, dump-truck	8324	Electroplater	8223
Driver, engine, mine	8311	Electrotyper	7342
Driver, firetruck	8324	Elevated train driver	8311
Driver, locomotive	8311	Embalmer	5153
Driver, school bus	8323	Embroiderer	7435
Driver, trailer	8324	Embroiderer, multi-head machine	7435
Driver, train	8311	Embroidering machine operator	8253
Driver, tricycle	8321	Enameller, glass	7324
Drop-hammer worker	7221	Enforcement & intelligence officer	3450
Drug regulation officer	3449	Engine driver, mine and quarry	8311
Dry cleaner (hand)	9133	Engineer, aerodrome construction	2151
Dry-cleaning machine operator	8254	Engineer, aeronautical	2154
Dump truck driver	8324	Engineer, agricultural	2154
Dumper, garbage	9161	Engineer, automotive	2154
Dustman	9161	Engineer, bridge construction	2151
Dustwoman	9161	Engineer, building construction	2151
Dyeing machine operator	8254	Engineer, cartographic	2157
Dyer, leather	7441	Engineer, chemical	2155
Echocardiography technician	3133	Engineer, chemical (general)	2155
Ecologist	2211	Engineer, chemical process	2155
E-commerce administrator	2131	Engineer, civil (General)	2151
Econometrician	2441	Engineer, computer	2153
Economic enterprise manager	1233	Engineer, electrical	2152
Economist (General)	2441	Engineer, electromechanical equipment	2152
Economist (Specialized)	2441	Engineer, electronics	2153
Edge sawyer	8141	Engineer, geodetic	2157
Edible oils, press operator	8265	Engineer, heating, ventilation and refrigeration	2154
EDP data controller	2132	Engineer, highway construction	2151
EDP Input machine operator	3122	Engineer, hydraulics	2151
Education methods adviser	2391	Engineer, industrial	2158
EENT (ear,eyes,nose,throat) technician	3133	Engineer, industrial efficiency	2158

Engineer, industrial machinery and tools	2154	Escort	5159
Engineer, marine	2154	Estate agents	3413
Engineer, mechanical	2154	Estate management officer	3413
Engineer, mechanical (general)	2154	Etcher, glass	7323
Engineer, methods	2158	Etcher, metal engraving	7343
Engineer, mining (general)	2156	Etcher, photogravure	7343
Engineer, mining, coal	2156	Etcher, printing	7343
Engineer, mining, metal	2156	Ethnologist	2442
Engineer, nuclear power	2154	Evaporator operator	8154
Engineer, outside plant	2153	Examiner	2411
Engineer, petroleum and natural gas, chemical	2155	Excavating machine operator	8332
Engineer, petroleum and natural gas, mining	2156	Executive Assistant, organization/enterprise	1210
Engineer, production	2158	Executive Director	1110
Engineer, public health	2151	Executive sales agent	3415
Engineer, radio transmission	2153	Executive Secretary	3431
Engineer, railway construction	2151	Executive Secretary, Office of the President	1110
Engineer, robotics	8172	Executive Vice-Pres., organization/enterprise	1210
Engineer, sanitary engineer	2151	Expeller, oil	7414
Engineer, ship	3141	Experienced worker seeking reemployment	0920
Engineer, ship construction	2154	Extractor operator	6330
Engineer, ship's, chief	3141	Extruder operator, metal	8124
Engineer, soil mechanics	2151	Fabric dyer	8254
Engineer, street construction	2151	Fabric examiner	7432
Engineer, structural	2151	Fabric repairer	7432
Engineer, telecommunications	2153	Faith healer	3242
Engineer, time and motion study	2158	Faller	6320
Engineering geologist	2114	Family caseworker	2446
Engineering/electronics technologist	2153	Farm demo technician	3212
Engineering/telecommunications engineer	2153	Farm demonstrator	3212
Engraver and etcher (Artistics)	2452	Farm extension service officer	3212
Engraver, jewelry	7313	Farm foreman	1430
Engraver, linoleum block, hand	7343	Farm machinery mechanic	7234
Engraver, lithographic stone	7343	Farm management technician	3212
Engraver, metal printing die, hand	7343	Farm technician	3212
Engraver, metal printing plate, hand	7343	Farmer, abaca	6115
Engraver, metal printing roller, hand	7343	Farmer, African oil palm	6123
Engraver, metal printing roller, machine	7343	Farmer, agave	6115
Engraver, printing	7343	Farmer, alligator	6290
Engraver, rubber, hand	7343	Farmer, banana	6122
Engraver, wood, hand	7343	Farmer, bean	6114
Engravers, glass	7323	Farmer, black pepper	6119
Enlarger, photograph	7344	Farmer, cabbage	6114
Enlisted personnel not elsewhere classified (AFP)	0129	Farmer, cacao	6124
Entomologist	2211	Farmer, carabao	6219
Entry & Exit Vessels Processing technician	3141	Farmer, cashew nut	6123
Environmental sanitation inspector	3152	Farmer, cassava	6116
Environmentalist	2449	Farmer, cattle	6211
Epidemiologist, veterinary	2223	Farmer, chicken	6221
Erector, radioaerial	7244	Farmer, citrus	6122
Erector, structural metal	7214	Farmer, coconut	6121

Farmer, coffee	6124	Felt hood former	8259
Farmer, cotton	6115	Fengshui	5142
Farmer, crocodile	6290	Fermenting room man	8268
Farmer, dairy	6211	Fiber aide	7431
Farmer, deer	6219	Fiber blender	7431
Farmer, eggplant	6114	Fiber carder	7431
Farmer, gabi	6116	Fiber classer	7431
Farmer, game cock	6290	Fiber comber, textile	7431
Farmer, garlic	6119	Fiber development officer	2214
Farmer, geese	6229	Fiber drawer, textile	7431
Farmer, ginger	6119	Fiber grader	7431
Farmer, goat	6219	Fiber lapper	7431
Farmer, grapevine	6129	Fiber mixer	7431
Farmer, hog raising	6212	Fiber picker	7431
Farmer, jute	6115	Fiber preparer	7431
Farmer, kapok	6115	Fiber preparing machine operator	8251
Farmer, kenaf	6115	Fiber rover, textile	7431
Farmer, maguey	6115	Fiber technician	7431
Farmer, mango	6122	Fiberglass maker	8139
Farmer, mongo beans	6117	Field clerk	4190
Farmer, papaya	6122	Field reporter	3472
Farmer, passion fruit	6129	Fighter Pilot	3143
Farmer, peanuts	6117	Fighter Pilot Escape & Evasion Training Instructor	2320
Farmer, pechay	6114	Filater press operator, chemical and related materia	8153
Farmer, pili nut	6123	Film custodian	3131
Farmer, pineapple	6119	Film editor	3131
Farmer, quail	6229	Film preview assistant	3131
Farmer, ramie	6115	Final audit process engineer	2411
Farmer, root and tuber crop	6114	Finance associate professional, n.e.c.	3419
Farmer, root and tuberous vegetable	6114	Financial Planner/analyst	2411
Farmer, rubber tree	6129	Finisher, glass	7322
Farmer, salago	6115	Finisher, wooden furniture	7422
Farmer, sisal	6115	Finishing machine operator	8254
Farmer, soy bean	6117	Fire aide	5161
Farmer, spices and condiments	6114	Fire captain	3151
Farmer, sweet potato	6116	Fire control officer	3151
Farmer, tea	6129	Fire inspector	3151
Farmer, tobacco	6119	Fire marshall	3151
Farmer, tomato	6114	Fire protection specialist	3151
Farmer, tree nut	6123	Firebrick layer	7122
Farmer, turkey	6229	Fire-brigade/marshall	5161
Farmer, turtle	6290	Fire-fighter (General)	5161
Farmer, vineyard	6122	Firefighter specialist	3151
Farmer, white potato (Irish potato)	6116	Fire-fighting operative	5161
Farmer,beans and peas, except soybean	6114	Fireman	5161
Farmer,ube	6116	Fire-prevention specialist	3151
Farmhand	9211	Fire-salvaged specialist	5161
Farming adviser	2213	First mate	3142
Fashion designer	3471	Fiscal	2421
Feature Writer	2451	Fiscal examiner	3432

Fish processing machine operator	8261	Food attendant	5123
Fishermen, coastal waters	6420	Food chemist	2113
Fishermen, deep-sea	6430	Food grader	7415
Fishermen, inland waters	6420	Food packer	9322
Fishery caretaker	9213	Food preparer	7411
Fishery enforcer	3219	Food preserver	7414
Fishery enumerator	3219	Food production coordinator	1222
Fishery helper	9213	Food production supervisor	1430
Fishery laborer	9213	Food repacker	9322
Fishery product inspector	3219	Food server	5123
Fishery technician	3219	Food taster	7415
Fishmonger	7411	Food-drug regulation officer	2229
Fitter, agricultural machinery	7234	Foodstuffs dehydrator	8265
Fitter, aircraft engine	7232	Foreman, general	1430
Fitter, aircraft, pipe and tube	7136	Forensic chemist	2113
Fitter, earth-moving equipment	7234	Forest concession guard	3449
Fitter, electrical	7242	Forest Ranger	2214
Fitter, electrical elevator	7242	Forest ranger	6310
Fitter, electrical generator	7242	Forest technician	6310
Fitter, electrical instrument	7242	Forester	2214
Fitter, electrical motor	7242	Forestry laborer	9212
Fitter, electrical switchgear and control apparatus	7242	Forestry technician	3219
Fitter, electrical transformer	7242	Forging press worker	7221
Fitter, electrical, general	7242	Fork lift operator	8334
Fitter, electronic computer	7243	Fortune teller	5142
Fitter, electronic signalling systems	7243	Forwarding agent	3422
Fitter, electronics, general	7243	Foundry worker	7222
Fitter, engine marine	7233	Franchise area manager	1317
Fitter, industrial equipment	7243	Franchise relation officer	3415
Fitter, medical equipment	7243	Freezer, meat and fish	8261
Fitter, metalworking machine tool	7234	Freight & shipping specialist	3142
Fitter, mining machinery	7234	Freight handler	9333
Fitter, office machinery	7234	Fruit and vegetable processing machine operator	8265
Fitter, printing machinery	7234	Fruit press operator	8265
Fitter, radar equipment	7243	Fuel tender	8159
Fitter, radio	7243	Fumigation supervisor	2229
Fitter, television	7243	Fumigator	3219
Fitter, textile machinery	7234	Funeral undertaker	5153
Fitter, turbine (except aircraft and marine)	7234	Fur bearing animal farm worker	9211
Fitter, woodworking machinery	7234	Fur fiber mixer, machine	8259
Fitter-assembler, internal combustion engine, except	8271	Furnace operator, converting, non-ferrous metal	8121
Flesher, hide	7441	Furnace operator, hardening, metal	8123
Flight engineer	3143	Furnace operator, heat-treating, metal	8123
Flight instructor	2320	Furnace operator, melting, metal	8122
Flight navigator	3143	Furnace operator, refining, steel, openhearth furnace	8121
Flight radio operator	3132	Furnace operator, smelting, metal, blast furnace	8121
Flight stewardess	5111	Furnaceman, metal melting, except cupola	8122
Floatation worker, mineral	8112	Furnaceman, metal reheating	8122
Float-glass bath operator	8131	Furnaceman, non-ferrous metal converting and refining	8121
Flutist	2453	Furnace-operator, glass production	8131

Geographer	2442	Groundskeeper	9141
Geological scientist	2114	Groundsman	9211
Geologist	2114	Grower, insecticidal plant	6139
Geophysical scientist	2114	Grower, medicinal plant	6139
Geophysicist	2114	Grower, nursery	6131
Germination worker, malting	8268	Grower, orchid plant	6131
Glass former	8139	Grower, ornamental plant	6131
Glass kiln operator	8131	Grower, perfumery plant	6139
Glass mixer	8139	Grower, rose	6131
Glass plant operator	8139	Grower, seaweed	6414
Glass temperer	8131	Grower, shellfish	6419
Glass tube maker	8131	Guard patrol	5169
Glass-annealing furnaceman	8131	Guide, sightseeing	5113
Glass-drawing machine operator	8131	Guide, travel	5113
Glass-making furnaceman	8131	Gunsmith	7222
Glass-pressing machine operator	8131	Gynecologist	2221
Glaze maker	8139	Hairdresser	5151
Glazier	7135	Hammersmith	7221
Glazier, building	7135	Hand compositor	7341
Glazier, construction	7135	Hand embroiderer	7435
Glazier, leaded-glass	7135	Hand launderers and pressers	9133
Glazier, patent roofing	7135	Hand packer	9322
Glazier, plate-glass	7135	Hand riveter	7214
Glazier, roofing	7135	Hand sewer	7435
Glazier, vehicle	7135	Hand sewer, fur	7435
Glove cutter	7434	Hand sewer, leather	7435
Glove, cutter, leather	7434	Hand-dipper	7324
Gold panner	9311	Handicraft designer	7331
Goldsmith	7313	Handicraft laborer (unskilled)	9321
Golf caddie	9152	Handicraft model maker	7331
Government Administrator	1110	Handicraft worker, carpet	7332
Government licensing official	3444	Handicraft worker, leather	7332
Government social benefits official	3443	Handicraft worker, paper	7331
Government tax and excise official	3442	Handicraft worker, stone articles	7331
Governor	1120	Handicraft worker, textile	7332
Governor of the Central Bank	1110	Handicraft worker, wooden articles	7331
Grader, hide and skin	7441	Harbor master	3142
Grader, stone	7113	Harbor patrol	5169
Grader, tobacco	7416	Hardener	8123
Graft investigation officer	2423	Harvester operator	8331
Grain milling machine operator	8263	Hat blocking machine operator	8259
Grave digger	5153	Hatter	7433
Greaser	7233	Head cook	5122
Greenkeeper	9131	Head waiter	5123
Grinder, card	7224	Head, village/tribe	1130
Grinder, glass edge	7322	Healer, drugless treatment	3241
Grinder, textile card	7224	Healer, herbal	3241
Grinding equipment operator	8151	Health physics technician	3119
Grinding machinery operator	8151	Health program research assistant	3221
Ground signalling technician	3145	Health program researcher	3221

			1229
Healthcare analyst	3229	Info communication service officer	1429
Heat physicist	2111	Information clerk	4222
Heating equipment operator	8163	Information editor	2451
Heavy equipment operator	8332	Information technologist	2139
Heavy truck driver	8324	Information technology officer	2131
Historian	2443	In-house counsel	2423
Hoist operator, construction	8333	Inlayer, marquetry	7422
Hoist operator, mine	8333	In-line reviser	3119
Home economist	2419	Inmate guidance officer	5163
Home-based personal care worker	5133	Inorganic chemist	2113
Homeopath	3229	Inspector, claims	3417
Honing-machine setter operator	7223	Inspector, electrical products	7242
Horticulture analyst	3212	Inspector, electronic products	7243
Horticulturist	2213	Inspector, government health	3152
Hospital aide	5132	Inspector, mechanical products	7233
Hospital attendant	5132	Inspector, postal	1425
Hospitality girl	5159	Inspector, quality	3152
Hostess	5159	Inspector, safety	3152
Hot roller, steel	8122	Inspector, sales	1449
Hot-dip plater	8223	Inspector, transport service, railway	1429
Hotel concierge	5139	Inspector, vehicles/pollution	3152
Hotel receptionist	4222	Inspector, zoning	3152
House detective ( Hotel)	5169	Installer, airconditioning plant	7233
House painter	7141	Installer, central office equipment	7245
House steward	5121	Installer, radio equipment	7245
Houseboy	9131	Installer, refrigeration plant	7233
Housebuilder (except traditional materials)	7123	Installer, telecommunication equipment	7245
Housekeeper (institutional)	5121	Installer, telegraph	7245
Housekeeper (private service)	5121	Installer, telephone	7245
Housemaid	9131	Institutional worker	5121
Houseparent	5133	Institution-based personal care worker	5132
Housing & Home site regulation officer	3413	Instruction supervisor	1412
Human resource development specialist	2412	Instrument technician	3119
Hunter	6510	Instrumentalist	2453
Hunting laborer	9214	Insulation worker	7134
Hydraulic, back hoe, excavator operator	8332	Insulation worker, acoustical	7134
Hydroelectric station operator	8161	Insulator, air-conditioning equipment	7134
Hydrogenation operator, oils and fats	8265	Insulator, boiler	7134
Hydro-geologist	2114	Insulator, building, general	7134
Ice cream machine operator	8262	Insulator, building, machine	7134
Illustrator	2452	Insulator, pipe	7134
Illustrator, technical	3118	Insulator, refrigeration equipment	7134
Imam	2460	Insurance adjuster	3412
Immigrant services officer	3441	Insurance assistant	3432
Immigration officer	3441	Insurance examiner	3412
Impersonator	8163	Insurance representatives	3412
Imposer	2158	Insurance risk analyst	3443
Impresario	2412	Insurance salesman	3412
Industrial robot operator	8172	Integrated social forestry technician	3219
Industrial security inspector	3450	Intelligence agent	3450

Interior decorator	3471	Knitting machine operator, hosiery	8252
Internal combustion engine fitter-assembler	7231	Knitting machine setter	8252
Interpreter	2444	Kutsero	9332
Interviewer, media	3472	Labor & General foreman	1430
Investigation agent	3450	Labor contractor	3423
Investigator, police	3450	Laboratory clerk	4190
Investment development analyst	2419	Laboratory technician	3119
IPC & staff inventory supervisor	2139	Laborer, construction	9312
Iron works fabricator	7214	Laborer, construction building	9313
Irrigator	9211	Laborer, demolition	9313
ISP supervisor	1429	Laborer, maintenance	9312
IT and LAN technician	3122	Laborer, manufacturing	9322
Jacquard card cutter	8252	Laborer, mining	9311
Jacquard design copyist	8252	Lace weaver, machine	8252
Jacquard weaver	8252	Laminator, plastic	7345
Jail guard	5163	Land management officer	3449
Janitor	9132	Language researcher	2444
Jeweller, general	7313	Laser private operator	3133
Jewelry caster, hand	7313	Laster	7442
Jewelry caster, machine	7313	Lathe operator, capstan, metalworking	8211
Jewelry finisher	7313	Lathe setter-operator	7223
Jewelry polisher	7313	Launch master	3142
Jig maker	7222	Launch patron	3142
Jig tender	8112	Launch service supervisor	3142
Jiggerman, pottery and porcelain	7321	Launderer, general	8254
Job placement officer	3423	Launderer, hand	9133
Joiner	7123	Laundering machine operator	8254
Joiner, aircraft	7123	Laundry machine operator	8254
Joiner, construction	7123	Laundry pressing machine operator	8254
Joiner, electric cable	7246	Lawyer	2421
Journalist	2451	Lay evangelist	3480
Judge	2422	Lay minister	3480
Judicial Officer	2421	Lay preacher	3480
Judicial staff officer	2423	Layer, floor	7132
Justice	2423	Layer, tile, composition	7132
Kaingeros	9212	Layout man, stonework	7113
Kapok, farmer	6115	Leader, political party	1141
Key-punch operator	4113	Leather cutter	7442
Kilnman, brick and tile	8131	Leather goods maker, general	7442
Kilnman, malting	8268	Leather products assembler	8276
Kilnman, porcelain	8131	Leather sewer, hand	7442
Kilnman, pottery	8131	Leather sewer, machine	7442
Kiln-operator, brick and tile	8131	Leather-preparing machine operator	8255
Kiln-operator, chemical and related processes	8152	Lecturer	2399
Kiln-operator, porcelain	8131	Lecturer, college and university	2310
Kiln-operator, pottery	8131	Legal Council	2421
Kitchen helper	9131	Legal adviser	2429
Knitter	7432	Legal analyst	2421
Knitter, hand-operated machine	7432	Legal and related business associate professionals	3432
Knitting machine operator, garment	8252	Legal assistant	3432

Legal clerk	3432	Loomfixers	7234
Legal consultant	2423	Lorry driver	8324
Legal counsellor	2429	Lubrication man	7233
Legal liason	2423	Luggage porter	9151
Legal researcher	2423	Lumber grader	6320
Legislative Official	1120	Lyricist	2453
Legislative staff officer	3432	Macaroni maker	7412
Letter carrier	9151	Machine embroiderer	8253
Lexicographer	2444	Machine operator, braid production	8259
Librarian	2430	Machine operator, bread production	8264
Librarian aide	4141	Machine operator, candle production	8229
Library assistant	4141	Machine operator, carving, wood	8240
License examiner	3444	Machine operator, chocolate production	8264
License inspector	3444	Machine operator, coating, metal	8223
Licenser	3444	Machine operator, coffee bean processing	8267
Licensing officer	3444	Machine operator, confectionery production	8264
Life guard	5169	Machine operator, crushing, chemical and related p	8151
Lifting truck operator	8334	Machine operator, drawing, wire	8124
Light and optics physicist	2111	Machine operator, extruding, metal	8124
Light rail transit (LRT) driver	8311	Machine operator, extruding, rubber	8231
Light van driver	8322	Machine operator, fiber-preparing	8251
Lighthouse keeper	9141	Machine operator, finishing, metal	8223
Lighthouse man	9152	Machine operator, footwear production	8256
Line installer	7246	Machine operator, furniture production	8240
Line technician	3114	Machine operator, halogen gas production	8229
Lineman	7246	Machine operator, hat-making	8259
Lineman, cable television	7246	Machine operator, labelling	8290
Lineman, electric power	7246	Machine operator, linoleum production	8229
Lineman, electric traction	7246	Machine operator, malting, spirits	8268
Lineman, telegraph	7246	Machine operator, meat processing	8261
Lineman, telephone	7246	Machine operator, milling, rubber	8231
Linguistic specialist	2444	Machine operator, packing	8290
Linoleum maker	8229	Machine operator, pastry production	8264
Liquor taster	7415	Machine operator, pattern making, textiles	8259
Livestock & poultry technican	3219	Machine operator, plating, metal	8223
Livestock worker	9211	Machine operator, soft drinks production	8268
Load dispatcher, electric power	8161	Machine operator, staining, leather	8255
Loan processor	4214	Machine operator, sugar production	8266
Local legislative staff officer	3432	Machine operator, tanning	8255
Lock operator, canal or port	8163	Machine operator, tea leaf	8267
Locksmith	7222	Machine operator, tire production	8231
Locomotive engine driver	8311	Machine operator, twisting, thread and yarn	8251
Log grader	6320	Machine operator, weaving	8252
Log marker	6320	Machine operator, winding, thread and yarn	8251
Log scaler	6320	Machine operator, wood products	8240
Log sorter	6320	Machine operator, woodworking	8240
Logger	6320	Machine riveter	7214
Logistics clerk	4122	Machine sewer	7435
Logistics manager	1235	Machine tool operator	8211
Loom threader, machine	8252	Machine-operator, ammunition products	8222

Machine-operator, blowing, glass	8131	Maker, paper box, hand	7331
Machine-operator, bottling	8290	Maker, photographic film	7344
Machine-operator, canning/freezing fruits & vegetat	8265	Maker, photographic paper	7344
Machine-operator, cast stone products	8212	Maker, piano	7312
Machine-operator, cast-concrete products	8212	Maker, pottery and porcelain	7321
Machine-operator, casting, metal	8122	Maker, precious metal leaf	7313
Machine-operator, detergent production	8221	Maker, precision instrument	7311
Machine-operator, developing/photography	8224	Maker, stringed musical instrument	7312
Machine-operator, enlarging/photography	8224	Maker, umbrella	7435
Machine-operator, explosives production	8222	Maker, wooden model	7422
Machine-operator, grinding, wood	8142	Maker, woodwind instrument	7312
Machine-operator, grinding/chemical and related pr	8151	Maker-up, printing	7341
Machine-operator, ice cream cones & wafers	8264	Make-up artist	5151
Machine-operator, leather production	8256	Make-up man (stage & studio)	5151
Machine-operator, match production	8222	Malt cooker	8268
Machine-operator, milling/flour	8263	Management information analyst	2139
Machine-operator, mixer	8268	Management information system designer	2131
Machine-operator, mixing, chemical and related pro	8151	Manager, accounting	1231
Machine-operator, pharmaceutical products	8221	Manager, administration	1231
Machine-operator, photographic/film production	8224	Manager, advertising department	1234
Machine-operator, printing/photography (black and	8224	Manager, airport	1226
Machine-operator, printing/photography (colour)	8224	Manager, automotive services	1226
Machine-operator, snack products such as corn cur	8264	Manager, aviation	1226
Machine-operator, sugarcane crushing	8266	Manager, benefits	1231
Machine-operator, toiletries production	8221	Manager, broadcast stations	1234
Machinery erector and installer	7233	Manager, brokerage office	1226
Machinery fitter, aircraft engine	7232	Manager, budgeting	1231
Machinery fitter, general	7231	Manager, cargo and ramp service	1226
Machinery fitter-assembler, general	7231	Manager, circulation	1232
Machinery mechanic, general	7233	Manager, cleaning services	1228
Machine-tool setter	7223	Manager, communications station	1226
Magician	3474	Manager, compensation	1231
Magistrate	2422	Manager, computing services	1236
Magnetic recorder operator	3114	Manager, credit and collection	1233
Mail carrier	4142	Manager, credit card operations	1233
Mail messenger	4142	Manager, customer credit	1233
Maintenance clerk	4190	Manager, customer service	1232
Maintenance electrician	7241	Manager, dance studio	1239
Maintenance storekeeper	5220	Manager, department, mutual benefits	1232
Maintenance technician	3115	Manager, distribution	1235
Maker, accordion	7312	Manager, EDP	1236
Maker, brass instrument	7312	Manager, equipment	1239
Maker, dental prosthesis	7311	Manager, external audit	1231
Maker, ice cream	7413	Manager, finance	1231
Maker, instrument, meteorological	7311	Manager, flight control	1226
Maker, instrument, surgical	7311	Manager, flight operation	1226
Maker, jewelry	7313	Manager, flight reservation	1226
Maker, metal wind instrument	7312	Manager, front office	1233
Maker, optical instrument	7311	Manager, handicraft shop	1239
Maker, orthopedic appliance	7311	Manager, harbor department	1226

Manager, industrial relations	1232	Manager, warehouse	1226
Manager, industrial zone	1232	Manager, welfare	1231
Manager, internal audit	1231	Manager/proprietor, catering services	1315
Manager, machinery rental	1233	Manager/Proprietor, construction	1313
Manager, marketing	1233	Manager/proprietor, guest House	1315
Manager, messengerial services	1226	Managing proprietor, communications	1316
Manager, personal care services	1228	Managing proprietor, storage	1316
Manager, personnel	1232	Managing proprietor, transport	1316
Manager, planning	1233	Managing-Proprietor, business services	1317
Manager, port traffic	1226	Managing-Proprietor, cleaning services	1318
Manager, production and operations, business serv	1227	Managing-proprietor, construction	1313
Manager, production and operations, communicatio	1226	Managing-Proprietor, personal care services	1318
Manager, production and operations, construction	1223	Manicurist/Pedicurist	5151
Manager, production and operations, hotels	1225	Manipulator, rolling mill	8122
Manager, production and operations, manufacturing	1222	Manufacturers' agent	3415
Manager, production and operations, restaurants	1225	Marine craft mechanic	7233
Manager, production and operations, retail trade	1224	Marine engineer	3141
Manager, production and operations, storage	1226	Marine engineer officer	3141
Manager, production and operations, transport	1226	Marine engineman	3141
Manager, production and operations, wholesale tra	1224	Marine machinery mechanic	7233
Manager, production and operations/agriculture	1221	Marine superintendent (deck)	3142
Manager, production and operations/fishing	1221	Marine superintendent (technical)	3141
Manager, production and operations/forestry	1221	Marine surveyor	3142
Manager, production and operations/hunting	1221	Maritime industry development specialist	3141
Manager, project development	1237	Maritime Industry Specialist	3141
Manager, promotions department	1234	Maritime Transport Service Supervisors	1423
Manager, public relations	1234	Marker tender	5220
Manager, purchasing	1235	Marker, garment	7434
Manager, railway	1226	Market Supervisor, retail trade	1442
Manager, research and development	1237	Market supervisor, wholesale trade	1441
Manager, sales	1233	Market aide	9131
Manager, scientific publication	1239	Market analyst	2419
Manager, specialized	1239	Market garden worker	9211
Manager, statement clerks	1231	Market inspector	3152
Manager, stockroom	1233	Market research analyst	2419
Manager, storage	1316	Marketing and Career Adviser	2419
Manager, storeroom	1233	Marketing Director, organization/enterprise	1210
Manager, student placement service	1239	Marketing executive	1210
Manager, supply	1235	Mascot	3474
Manager, technical publication	1239	Mason (general)	7122
Manager, telecommunications services	1226	Mason, monument	7113
Manager, telegraph office	1226	Masseur	3229
Manager, telephone services	1226	Master electrician	2152
Manager, traffic	1226	Master fisherman	6430
Manager, transport	1316	Master, railway station	1424
Manager, transport area	1226	Material planning/procurement officer	3416
Manager, transport station	1226	Mathematical assistant	3434
Manager, transportation	1226	Mathematical associate professional	3434
Manager, travel agency	1227	Mathematical statistician	2122
Manager, TV stations	1234	Mathematician (Applied Math.)	2121

Mathematician (Pure Math.)	2121	Member of the Provincial Board (Sangguniang Panl	1120
Mathematician aide	3434	Member, Judicial and Bar Council	2423
Mattress maker	7436	Message handling operator	4223
Mayor	1120	Message writer	2451
Meat cutter	7411	Messenger	9151
Meat processing machine operator	8261	Metal bluer	8223
Mechanic motorcycle	7231	Metal caster	8122
Mechanic, agricultural machinery	7234	Metal cleaner	8223
Mechanic, airconditioning plant	7233	Metal coating machine operator	8223
Mechanic, aircraft engine	7232	Metal drawer	8124
Mechanic, aircraft engine service	7232	Metal extruder	8124
Mechanic, automobile	7231	Metal finisher	7224
Mechanic, automotive, light duty	7231	Metal finishing machine operator	8223
Mechanic, diesel engine	7231	Metal former, hand	7221
Mechanic, diesel engine (except motor vehicle)	7233	Metal marker	7222
Mechanic, electrical	7242	Metal melter	8122
Mechanic, metalworking machine-tool	7233	Metal pattern maker	7222
Mechanic, mining machinery	7234	Metal plating machine operator	8223
Mechanic, motor truck	7231	Metal pourer	8122
Mechanic, motor vehicle	7231	Metal products assembler	8274
Mechanic, office machines	7235	Metal shipwright	7214
Mechanic, plant maintenance	7233	Metal sprayer	8223
Mechanic, printing machinery	7234	Metal-bending machine operator	8211
Mechanic, radio	7244	Metallurgical technician	3117
Mechanic, reciprocating steam-engine	7233	Metallurgist	2156
Mechanic, refrigeration plant	7233	Metallurgist, extractive	2156
Mechanic, small engine	7231	Metallurgist, physical	2156
Mechanic, telephone	7245	Metal-press operator	8211
Mechanic, television	7244	Metal-wheel grinder	7224
Mechanic, turbine (except aircraft and marine)	7233	Metalworking-machine setter, general	7223
Mechanic, woodworking machinery	7234	Metalworking-machine setter-operator, general	7223
Mechanical plant operator	8161	Meteorological scientist	2112
Mechanics physicist	2111	Meteorologists	2112
Media production specialist	2419	Meter reader	4215
Mediator-arbiter	2421	Metro aide	9162
Medical Aide	5132	Micro Biologist	2212
Medical assistant	3221	Micro computer operator	3122
Medical associate	3221	Micro editor operator	3122
Medical claims processor	3443	Microbiologist	2212
Medical radiation technician	3133	Microfilming machine operator	3122
Medical service aide	3221	Midwife, auxiliary	3232
Medical social welfare officers	3221	Midwife, professional	2232
Medical technologist	2227	Midwife, supervising	2232
Medical technologist, nuclear	2227	Midwifery associate professionals	3232
Medical volunteer	3221	Milk collector	7413
Medicine ward officer	3221	Milker	7413
Medico-legal nurse	2231	Miller-grinder	8151
Member of the Barangay Council (Sangguniang Pa	1120	Milliner	7433
Member of the City Council (Sangguniang Pambay	1120	Milling-machine operator	8211
Member of the Municipal Council (Sangguniang Pa	1120	Milling-machine setter-operator	7223

Millwright	7422	Native cakes/kakanin makers	7412
Mine and quarry brakeman	8312	Natural gas refining plant operator	8155
Mine cageman	8333	Naturopath	3241
Mine manager	1239	Nautical writer	2451
Miner (general)	7111	Naval architect	2141
Mineral analyst	2114	Neonatal nurse	2231
Mineralogist	2114	Net and system administrator	1236
Mining claims examiner	2114	Net and systems operation administrator	2131
Mining geologist	2114	Net maker, hand	7432
Mining plant operator	8111	Net maker, machine	8252
Minutes agenda officer	3431	Network development officer	2131
Missionary	2460	Neurosurgeon	2221
Mixer operator	8212	New accounts clerk	4122
Mixing- and blending-machine operator	8151	New worker seeking employment	0910
Mobile crane operator	8333	News analyst	3472
Model, advertising	5210	News commentator (broadcasting)	2451
Model, artist	5210	News correspondent/reporter	3472
Model, fashion	5210	Newscaster/broadcaster, radio & tv	3472
Model, mannequin	5210	Newspaper and periodical editor	2451
Modeller, pottery and porcelain	7321	Newspaper and periodical sub-editor	2451
Molder, abrasive wheel	7321	Nightclub dancer	3473
Molder, bench, metal	7211	Nightclub singer	3473
Molder, brick and tile	7321	Non-ordained religious associate professional	3480
Molder, floor and pit	7211	Noodle makers	7412
Molder, glass lens	7322	Notary public	2429
Molder, machine	7211	Nuclear physicist	2111
Molder, metal castings	7211	Numerical control machine setter-operator	7223
Money changer	4212	Numerologist	5142
Moneylender	4214	Nun	3480
Monks	2460	Nurse, auxiliary	3231
Mortuary beautician	5151	Nurse, consultant	2231
Motion picture camera operator	3131	Nurse, occupational health	2231
Motor grader operator	8332	Nurse, practitioner, independent	2231
Motorcycle driver	8321	Nurse, private	2231
Motorcycle escort	5169	Nurse, professional (general)	2231
Motorcyclist	8321	Nurse, public health	2231
Motorized farm plant operator	8331	Nurse, school	2231
Motorized forestry plant operator	8331	Nurse, specialized	2231
Motorpool supervisor	1421	Nursemaid	5131
Mountaineering guide	5113	Nursery aide	5132
Multimedia artist	3131	Nursery aide	5131
Museum guide	5113	Nursery laborer	9211
Museum researcher	2430	Nursery worker	9211
Musical arranger	2453	Nursing assistant	3231
Musical director	2453	Nursing associate professionals	3231
Musical director	2453	Nursing attendant	5132
Musician	2453	Nutrition program coordinator	2225
Mycologist	2211	Nutritionist	2225
National intelligence specialist	3450	Nutritionist, community/public health	2225
National security specialist	3450	Nutritionist, dietary	2225

Nutritionist, public health	2225	Operator, electronic computer	3122
Nutritionist-dietician	2225	Operator, electronic equipment, n.e.c.	3139
Nutritionist-dietician, research	2225	Operator, engraving pantograph	7343
Ob- Gynecologist	2221	Operator, fertilizer plant	8159
Obstetrician	2221	Operator, fish hatchery	6419
Occupational analyst	2412	Operator, hydroelectric power plant	8161
Occupational therapy technician	3229	Operator, incinerator, refuse disposal	8163
Odd-job person	9162	Operator, lathe, stone	7113
Office cashier	4211	Operator, lens grinding-machine	7322
Office equipment clerk	4190	Operator, lens polishing machine	7322
Office machine operator, reproduction processes	7347	Operator, linotype	7341
Officer, excise	3442	Operator, loader	8331
Officer, flight operation	4133	Operator, metal furnace	8121
Officer, passport checking	3441	Operator, mill, chemical and related processes	8151
Officer, pension	3443	Operator, mineral crushing machine	8112
Officer, social security claims	3443	Operator, mineral milling machine	8112
Officer, social benefits	3443	Operator, mineral ore processing plant	8112
Officer, tax	3442	Operator, mobile plant	8162
Official, consular	3439	Operator, monotype keyboard	7341
Offset Camera technician	3131	Operator, nuclear power plant	8161
Offset pressman	7347	Operator, nursery farm	6419
Offset pressman, sheet fed	7347	Operator, optical equipment, n.e.c.	3139
Offset pressman, web fed	7347	Operator, ore furnace	8121
Oil pressman, edible oil	8265	Operator, ornamental fish farm	6419
Oiler	7233	Operator, paper pulp plant	8142
Ombudsman	1110	Operator, paper-making plant	8143
Open hearth furnaceman, steel	8121	Operator, paraffin plant	8155
Opening bridge operator	8333	Operator, photo-type-setting machine	7341
Operations manager	1421	Operator, plywood core-laying	8141
Operations research analyst	2121	Operator, power plant	8161
Operator, assembly-line, automated	8171	Operator, pumping-station, water	8163
Operator, blender, petroleum and natural gas refinir	8155	Operator, punched-card machine	3122
Operator, boiler, ship	8162	Operator, reactor, chemical processes, except petrc	8154
Operator, boring equipment, well	8113	Operator, roasting equipment, chemical and related	8152
Operator, cement production plant	8152	Operator, robot, industrial	8172
Operator, centrifugal casting machine	8122	Operator, rolling mill, non-ferrous metal	8122
Operator, chipper, paper pulp	8142	Operator, sand pro	8332
Operator, clay extruding-press	7321	Operator, sawmill	8141
Operator, coke production plant	8159	Operator, separator, chemical and related materials	8153
Operator, computer equipment	3122	Operator, solar power plant	8161
Operator, computer peripheral equipment	3122	Operator, steam engine	8162
Operator, continuous rod-casting machine	8122	Operator, steam power plant	8161
Operator, converter, chemical processes, except pe	8154	Operator, still, petroleum and natural gas refining	8155
Operator, derrick, gas well	8113	Operator, still, turpentine	8154
Operator, derrick, oil well	8113	Operator, stone processing machine	8112
Operator, desk top publishing	7347	Operator, stone processing plant	8112
Operator, die casting machine	8122	Operator, synthetic fiber production plant	8159
Operator, drilling equipment, well	8113	Operator, telephone switchboard	4223
Operator, EDP	3122	Operator, teleprinter	4112
Operator, electric power plant	8161	Operator, tobacco conditioner	7416

Operator, tobacco cutting machine	7416	Paper maker, hand	8143
Operator, treating equipment, crude oil	8153	Paperboard products assembler	8276
Operator, type-casting machine	7341	Paperhanger, wall	7141
Operator, typewriter, telegraphic	4112	Papermaking machine operator, back end	8143
Operator, water purification plant	8163	Papermaking machine operator, wet end	8143
Operator, wood processing plant	8141	Paper-making plant operator	8143
Ophthalmologist	2221	Paraffin plant operator	8155
Optician	2226	Paralegal officer	3432
Optician, dispensing	2226	Paramedic nurse	2231
Optician, ophthalmic	2226	Parasitologist	2211
Optometrist	2226	Park administrator	3439
Orchard worker	9211	Park maintenance laborer	9162
Orchestra director	2453	Park sweeper	9162
Orchestrator	2453	Parking attendant	9152
Ordinary seaman	8340	Parks & games warden	5169
Organic chemist	2113	Parquetry worker	7132
Orthodontist	2222	Passport issuing officer	3444
Orthopedic footwear maker	7442	Pastor	2460
Orthopedic technician	3229	Pastry maker	7412
Osteopath	2229	Pastrycook	7412
Other barangay officials	1130	Pasture in-charge	6211
Outreach project worker	3460	Patent agent	2419
Oven/fryer man	7412	Pathologist	2212
Overseas operations officer	3423	Pathologist, forensic	2212
Overseas worker welfare officer	3423	Pathologist, medical	2212
Oxygen furnaceman, steel converting	8121	Pathologist, veterinary	2212
Package counterman	5230	Patrolman, police	5162
Pain clinic & ancology nurse	2231	Patrolwoman, police	5162
Paint sprayer, varnishers	7142	Patternmaker	7433
Painter	7141	Patternmaker, garment	7434
Painter, artistic	2452	Patternmaker, hat and cap	7434
Painter, automotive	7142	Patternmaker, leather	7434
Painter, building	7141	Patternmaker, textile	7434
Painter, ceramics	7324	Patternmaker, wooden	7422
Painter, construction	7141	Paviour	7122
Painter, decorative	7324	Pawnbroker	4214
Painter, glass	7324	Pay loader	8332
Painter, manufactured articles	7142	Paymaster	4211
Painter, portrait	2452	Pea farmer	6114
Painter, ship	7141		
Painter, structural steel	7141	Peanut (ground nut) farmer	6114
Painter, upholstery	7142	Pedal vehicle driver	9331
Painting restorer	2452	Peddler	9112
Paleontologist	2114	Pediatrician	2221
Palmist	5142	Pedicab driver	9331
Pan handler	9311	Pedodontist	2222
Paper bag and envelope maker, machine	8143	Penal institution program officer	3450
Paper box cutting- and creasing-press operator	8143	Peon(unskilled laborer)	9311
Paper box maker, machine	8143	Periodontist	2222
Paper cutting machine operator	7347	Permit & licensing officer	3444

Personal maid	5152	Planner, city	2142
Personnel specialist	2412	Planner, town	2142
Pest control technician	3219	Planner, traffic	2142
Petroleum refining plant operator	8155	Planner, urban	2142
Petrologist	2114	Plant entomologist	2214
Pharmaceutical assistant	3224	Plant quarantine inspector	3219
Pharmacist (general)	2224	Planter, forest tree	6310
Pharmacist, industrial	2224	Plasterer, fibrous	7122
Pharmacologist	2224	Plasterer, general	7122
Pharmacy Aide	3224	Plasterer, ornamental	7122
Philatelic artist	2430	Plasterer, stucco	7122
Philologist	2444	Plastic molding engineer	2155
Philosopher	2443	Plastic pattern maker	7222
Photo editor	3131	Plastic products assembler	8274
Photo lithographic technician	3131	Plastics extruding machine operator	8232
Photo-engraver	7343	Plastics injection-molding machine operator	8232
Photogrammetrist	2157	Plastics laminator	8232
Photogrammetry Laboratory technician	3131	Plastics products fabricator	8232
Photograph enlarger	7344	Plate metal worker	7213
Photograph printer	7344	Plate-glass polisher	8131
Photographer, commercial illustrator	3131	Plate-glass rollerman	8131
Photographer, general	3131	Platen press operator	7341
Photographer, news	3131	Platen pressman	7347
Photographic color processor	3131	Plumber	7136
Photographic equipment repairer	7344	Plywood press operator	8141
Photographic film and paper maker	7344	Pneumatic riveter	7214
Photolithographic lay-out man	3131	Podiatrist	2228
Photostat machine operator	3131	Police inspector	3450
Psychometrician	2445	Policeman	5162
Physical chemist	2113	Policewoman	5162
Physical therapist	2228	Polisher, metal	7224
Physical trainer	3475	Polishing machine operator	7224
Physician	2221	Political affairs officer	3439
Physician, public health	2221	Political scientist	2443
Physician/practitioner, general	2221	Pollution control aide	3152
Physicist (General)	2111	Polygraph examiner	3450
Physiologist	2212	Pond Aide	9213
Physiotherapist	2228	Population program worker	3439
Pickler, food	7414	Porcelain kilnman	8131
Pig farm worker	9211	Portrait photographer	3131
Pile-driver operator	8332	Post runner	9151
Pin boy	9152	Postal clerk	4142
Pipe fitter	7136	Postal Service Supervisors	1425
Pipe fitter, gas	7136	Posting clerk	4142
Pipe fitter, marine	7136	Postman	4142
Pipe layer	7136	Postmaster	1425
Piping charge hand	7136	Postmaster General	1110
Piping inspector	7136	Potter	8139
Planing-machine operator	8211	Potter, general	7321
Planing-machine setter-operator	7223	Pottery kilnman	8131

Poultry farm laborer	9211	Printing scheduler	7347
Poultry hatchery worker	9211	Prison guard	5163
Power distribution and transmission engineer	2152	Private detective	5169
Power plant mechanic	7234	Private inquiry agent	5169
Power plant operator, steam	8161	Private investigators/criminology	5169
Power production plant operator	8161	Private police guard	5162
Power reactor operator	8161	Private secretary	3431
Power switchboard operator	8161	Procurement officer	3439
Power-shear operator	8211	Producer, chicken egg	6221
Practicum coordinator	2412	Producer, chicken meat	6221
Precipitator	8112	Producer, duck egg	6222
Precision-grinding-machine operator	8211	Producer, duck meat	6222
Precision-grinding-machine setter-operator	7223	Producer, motion picture	1227
Preparer, tobacco	7416	Producer, radio program	1226
Preserver, food	7414	Producer, television program	1226
Preserver, fruit	7414	Producer, theatrical	1227
Preserver, vegetables	7414	Product demonstrator	5220
Preserving cook, general	8261	Product manager	1233
President	1110	Production clerk	4132
President of the Republic of the Philippines	1110	Production inspector	3152
President of the Senate	1120	Production process operator	8212
President, college	1229	Production supervisor	1430
President, employers' organization	1142	Professional monk	2460
President, organization/enterprise	1210	Professional nun	2460
President, political party	1141	Professional regulation officer	3444
President, trade union	1143	Professional tutor	2399
President, university	1229	Professional, technical and related worker (AFP)	0113
Presidential legislative adviser	1120	Professor, college and university	2310
Presidential staff officer	3431	Programmer analyst	2132
Press operator, printing, cylinder	7347	Programmer application	2132
Press operator, printing, offset	7347	Project consultant manager	1237
Press operator, printing, rotary	7347	Project manager/contractor	1223
Press roller maker	7347	Promo girl	5220
Press secretary	1110	Promo merchandiser	5220
Presser, hand	9133	Proof-reader	4143
Presser, hand, pottery and porcelain	7321	Propagator, foliage	6131
Pressman	2451	Property custodian	3413
Pressman, letterpress	7347	Property officer	3439
Press-proof revisor	2451	Property/maintenance supervisor	149
Priest	2460	Prosecutor	2421
Prime miner operator	8111	Prosthodontist	2222
Principal	1412	Psychiatrist	2221
Principal, assistant	1412	Psychic healer	3242
Printer, block	7346	Psychologists	2445
Printer, general	7341	Public address equipment operator	3132
Printer, photograph	7344	Public relations officer	2419
Printer, silk-screen	7346	Public service supervisor	149
Printer, textile	7346	Publication circulation officer	3429
Printing machine operator	7347	Publicity writer	2451
Printing quality inspector	7347	Pulmonary therapist	2229

Pump operator	8111	Reader, water meter	4215
Pumpboat operator	8340	Reading and writing teacher	2331
Pumping station operator	8163	Real estate broker	3413
Pumpman, petroleum refining	8155	Real property appraiser	3413
Purchasing agent	3416	Realtor	3413
Quality assurance/control inspector	3152	Receiving clerk	4222
Quality control chemist	2113	Receptionist (General)	4222
Quality control supervisor/foreman	1430	Receptionist, medical	4222
Quality control technician	3119	Recital coordinator	2453
Quality management representative	2419	Reconciliation specialist	3431
Quarry digger (manual)	9311	Recording artist	2453
Quarryman (general)	7111	Records management analyst	3431
Rabbi	2460	Records officer	3431
Radio and television journalist	2451	Recreation facilities attendant/aide	9152
Radio and television transmitting equipment operator	3132	Recreational attendant	5113
Radio announcer	3472	Referee	3475
Radio communication operator	3132	Refining machine operator, oils and fats	8265
Radio communication technician	3132	Reflexologist	2229
Radio controller	3132	Refrigeration system operator	8163
Radio dispatcher	3132	Regional Director	1110
Radio engineer	2153	Regional Postmaster	1110
Radio frequency coordinator	3132	Registration officer	3439
Radio frequency engineer	2153	Reinforced concrete, general	7122
Radio laboratory technician	3132	Reinforcing iron worker	7122
Radio monitoring operator	3132	Relief and rehabilitation worker	3460
Radio phone operator	3132	Relief telegraphic operator	3132
Radio photo equipment operator	3132	Religion minister	2460
Radio station manager	1226	Religious professionals	2460
Radio, tv commentator	3472	Religious workers	3480
Radio-telephone operator (land-based)	3132	Remote sensing technologist	2112
Radiotherapeutic nurse	2231	Repairer, dental prosthesis	7311
Rafter	6320	Repairer, jewelry	7313
Railway & road vehicle loader	9333	Repairer, optical instrument	7311
Railway brakeman, freight train	8312	Repairer, orthopedic appliance	7311
Railway braker	8312	Repairer, photographic equipment	7344
Railway engine driver	8311	Repairer, precision instrument	7311
Railway passenger train guard	5112	Repairer, saw	7224
Railway shunter	8312	Repairer, telecommunication equipment	7245
Railway signalman	8312	Repairer, watch and clock	7311
Railway steam-engine fireman	8162	Repairman	7231
Railway transport service supervisor	1429	Repairman, electric meter	7242
Railway vehicle loader	9333	Repairman, electrical	7241
Railways Transport Service Supervisors	1424	Repairman, instrumentation	7242
Raiser, duck	6222	Repairman, telegraph	7245
Raiser, frog	6419	Repairman, telephone	7245
Raiser, hog	6212	Repairman, transformer	7242
Raiser, pearl culture	6419	Repairman, video electronics	7244
Rattan binder	7331	Reporter	2451
Reader, electric meter	4215	Reporter, verbatim	3431
Reader, gas meter	4215	Repro-cameraman	7344

Reservation clerk	4222	Rubber goods assembler	8274
Resettlement and development officer	3413	Rubber millman	8231
Respiratory therapist	2229	Rubber molding-press operator	8231
Retoucher, photogravure	7343	Rubber plantation worker	9211
Retoucher, printing plate	7343	Rubber products machine operator	8231
Revenue collector	4215	Saddler and harness maker	7442
Revenue officer	2419	Sailor	8340
Rewinder, electric machine	7242	Sakada	9211
Rice farmer, irrigated	6111	Sales & collection supervisor, retail trade	1442
Rice farmer, lowland	6111	Sales & collection supervisor, wholesale trade	1441
Rice farmer, rainfed	6111	Sales analyst	3415
Rice farmer, upland	6111	Sales associate professional, n.e.c.	3419
Rice milling machine operator	8263	Sales consultant	3415
Rickshaw driver	9331	Sales helper/baggers	5220
Rigger	7215	Sales supervisor	3415
Rigger, aircraft	7215	Sales supervisor, retail trade	1442
Rigger, gas-drilling	7215	Sales supervisor, wholesale trade	1441
Rigger, hoisting equipment, construction	7215	Salesman, advertising	3429
Rigger, hoisting equipment, general	7215	Salesman, business services/advertising	3429
Rigger, oil-drilling	7215	Salesman, insurance	3412
Rigger, ship	7215	Salesman, real estate	3413
Ring spinner	8251	Salesman, retail trade	5220
Risk management analyst	2412	Salesman, technical	3415
Riveter	7214	Salesman, wholesale trade	5220
Road grader and scraper operator	8332	Salesman/saleslady	5220
Road roller operator	8332	Salesperson, door-to-door	9113
Road service worker	9312	Salesperson, market	5230
Road Transport Service Supervisors	1421	Salesperson, promo	9113
Road vehicle loader	9333	Salesperson, property	3413
Road-roller operator	8332	Salesperson, special offer	9113
Roaster, chemical and related processes	8152	Salesperson, stall	5230
Roller, non-ferrous metal	8122	Salesperson, street stall	5230
Roller, precious metal	7313	Salesperson, telephone	9113
Roller, seamless pipe and tube	8122	Salted egg maker	7414
Rolling mill operator	8122	Salvationist	2460
Roofer	7131	Sampler, mine	7111
Roofer, asphalt	7131	Sandblaster	7133
Roofer, composition	7131	Sandblaster, building exterior	7133
Roofer, metal	7131	Sandblaster, glass	7323
Roofer, slate	7131	Sauna bath attendant	5151
Roofer, thatcher	7131	Sausage maker	7414
Roofer, tile	7131	Sawmill sawyer, general	8141
Rotary driller, gas well	8113	Sawyer, precision woodworking	7423
Rotary driller, oil well	8113	Scaffolder	7129
Rotary pressman	7347	School dental assistant	3222
Rotary-drum filterer	8153	School President	1412
Rotogravure pressman	7347	School Principals	1412
Rough terrain crane operator	8333	School Supervisors	1411
Rubber calender operator	8231	Science research technician	3211
Rubber extruding-machine operator	8231	Scientist, animal	2213

Scientist, bacteriological	2212	Sericulturist	6290
Scientist, forestry	2214	Service and related worker (AFP)	0123
Scientist, soils	2213	Service crew	5123
Scrap buyer	9113	Servicer, audio electronics	7244
Scribe	4144	Setter, marble	7132
Scriptwriter	2451	Setter, mosaic	7132
Sculptor	2452	Setter, tile	7132
Sea patrol supervisor	1423	Setter, woodworking machine	7423
Seaman	8340	Setter-operator	7223
Seamless pipe and tube drawer	8124	Setter-operator, wood lathe	7423
Seamstress	7433	Setter-operator, wood routing machine	7423
Seaperson	8340	Setter-operator, wood-planing machine	7423
Secretary	4115	Setter-operator, wood-shaping machine	7423
Secretary general	1110	Setter-operator, wood-spindle-carving machine	7423
Secretary, administrative	3431	Setter-operator, woodworking machine	7423
Secretary, community organizer	4115	Sewer	7435
Secretary, confidential	3431	Sewer, garment	7435
Secretary, executive, committee	3439	Sewing machine operator, industrial	8253
Secretary, executive, government administration	3439	Sexton	9141
Secretary, legal	4115	Sharpener, cutting instrument	7224
Secretary, marketing	4115	Sharpener, saw	7224
Secretary, medical	4115	Sharpener, tool	7224
Secretary, office	4115	Sheep farm worker	9211
Secretary, parish	4115	Sheet-metal marker	7213
Secretary, sales	4115	Sheet-metal worker, aircraft	7213
Secretary, stenographic	3431	Sheet-metal worker, general	7213
Secretary-General, employers' organization	1142	Sheet-metal worker, ornamental	7213
Secretary-General, trade union	1143	Sheet-metal worker, vehicle	7213
Securities & Finance dealers	3411	Ship boarding inspector	4133
Securities and Exchange analyst	3411	Ship fitter	7233
Securities and finance dealers and brokers	3411	Ship pilot	3142
Securities custodian	3411	Ship plater	7214
Securities salesman	3411	Ship radio operator	3132
Security agent	5169	Ship steward	3142
Security guard	5169	Ship wright appraiser	3142
Seismologist	2114	Shipping agent	3422
Senator	1120	Shipping broker	3421
Senior Deputy Governor of Central Bank	1110	Shipping operations inspector	3141
Senior network administrator	1234	Shipping operations officer	3142
Senior official, economic-interest organization	1142	Shipping supervisor	1423
Senior official, employers' organization	1142	Ship's cook	5122
Senior official, humanitarian organization	1144	Ship's deck crew	8340
Senior official, labor organization	1143	Ship's fireman	8162
Senior official, labor union	1143	Ship's master (inland waterways)	3142
Senior official, political party	1141	Ship's master (sea)	3142
Senior official, special-interest organization	1144	Ship's navigating officer	3142
Senior official, trade union	1143	Ship's oiler and greaser	8162
Senior Vice-President, organization/enterprise	1210	Ship's purser	5111
Sepulturero	5153	Ship's radio officer	3132
Sericulture worker	9211	Ship's steward	5111

Shipwright, wood	7123	Sole pressman	7442
Shoe cleaner	9120	Solicitor	2421
Shoe cutter, hand	7442	Solicitor general	1110
Shoe finisher	7442	Song Group Manager	1319
Shoe patternmaker	7442	Sorter, newspaper & other paper products	9321
Shoe polisher	9120	Sound physicist	2111
Shoe repairer	7442	Speaker of the House of Representatives	1120
Shoe repairman	9120	Special assistant supervisor, organization/enterprise	1210
Shoe sewer, machine	7442	Specialist, education methods	2391
Shoemaker	7442	Speech therapist	2229
Shoemaking machine operator	8256	Speech transcriber	2451
Shop assistant	5220	Speech writer	2451
Shop superintendent, retail trade	1442	Spice milling machine operator	8263
Shop superintendent, wholesale trade	1441	Spinner, thread and yarn	8251
Shotfirer, mine	7112	Spinning machine operator	8251
Shotfirer, quarry	7112	Splicer, rope and cable, general	7215
Shunter, railway	8312	Splitter, hide	7441
Shuttle-car operator, mine	8324	Splitter, stone	7113
Signaller, railway	8312	Sports & Games Regulation Officer	3475
Sign-maker	7324	Sports & Entertainment Manager	1319
Sign-painter	7324	Sports coach	3475
Silk degummer	8254	Sports official	3475
Silk weighter	8254	Sports Trainer	3475
Silverer, mirror	7324	Sportsman	3475
Silversmith	7313	Spotter (dry cleaner)	9133
Silviculturist	2214	Sprayman	7141
Singer, nightclub	3473	Spray-painter, ceramics	7324
Singer, opera	2453	Spray-painter, except construction	7142
Singer, professional	2453	Staff officer (AFP)	0112
Singer, pub	3473	Stage director	2455
Site Manager	1313	Stainer, leather	7441
Slaughterer	7411	State College Vice President	1110
Slaughterhouse master	3223	State College President	1110
Sleeping or pullman-car attendant	5112	State Counsel	2421
Smoker, fish	7414	State University & Colleges President	1412
Smoker, meat	7414	State University Chancellor	1110
Smoking-pipe maker	7422	State University President	1110
Snuff maker	7416	Stationary engine operator, general	8163
Soap making	7333	Stationary jib crane operator	8333
Social science teacher, secondary education	2332	Statistical aide	3434
Social security examiner	3443	Statistical aide	3434
Social welfare officer	2446	Statistical assistant	3434
Social work associate professional	3460	Statistical associate professional	3434
Social worker, general	2446	Statistical processor	3434
Sociologist	2442	Statistical researcher	3434
Software designer	2131	Statistician (Applied Stat.)	2122
Software developer	2131	Statistician (General)	2122
Software engineer	2157	Statistics billing assistant	3434
Soil technologist	3211	Steam engine operator	8162
Sole fitter	7442	Steelman	7214

Steeplejack	7129	Supervisor, transport service, air	1422
Stenographer and typist	4111	Supervisor, transport service, railway	1424
Stenographer, clerk	4111	Supervisor, transport service, road	1421
Stenographer, legal	4111	Supervisor, transport service, water	1423
Stenographer-typist (General)	4111	Supervisor/adviser, dietetic management	2225
Stenographic reporter	4111	Surgeon, general	2221
Stenorecorder	4111	Surgeon, oral	2222
Stereotyper	7342	Surgery attendant	5132
Sterilizing machine operator	8261	Surveillance officer	5169
Stevedore	9333	Survey statistician	2122
Stillman, petroleum refining	8155	Surveyor (general)	2157
Stock broker	3411	Surveyor, aerial	2157
Stone carver	7113	Surveyor, cadastral	2157
Stone cutter	7113	Surveyor, geodetic	2157
Stone splitter	7113	Surveyor, hydrographic	2157
Stone treater	8112	Surveyor, land	2157
Stonemason, construction	7122	Surveyor, marine	3115
Store assistant	5230	Surveyor, mine	2157
Store manager	1317	Surveyor, quantity	2159
Storekeeper	4131	Suspension bridge cable worker	7215
Story teller, radio or television	2455	Sweeper, market	9162
Street car washer	9120	Switchman (central office equipment technician)	7245
Street dancer	3473	Synthetic fiber maker	8159
Street singer	3473	Syrup man	7414
Street sweeper	9162	Systems analyst	2131
Stripper, black and white	7344	Systems designer	2131
Stripper, colored	7344	Systems researcher	2131
Stripper, tobacco, hand	7416	Tailor	7433
Stripper, tobacco, machine	7416	Tanner	7441
Structural metal maker	7214	Tapestry maker, hand	7432
Structural steel worker, workshop	7214	Tar spreading machine operator	8332
Sub-Contractor, construction	1313	Tariff analyst	3442
Sugar cane grinder	8266	Taster, coffee	7415
Sugar production machine operator	8266	Taster, food	7415
Sugarcane farmer	6113	Taster, liquor	7415
Supercalender operator	8143	Taster, tea	7415
Superintendent, school, city	1411	Taster, wine	7415
Superintendent, school, division	1411	Tattooist	3471
Supervising governor, organization/enterprise	1210	Tax collector	4215
Supervising maritime industry development	1423	Tax consultant	3442
Supervisor, communications service	1429	Tax enforcer	3442
Supervisor, district	1411	Tax mapper	2142
Supervisor, postal service	1425	Tax researcher	3442
Supervisor, production	1430	Taxi driver	8322
Supervisor, railway service	1424	Taxidermist	3211
Supervisor, sales workers	1449	Taxonomist, plants and animals	2211
Supervisor, sales, retail trade	1442	Tea blender	8267
Supervisor, sales, wholesale trade	1441	Tea plantation worker	9211
Supervisor, telecommunications service	1429	Tea processing machine operator	8267
Supervisor, transport service	1429	Tea taster	7415

Teacher aide	3300	Teaching aids specialist	2391
Teacher for adult literacy	2352	Teaching assistant	3300
Teacher for the abnormal children	2353	Teaching associate professionals	3300
Teacher for the blind	2353	Teaching fellow	3300
Teacher for the deaf	2353	Teaching technology specialist	2391
Teacher for the exceptionally intelligent	2399	Technical and commercial sales representatives	3415
Teacher for the mentally handicapped	2353	Technical and vocational instructors/trainors	2320
Teacher for the physically handicapped	2353	Technical sales representative	3415
Teacher in advanced nursing	2310	Technical service adviser	3415
Teacher in agricultural science, tertiary education	2310	Technical specialist manager	1239
Teacher in economics and commerce, tertiary education	2310	Technical writer	2451
Teacher in education, tertiary education	2310	Technician, adding machine	7235
Teacher in engineering and architecture, tertiary education	2310	Technician, aeronautical engineering	3115
Teacher in history, philosophy, and sociology	2310	Technician, agricultural	3219
Teacher in home industries	2320	Technician, agronomy	3212
Teacher in industrial arts	2320	Technician, animal husbandry	3219
Teacher in languages and literature, tertiary education	2310	Technician, automotive engineering	3115
Teacher in law, tertiary education	2310	Technician, biological	3211
Teacher in life and medical sciences, tertiary education	2310	Technician, chemical engineering (general)	3116
Teacher in Mathematics, tertiary education	2310	Technician, chemical engineering (petroleum)	3116
Teacher in medical therapy	2310	Technician, chemistry	3111
Teacher in physical sciences, tertiary education	2310	Technician, civil engineering (general)	3112
Teacher in social sciences	2310	Technician, cobalt machine	3133
Teacher in trades	2320	Technician, electric typewriter	7235
Teacher, agricultural science, secondary education	2333	Technician, electrical engineering (general)	3113
Teacher, commercial and secretarial, secondary education	2333	Technician, electrical engineering (high voltage)	3113
Teacher, domestic science, secondary education	2333	Technician, electronics business machines	7244
Teacher, elementary mathematics	2342	Technician, electronics engineering	3114
Teacher, elementary school	2341	Technician, engineering, electronics	8172
Teacher, elementary science	2342	Technician, engineering/aeronautics	3115
Teacher, fine arts, secondary education	2333	Technician, engineering/chemical	3116
Teacher, general nursing, secondary education	2333	Technician, engineering/industrial-efficiency	3119
Teacher, head	1412	Technician, extractive metallurgy	3117
Teacher, kindergarten	2351	Technician, forestry	3219
Teacher, language, primary education	2341	Technician, geology	3111
Teacher, language, secondary education	2331	Technician, heating, ventilation and refrigeration	3115
Teacher, literature, secondary education	2331	Technician, industrial machinery and tools	3115
Teacher, mathematics, secondary education	2332	Technician, mechanical engineering (general)	3115
Teacher, natural science, secondary education	2332	Technician, mechanical engineering (motors and engines)	3115
Teacher, non-formal education	2352	Technician, medical scanner	3133
Teacher, nursery school	2351	Technician, medical science	3211
Teacher, preparatory school	2351	Technician, medical X-ray	3133
Teacher, primary education	2341	Technician, metallurgical engineering	3117
Teacher, professional, primary education	2341	Technician, mining (general)	3117
Teacher, reading and writing, primary education	2341	Technician, mining engineering	3117
Teacher, reading and writing, secondary education	2331	Technician, PABX	7245
Teacher, social studies, primary education	2341	Technician, petroleum and natural gas extraction	3117
Teacher, social studies, secondary education	2331	Technician, physical metallurgy	3117
Teacher, technical education, secondary education	2333	Technician, production engineering	3119
Teacher, vocational education, secondary	2333	Technician, quantity surveying	3119

Technician, reprographic equipment	7235	Therapist, physical	2229
Technician, skilled, semi-skilled worker (AFP)	0122	Threader, loom, hand	7432
Technician, standard manual typewriter	7235	Thrower, pottery and porcelain	7321
Technician, surveyor's	3112	Ticket checker	4211
Technician, telecommunications engineering	3114	Ticket collector	9152
Technician, time and motion study	3119	Ticket custodian	4211
Technician, ultrasound machine	3133	Ticket issuer	4211
Technologist, blood-bank	2227	Ticket sorter/encoder	4211
Technologist, ceramics and glass	2159	Tile setter, general	7132
Technologist, food and drink	2155	Timber carrier driver	8331
Technologist, fuel	2155	Timber inspector	6320
Technologist, microbiology	2227	Timberman, underground	7111
Technologist, process	2155	Timekeeper	4132
Technologist, radiologic	2227	Tinsmith	7213
Technologist, textile	2159	Tire builder	8231
Technologist, wood	2159	Tire molder	8231
Telecommunication service supervisor	1429	Tire rebuilder	8231
Telecommunications engineer	2153	Tobacco blender	7416
Telegram carrier	4142	Tobacco grader	7416
Telegraph carrier	4142	Tobacco preparer	7416
Telegraph operator - communications	3139	Tobacco processing machine operator	8269
Telegrapher	3132	Tobacco production machine operator	8269
Telegraphic transfer service supervisor	1429	Toll fee collector/teller	4211
Telegraphic typewriter operator	4112	Tool grinder, machine tool	7224
Telephone switchboard operator	4223	Tool maker	7222
Telephone system supervisor	1429	Toolmaker foreman	7222
Telephone technicians	3132	Tour coordinator	3414
Teleprinter operator	4112	Tour guide	3414
Teletypist	4112	Tower crane operator	8334
Television announcer	3472	Toxicologist	2113
Television camera operator	3131	Toymaker, doll	7435
Television station manager	1226	Toymaker, stuffed	7435
Teller	4212	Tractor driver	8331
Teller, bank	4212	Trade broker	3421
Temperer	8123	Traditional medicine practitioners	3241
Tender, boiler	8162	Traffic Aide	5162
Terminal operations specialist	3441	Traffic enforcer	5162
Terrazo worker	7122	Traffic operations officer	3439
Test technician	3119	Train driver	8311
Tester, electrical products	7242	Trainer, vocational/technical	2333
Tester, electronic products	7243	Training Center Manager	1319
Tester, mechanical products	7233	Transferer, direct lithographic	7343
Textile bleacher	8254	Transferer, photo-mechanical	7343
Textile calender operator	8254	Translator	2444
Textile fuller	8254	Transmission engineer	2153
Textile products assembler	8276	Transport conductor	5112
Textile shrinker	8254	Transport service operation manager	1421
Textile washer	8254	Transport tax processor	3442
Theater Manager	1319	Trapper	6510
Therapist, occupational	2229	Trapping laborer	9214

Travel agency clerk	4221	Vendor, sidewalk stall	9111
Travel assistant	3414	Vendor, street ambulant	9112
Travel attendant	5111	Vendor, street food	9112
Travel consultant	3414	Vendor, wet market	9111
Travel organizer	3414	Veneer cutter	8141
Travel steward	5111	Ventilation equipment operator	8163
Travel tax officer	3441	Vermiculturist	6290
Treasurer of the Philippines	1110	Veterans assistance officer	3460
Tree buckler	6320	Veterinarian (general)	2223
Tree feller	6320	Veterinarian quarantine aide	3223
Tree marker	6320	Veterinarian, public health	2223
Tree tapper	9211	Veterinary assistant	3223
Trench-digging machine operator	8332	Veterinary laboratory technician	3223
Trimmer	7433	Vice Governor	1120
Trolley pusher	9331	Vice mayor	1120
Truck mounted crane operator	8333	Vice president	1110
Tuner, musical instrument	7312	Vice-Governor	1120
Turbine operator, power station	8161	Vice-President, college	1229
Tutor (own account)	3300	Vice-President, organization/enterprise	1210
TV Microscopist technician	3133	Vice-President, university	1229
TV-AUDIO operator	3132	Videographer	3131
Twister	8251	Vinegar maker	8268
Typesetter	7341	Vineyard worker	9211
Typist	4111	Violinist	2453
Typist, clerk	4111	Virologist	2212
Umbrella repairman	9120	Visual merchandiser	3131
Underground train driver	8311	Vocal group conductor	2453
Undersecretary	1110	Vocational education teaching professionals	2333
Undertaker	5153	Vocational School Administrator	1412
Underwriter	3412	Vocational/guidance counsellor	2412
Upholsterer	7436	Volcanologist	2114
Upholsterer, automotive	7436	Volunteer midwife	3232
Upholsterer, furniture	7436	Volunteer service officer	3460
Upholsterer, vehicle	7436	Waiter, formal service	5123
Uppers preparer	7442	Waiter, general	5123
Usher	5159	Waitress	5123
Valet	5152	Wallpaper printer	7347
Valuer	3417	Warden	5163
Van driver	8322	Wardrobe mistress, stage	7433
Varnisher	7142	Wardrobe mistress, studio	7433
Varnisher, manufactured articles	7142	Warehouse aide	9141
Vegetable farmer	6114	Warehouse inspector	3441
Vehicle cleaner	9142	Warehouse porter	9333
Vendor, candy	9112	Warehouse shipping officer	3441
Vendor, cigarette stand	9111	Warehousing manager	1239
Vendor, cigarette, ambulant	9112	Watcher, farm	9152
Vendor, dry goods market	9111	Watcher, fishpond	9152
Vendor, flower	9111	Watchman	5169
Vendor, newspaper stand	9111	Watch-your-car boy	9152
Vendor, newspaper, ambulant	9112	Water treatment plant operator, waterworks	8163

Watershed forester	6310	Wood pattern maker	7222
Water-treatment plant operator	8163	Wood products assembler	8275
Weather facilities specialist	2112	Wood products machine operator	8240
Weather observer	2112	Wood seasoning worker	7421
Weather services chief	2112	Wood treater	7421
Weather specialist	2112	Wood treating worker	7421
Weaver	7432	Wood turner	7423
Weaver, cloth, hand	7432	Woodworking machine operator, general	8240
Weaver, cloth, Jacquard loom	7432	Wool carbonizer	8254
Web administrator	2131	Wool scourer	7431
Web designer/developer/master	2131	Worker not reporting any occupation	0940
Web offset operator	3122	Worker reporting occupation unidentifiable	0930
Web programmer	2132	Worker welfare assistant	3423
Welder	7212	Working proprietor, cafe	1315
Welder, electric	7212	Working proprietor, catering	1315
Welder, electric arc, general	7212	Working proprietor, guest house	1315
Welder, electric arc, machine	7212	Working proprietor, hotel	1315
Welder, gas	7212	Working proprietor, lodging	1315
Welder, gas tungsten arc	7212	Working proprietor, restaurant	1315
Welder, resistance	7212	Working proprietor, retail trade	1314
Welder, shielded metal arc	7212	Working proprietor, wholesale trade	1314
Welder, thermite	7212	Wrestler	3475
Well borer	8113	Yarn dyer	8254
Well digger	7129	Yeast maker	8268
Well driller	8113	Youth development officer	3460
Well driller, cable tools	8113	Zoning officer	2142
Well puller, gas well	8113	Zoologist (General)	2211
Well puller, oil well	8113		
Well testing crew	8113		
Wheel loader operator	8332		
Wheelwright	7422		
Winch operator	8333		
Winder	8251		
Winding machine operator	8251		
Window cleaner	9142		
Wine steward/stewardess	5123		
Wine taster	7415		
Wine waiter	5123		
Wine worker	8268		
Wine-making machine operator	8268		
Wiper	9142		
Wire drawer, hand	7221		
Wire drawer, machine	8124		
Wire-coating machine operator	8223		
Women's hairdresser	5151		
Wood and sash maker	7123		
Wood carver	7331		
Wood finisher, furniture	7142		
Wood grader	8141		
Wood grinder	8142		

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Updates to the 1992 PSOC	Occupational Titles and Definitions	
		<p style="text-align: center;"><b>Major Group 1. OFFICIALS OF GOVERNMENT AND SPECIAL-INTEREST ORGANIZATIONS, CORPORATE EXECUTIVES, MANAGERS MANAGING PROPRIETORS AND SUPERVISORS</b></p> <p>Workers in this major group determine, formulate, direct or advise on government policies, as well as those of special-interest organizations, formulate laws, public rules and regulations, represent governments and acts on their behalf, oversee their interpretation and implementation of government policies and legislation, or plan, direct, control and coordinate the policies and activities of enterprises or organizations, or their internal departments or sections.</p> <p>Tasks performed usually include: determining, formulating or advising on policies of national, regional or local governments; formulating laws, public rules and regulations; representing governments and acting on their behalf; overseeing the interpretation and implementation of government policies and legislation; performing similar tasks on behalf of political parties, trade unions, and other special-interest organizations; planning, directing, controlling and coordinating the policies and activities of enterprises or organizations, or their internal departments or sections. Supervision of other workers may be included.</p> <p><b>11 OFFICIALS OF GOVERNMENT AND SPECIAL-INTEREST ORGANIZATIONS</b></p> <p>Workers in this sub-major group determine, formulate or advise on and direct government policies, make, ratify, amend and repeal laws, public rules and regulations, represent governments and acts on their behalf, oversee the interpretation and implementation of government policies and legislation, or carry out similar tasks on behalf of special-interest organizations.</p> <p>Tasks performed usually include: determining and formulating, or advising on and directing policies of national, regional or local governments; making, ratifying, amending or repealing laws, public rules and regulations; representing governments or acting on their behalf; overseeing the interpretation and implementation of government policies and legislation by government or inter governmental departments and agencies; performing similar functions for political parties, trade unions, and other special-interest organizations, including negotiations on behalf of such like organizations, their members and clients. Supervision of other workers may be included.</p> <p><b>111 GOVERNMENT ADMINISTRATORS (INCLUDING CAREER EXECUTIVE SERVICE OFFICERS)</b></p> <p>Workers in this minor group advise government on policy matters, oversee the interpretation and implementation of government policies and legislation, represent the country abroad, or carry out similar task in inter governmental organizations.</p> <p>Tasks performed usually include: advising national, regional or local governments on policy questions; overseeing the interpretation and implementation of government policies and legislation; representing the country abroad; performing similar tasks in inter-governmental organizations. Supervision of other workers may be included.</p> <p><b>1110 GOVERNMENT ADMINISTRATORS (INCLUDING CAREER EXECUTIVE SERVICE OFFICERS)</b></p> <p>Workers in this unit group advise government on policy matters, oversee the interpretation and implementation of government policies and legislation by government departments and agencies, represent the country abroad and act on its behalf, or carry out similar tasks in inter governmental organizations.</p> <p>Their tasks include:</p> <ul style="list-style-type: none"> <li>advising national, regional or local governments on policy matters;</li> <li>advising on the preparation of government budgets, laws and regulations, including amendments;</li> <li>overseeing the interpretation and implementation of government policies and legislation by government departments and agencies;</li> <li>representing the country abroad;</li> <li>performing similar tasks in inter governmental organizations.</li> </ul> <p>Examples of the occupations classified here are:</p>

Updates to the 1992 PSOC	Occupational Titles and Definitions
112	<ul style="list-style-type: none"> <li>- Administrators, government department or agency</li> <li>- Commissioner, constitutional body</li> <li>- Director, government department or agency</li> <li>- <i>Ambassadors</i></li> <li>- <i>Attache</i></li> <li>- <i>Chairman</i></li> <li>- <i>Chancellor</i></li> <li>- <i>Chief of Staff</i></li> <li>- <i>Chief prosecutor</i></li> <li>- <i>Civil Registrar</i></li> <li>- <i>Consuls</i></li> <li>- <i>Ombudsman</i></li> <li>- <i>Press secretary</i></li> <li>- <i>President</i></li> <li>- <i>Secretary general</i></li> <li>- <i>Solicitor general</i></li> <li>- <i>Treasurer of the Philippines</i></li> <li>- <i>Vice president</i></li> </ul> <p><b>LEGISLATIVE OFFICIALS</b></p> <p>Workers in this minor group formulate policies of national, regional or local governments and make, ratify, amend or repeal laws, public rules and regulations.</p> <p>Tasks performed usually include: presiding over or participating in the proceedings of legislative assemblies and administrative councils of national, regional or local governments; determining and formulating policies of national, regional or local governments; making, ratifying, amending or repealing laws, public rules and regulations. Supervision of other workers may be included.</p> <p><b>1120 LEGISLATIVE OFFICIALS</b></p> <p>Workers in this unit group determine, formulate and direct policies of national, regional or local governments, and make, ratify, amend or repeal laws, public rules and regulations.</p> <p>Their tasks include:</p> <p>presiding over or participating in the proceedings of legislative bodies and administrative councils of national, regional or local governments or legislative assemblies;</p> <p>determining, formulating and directing policies of national, regional or local governments;</p> <p>making, ratifying, amending or repealing laws, public rules and regulations within the framework of a constitution determining their powers and fields of jurisdiction;</p> <p>serving on government administrative boards or official committees;</p> <p>promoting the interests of the constituencies which they represent;</p> <p>directing senior administrators and officials of government departments and agencies in the interpretation and implementation of government policies.</p> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- Senator</li> <li>- Congressman</li> <li>- Member of the Provincial Board (Sangguniang Panlalawigan)</li> <li>- <i>Councilor</i></li> <li>- <i>Mayor</i></li> <li>- <i>Vice mayor</i></li> <li>- <i>Governor</i></li> <li>- <i>Vice Governor</i></li> <li>- <i>President of the Senate</i></li> <li>- <i>Presidential legislative adviser</i></li> <li>- <i>Speaker of the House of Representatives</i></li> </ul>

Updates to the 1992 PSOC		Occupational Titles and Definitions
113		<p><b>TRADITIONAL CHIEFS AND HEADS OF VILLAGES</b></p> <p>Workers in this minor group 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.</p> <p>Tasks performed usually include: allocating the use of communal land and other resources among households in the community; collecting and distributing surplus production of the community or village; settling disputes between members of the community or village; disciplining members of the community or village for violation of rules and customs; performing ceremonial duties in connection with births, marriages, deaths, harvests and other traditional feasts; representing the community or village on local or regional councils; being responsible for informing the community or village about government rules and regulations. Supervision of other workers may be included.</p>
1130		<p><b>TRADITIONAL CHIEFS AND HEADS OF VILLAGES</b></p> <p>Workers in this unit group 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.</p> <p>Their tasks include:</p> <p>allocating the use of communal land and other resources among households in the community or village;</p> <p>collecting and distributing surplus production of the community or village;</p> <p>settling disputes between members of the community or village;</p> <p>disciplining members of the community or village for violation of rules and customs;</p> <p>performing ceremonial duties in connection with births, marriages, deaths, harvests and other traditional feasts;</p> <p>representing community or village on local or regional councils;</p> <p>being responsible for informing the community or village about government rules and regulations.</p> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- Chief, village</li> <li>- Chieftain, tribe</li> <li>- Head, village/tribe</li> <li>- <b>Barangay Chairman/Captain</b></li> <li>- <b>Community relation officer</b></li> <li>- <b>Other barangay officials</b></li> </ul>
114		<p><b>SENIOR OFFICIALS OF SPECIAL-INTEREST ORGANIZATIONS</b></p> <p>Workers in this minor group 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 and charity organizations, or sports associations and represent their organizations and act on their behalf.</p> <p>Tasks performed usually include: determining and formulating the policies, rules and regulations of the organization; negotiating on behalf of the organization, its members and relevant special-interest groups; promoting the interests of the organization, its members and relevant special-interest groups before the legislature, government or general public; planning, organizing and directing sections charged with implementing the organization's policies, rules and regulations. Supervision of other workers may be included.</p>

Updates to the 1992 PSOC	Occupational Titles and Definitions
	<p><b>1141 SENIOR OFFICIALS OF POLITICAL-PARTY ORGANIZATIONS</b></p> <p>Workers in this unit group determine and formulate policies, rules and regulations of political-party organizations, direct their application, represent these organizations and act on their behalf.</p> <p>Their tasks include:</p> <p>determining and formulating the political-party's policies, rules and regulations ;</p> <p>negotiating on behalf of the political-party and its members;</p> <p>planning and organizing campaigns, on behalf of the political-party, for the election of its candidates to political offices;</p> <p>planning and organizing campaigns to recruit and educate political-party members;</p> <p>planning, organizing and directing sections charged with implementing the political-party's policies, rules and regulations.</p> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- Leader, political party</li> <li>- President, political party</li> <li>- Senior Official, political party</li> </ul> <p><b>1142 SENIOR OFFICIALS OF EMPLOYERS' AND OTHER ECONOMIC-INTEREST ORGANIZATIONS</b></p> <p>Workers in this unit group determine and formulate policies rules, and regulations of their respective organizations, direct their application, represent these organizations and act on their behalf.</p> <p>Their tasks include:</p> <p>deciding and formulating the organization's policies, rules and regulations;</p> <p>negotiating on behalf of the organization and its members;</p> <p>promoting the interests of the organization and its members before the legislature, government or general public;</p> <p>planning and organizing campaigns to recruit and educate members;</p> <p>planning, organizing and directing sections charged with implementing the organization's policies, rules and regulations.</p> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- President, employers' organization</li> <li>- Secretary-General, employers' organization</li> <li>- Senior Official, employers' organization</li> </ul> <p><b>1143 SENIOR OFFICIALS OF WORKERS' AND LABOR ORGANIZATIONS</b></p> <p>Workers in this unit group determine and formulate policies rules, and regulations of their respective organizations, direct their application, represent these organizations and act on their behalf.</p> <p>Their tasks include:</p> <p>deciding and formulating the organization's policies, rules and regulations;</p> <p>negotiating on behalf of the organization and its members;</p> <p>promoting the interests of the organization and its members before the legislature, government or general public;</p> <p>planning and organizing campaigns to recruit and educate members;</p>

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12	<p>planning, organizing and directing sections charged with implementing the organization's policies, rules and regulations.</p> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- President, trade union</li> <li>- Secretary-General, trade union</li> <li>- Senior Official, trade union</li> </ul> <p><b>1144 SENIOR OFFICIALS OF HUMANITARIAN AND OTHER SPECIAL-INTEREST ORGANIZATIONS</b></p> <p>Workers in this unit group determine and formulate policies, rules and regulations of humanitarian organizations, sports associations or other special-interest organizations, direct their application, represent these organizations and act on their behalf.</p> <p>Their tasks include:</p> <p>determining and formulating the organization's policies, rules and regulations;</p> <p>negotiating on behalf of the organization, its members and relevant special-interest groups;</p> <p>promoting the interests of the organization and its members before the legislature, government or general public;</p> <p>planning and organizing campaigns to recruit and educate members;</p> <p>planning, organizing and directing sections charged with implementing the organization's policies, rules and regulations.</p> <p>Example of the occupation classified here is:</p> <ul style="list-style-type: none"> <li>- Senior Officials, special-interest organization</li> <li>- <i>Chairman, Commission on Human Rights</i></li> </ul>
	<p><b>CORPORATE EXECUTIVES AND SPECIALIZED MANAGERS</b></p> <p>Workers in this sub-major group determine and formulate policies and plan, direct, control and coordinate the activities of enterprises and organizations, or their internal departments or sections.</p> <p>Task performed usually include: determining and formulating policies; planning, directing, controlling and co-ordinating the activities of the business enterprise or other organization as a whole or of their internal departments or sections. Supervision of other workers may be included.</p> <p><b>121 DIRECTORS AND CHIEF EXECUTIVES OF CORPORATIONS</b></p> <p>Workers in this minor group head enterprises or organizations (except special-interest organizations) and with the help of at least two (2) other managers, determine and formulate policies, plan, direct and coordinate the activities of enterprises or organizations, usually within the guidelines set up by a board of directors or a governing body to whom they are answerable for the operations undertaken and results obtained.</p> <p>Tasks performed usually include: determining and formulating policies, planning, directing, controlling and coordinating the general functioning of the enterprise or organization with the help of a least two other managers and as a rule, within guidelines set up by a board of directors or a governing body; reviewing the operations and results of the enterprise or organization; reporting on results to the board of directors or to the governing body; representing the enterprise or organization in its dealings with outside bodies, including government and other authorities. Supervision of other workers may be included.</p> <p><b>1210 DIRECTORS AND CHIEF EXECUTIVES OF CORPORATIONS</b></p>

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	<p>Workers in this unit group head enterprises or organizations (except special-interest organizations) and, with the help of at least two (2) other managers, determine and formulate policies and plan, direct, control and coordinate the general functioning of the enterprise or organization usually within the guidelines set up by a board of directors or a governing body, to whom they are answerable for the operations undertaken and results obtained.</p> <p>Their tasks include:</p> <p>determining and formulating policies of the enterprise or organization;</p> <p>planning, directing, controlling and coordinating the general functioning of the enterprise or organization;</p> <p>determining and directing a particular policy, through consultation with subordinate managers;</p> <p>reviewing the operations and results of the enterprise or organization, and reporting to governing bodies;</p> <p>representing the enterprise or organization in its dealings with outside bodies, including government or other authorities.</p> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- President, organization/enterprise</li> <li>- Vice-President, organization/enterprise</li> <li>- Executive Vice-President, organization/enterprise</li> <li>- <b>Board Member, organization/enterprise</b></li> <li>- <b>Chief Executive Officer</b></li> <li>- <b>Chief Operation Officer</b></li> <li>- <b>Deputy administrator, organization/enterprise</b></li> <li>- <b>Director of the Board</b></li> <li>- <b>Executive Assistant, organization/enterprise</b></li> <li>- <b>Marketing Director, organization/enterprise</b></li> <li>- <b>Marketing executive</b></li> <li>- <b>Special assistant supervisor, organization/enterprise</b></li> <li>- <b>Supervising governor, organization/enterprise</b></li> </ul> <p><b>122 PRODUCTION AND OPERATIONS MANAGERS</b></p> <p>Workers in this minor group are managers of enterprises or organizations requiring a total of three or more managers plan, direct, control and coordinate activities concerning the production of goods or the provision of services under the broad guidance of directors and chief executives and in consultation with managers of other departments or sections.</p> <p>Tasks performed usually include: planning, directing, controlling and coordinating activities concerning the production of goods or the provision of services by the enterprise or organization; directing daily operations; overseeing the selection, training and performance of staff; reviewing the results and reporting them to directors and chief executives; liaising with managers of other departments; representing their department in its dealings with other parts of the organization or with outside bodies. Supervision of other workers may be included.</p> <p><b>1221 PRODUCTION AND OPERATIONS MANAGERS IN AGRICULTURE, HUNTING, FORESTRY AND FISHERY</b></p> <p>Workers in this unit group plan, direct, control and coordinate those activities of farming and related enterprises which are concerned with the production of goods, under the broad guidance of the directors and chief executives, and in consultation with managers of other departments or sections.</p> <p>Their tasks include:</p> <p>planning, directing, controlling and coordinating activities concerning the production of goods;</p> <p>ensuring the efficient use of resources and the fulfillment of production quotas;</p> <p>planning and directing daily operations;</p>

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	<p>controlling expenditure;</p> <p>establishing and directing operational and administrative procedures;</p> <p>overseeing the application of work safety and related procedures;</p> <p>overseeing the selection, training and performance of staff;</p> <p>representing the department in its dealings with other parts of the enterprise or with outside bodies.</p> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- Manager, production and operations/agriculture</li> <li>- Manager, production and operations/fishing, hunting &amp; forestry</li> </ul> <p>A related occupation classified elsewhere is:</p> <ul style="list-style-type: none"> <li>- General Manager/Managing Proprietor, 1311 agriculture</li> <li>- <a href="#">Station Manager, Breeding (Agriculture)</a> 1311</li> <li>- <a href="#">Manager, Fish Farm</a> 1311</li> </ul> <p><b>1222 PRODUCTION AND OPERATIONS MANAGERS IN MANUFACTURING</b></p> <p>Workers in this unit group plan, direct, control and coordinate those activities of the enterprise which are concerned with the production of goods, under the broad guidance of the directors and chief executives, and in consultation with managers of other departments or sections.</p> <p>Their tasks include:</p> <p>planning, directing, controlling and coordinating activities concerning the manufacture of goods, or extraction of solid minerals from underground and surface mines and quarries, or the production and distribution of electricity, gas and water;</p> <p>ensuring the efficient use of resources and the fulfillment of production quotas;</p> <p>planning and directing daily operations;</p> <p>controlling expenditure;</p> <p>establishing and directing operational and administrative procedures;</p> <p>overseeing the application of work safety and related procedures;</p> <p>overseeing the selection, training and performance of staff;</p> <p>representing the department in its dealings with other parts of the enterprise or with outside bodies.</p> <p>Example of the occupations classified here is:</p> <ul style="list-style-type: none"> <li>- Manager, production and operations/manufacturing</li> <li>- <a href="#">Food production coordinator</a></li> </ul> <p>A related occupation classified elsewhere is:</p> <ul style="list-style-type: none"> <li>- General Manager/ Managing Proprietor, 1312 manufacturing</li> </ul> <p><b>1223 PRODUCTION AND OPERATIONS MANAGERS IN CONSTRUCTION</b></p> <p>Workers in this unit group plan, direct, control and coordinate those activities of the enterprise which are concerned with the production of goods, under the broad guidance of the directors and chief executives, and in consultation with managers of other departments or sections.</p> <p>Their tasks include:</p>

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	<p>planning, directing, controlling and coordinating activities concerning construction work;</p> <p>ensuring the efficient use of resources and the fulfillment of production quotas;</p> <p>planning and directing daily production operations;</p> <p>controlling expenditure;</p> <p>establishing and directing operational and administrative procedures;</p> <p>overseeing the application of work safety and related procedures;</p> <p>overseeing the selection, training and performance of staff;</p> <p>representing the department in its dealings with other parts of the enterprise or with outside bodies.</p> <p>Example of the occupations classified here is:</p> <ul style="list-style-type: none"> <li>- Manager, production and operations/construction</li> <li>- <b>Project manager/contractor</b></li> </ul> <p>A related occupation classified elsewhere is:</p> <ul style="list-style-type: none"> <li>- General Manager/Managing Proprietor, 1313 construction</li> </ul> <p><b>1224 PRODUCTION AND OPERATIONS MANAGERS IN WHOLESALE AND RETAIL TRADE</b></p> <p>Workers in this unit group plan, control, direct and coordinate those activities of the enterprise which are concerned with trade, under the broad guidance of the directors and chief executives, and in consultation with managers of other departments or sections.</p> <p>Their tasks include:</p> <p>planning, directing, controlling and coordinating activities concerning trade carried out by the enterprise;</p> <p>ensuring the efficient use of resources and the fulfillment of trade quotas;</p> <p>planning and directing daily trade operations;</p> <p>controlling expenditure;</p> <p>establishing and directing operational and administrative procedures;</p> <p>overseeing the application of work safety and related procedures;</p> <p>overseeing the selection, training and performance of staff;</p> <p>representing the department in its dealing with other parts of the enterprise or with outside bodies.</p> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- Manager, production and operations/retail trade</li> <li>- Manager, production and operations/wholesale trade</li> </ul> <p>Some related occupations classified elsewhere are:</p> <ul style="list-style-type: none"> <li>- General Manager/Managing Proprietor, 1314 wholesale trade</li> <li>- General Manager/Managing Proprietor, 1314 retail trade</li> </ul> <p><b>1225 PRODUCTION AND OPERATIONS MANAGERS IN RESTAURANT AND HOTELS</b></p>

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	<p>Workers in this unit group plan, direct and co-ordinate those activities of the enterprise which are concerned with the provision of accommodation, catering and related services, under the broad guidance of the directors and chief executives, and in consultation with managers of other departments or sections.</p> <p>Their tasks include:</p> <p>planning, directing, controlling and coordinating activities concerning the provision of accommodation, catering and related services;</p> <p>ensuring the efficient use of resources and the fulfilment of schedules;</p> <p>planning and directing daily operations;</p> <p>controlling expenditure;</p> <p>establishing and directing operational and administrative procedures;</p> <p>overseeing the application of work safety and related procedures;</p> <p>overseeing the selection, training and performance of staff;</p> <p>representing the department in its dealings with other parts of the enterprise or with outside bodies.</p> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- Manager, production and operations/hotel</li> <li>- Manager, production and operations/restaurant</li> </ul> <p>Some related occupations classified elsewhere:</p> <ul style="list-style-type: none"> <li>- General Manager/Managing Proprietor, 1315 restaurant</li> <li>- General Manager/Managing Proprietor, 1315 hotel</li> </ul>
	<p><b>1226 PRODUCTION AND OPERATIONS MANAGERS IN TRANSPORT, STORAGE AND COMMUNICATIONS</b></p> <p>Workers in this unit group plan, direct, control and coordinate those activities of the enterprise which are concerned with providing relevant services, under the broad guidance of the directors and chief executives, and in consultation with managers of other departments or sections.</p> <p>Their tasks include:</p> <p>planning, directing and coordinating activities concerning the provision of relevant services;</p> <p>ensuring the efficient use of resources and the fulfilment of service quotas;</p> <p>planning and directing daily service operations;</p> <p>controlling expenditure;</p> <p>establishing and directing operational and administrative procedures;</p> <p>overseeing the application of work safety and related procedures;</p> <p>overseeing the selection, training and performance of staff;</p> <p>representing the department in its dealings with other parts of the enterprise or with outside bodies.</p> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- Manager, production and operations/communications</li> <li>- Manager, production and operations/storage</li> <li>- Manager, production and operations/transport</li> </ul>

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	<p>Some related occupations classified elsewhere are:</p> <ul style="list-style-type: none"> <li>- General Manager, storage 1316</li> <li>- General Manager/Managing Proprietor, 1316 communications</li> <li>- General Manager/Managing Proprietor, 1316 transport</li> </ul> <p><b>1227 PRODUCTION AND OPERATIONS MANAGERS IN BUSINESS SERVICES</b></p> <p>Workers in this unit group plan, direct, control and coordinate those activities of the enterprise which are concerned with providing external business services, under the broad guidance of the directors and chief executives, and in consultation with managers of other departments or sections.</p> <p>Their tasks include:</p> <p>planning, directing, controlling and coordinating activities concerning the provision of external business services such as banking, insurance, real estate, data processing, market research, accounting, architecture, engineering, building cleaning, technical testing and analysis, advertising or packaging;</p> <p>ensuring the efficient use of resources and the fulfillment of schedules;</p> <p>planning and directing daily operations;</p> <p>controlling expenditure;</p> <p>establishing and directing operational and administrative procedures;</p> <p>overseeing the application of work safety and related procedures;</p> <p>overseeing the selection, training and performance of staff;</p> <p>representing the department in its dealings with other parts of the enterprise or with outside bodies.</p> <p>Example of the occupations classified here is:</p> <ul style="list-style-type: none"> <li>- Manager, production and operations/ business services</li> </ul> <p>Some related occupations classified elsewhere are:</p> <ul style="list-style-type: none"> <li>- General Manager, business services 1317</li> <li>- General Manager/Managing Proprietor, 1317 business services</li> </ul> <p><b>1228 PRODUCTION AND OPERATIONS MANAGERS IN PERSONAL CARE, CLEANING AND RELATED SERVICES</b></p> <p>Workers in this unit group plan, direct, control and coordinate those activities of the enterprise which are concerned with providing relevant services, under the broad guidance of the directors and chief executives, and in consultation with managers of other departments or sections.</p> <p>Their tasks include:</p> <p>planning, directing, controlling and coordinating activities concerning the provision of relevant services;</p> <p>ensuring the efficient use of resources and the fulfillment of schedules;</p> <p>planning and directing daily operations;</p> <p>controlling expenditure;</p> <p>establishing and directing operational and administrative procedures;</p>

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	<p>overseeing the application of work safety and related procedures;</p> <p>overseeing the selection, training and performance of staff;</p> <p>representing the department in its dealings with other parts of the enterprise or with outside bodies.</p> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- Manager, production and operations/cleaning</li> <li>- Manager, production and operations/personal care</li> </ul> <p>Some related occupations classified elsewhere are:</p> <ul style="list-style-type: none"> <li>- General Manager, personal care 1318</li> <li>- General Manager/Managing Proprietor, 1318 cleaning</li> </ul> <p><b>1229 PRODUCTION AND OPERATIONS MANAGERS NOT ELSEWHERE CLASSIFIED</b></p> <p>Workers in this unit group cover department managers not classified elsewhere in Minor group 122: Production and operations department managers.</p> <p>Tasks performed usually include: planning, directing,controlling and coordinating activities of the enterprise or organization concerning government administrative and other operations, public or private education services,health and social work services, recreational, cultural, and sporting events and services, and operations of extra-territorial organizations and bodies.</p> <p>Their tasks include:</p> <p>planning, directing, controlling and coordinating government operations concerning public service activities,such as control of the money supply or taxation schemes,various government business regulations, as well as civil service administration and related activities;</p> <p>planning, directing, controlling and coordinating activities concerning the administration and operation of foreign affairs and public order and safety activities;</p> <p>planning, directing, controlling and coordinating activities concerning the administration and operation of foreign affairs and public order and safety activities;</p> <p>planning, directing, controlling and coordinating activities concerning the administration and operation of government-funded social security schemes;</p> <p>planning, directing, controlling and coordinating activities concerning public or private education;</p> <p>planning, directing, controlling and coordinating activities concerning health and social services;</p> <p>planning, directing, controlling and coordinating activities concerning recreational, cultural and sporting operations and events;</p> <p>planning, directing, controlling and coordinating activities concerning the operations of extra-territorial organizations and bodies performing related tasks.</p> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- Manager, production and operations/extra-territorial organizations</li> </ul> <p>Some related occupations classified elsewhere are:</p> <ul style="list-style-type: none"> <li>- General Manager, education 1319</li> <li>- General Manager/Managing Proprietor, 1319 recreation</li> <li>- Managing Director, enterprise/health 1319</li> <li>- Managing Director, organization/ 1319 extra-territorial</li> <li>- <a href="#">Manager, Broadcast Station</a> 1319</li> </ul>

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	123	<p><b>SPECIALIZED MANAGERS</b></p> <p>Workers in this minor group (requiring a total of three or more managers) plan, direct, control and coordinate particular activities, under the broad guidance of the directors and chief executives, and in consultation with managers of other departments or sections.</p> <p>Tasks performed usually include: planning, directing, controlling and coordinating activities of their department; directing daily operations; overseeing the selection, training and performance of staff; reviewing the results and reporting them to directors and chief executives; liaising with managers of other departments; representing the department in its dealings with other parts of the organization or with outside bodies.</p> <p><b>1231 FINANCE AND ADMINISTRATION MANAGERS</b></p> <p>Workers in this unit group plan, direct, control and coordinate the internal administration or financial operations of the enterprise or organization, under the broad guidance of the directors and chief executives, and in consultation with managers of other departments or sections.</p> <p>Their tasks include:</p> <p>planning, directing, controlling and coordinating the internal administration or financial operations of the enterprise or organization;</p> <p>assessing the financial situation of the enterprise or organization, preparing budgets and overseeing various financial operations;</p> <p>controlling expenditure and ensuring efficient use of resources;</p> <p>establishing and directing operational and administrative procedures;</p> <p>planning and directing daily operations;</p> <p>overseeing the selection, training and performance of staff;</p> <p>representing the department in its dealings with other parts of the organization or with outside bodies.</p> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- Manager, administration</li> <li>- Manager, finance</li> <li>- <b>Manager, accounting</b></li> <li>- <b>Manager, external audit</b></li> <li>- <b>Manager, internal audit</b></li> </ul> <p><b>1232 PERSONNEL AND INDUSTRIAL RELATIONS MANAGERS</b></p> <p>Workers in this unit group plan, direct, control and coordinate policies concerning personnel and the industrial relations activities of the enterprise or organization, under the broad guidance of the directors and chief executives, and in consultation with managers of other departments or sections.</p> <p>Their tasks include:</p> <p>planning, directing, controlling and coordinating policies concerning personnel and the industrial relations activities of the enterprise or organization;</p> <p>planning and organizing procedures for recruitment, training, promotion, determination of wage structures and negotiations about wages, liaison and consultation with workers, and related personnel matters;</p> <p>overseeing safety, health and related programs and activities, with the participation of all concerned;</p> <p>controlling expenditures and ensuring the efficient use of resources;</p> <p>establishing and directing operational and administrative procedures;</p> <p>planning and directing daily operations;</p>

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	<p>overseeing the selection, training and performance of staff;</p> <p>representing the department in its dealings with other parts of the organization or with outside bodies.</p> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- Manager, industrial relations</li> <li>- Manager, personnel/human resource</li> <li>- <b>Manager, industrial zone</b></li> <li>- <b>Manager, circulation</b></li> <li>- <b>Manager, customer service</b></li> </ul> <p><b>1233 SALES AND MARKETING MANAGERS</b></p> <p>Workers in this unit group plan, direct, control and coordinate the sales and marketing activities of the enterprise or organization, under the broad guidance of the directors and chief executives, and in consultation with managers of other departments or sections.</p> <p>Their tasks include:</p> <p>planning, directing, controlling and coordinating the sales and marketing activities of the enterprise or organization;</p> <p>planning and organizing special sales and marketing programs based on sales records and market assessments;</p> <p>determining price lists, discount and delivery terms, sales promotion budgets, sales methods, special incentives and special campaigns;</p> <p>controlling expenditure and ensuring the efficient use of resources;</p> <p>establishing and directing operational and administrative procedures;</p> <p>planning and directing daily operations;</p> <p>overseeing the selection, training and performance of staff;</p> <p>representing the department in its dealings with other parts of the organization or withoutside bodies.</p> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- Manager, marketing</li> <li>- Manager, sales</li> <li>- <b>Manager, planning</b></li> <li>- <b>Product manager</b></li> <li>- <b>Economic enterprise manager</b></li> </ul> <p><b>1234 ADVERTISING AND PUBLIC RELATIONS MANAGERS</b></p> <p>Workers in this unit group plan, direct, control and coordinate the advertising, public relations and public information activities of the enterprise or organization, under the broad guidance of the directors and chief executives, and in consultation with managers of other departments or sections.</p> <p>Their tasks include:</p> <p>planning, directing, controlling and coordinating the advertising and public relations activities of the enterprise or organization;</p> <p>negotiating advertising contracts with officials of newspapers, radio and television stations, sports and cultural organizations and advertising agencies;</p> <p>planning and managing fund-raising activities for educational, humanitarian and other non-profit-making organizations;</p>

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	<p>controlling expenditure and ensuring the efficient use of resources;</p> <p>establishing and directing operational and administrative procedures;</p> <p>planning and directing daily operations;</p> <p>overseeing the selection, training and performance of staff;</p> <p>representing the departments in its dealings with other parts of the organization or with outside bodies.</p> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- Manager, advertising</li> <li>- Manager, public relations</li> <li>- <b>Manager, broadcast stations</b></li> <li>- <b>Manager, TV stations</b></li> <li>- <b>Senior network administrator</b></li> </ul> <p><b>1235 SUPPLY AND DISTRIBUTION MANAGERS</b></p> <p>Workers in this unit group plan, direct, control and coordinate the supply and distribution activities of the enterprise or organization, under the broad guidance of the directors and chief executives, and in consultation with managers of other departments or sections.</p> <p>Their tasks include:</p> <p>planning, directing, controlling and coordinating the supply, storage and distribution activities of the enterprise or organization;</p> <p>negotiating purchase contracts, agreeing a suitable price with suppliers and ensuring the quality of the goods purchased;</p> <p>planning and installing systems for inventory control;</p> <p>controlling expenditure and ensuring the efficient use of resources;</p> <p>establishing and directing operational and administrative procedures;</p> <p>planning and directing daily operations;</p> <p>overseeing the selection, training and performance of staff;</p> <p>representing the departments in its dealings with other parts of the organization or with outside bodies.</p> <p>Example of the occupations classified here is:</p> <ul style="list-style-type: none"> <li>- Purchasing Manager</li> <li>- <b>Distribution manager</b></li> <li>- <b>Logistics manager</b></li> </ul> <p><b>1236 COMPUTING SERVICES MANAGERS</b></p> <p>Workers in this unit group plan, direct, control and coordinate the computing services of the enterprise or organization, under the broad guidance of the directors and chief executives, and in consultation with managers of other departments or sections.</p> <p>Their tasks include:</p> <p>planning, directing, controlling and coordinating the computing services of the enterprise or organization;</p> <p>directing the selection, installation, use and maintenance of computing equipment and software and the purchase of externally provided computing services;</p>

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	<p>planning the overall data processing policies of the enterprise or organization and coordinating the search for alternatives;</p> <p>controlling expenditure and ensuring the efficient use of resources;</p> <p>establishing and directing operational and administrative procedures;</p> <p>planning and directing daily operations;</p> <p>overseeing the selection, training and performance of staff;</p> <p>representing the departments in its dealings with other parts of the organization or with outside bodies.</p> <p>Example of the occupations classified here is:</p> <ul style="list-style-type: none"> <li>- EDP/ MIS/IT Managers</li> <li>- <i>Net and system administrator</i></li> </ul> <p><b>1237 RESEARCH AND DEVELOPMENT MANAGERS</b></p> <p>Workers in this unit group plan, direct, control and coordinate the research and development activities of the enterprise or organization, under the broad guidance of the directors and chief executives, and in consultation with managers of other departments or sections.</p> <p>Their tasks include:</p> <p>planning, directing, controlling and coordinating research and development activities, in-house or commissioned from external research organizations, to develop new or improved technical processes, products or utilization of materials for the enterprise or organization;</p> <p>planning the overall research and development program of the enterprise or organization, specifying goals and budgetary requirements;</p> <p>controlling expenditure and ensuring the efficient use of resources;</p> <p>establishing and directing operational and administrative procedures;</p> <p>planning and directing daily operations;</p> <p>overseeing the selection, training and performance of staff;</p> <p>representing the departments in its dealings with other parts of the organization or with outside bodies.</p> <p>Example of the occupations classified here is:</p> <ul style="list-style-type: none"> <li>- Research and Development Manager</li> <li>- <i>Project consultant manager</i></li> </ul> <p><b>1239 OTHER SPECIALIZED MANAGERS</b></p> <p>Workers in this unit group are those managers not classified elsewhere in Minor group 123: Specialized Managers.</p> <p>As such, they perform other managerial activities not elsewhere classified.</p> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- Equipment Manager</li> <li>- Dance Studio Manager</li> <li>- <i>Corporate compliance manager</i></li> <li>- <i>Corporate quality assurance manager</i></li> <li>- <i>Mine manager</i></li> <li>- <i>Technical specialist manager</i></li> <li>- <i>Warehousing manager</i></li> </ul> <p><b>GENERAL MANAGERS OR MANAGING-PROPRIETORS</b></p>

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	<p>Workers in this sub-major group head various small business undertakings or partnerships which they manage on their own behalf, or on behalf of the proprietors, with the assistance of no more than one other manager and some non-managerial help.</p> <p>Tasks performed usually include: planning, formulating and implementing policies; managing daily operations and reviewing their results; negotiating with suppliers, customers and other enterprises; planning and controlling the use of resources and the election of staff; reporting to owners, if any; supervising other workers.</p> <p><b>131 GENERAL MANAGERS/MANAGING-PROPRIETORS</b></p> <p>Workers in this minor group head various small business undertakings which they manage on their own behalf, or on behalf of the proprietors, with the assistance of no more than one other manager and some non-managerial help.</p> <p>Tasks performed usually include: planning, formulating and implementing policies; managing daily operations and reviewing results; negotiating with suppliers, customers and other enterprises; planning and controlling the use of resources and the selection of staff; reporting to owners, if any; supervising other workers.</p> <p><b>1311 GENERAL MANAGERS/MANAGING-PROPRIETORS IN AGRICULTURE, HUNTING, FORESTRY AND FISHING</b></p> <p>Workers in this unit group head small agricultural farms or hunting, forestry or fishing businesses and, on their own behalf or on behalf of the proprietor, plan, direct, control and coordinate the activities of the business, with the assistance of no more than one other manager and some non-managerial help.</p> <p>Their tasks include:</p> <ul style="list-style-type: none"> <li>planning and implementing policies;</li> <li>making budgetary estimates;</li> <li>negotiating with suppliers and customers and with other organizations;</li> <li>planning and controlling the use of resources and hiring workers;</li> <li>managing daily operations;</li> <li>reporting to owners, if any.</li> </ul> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- General Manager, agriculture</li> <li>- General Manager, fishing</li> <li>- General Manager, forestry/hunting</li> </ul> <p>Some related occupations classified elsewhere are:</p> <ul style="list-style-type: none"> <li>- Manager, production and operations agriculture 1311</li> <li>- Crop Farmer, field 611</li> </ul> <p><b>1312 GENERAL MANAGERS/MANAGING-PROPRIETORS IN MANUFACTURING</b></p> <p>Workers in this unit group head small manufacturing businesses and, on their own behalf or on behalf of the proprietor, plan, direct, control and coordinate the activities of the business, with the assistance of no more than one other manager and some non-managerial help.</p> <p>Their tasks include:</p> <ul style="list-style-type: none"> <li>planning and implementing policies;</li> <li>making budgetary estimates;</li> <li>negotiating with suppliers and customers and with other organizations;</li> </ul>

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	<p>planning and controlling the use of resources and hiring workers;</p> <p>managing daily operations;</p> <p>reporting to owners, if any.</p> <p>Example of the occupations classified here is:</p> <ul style="list-style-type: none"> <li>- General Manager/Proprietor, manufacturing</li> </ul> <p>A related occupation classified elsewhere is:</p> <ul style="list-style-type: none"> <li>- Manager, production and operations, manufacturing 1222</li> </ul> <p><b>1313 GENERAL MANAGERS/MANAGING-PROPRIETORS IN CONSTRUCTION</b></p> <p>Workers in this unit group head small construction businesses and on their own behalf or on behalf of the proprietor, plan, direct, control and coordinate the activities of the business, with the assistance of no more than one other manager and some non-managerial help.</p> <p>Their tasks include:</p> <p>planning and implementing policies;</p> <p>making budgetary estimates;</p> <p>negotiating with suppliers and customers and with other organizations;</p> <p>planning and controlling the use of resources and hiring workers;</p> <p>managing daily operations;</p> <p>reporting to owners, if any.</p> <p>Example of the occupation classified here is:</p> <ul style="list-style-type: none"> <li>- Contractor, construction</li> <li>- <i>Manager/Proprietor, construction</i></li> <li>- <i>Sub-Contractor, construction</i></li> <li>- <i>Site Manager</i></li> </ul> <p><b>1314 GENERAL MANAGERS/MANAGING-PROPRIETORS IN WHOLESALE AND RETAIL TRADE</b></p> <p>Workers in this unit group head small wholesale and retail businesses and, on their own behalf or on behalf of the proprietor, plan, direct, control and coordinate the activities of the business, with the assistance of no more than one other manager and some non-managerial help.</p> <p>Their tasks include:</p> <p>planning and implementing policies;</p> <p>making budgetary estimates;</p> <p>negotiating with suppliers and customers and with other organizations;</p> <p>planning and controlling the use of resources and hiring workers;</p> <p>managing daily operations;</p> <p>reporting to owners, if any.</p> <p>Examples of the occupations classified here are:</p>

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	<p>- Manager/proprietor, wholesale trade - Manager/proprietor, retail trade</p> <p><b>1315 GENERAL MANAGERS/MANAGING-PROPRIETORS OF RESTAURANTS AND HOTELS</b></p> <p>Workers in this unit group head small restaurant or hotel businesses and, on their own behalf or on behalf of the proprietor, plan, direct, control and coordinate the activities of the business, with the assistance of no more than one other manager and some non-managerial help.</p> <p>Their tasks include:</p> <p>planning and implementing policies;</p> <p>making budgetary estimates;</p> <p>negotiating with suppliers and customers and with other organizations;</p> <p>planning and controlling the use of resources and hiring workers;</p> <p>managing daily operations;</p> <p>reporting to owners, if any.</p> <p>Examples of the occupations classified here are:</p> <p>- General Manager, hotel - General Manager, restaurant <i>- Manager/proprietor, catering services</i> <i>- Manager/proprietor, guest House</i></p> <p><b>1316 GENERAL MANAGERS/MANAGING-PROPRIETORS IN TRANSPORT, STORAGE AND COMMUNICATIONS</b></p> <p>Workers in this unit group head small transport, storage or communications businesses and, on their own behalf or on behalf of the proprietor, plan, direct, control and coordinate the activities of the business, with the assistance of no more than one other manager and some non-managerial help.</p> <p>Their tasks include:</p> <p>planning and implementing policies;</p> <p>making budgetary estimates;</p> <p>negotiating with suppliers and customers and with other organizations;</p> <p>planning and controlling the use of resources and hiring workers;</p> <p>managing daily operations;</p> <p>reporting to owners, if any.</p> <p>Example of the occupation classified here is:</p> <p>- General Manager, communication <i>- Manager, transport</i> <i>- Manager, storage</i></p> <p><b>1317 GENERAL MANAGERS/MANAGING-PROPRIETORS OF BUSINESS SERVICES</b></p> <p>Workers in this unit group head small firms providing various business services and, on their own behalf or on behalf of the proprietor, plan, direct, control and coordinate the activities of the business, with the assistance of no more than one other manager and some non-managerial help.</p> <p>Their tasks include:</p> <p>planning and implementing policies;</p>

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	<p>making budgetary estimates;</p> <p>negotiating with suppliers and customers and with other organizations;</p> <p>planning and controlling the use of resources and hiring workers;</p> <p>managing daily operations;</p> <p>reporting to owners, if any.</p> <p>Example of the occupations classified here is:</p> <ul style="list-style-type: none"> <li>- <i>Franchise area manager</i></li> <li>- <i>Store manager</i></li> </ul> <p><b>1318 GENERAL MANAGERS/MANAGING-PROPRIETORS IN PERSONAL CARE, CLEANING AND RELATED SERVICES</b></p> <p>Workers in this unit group head small businesses providing personal care, cleaning and related services and, on their own behalf or on behalf of the proprietor, plan, direct, control and coordinate the activities of the business with the assistance of no more than one other manager and some non-managerial help.</p> <p>Their tasks include:</p> <p>planning and implementing policies;</p> <p>making budgetary estimates;</p> <p>negotiating with suppliers and customers and with other organizations;</p> <p>planning and controlling the use of resources and hiring workers;</p> <p>managing daily operations;</p> <p>reporting to owners, if any.</p> <p>Example of the occupations classified here is:</p> <ul style="list-style-type: none"> <li>- General Manager, massage parlor</li> <li>- <i>General Manager, personal care</i></li> </ul> <p><b>1319 GENERAL MANAGERS/MANAGING-PROPRIETORS NOT ELSEWHERE CLASSIFIED</b></p> <p>Workers in this unit group are those general managers not elsewhere classified in Minor group 131: General Managers.</p> <p>Classified here are those who head small businesses in the fields of education, health, or recreational, cultural or sporting activities and, on their own behalf or on behalf of the proprietor, plan, direct and coordinate the activities of the business, with the assistance of no more than one other manager and some non-managerial help.</p> <p>Their tasks include:</p> <p>planning and implementing policies;</p> <p>making budgetary estimates;</p> <p>negotiating with suppliers and customers and with other organizations;</p> <p>planning and controlling the use of resources and hiring workers;</p> <p>managing daily operations;</p> <p>reporting to owners, if any.</p>

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Example of the occupations classified here is:

- General Manager, travel agency
- *Band Manager*
- *Song Group Manager*
- *Sports & Entertainment Manager*
- *Theater Manager*
- *Traning Center Manager*

**SUPERVISORS**

Workers in this sub-major group put into effect policy decisions and implement laws,rules and regulations under the direction of government administrators, plan, direct,organize and supervise the daily activities of workers in the section or unit concerned with the production of goods or the provision of services, subject to general directives ofmanagers.

Tasks performed usually include: implementing laws,rules and regulations; planning,directing, organizing and supervising the daily activities of workers; devising proceduresto ensure quality control and efficient use of resources.

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**SCHOOL SUPERVISORS AND PRINCIPALS**

Workers in this minor group plan, organize, direct and administer the affairs of the school, oversee the improvement of instruction and instructional methods, or supervise the work of teachers and principals or other field school officials.

Tasks performed usually include: planning, organizing, directing and administering the affairs of the school ;overseeing the improvement of instruction and instructional methods; supervising the work of principals and other field school officials.

**1411 SCHOOL SUPERVISORS**

Workers in this unit group supervise the work of teachers and principals or other field school officials,plan and organize in-service training programs, workshops or seminarsf or field school personnel, act as consultant or resource persons in teachers' meetings,conferences or community assemblies.

Their tasks include:

supervising the work of teachers and principals or other field school officials;

planning and organizing in-service training programs, workshops or seminars for field school personnel;

acting as resource person or consultant in teachers' meetings, conferences or community assemblies;

administering educational tests and evaluating results;

overseeing the improvement of instruction and instructional methods.

Examples of the occupations classified here are:

- Division School Superintendent
- City School Superintendent
- District Supervisor
- *Chief Education Supervisor*

**1412 SCHOOL PRINCIPALS**

Workers in this unit group plan, organize, direct and administer affairs of the school,supervise the work of teachers, conduct teachers' meetings, community assemblies and PTA meetings. They may conduct one or more classes in case of small schools.

Their tasks include:

planning, organizing, directing and administering teaching activities and affairs of the school;

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142	<p>giving advise on teaching methods and instructional aids;</p> <p>supervising the work of teachers;</p> <p>conducting teachers' meetings, community assemblies and PTA meetings;</p> <p>administering achievement tests and evaluating results.</p> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- Principal</li> <li>- Assistant Principal</li> <li>- Head Teacher</li> <li>- <i>College Administrator</i></li> <li>- <i>Dean</i></li> <li>- <i>Instruction supervisor</i></li> <li>- <i>School President</i></li> <li>- <i>State University &amp; Colleges President</i></li> <li>- <i>Vocational School Administrator</i></li> </ul> <p><b>TRANSPORT AND COMMUNICATIONS SERVICE SUPERVISORS</b></p> <p>Workers in this minor group supervise, control, co-ordinate and inspect land, air,water borne transport service operations and telecommunications service operations.</p> <p>Tasks performed usually include: supervising and coordinating the activities of workers engaged in route planning, scheduling and distributing services.</p> <p><b>1421 ROAD TRANSPORT SERVICE SUPERVISORS</b></p> <p>Workers in this unit group supervise and coordinate one or more of the service activities of the traffic department, section or unit engaged in road transport undertaking. They may prepare and give evidence to public authorities in support of applications for route and service authorization.</p> <p>Their tasks include:</p> <p>supervising, directly or through subordinates, and coordinating the activities of workers engaged in route planning and scheduling of passenger and goods handling services;</p> <p>allocating vehicles and drivers according to operating requirements;</p> <p>authorizing departure of vehicles, cleaning and servicing of vehicles or other operational services.</p> <p>Example of the occupations classified here is:</p> <ul style="list-style-type: none"> <li>- Road transport service supervisor</li> <li>- <i>Bridge station supervisor</i></li> <li>- <i>Operations manager</i></li> <li>- <i>Motorpool supervisor</i></li> <li>- <i>Transport service operation manager</i></li> </ul> <p><b>1422 AIR TRANSPORT SERVICE SUPERVISORS</b></p> <p>Workers in this unit group supervise and coordinate one or more activities of the traffic department, section or unit engaged in air transport undertaking. They may prepare evidence for submission to regulatory agencies.</p> <p>Their tasks include:</p> <p>supervising, directly or through subordinates, and co-ordinating passenger and cargo handling services, including organization of seat reservations, preparation of passengerlists and freight manifests;</p> <p>coordinating arrangements for flights and ensuring required flight authorizations are obtained;</p> <p>directing and coordinating the activities of workers;</p>

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	<p>organizing staff training;</p> <p>preparing reports for the guidance of management, as required.</p> <p>Example of the occupations classified here is:</p> <ul style="list-style-type: none"> <li>- Air transport service supervisor</li> <li>- <i>Air navigation services supervisor</i></li> <li>- <i>Air terminal supervisor</i></li> </ul> <p><b>1423 MARITIME TRANSPORT SERVICE SUPERVISORS</b></p> <p>Workers in this unit group supervise and coordinate one or more activities of the traffic department, section or unit engaged in marine transport undertaking. They may prepare evidence for submission to regulatory agencies.</p> <p>Their tasks include:</p> <p>supervising, directly or through subordinates, and co-ordinating passenger and cargo handling services, including organization of seat reservations, preparation of passenger lists and freight manifests;</p> <p>coordinating arrangements for trips and ensuring required trip authorizations are obtained;</p> <p>directing and coordinating the activities of workers;</p> <p>organizing staff training;</p> <p>preparing reports for the guidance of management, as required.</p> <p>Examples of occupation classified here are:</p> <ul style="list-style-type: none"> <li>- <i>Sea patrol supervisor</i></li> <li>- <i>Shipping supervisor</i></li> <li>- <i>Supervising maritime industry development</i></li> </ul> <p><b>1424 RAILWAYS TRANSPORT SERVICE SUPERVISORS</b></p> <p>Workers in this unit group organize, control and coordinate passenger and related railway services at railway stations and supervise the operation of trains within the station limits.</p> <p>Their tasks include:</p> <p>organizing and controlling railway passenger services at stations, including sale and collection of tickets, handling of baggages, parcels and mail bags and providing information to clients;</p> <p>supervising operation of all trains within the station limits;</p> <p>coordinating the activities of workers;</p> <p>exercising surveillance of application of security measures;</p> <p>attending to complaints against the service;</p> <p>reporting periodically to divisional or regional supervisors.</p> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- Railway station master</li> <li>- Train dispatcher</li> <li>- Railway service supervisor</li> </ul> <p><b>1425 POSTAL SERVICE SUPERVISORS</b></p> <p>Workers in this unit group supervise and coordinate post office operations within an urban locality or other limited geographical area.</p>

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	<p>Their tasks include:</p> <p>planning mail routes, collection points and collection and delivery schedules, and coordinating local with national mail distribution services;</p> <p>supervising and coordinating the activities of postal workers engaged in collecting and receiving incoming mails, checking and cancelling postage paid, sorting letters, packages and parcels, and recording registered mails;</p> <p>inspecting post offices;</p> <p>assisting in the prevention, detection and punishment of any frauds or delinquencies committed by the staff;</p> <p>attending to customer complaints;</p> <p>reporting to the Postmaster General or regional director of postal services any neglect, incompetence, delinquency or malfeasance in office of any officer or employee of the Bureau;</p> <p>they may publicize postal services, negotiate with local suppliers of goods and various services; hire temporary staff; and may control sub-post offices in the area.</p> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- Postal inspector</li> <li>- Postal service supervisor</li> <li>- Postmaster</li> </ul>
	<p><b>1429 TRANSPORT AND COMMUNICATIONS SERVICE SUPERVISORS NOT ELSEWHERE CLASSIFIED</b></p> <p>Workers in this unit group are those workers not classified elsewhere in Minor group 144: Transport and Communications Service Supervisors.</p> <p>Classified here are those who organize, control, coordinate and supervise directly or through subordinates, other workers engaged in the traffic department, section or unit of public or private organizations.</p> <p>Examples of the occupations classified here are:</p> <ul style="list-style-type: none"> <li>- <i>Airways communications services supervisor</i></li> <li>- <i>Telecommunication service supervisor</i></li> <li>- <i>Info communication service officer</i></li> <li>- <i>Telegraphic transfer service supervisor</i></li> <li>- <i>Telephone system supervisor</i></li> <li>- <i>Railway transport service supervisor</i></li> <li>- <i>ISP supervisor</i></li> <li>- <i>Bus inspector/supervisor</i></li> </ul>
143	<p><b>PRODUCTION SUPERVISORS AND GENERAL FOREMEN</b></p> <p>Workers in this minor group supervise, within an industrial enterprise or organization, the production activities of a distinct sector or unit concerned with extracting, processing, fabricating or construction work.</p> <p>Tasks performed usually include: controlling, coordinating and supervising, directly or through subordinates, subject to the general directives of the General Manager or Production and Operations Manager, the activities of workers engaged in various occupations in this unit, including the activities of subordinates, supervisors and foremen.</p> <p><b>1430 PRODUCTION SUPERVISORS AND GENERAL FOREMEN</b></p> <p>Workers in this unit group supervise, subject to the general directives of the General Manager or Production and Operations Manager with an industrial enterprise or organization, the production activities of a distinct sector or unit concerned with extracting, processing, fabricating or construction work.</p> <p>Their tasks include:</p>

coordinating and controlling the activities of workers engaged in various occupations in this unit, including the activities of subordinates, supervisors and foremen;

organizing activities of workers;

training workers on a particular skill or task.

Examples of the occupations classified here are:

- *Aquaculture supervisor*
- *Bottling supervisor*
- *Farm foreman*
- *Food production supervisor*
- *Labor & General foreman*
- *Production supervisor*
- *Quality control supervisor/foreman*

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**SALES SUPERVISORS IN WHOLESALE AND RETAIL TRADE**

Workers in this minor group are engaged in, or directly associated with, buying and selling of goods and services for use on behalf of wholesale, retail, industrial or other establishments and organizations.

Tasks performed usually include: selling activities and buying goods for resale on behalf of wholesale, retail, industrial or other establishments and organizations.

**1441 SALES SUPERVISORS IN WHOLESALE TRADE**

Workers in this unit group supervise workers in wholesale trade establishments engaged in buying goods for resale and selling them to retailers and to industrial, commercial or other large consumers.

Their tasks include:

estimating needs of business and purchasing or authorizing the purchase of goods of the types, qualities and quantities required;

supervising and instructing sales and other staff of the sales department in their day-to-day work;

ensuring that the credit and other sales policies of the undertaking are observed.

they may hire staff and initiate other personnel action such as promotion, transfer, discharge and disciplinary measures and may supervise travelling salesmen in a specified territorial division.

Example of the occupation classified here is:

- Sales supervisor, wholesale trade
- *Market supervisor, wholesale trade*
- *Sales & collection supervisor, wholesale trade*
- *Shop superintendent, wholesale trade*

**1442 SALES SUPERVISORS IN RETAIL TRADE**

Workers in this unit group supervise workers in retail trade establishments engaged in buying goods for resale and selling them for personal or household consumption or other use.

Their tasks include:

estimating needs of business and purchasing or authorizing the purchase of goods of the types, qualities and quantities required;

supervising and instructing sales and other staff of the sales department in their day-to-day work;

ensuring that the credit and other sales policies of the undertaking are observed.

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	<p>they may hire and initiate other personnel action such as promotion, transfer, discharge and disciplinary measures, and may make recommendations concerning sales promotion and pricing policies.</p> <p>Example of the occupation classified here is:</p> <ul style="list-style-type: none"> <li>- Sales Supervisor, retail trade</li> <li>- <i>Market Supervisor, retail trade</i></li> <li>- <i>Sales &amp; collection supervisor, retail trade</i></li> <li>- <i>Shop superintendent, retail trade</i></li> </ul> <p><b>1449 OTHER SALES SUPERVISORS</b></p> <p>Workers in this unit group perform sales supervisory duties not classified elsewhere in Minor group 146: Sales Supervisors in Wholesale and Retail Trade.</p> <p>Their tasks include:</p> <p>supervising canvassing, display or demonstration activities;</p> <p>inspecting sales activities in various branches or departments of a retail or wholesale establishments;</p> <p>supervising sales workers employed in the sales department of a manufacturing enterprise or organization;</p> <p>supervising sales workers employed in the sales department of a manufacturing enterprise or organization;</p> <p>inspecting the activities and results of distribution agencies within a specified territorial division engaged in selling the products of an industrial, import or other activity;</p> <p>giving expert advice on sales promotion methods.</p> <p><b>149 OTHER SUPERVISORS NOT ELSEWHERE CLASSIFIED</b></p> <p>Workers in this minor group are those supervisors not classified elsewhere in sub-major group 14: Supervisors.</p> <p>Classified here are those who organize, supervise and carry out housekeeping functions of domestic staff in hotels, clubs, on board ships and other similar establishments.</p> <p><b>1490 OTHER SUPERVISORS NOT ELSEWHERE CLASSIFIED</b></p> <p>Workers in this unit group are those supervisors not classified elsewhere in Major group 14: Supervisors.</p> <p>Their tasks include:</p> <p>organizing and supervising the work of domestic staff in hotels, hospitals and similar establishments;</p> <p>controlling the purchase, storage and issue of supplies and supervising domestic service in hotels, restaurants and clubs;</p> <p>planning, coordinating and supervising the activities of crew engaged in housekeeping and meal serving on board passenger or cargo vessels;</p> <p>organizing and supervising domestic staff and supervising general welfare and conduct of individuals in residential institutions.</p> <p>Example of the occupations classified here is:</p> <ul style="list-style-type: none"> <li>- Chief Steward, ship</li> <li>- <i>Customer service supervisor</i></li> <li>- <i>Property/maintenance supervisor</i></li> <li>- <i>Public service supervisor</i></li> <li>- <i>Building grounds maintenance supervisor</i></li> </ul>

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21		<p style="text-align: center;"><b>Major Group 2. PROFESSIONALS</b></p> <p>Workers in this major group 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 three activities.</p> <p>Their tasks usually include: conducting analysis and research, and developing concepts, theories and operational methods, and advising on or applying existing knowledge related to physical sciences including mathematics, engineering and technology, and to life sciences including the medical profession, as well as to social sciences and humanities; teaching the theory and practice of one or more disciplines at different educational levels; teaching and educating handicapped persons; providing various business, legal and social services; creating and performing works of art; providing spiritual guidance; preparing scientific papers and reports.</p> <p><b>PHYSICAL, MATHEMATICAL AND ENGINEERING SCIENCE PROFESSIONALS</b></p> <p>Workers in this sub-major group 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.</p> <p>Their tasks include: conducting research, enlarging, advising on or applying scientific knowledge obtained through the study of structures and properties of physical matter and phenomena, chemical characteristics and processes of various substances, materials and products, and of mathematical, statistical and computing concepts and methods; 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; surveying and sea and making maps; studying and advising on technological aspects of particular materials, products and processes, and on efficiency of production and work organization; preparing scientific papers and reports.</p>
	211	<p><b>PHYSICISTS, CHEMISTS AND RELATED PROFESSIONALS</b></p> <p>Workers in this minor group conduct research, improve or develop concepts, theories and operational methods, or apply scientific knowledge relating to physics, astronomy, meteorology, chemistry, geology and geophysics.</p> <p>Their tasks include: enlarging scientific knowledge through research and experiments related to mechanics, thermo dynamics, optics, sonics, electricity, magnetism, electronics, nuclear physics, astronomy, various branches of chemistry, as well as to atmospheric conditions, or the physical nature of the earth, and 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; preparing scientific papers and reports.</p>

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## **Occupational Titles and Definitions**

### **Major Group 4. CLERKS**

Workers in this major group record, organize, store and retrieve information related to the work in question; compute numerical, financial and statistical data; and perform a number of client-oriented clerical duties especially in connection with money-handling operation, travel arrangements and business information and appointments.

Tasks performed by clerks usually include: stenography, typing and operating word processors and other office machines, entering data into computers; carrying out secretarial duties; recording and computing numerical data; keeping records relating to stocks, production and transport; carrying out clerical duties in libraries, filing documents; carrying out duties in connection with mail services; preparing and checking material for printing; writing on behalf of illiterate persons; performing money-handling operations; dealing with travel arrangements; supplying information requested by clients and making appointments; operating a telephone switchboard. Supervision of other workers may be included.

#### **OFFICE CLERKS**

Workers in this sub-major group record, organize, store and retrieve information related to the work in question and compute financial, statistical and other numerical data.

Tasks performed by office clerks usually include: stenography and typing, operating word-processors or data entry, calculating, bookkeeping and similar office machines; carrying out secretarial duties; recording and computing statistical, actuarial, financial and other numerical data; keeping records of production schedules, levels of stocks and timely delivery of goods; keeping record of operational aspects and coordinating the timing of passenger and freight transport; carrying out clerical duties in libraries, filing documents; carrying out duties in connection with mail services; preparing and checking material for printing; writing on behalf of illiterate persons; performing a wide range of general clerical duties. Supervision of other workers may be included.

#### **SECRETARIES AND KEYBOARD-OPERATING CLERKS**

Workers in this minor group record oral or written information on paper or in machine-readable form, operate bookkeeping and calculating machines, edit and transcribe correspondence and documents to conform to office standard, and perform other secretarial duties.

Tasks performed usually include: recording dictated and other matter in shorthand; typing it on paper or using word processors or teleprinters; entering various data into electronic equipment or in the form of perforations on cards or special tapes; operating bookkeeping and calculating machines; editing and transcribing correspondence and documents to conform to office standard; performing various secretarial duties. Supervision of other workers may be included.

## STENOGRAPHERS AND TYPISTS

Workers in this unit group record oral or written matter in shorthand and, using typewriters, produce documents on paper.

Their tasks include:

taking dictation and recording other matter in shorthand;

typewriting correspondence, business forms and other documents;

making transcriptions in typewritten form;

performing limited clerical duties such as filing or using photocopying machines.

Examples of the occupations classified here are:

- Stenographer, legal
- Stenographer-typist
- Typist
- *Stenographic reporter*
- *Stenorecorder*

Some related occupations classified elsewhere are:

- |                     |      |
|---------------------|------|
| - Filing clerk      | 4141 |
| - Secretary, typing | 4115 |
| - Verbatim reporter | 3431 |

## WORD PROCESSOR AND RELATED OPERATORS

Workers in this unit group type, edit and print various documents using word-processing equipment or send and receive messages and facsimiles by means of a teleprinter, telefax or similar machines.

Their tasks include:

typing correspondence, business forms and other documents into word-processing machines;

planning and executing layout and format, if not pre-set;

altering, rearranging and editing typed text;

operating printer, usually linked to the word processor;

sending and receiving messages or facsimiles by means of a teleprinter, tele fax or similar machines;

performing limited clerical duties.

Examples of the occupations classified here are:

- Clerk, telefax
- Clerk, teleprinter
- Clerk, telex
- Clerk, word processing

### **DATA ENTRY OPERATORS**

Workers in this unit group enter numerical and other data into electronic equipment for processing and transmission or enter data on cards and tapes, using punching machines.

Their tasks include:

entering numerical and other data from source material into computer compatible storage and processing devices;

recording data from source material in the form of perforations on cards or paper tapes;

correcting entered data, if needed.

Examples of the occupations classified here are:

- Clerk, data entry/encoder
- Clerk, data entry/converter (card to tape)
- Clerk, data entry/electronic mail
- Clerk, data entry/punching machine  
(card and tape)
- **Clerk, Data enumerator**
- **Clerk, Data transcriber**
- **Clerk, Data tabulator**
- **Computer keyer**
- **Clerk, data processor**

Some related occupations classified elsewhere:

- **Data controller**                      **2132**

### **CALCULATING MACHINE OPERATORS**

Workers in this unit group operate bookkeeping and calculating machines.

Their tasks include:

operating bookkeeping machines to make records of business transactions;

operating electrical or manual machines to make arithmetical calculations.

Examples of the occupations classified here are:

- Clerk, accounting machine
- Clerk, adding machine
- Clerk, bookkeeping machine
- Clerk, calculating machine

## **SECRETARIES**

Workers in this unit group use typewriters or word processing equipment to check and transcribe correspondence and other documents, deal with incoming and outgoing mail, screen request of meeting or appointments, record and screenleave and other staff entitlements, organize and supervise filing systems and dealwith routine correspondence on their own initiative.

Their tasks include:

checking and transcribing correspondence, minutes and reports from dictation or written drafts to conform to office standards, using typewriter or word processing equipment;

dealing with incoming or outgoing mail;

scanning, recording and distributing mail, correspondence and documents;

screening requests for meetings or appointments and helping to organize meetings;

organizing and supervising filing systems.

Examples of the occupations classified here are:

- Secretary, office
- Secretary, legal
- Secretary, medical
- **Secretary, community organizer**
- **Secretary, sales**
- **Secretary, parish**
- **Secretary, marketing**

Some related occupations classified elsewhere:

- Clerk, correspondence            3431
- Secretary, administrative        3431

## **NUMERICAL CLERKS**

Workers in this minor group obtain, compile and compute accountancy, bookkeeping, statistical, financial and other numerical data, and take charge of cash transactions incidental to business matters.

Tasks performed usually include: helping with accounting and book keeping records and computations; calculating unit production costs; calculating wages and in some cases preparing wages pockets and paying wages; taking charge of cash transactions incidental to the business; obtaining, compiling and computing statistical or actuarial data; performing transactions of a bank or similar establishments.

## **ACCOUNTING AND BOOKKEEPING CLERKS**

Workers in this unit group help with accounting and bookkeeping records and computations, wages and production costs computations as well as with cash payments.

Their tasks include:

making entries in accounting and bookkeeping records;

making necessary calculations;

performing other limited accounting and bookkeeping functions;

calculating wages due from records of hours worked, or work performed by individual employees;

taking charge of cash and keeping records of cash transactions incidental to the business; may prepare wage and pay wages.

Examples of occupations classified here are:

- Clerk, accounting
- Clerk, bookkeeping
- Clerk, cost computing
- Clerk, wages/payroll
- Accounting sales clerk
- Audit clerk
- **Assessment clerk**
- **Budgeting clerk**
- **Budgeting aide**

Some related occupations classified elsewhere are:

- Assistant, accounting      3434
- Bookkeeper                      3433

## **STATISTICAL AND FINANCE CLERKS**

Workers in this unit group obtain, compile and compute statistical or actuarial data or perform clerical tasks relating to the transactions of a bank and other financial establishments.

Their tasks include:

obtaining and compiling statistical or actuarial data based on routine or special sources of information;

calculating totals, averages, percentages and other details and presenting them in the required tabular form;

preparing financial documents, and calculating interest or brokerage charge and stamp duties payable;

maintaining records of bonds, shares and other securities bought or sold on behalf of clients or employer.

Examples of the occupations classified here are:

- Clerk, finance
- Clerk, brokerage
- Clerk, securities
- Clerk, statistical
- **Logistics clerk**
- **Clerk, treasury**
- **Clerk, mortgage**
- **Clerk, insurance**
- **New accounts clerk**

Some related occupations classified elsewhere are:

- |                             |      |
|-----------------------------|------|
| - Assistant, statistical    | 3434 |
| - Broker, stocks and shares | 3411 |
| - Broker, trade             | 3421 |

## **MATERIAL RECORDING AND TRANSPORT CLERKS**

Workers in this minor group 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 performed usually include: recording produced, stocked, ordered and dispatched goods; recording production materials received, put into stock or issued; 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. Supervision of other workers may be included.

## **STOCK CLERKS**

Workers in this unit group maintain records of goods produced and production materials received, weighed, issued, dispatched or put into stock.

Their tasks include:

arranging and controlling receipt and dispatch of goods and keeping relevant records;

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;

weighing goods received, issued, produced, or dispatched and maintaining relevant records;

compiling investments of furniture and other items received for storage.

Examples of the occupations classified here are:

- Clerk, freight/dispatching and receiving
- Clerk, inventory
- Clerk, stock/records
- Clerk, stock/storeroom
- **Clerk, stock controller**
- **Clerk, supply canvasser**
- **Clerk, supply checker**
- **Clerk, warehouse**
- **Clerk, dispatcher**
- **Clerk, cargo**
- **Clerk, stockchecker**
- **Clerk, storekeeper**
- **Clerk, weighing**

## **PRODUCTION CLERKS**

Workers in this unit group compute of materials required at specified dates for the production program and prepare and check production operation schedules.

Their tasks include:

computing quantities, qualities and types of materials required by production program;

preparing production requirements schedules, ensuring that materials are available when needed and keeping relevant records;

verifying stocks, arranging deliveries and investigating delays.

Examples of the occupations classified here are:

- Clerk, order/materials
- Clerk, planning/materials
- Clerk, production/planning
- Clerk, schedule/materials
- **Clerk, processing & control**

## **TRANSPORT CLERKS**

Workers in this unit group keep records of operational aspects and coordinate the timing of train, road and air passenger and freight transport, and prepare reports for management.

Their tasks include:

keeping records of operational aspects, and coordinating the timing of passenger and freight transport;

directing train routings within a division or zone of a railway system and keeping related records;

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;

coordinating and keeping records of operational activities concerning air transport of passengers and freight, such as passenger lists and freight manifests;

preparing reports for management.

Examples of occupations classified here are:

- Dispatcher, aircraft
- Dispatcher, road transport
- Dispatcher, train
- *Auto Fuel dispatcher*
- *Cargo checker*
- *Ship boarding inspector*

## **LIBRARY, MAIL AND RELATED CLERKS**

Workers in this minor group perform clerical duties in libraries and post offices; file documents; prepare data for processing; check material for printing and write on behalf of illiterate person.

Tasks performed usually include: recording information regarding acquisition, issue and return of books; classifying and filing various documents and other records; sorting; recording and delivering mail from post offices, as well as from within an enterprise; coding; correcting proofs; performing a number of miscellaneous clerical duties; writing on behalf of illiterate persons. Supervision of other workers may be included.

## **LIBRARY AND FILING CLERKS**

Workers in this unit group maintain library services or perform duties related to the filing and classification of records.

Their tasks include:

maintaining library records relating to the acquisition, issue and return of books and other publications;

photocopying or reproducing documents and other records;

classifying and systematically filing papers, documents and other records.

Examples of the occupations classified here are:

- Assistant, library
- Clerk, filing
- Clerk, library
- ***Librarian aide***

photocopying or reproducing documents and other records;

classifying and systematically filing papers, documents and other records.

Examples of the occupations classified here are:

- Assistant, library
- Clerk, filing
- Clerk, library
- ***Librarian aide***

## **MAIL CARRIERS AND SORTING CLERKS**

Workers in this unit group 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.

Their tasks include:

performing mail handling duties in public post offices;

sorting and delivering mail to private houses and elsewhere;

sorting and keeping simple records of incoming and outgoing correspondence and dispatching outgoing mail in various establishments.

Examples of the occupations classified here are:

- Clerk, mail/dispatch
- Clerk, mail/sorting
- Post carrier
- Postman
- ***Clerk, posting/verifier***
- ***Courier***
- ***Mail messenger***
- ***Postal clerk***
- ***Posting clerk***

- *Telegram carrier*
- *Telegraph carrier*

## **CODING, PROOF-READING AND RELATED CLERKS**

Workers in this unit group convert information into codes, verify and correct proofs, and perform a number of miscellaneous clerical duties.

Their tasks include:

converting information into codes and classifying information by codes;

comparing proofs of texts and related material prepared for printing with original material, correcting errors and working texts for printer according to the established rules;

sorting forms and working them with identification numbers;

sorting documents for filing or to collate sets of pages;

addressing circulars and envelopes by hands.

Examples of the occupations classified here are:

- Clerk, coding
- Proof-reader, clerical
- *Signature verifier*
- *Typereader*

## **SCRIBES AND RELATED WORKERS**

Workers in this unit group write letters and complete forms on behalf of illiterate persons.

Their tasks include:

reading letters and other written matter to illiterate persons and providing necessary interpretation and information;

writing letters and completing forms on behalf of illiterate persons;

offering advice to individuals and interpreting and helping with the completion of government and other official forms.

Example of the occupations classified here is:

- Scribe

## **OTHER OFFICE CLERKS**

Workers in this minor group perform a wide range of general clerical duties, mostly connected with the keeping of various office records.

Tasks performed usually include: keeping address lists; keeping mail lists; keeping personnel or any other office records; or performing clerical services such as filing, photocopying, or mimeographing. Supervision of other workers may be included.

## **OTHER OFFICE CLERKS**

Workers in this unit group perform a wide range of general clerical duties mostly connected with the keeping of various office records.

Their tasks include:

filing vouchers, receipt, letters and other documents;

keeping personnel records of all the organization's employees, showing name, address, and other details;

keeping personnel records of employees' leave and other information;

preparing and maintaining the organization's address and telephone lists.

Examples of occupations classified here are:

- Clerk, compilation/directory
- Clerk, list/addresses
- Clerk, records/personnel
- **Clerk, enumerator**
- **Clerk, fiscal**
- **Clerk, timekeeper**
- **Field clerk**
- **Laboratory clerk**
- **Maintenance clerk**
- **Office equipment clerk**
- **Administrative clerk**

## **CUSTOMER SERVICES CLERKS**

Workers in this sub-major group deal directly with clients in connection with money handling operations, travel arrangements, request of information, appointments, and by operating telephone switchboards.

Tasks performed by customer services clerks usually include: performing money handling operations in banks, post offices, betting and gambling establishments, or as payments or goods and services bought or pledged; dealing with travel arrangements; supplying information requested by clients and making appointments; operating a telephone switchboard. Supervision of other workers may be included.

## **CASHIERS, TELLERS AND RELATED CLERKS**

Workers in this minor group usually include:receiving payments from clients for goods and services bought; dealing with clients of banks or post offices in connection with money operations or postal services; receiving and paying off bets on results of sporting events; conducting gambling games, lending money against articles deposited or other securities; collecting debts and other payments. Supervision of other workers may be included.

## **CASHIERS AND TICKET CLERKS**

Workers in this unit group receive directly from clients, payments for goods or services bought in establishments such as stores and ticket offices or they pay out cash in banks related organizations.

Their tasks include:

receiving and verifying cash, check or credit card payments in stores, ticket offices or similar establishments;

giving change and issuing receipts;

issuing tickets at ticket offices, and taking corresponding payments;

paying out cash, mostly in banks, against written orders, credit notes, or resulting from currency exchanges and obtaining receipts;

keeping records and reconciling them with cash balance;

receiving incoming cash of an establishment, checking it against sales slips and other documents, and preparing it for deposit at bank;

paying out wages to establishments personnel;

operating cash register.

Examples of the occupations classified here are:

- Cashier, bank
- Cashier, office
- Clerk, disbursing
- Clerk, ticket issuing/except travel
- **Cash clerk**
- **Cash registrar clerk**
- **Credit and collection clerk**
- **Disbursing clerk**
- **Ticket custodian**
- **Ticket sorter/encoder**
- **Toll fee collector/teller**
- **Cashier Aide**
- **Paymaster**
- **Ticket checker**

## **TELLERS AND OTHER COUNTER CLERKS**

Workers in this unit group deal directly with clients of banks or post offices in connection with receiving, changing and paying out money, or providing mail services.

Their tasks include:

receiving money or checks from clients;

paying out money to clients;

paying bills and making money transfers on client's behalf;

crediting and debiting clients accounts;

changing money from one currency to another, as requested by clients;

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.

Examples of the occupations classified here are:

- Clerk, post office counter
- Money Changer
- Teller, bank
- **Clerk, telegraphic transfer service**

## **BET BOOKMAKERS AND CROUPIERS**

Workers in this unit group determine odds and receive and pay off bets on results of sporting or other events, or conduct games of chance in gambling establishments.

Their tasks include:

determining risks to decide odds and to hedge or refuse bets;

preparing and issuing lists of approximate odds;

distributing cards, rolling dice or spinning a roulette wheel;

explaining and interpreting operating rules of a gambling establishments;

announcing winning numbers, paying winners and collecting payments from losers.

Examples of the occupations classified here are:

- Bookmaker, bet
- Card dealer
- Croupier

## **PAWNBROKERS AND MONEY LENDERS**

Workers in this unit group lend money against articles deposited as pledges, or against property or other security.

Their tasks include:

evaluating articles offered as pledges, calculating interest, and lending money;

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.

Examples of the occupations classified here are:

- Moneylender
- Pawnbroker
- **Clerk, loan**
- **Loan processor**

## **DEBT COLLECTORS AND RELATED WORKERS**

Workers in this unit group collect payments and perform clerical duties associated with these collections.

Their tasks include:

telephoning or writing to customers to collect money or arrange for later payments;

tracing addresses of customers and paying visits to collect debts;

noting amount collected;

recommending legal action when payment cannot be otherwise obtained;

asking for and collecting charity payments.

Examples of the occupations classified here are:

- Collector, charity
- Collector, debt
- Collector, bill /cash
- **Collection clerk**
- **Revenue collector**
- **Tax collector**
- **Bank collector**
- **Billing clerk**
- **Bill courier**

## **CLIENT INFORMATION CLERKS**

Workers in this minor group deal directly with clients in connection with travel arrangements, various types of information requested, appointments to be made, including those for hospitals, medical and dental surgeons, as well as in coming or requested telephone calls.

Tasks performed usually include preparing itineraries and making travel and hotel reservations for clients; receiving clients or patients, providing relevant information and making appointments on behalf of various establishments, including hospitals, medical or dental surgeons; operating a telephone switchboard. Supervision of other workers maybe included.

## **TRAVEL AGENCY CLERKS AND RELATED WORKERS**

Workers in this unit group supply information, arrange travel itineraries and obtain necessary reservations.

Their tasks include:

advising customers on itineraries and method of travel;

preparing itineraries;

making necessary reservations;

issuing tickets, vouchers and other documents;

obtaining visas, if necessary;

preparing bills and receiving payments.

Examples of the occupations classified here are:

- Clerk, ticket issuing/travel
- Clerk, travel/airlines
- Clerk, travel agency

Some related occupations classified elsewhere are:

- Clerk, ticket issuing/except travel      4211
- Consultant, travel                              3414
- Department Manager, production/  
travel agency                                      1229
- General Manager, travel agency              1319

## **RECEPTIONISTS AND INFORMATION CLERKS**

Workers in this unit group receive clients or patients, provide information and make appointments on behalf of various establishments including hospitals, medical or dental surgeons.

Their tasks include:

receiving clients or patients, noting inquiries and providing relevant information;

making appointments for clients or patients;

dealing with telephone requests for information or appointments;

directing clients or patients to appropriate location or persons;

making reservations and arranging registration for hotel guests or patients, as well as keeping records, or presenting bills on departure;

supplying information pamphlets, brochures or forms.

Examples of the occupations classified here are:

- Clerk, information
- Receptionist
- ***Call center assistant/representative***
- ***Counter clerk***
- ***Customer service assistant***
- ***Desk clerk***
- ***Receiving clerk***
- ***Reservation clerk***
- ***Information clerk***
- ***Admission clerk***

## **TELEPHONE SWITCHBOARD OPERATORS**

Workers in this unit group operate a telephone switchboard or a section thereof, and deal with local or long distance calls, and various telephone inquiries.

Their tasks include:

establishing contact between caller and person called;

making connections for outgoing calls and sorting long distance calls;

recording charge;

dealing with telephone inquiries and sending messages.

Example of the occupation classified here are:

- Switchboard operator, telephone
- ***Career relation payphone & access services***

- ***Message handling operator***
- ***Communication telephone operator***

Some related occupations classified elsewhere are:

- Call center assistant/representative      4222
- Customer service assistant                      4222

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## **Occupational Titles and Definitions**

### **Major Group 0. SPECIAL OCCUPATIONS**

#### **ARMED FORCES**

Workers in this sub-major group are those who are serving in any branch of the military, including women's auxiliary services, whether on a voluntary or involuntary basis, and who are not free to accept civilian employment. Included are members of the Army, Constabulary, Navy and Airforce and other military services, as well as temporary members enrolled for full-time training or other service for a period of six months or more.

Excluded, however, are persons in civilian employment, such as administrative staff of government establishments concerned with defense questions; police (other than military police); customs inspectors and members of other armed civilian services; members of military reserves not currently on full-time active from civilian life for a short period of military training.

#### **OFFICERS**

Workers in this minor group plan, organize, direct, control and monitor military operations and civic action and related programs; and perform administrative, professional, technical and related function, such as preserving order in the military organization, rendering religious services and attending to the spiritual needs of its members, artistic and entertaining functions and the like.

#### **COMMANDING OFFICERS**

Workers in this unit group plan, organize, direct, control and monitor military operations during wartime and national emergencies and implement civic action and related social programs during peace time in accordance with a master plan drawn up by general headquarters and are designated in accordance with their specific units of command in the four major branches of the Armed Services including auxiliary units.

#### **STAFF OFFICERS**

Workers in this unit group draw up plans and programs for a coordinated and effective military operation and civic action work and evaluate their effectiveness; render advisory functions to commanding officers in their respective field of specialty; and perform administrative functions such as manpower organization, training, allocation, comptrollership, logistics and other related functions.

#### **PROFESSIONAL, TECHNICAL AND RELATED OFFICERS**

Workers in this unit group apply scientific knowledge and methods to a variety of technological, economic, social and industrial problems arising from military operations; and perform professional and highly technical functions auxiliary to scientific research, development and practice for application to strategic and tactical requirements.

#### **OFFICERS NOT ELSEWHERE CLASSIFIED**

Workers in this unit group perform military police duties; attend to spiritual needs of military personnel including the performance of religious rites; and render literary, artistic and entertaining functions and other specialized professional services not elsewhere classified.

#### **ENLISTED PERSONNEL**

Workers in this minor group perform primarily combat and civic action duties, skilled, semi-skilled and related functions in support of military operations and implementation of civic action and related programs. Included are those assigned minor command and supervisory duties and are designated in accordance with the branches of service where they are assigned.

#### **COMBAT SOLDIERS**

Workers in this unit group perform primarily combat duties by executing orders from superior officers in accordance with battle plans. In times of peace, they perform civic action and other related duties.

They may be assigned to special unit in accordance with type of training completed.

#### **TECHNICIAN, SKILLED, SEMI-SKILLED WORKERS**

Workers in this unit group assemble, operate and repair military equipment such as tanks, armored cars, aircraft, ships, communications equipment including radar, ordnance and the like; perform traffic control operations in the ground, air and sea; operate construction equipment in infrastructure projects; and demonstrate latest techniques in agricultural and other civic action projects.

They may be assigned minor supervisory duties in the implementation of such projects.

#### **SERVICE AND RELATED WORKERS**

Workers in this unit group render paramedical and first aid functions; police and courier duties; kitchen and other personal services; and other related functions.

#### **ENLISTED PERSONNEL NOT ELSEWHERE CLASSIFIED**

Workers in this unit group perform highly classified or confidential functions and include other enlisted personnel not elsewhere classified.

#### **OTHER OCCUPATIONS NOT CLASSIFIABLE**

Workers in this sub-major group include new workers seeking employment, workers reporting occupations which cannot be identified, workers reporting occupations not sufficiently described to permit classification in any of the preceding major groups and workers not reporting any occupation.

### **NEW WORKERS SEEKING EMPLOYMENT**

Workers in this minor group include young persons and other new workers seeking work who do not have previous work experience at all or have had only casual work experience.

### **NEW WORKERS SEEKING EMPLOYMENT**

Workers in this unit group include young persons and other new workers seeking work who do not have previous work experience at all or have had only casual work experience.

### **EXPERIENCED WORKERS SEEKING REEMPLOYMENT**

Workers in this minor group include those persons seeking work who have previous work experience.

### **EXPERIENCED WORKERS SEEKING REEMPLOYMENT**

Workers in this unit group include those persons seeking work who have previous work experience.

### **WORKERS REPORTING OCCUPATIONS UNIDENTIFIABLE OR INADEQUATELY DEFINED**

Workers classified in this minor group include workers reporting occupations which cannot be identified, workers reporting occupations not sufficiently well described to permit classification in one of the preceding major groups and workers reporting occupation not classifiable elsewhere because of erroneous reporting or for other reasons.

### **WORKERS REPORTING OCCUPATIONS UNIDENTIFIABLE OR INADEQUATELY DEFINED**

Workers classified in this unit group include workers reporting occupations which cannot be identified, workers reporting occupations not sufficiently well described to permit classification in one of the preceding major groups and workers reporting occupation not classifiable elsewhere because of erroneous reporting or for other reasons.

### **WORKERS NOT REPORTING ANY OCCUPATION**

Workers classified in this minor group are those not reporting any information as to their occupation.

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## Occupational Titles and Definitions

### **Major Group 9. ELEMENTARY OCCUPATION : LABORERS AND UNSKILLED WORKERS**

Workers in this major group perform simple and routine tasks which mainly require the use of hand-held tools and often some physical effort.

Tasks performed usually include: selling goods in streets and public places, or from door-to-door; providing various street services, cleaning, washing, pressing, taking care of apartment houses, hotels, offices and other buildings; washing windows and other glass surfaces of buildings; delivering messages or goods; carrying luggage; doorkeeping and property watching; collecting garbage; sweeping streets and similar places; performing various simple tasks connected with mining, construction and manufacturing including product sorting and simple hand assembling of components; packing by hand; freight handling; pedalling or handguiding vehicles to transport passengers and goods; driving animal-drawn vehicles or machinery.

#### **SALES AND SERVICES ELEMENTARY OCCUPATIONS**

Workers in this sub-major group perform tasks which are connected with public places, street or door-to-door sales or services or cleaning, property watching and care-taking, delivering goods and messages or carrying luggage.

Tasks performed usually include: selling goods in streets and public places or from door-to-door; providing various street services; cleaning, washing, pressing, sweeping or garbage collecting; doorkeeping, property watching and building caretaking; washing windows or other glass surfaces; ushering; delivering messages or goods; stocking vending machines and carrying luggage.

#### **MARKET STALL VENDORS, STREET VENDORS AND RELATED WORKERS**

Workers in this minor group sell food and other goods in public places such as markets and streets or from door-to-door or by telephone.

Tasks performed usually include: preparing and selling or selling previously prepared foodstuffs, drinks or other goods, in streets and other public places; selling goods for establishments by going from door to door or by telephone.

#### **MARKET AND SIDEWALK STALL VENDORS**

Workers in this unit group sell hot or cold foods, vegetables, fruits, or any merchandise in public places such as markets and sidewalks.

Their tasks include:

obtaining food, drinks and various items for sale in public places such as market stalls and sidewalk stalls;

preparing, either previously or on the spot, food, drinks, and various items for sale in public places such as markets and sidewalks;

displaying food, drinks, and other merchandise and offering price;

receiving payment on the spot.

Examples of the occupations classified here are:

- Vendor, wet market
- Vendor, newspaper stand
- Vendor, dry goods market
- Vendor, sidewalk stall
- **Vendor, flower**

Some related occupations classified elsewhere are:

- Salespersons, department store
- Salespersons, hotels and restaurants

## **STREET AMBULANT VENDORS**

Workers in this unit group prepare and sell food and non-food items from place to place.

Their tasks include:

buying or making various items for sale from place to place;

loading and unloading pushcart, bicycle or truck or other vehicle to transport goods to the streets or public places and elsewhere;

displaying goods and offering price;

approaching customer and selling newspapers or similar goods from place to place;

receiving payment on the spot.

Examples of the occupations classified here are:

- Vendor, street food
- Vendor, newspaper
- Vendor, cigarette and candy
- Peddler

Some related occupations classified elsewhere are:

- Salesperson, market 5230
- Salesperson, street stall 5230

## **DOOR-TO-DOOR AND TELEPHONE SALESPERSONS**

Workers in this unit group solicit business for an establishment, particularly from households, by going from door to door or by telephoning.

Their tasks include:

giving details of various goods or services and of the firm's terms of sale either by going from door to door or by telephoning;

demonstrating goods by pointing to their main characteristics or showing how they work;

taking note of orders received and forwarding them to the firm;

distributing advertising literature or leaving samples;

collecting payment of installments, if necessary.

Examples of the occupations classified here are:

- Salesperson, door-to-door
- Salesperson, promo
- Salesperson, "special offer"
- Scrap buyer

## **SHOE CLEANING AND OTHER STREET SERVICES ELEMENTARY OCCUPATIONS**

Workers in this unit group consist of providing various on-the-spot street services such as cleaning shoes, washing car windows or running errands.

Tasks performed usually include cleaning shoes in the street and other public places, washing car windows in the street and running errands.

## **SHOE CLEANING AND OTHER STREET SERVICES ELEMENTARY OCCUPATIONS**

Workers in this unit group clean shoes, wash car windows, run errands, and provide other on-the-spot street services of a similar kind.

Their tasks include:

obtaining the materials necessary to perform cleaning services;

cleaning and polishing shoes, boots, and similar articles;

cleaning and polishing car windows and similar items;

running errands;

receiving immediate payment.

Examples of the occupations classified here are:

- Shoe polisher
- Cleaner, car window
- Repairman, shoe/umbrella
- Errand boy
- **Car washer**

## **DOMESTIC HELPERS ,CLEANERS, LAUNDERERS AND RELATED WORKERS**

Workers in this minor group 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, or they do hand-laundrying & pressing.

Tasks performed usually include sweeping, or vacuum cleaning, taking care of linen, washing & polishing floors,furniture and other objects, or bed making; helping with various kitchen work or in private households, cooking and serving meals; performing the tasks of hand-laundrerers and pressers.

### **DOMESTIC HELPERS AND CLEANERS**

Workers in this unit group sweep, vacuum clean, wash and polish, take care of household linen, purchase household supplies, prepare food, serve meals and perform other domestic duties.

Their tasks include:

sweeping, vacuum cleaning, polishing and washing floors and furniture or washing windows and other fixtures;

washing, ironing and mending linen and other textiles;

washing dishes;

preparing, cooking and serving meals and refreshments;

purchasing food and various other household supplies;

performing additional duties, such as answering telephone and doorbells and feeding pets.

Examples of the occupations classified here are:

- Housemaid
- Houseboy
- Cleaner, domestic
- Helper, kitchen
- **Dishwasher**
- **Market aide**
- **Gardener**
- **Greenkeeper**

Some related occupations classified elsewhere are:

- |                   |      |
|-------------------|------|
| - Cleaner, hotel  | 9132 |
| - Housekeeper     | 5121 |
| - Hand-lauderer   | 9133 |
| - Sweeper, street | 9162 |

## **HELPERS AND CLEANERS IN OFFICES, HOTELS AND OTHER ESTABLISHMENTS**

Workers in this unit group perform various cleaning tasks in order to keep clean and tidy the interiors and fixtures of hotels, offices, and other establishments aswell as of aircraft, trains, buses and similar vehicles.

Their tasks include:

sweeping or vacuum cleaning, washing and polishing floors, furniture and other fixtures in buildings, coaches, buses, trams, trains and aircraft;

making beds, cleaning bathrooms, supplying towels, soap and related items;

cleaning kitchens and generally helping with kitchen work including dish washing;

cleaning windows;

helping guests with baggage and running errand for them;

cleaning and servicing guest rooms in hotels or other lodging establishments.

Examples of the occupations classified here are:

- Janitor/Janitress
- Cleaner, aircraft
- Cleaner, hotel
- **Cleaner, trains & buses**
- **Cleaning crew, restaurants & food chains**

Some related occupations classified elsewhere are:

- |                       |      |
|-----------------------|------|
| - Caretaker, building | 9141 |
| - Cleaner, domestic   | 9131 |
| - Housekeeper         | 5121 |
| - Sweeper, street     | 9162 |

## **HAND LAUNDERERS AND PRESSERS**

Workers in this unit group launder, press ordry-clean linen and other textiles by hand.

Their tasks include:

laundering and pressing linen, clothing, fabrics & similar articles by hand in a laundry or other establishments;

cleaning by hand and with chemical solution, clothing, fabrics, leather goods, and similar articles in a dry cleaning place or other establishments.

Examples of the occupations classified here are:

- Drycleaner, hand
- Launderer, hand
- Presser, hand
- Spotter (dry cleaner)

Some related occupations classified elsewhere are:

- Machine operator, dry-cleaning 8254
- Machine operator, pressing/laundry 8254
- Machine operator, washing laundry 8254

## **BUILDING CARETAKERS, WINDOW AND RELATED CLEANERS**

Workers in this minor group take care of apartment houses, hotels, offices, churches, and other buildings and maintain them in a clear and orderly condition.

Tasks performed usually include looking after and participating in the cleaning, simple repair and main-tenance of apartment houses, hotels, offices, churches and other buildings; regulating conduct of tenants and other users of the buildings in such matters as noise abatement or misuse of property; providing small services to absent tenants such as accepting deliveries on their behalf or providing requested information to callers, cleaning windows, showcases and other glass surfaces of building.

### **BUILDING CARETAKERS**

Workers in this unit group take care of apartment houses, hotels, offices, churches and other buildings and maintain them in a clean and orderly condition.

Their tasks include:

participating in cleaning, simple repairs and maintenance of building interiors;

tending furnaces and boilers to ensure provision of heat and hot water;

regulating conduct of tenants and visitors in such matters as noise abatement or mis use of property;

providing small services to absent tenants such as accepting deliveries on their behalf or providing requested information to callers.

Examples of the occupations classified here are:

- Caretaker, building/cleaning

- Concierge, building
- Sexton
- *Groundskeeper*
- *Lighthouse keeper*
- *Warehouse aide*
- *Cottage caretaker*
- *Dorm caretaker*

## **VEHICLE, WINDOW AND RELATED CLEANERS**

Workers in this unit group clean windows, showcases or other glass surfaces of buildings.

Their tasks include:

cleaning, washing and polishing cars and other vehicles by hand or machine;

washing windows or other glass surfaces with water or various solutions, drying and polishing them.

Examples of the occupations classified here are:

- Cleaner, window
- Washer, vehicle/hand
- *Wiper*

## **MESSENGERS, PORTERS, DOORKEEPERS AND RELATED WORKERS**

Workers in this minor group deliver messages or goods, carry luggage, attend to parking places and watch private and public properties to prevent illegal entry, theft or fire, perform ushering duties, or collect vending machine money.

Tasks performed usually include delivering messages, packages and other items within an establishment or between establishments, to households or other places; carrying luggage especially at hotels, stations or airports; doorkeeping or watching properties; performing ushering duties; stocking vending machines and collecting money from them or from parking meters and other coin boxes.

## **MESSENGERS, PACKAGE AND LUGGAGE PORTERS AND DELIVERERS**

Workers in this unit group 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.

Their tasks include:

delivering messages, packages and other items within an establishment or between establishments or elsewhere;

performing the duties of a post-runner;

delivering various goods to and from enterprises, shops, households and other places;  
carrying and delivering luggage at hotels, stations, airports and elsewhere.

Examples of the occupations classified here are:

- Deliverer, newspaper
- Messenger
- Porter, luggage
- Post runner
- **Baggage handler**
- **Bell boy**
- **Letter carrier**
- **Deliveryman/crew**

Some related occupations classified elsewhere are:

- Postman                      4142
- Postwoman                4142
- **Courier                      4142**

## **DOORKEEPERS, WATCHPERSONS AND RELATED WORKERS**

Workers in this unit group undertake doorkeeping duties in apartment houses and other buildings, attend to parking places, watch houses and other properties to prevent illegal entry or theft and detect fire or other hazards, collect tickets or perform ushering duties.

Their tasks include:

doorkeeping in hotels and helping guests especially on their arrival and departure, with luggage, keys or information about directions, etc.;

watching houses and other properties to prevent illegal entry or theft, fire or other hazards;

ushering people into courtrooms, sporting places and similar establishments;

collecting tickets in cinemas, theaters, circuses and related places;

taking charge of cloakrooms or lavatories in public places;

attending to parking places.

Examples of the occupations classified here are:

- Collector, ticket
- Doorkeeper
- Golf caddie
- Pin boy
- **Parking attendant**
- **Recreation facilities attendant/aide**

Some related occupations classified elsewhere are:

- |                       |      |
|-----------------------|------|
| - Bodyguard           | 5169 |
| - Concierge, building | 9141 |
| - Game-warden         | 5169 |
| - Usherette           | 5113 |

## **GARBAGE COLLECTORS AND RELATED LABORERS**

Workers in this minor group collect garbage from buildings, yards, streets and other public places, or keep streets and other public places clean, or perform odd-jobs for private households or establishments.

Tasks performed usually include collecting, loading and unloading garbage, sweeping streets, parks and other public places; unloading coal or wood and putting it into the cellars of households or establishments; chopping firewood; carrying water; beating dust out of carpets, and performing other odd-job tasks.

### **GARBAGE COLLECTORS**

Workers in this unit group collect and remove garbage from buildings, yards, streets and other public places.

Their tasks include:

collecting garbage by putting it into bigger containers;

collecting garbage and loading it onto a vehicle.

Examples of the occupations classified here are:

- Collector, garbage
- **Dumper, garbage**

### **SWEEPERS AND RELATED LABORERS**

Workers in this unit group sweep and clean streets, parks, airports, stations and other public places or perform odd jobs.

Their tasks include:

sweeping streets, parks, airports, stations and similar public places;

unloading coal or wood and putting it into cellars of private households or establishments;

chopping and stacking wood;

carrying water;

shovelling snow;

beating dust out of carpets by using a carpet-beater.

Examples of the occupations classified here are:

- Metro aide
- Sweeper, park
- Sweeper, street
- **Sweeper, market**

## **AGRICULTURAL, FORESTRY, FISHERY AND RELATED LABORERS**

Workers in this sub-major group mainly perform simple and routine farming, forestry, fishing, hunting or trapping tasks requiring the use of simple hand-held tools and often considerable physical effort.

Tasks performed usually include digging, shovelling, loading, unloading, stacking, raking, pitching, spreading manure or fertilizers, watering and weeding, picking fruit, vegetables and various plants, feeding animals, cleaning animal quarters and farm yards, cleaning under growth in forest stands; cleaning sea-bed and performing other simple tasks connected with aquatic cultivation, gathering seaweed, sea mosses, clams and other mullusca; digging holes, keeping watch and performing other simple tasks connected with hunting and trapping.

## **AGRICULTURAL, FORESTRY AND FISHERY LABORERS**

Workers in this minor group mainly perform simple and routine farming, forestry, fishing, hunting or trapping tasks requiring the use of simple hand-held tools and very often considerable physical effort.

Tasks performed usually include digging, shovelling, loading, unloading, stacking, raking, pitching, spreading manure or fertilizers; watering and weeding, picking fruit, vegetables and various plants; feeding animals; cleaning animal quarters and farm yards, cleaning undergrowth in forest stands; cleaning sea-bed and performing other simple tasks connected with aquatic cultivation; gathering seaweed, sea mosses, clams, and other mollusca; digging holes, keeping watch and performing other simple tasks connected with hunting and trapping.

## **FARMHANDS AND LABORERS**

Workers in this unit group help with farm work by performing a variety of simple farming tasks.

Their tasks include:

digging and shovelling to clear ditches or for other purposes;

loading, unloading various crops and other materials;

raking, pitching and stacking hay;

feeding, watering, and cleaning animals and keeping their quarters clean;

weeding and watering plants and trees;

picking fruits, vegetables and various plants;

helping with planting, harvesting and general farmwork.

Examples of the occupations classified here are:

- Laborer, farm
- Picker, fruit
- Laborer, livestock
- "Sakada"

Some related occupations classified elsewhere are:

- Worker, skilled/field crops      6111
- Worker, skilled/livestock      6121

## **FORESTRY LABORERS**

Workers in this unit group help with work in natural forests or in forestry plantations by performing a variety of simple forestry tasks.

Their tasks include:

digging holes for tree planting;

stacking logs and timber;

clearing undergrowth in forest stands.

Example of the occupations classified here is:

- Laborer, forestry
- **"Kaingeros"**

A related occupation classified elsewhere is:

- Worker, skilled      6141

## **FISHERY LABORERS AND HELPERS**

Workers in this unit group help with work connected with fish and seafood cultivation.

Their tasks include:

cleaning the sea-bed and feeding fish and mollusca that are being cultivated;

gathering seaweed, sea mosses, clams and other mollusks.

Example of the occupations classified here is:

- Laborer, fishery
- **Pond Aide**
- **Fishery caretaker**
- **" Bantay Dagat"**

## **HUNTING AND TRAPPING LABORERS**

Workers in this unit group help with work connected with hunting and trapping.

Their tasks include:

digging pits and holes, setting traps, keeping watch and performing other simple tasks connected with hunting and trapping.

Examples of the occupations classified here are:

- Laborer, hunting
- Laborer, trapping

Some related occupations classified elsewhere are:

- |           |      |
|-----------|------|
| - Hunter  | 6150 |
| - Trapper | 6150 |

## **LABORERS IN MINING, CONSTRUCTION, MANUFACTURING AND TRANSPORT**

Workers in this sub-major group mainly perform simple and routine tasks in connection with mining, construction, manufacturing and transport, requiring the use of simple hand-held tools and very often considerable physical effort.

Tasks performed usually include digging, shovelling, lifting, moving, carrying, cleaning, loading, unloading, cleaning disused workings in mines and quarries; spreading gravel, carrying bricks and performing simple tasks in the construction of roads, dams or buildings; working on demolition sites; carrying out simple tasks in manufacturing, including product sorting and simple hand assembling of components; where it is not necessary to follow strictly laid-down rules, packing by hand, freight handling, pedalling hand-guiding vehicles to transport passengers and goods.

### **MINING AND CONSTRUCTION LABORERS**

Workers in minor group perform simple and routine tasks connected with mining or construction, requiring the use of simple hand-held tools and very often considerable physical effort.

Tasks performed usually include: digging, shovelling, lifting, moving, carrying, clearing, loading and unloading; cleaning disused workings in mines and quarries; digging out chalk, clay, gravel or sand from open pits; working on demolition sites, spreading gravel, carrying bricks or performing similar tasks in the construction of roads, dams, or buildings.

## MINING AND QUARRYING LABORERS

Workers in this unit group perform simple and routine tasks in connection with mining and quarrying.

Their tasks include:

removing wood and steel supports from disused workings in mines and quarries;

digging out chalk, clay, gravel or sand from open pits;

clearing various obstruction as instructed.

Examples of the occupations classified here are:

- Laborer, digging/ quarry
- Laborer, mining
- Panner, gold
- Handler, pan

Some related occupations classified elsewhere are:

- Miner                                 7111
- Quarrier                               7111

## CONSTRUCTION AND MAINTENANCE LABORERS:ROADS, DAMS AND SIMILAR CONSTRUCTIONS

Workers in this unit group perform simple and routine tasks in connection with the building and maintenance of roads, dams and similar constructions.

Their tasks include:

digging and filling holes and trenches, spreading gravel and related materials and performing other tasks related to the building and maintenance of railway tracks & roads;

carrying bricks and mortar to bricklayer or helping in other ways in the building of dams & similar constructions.

Examples of the occupations classified here are:

- Laborer, construction
- Laborer, maintenance
- **Road service worker**

## BUILDING CONSTRUCTION LABORERS

Workers in this unit group perform simple and routine tasks in connection with various aspects of building construction work.

cleaning used building bricks and doing other simple work on demolition sites;

clearing various obstructions as instructed;

carrying bricks and mortar to bricklayer on construction site.

Examples of the occupations classified here are:

- Laborer, construction building
- Laborer, demolition

Some related occupations classified elsewhere are:

- Bricklayer, construction 7122
- Builder, traditional materials 7121
- Demolition worker 7129

## **MANUFACTURING LABORERS**

Workers in this minor group perform simple and routine tasks connected with manufacturing which require the use of simple hand-held tools and very often considerable physical effort, or they undertake product-sorting and simple hand-assembling of components.

Tasks performed usually include: simple hand-assembling of components; lifting, carrying, loading, unloading, or washing raw materials or products in manufacturing establishments; packing by hand.

## **ASSEMBLING LABORERS**

Workers in this unit group undertake product sorting or simple hand-assembling of components.

Their tasks include:

carrying out manual sorting of products or components;

carrying out simple assembling of components.

Examples of the occupations classified here are:

- Bottle sorter
- Laborer, assembling
- ***Sorter, newspaper & other paper products***

Some related occupations classified elsewhere are:

- Assembler electrical/ equipment 8282
- Assembler electronic / equipment 8283
- Assembler, leather goods 8286

- Assembler rubber goods

8284

## **HAND PACKERS AND OTHER MANUFACTURING LABORERS**

Workers in this unit group pack materials or products by hand and perform a variety of simple routine tasks connected with manufacturing.

Their tasks include:

packing materials or products by hand in boxes, bags, cartons, crates, kegs and other containers for shipment or storage;

moving, lifting, carrying, loading, unloading or washing raw materials or products in various manufacturing industries or repair and maintenance of establishments.

Examples of the occupations classified here are:

- Laborer, manufacturing
- Packer, hand
- **Food packer**

Some related occupations classified elsewhere are:

- Machine-operator, labeling                      8290
- Machine - operator, packing                      8290

## **TRANSPORT LABORERS AND FREIGHT HANDLERS**

Workers in this minor group propel cycles and similar vehicles, drive animal-drawn vehicles, farm or other machinery, and carry out freight handling by hand.

Tasks performed usually include propelling cycles and similar vehicles or driving animal-drawn vehicles to transport passengers and goods; driving animal-drawn machinery; freight handling.

## **HAND OR PEDAL VEHICLE DRIVERS**

Workers in this unit group propel cycles and similar vehicles to transport passengers or goods.

Their tasks include:

loading or unloading goods, or assisting passengers in getting on or off a vehicle;

moving vehicle in the desired direction with due regard to other traffic and traffic regulations;

making minor repairs and keeping vehicle in good order;

collecting fares or charges.

Examples of the occupations classified here are:

- Driver, pedal vehicle
- Pusher, cart

A related occupation classified elsewhere is:

- Driver, motorcycle 8321
- Driver, tricycle 8321

## **DRIVERS OF ANIMAL-DRAWN VEHICLES AND MACHINERY**

Workers in this unit group transport passengers or goods as well as animal-drawn machinery usually in connection with farming.

Their tasks include:

- harnessing animals and hitching them to vehicles or machinery;
- loading or unloading goods or assisting passengers in getting on or off a vehicle;
- driving animals in a desired direction with due regard to other traffic and traffic regulations;
- collecting fares or charges;
- driving animals to haul wagons in mines or quarries;
- driving animals hitched to farm or other machinery;
- making minor repairs and keeping vehicles in good order.

Examples of the occupations classified here are:

- Driver, animal-drawn vehicle/road
- Driver, animal train

Some related occupations classified elsewhere are:

- Driver, car 8322
- Driver, locomotive 8311

## **FREIGHT HANDLERS**

Workers in this unit group 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.

Their tasks include:

- packing office or household furniture, machines, appliances and related goods to be transported from one place to another;

carrying goods to be loaded on or unloaded from vans, trucks, wagons, ships, or aircraft;

loading or unloading grain, coal, sand and similar goods by placing them on conveyor-belts, pipes, etc;

connecting hoses between main shore installation pipes and tanks of barges, tankers and other ships to load and unload petroleum, liquified gases and other liquids;

carrying and stacking goods in warehouses and similar establishments.

Example of the occupations classified here is:

- Handler, freight
- **Stevedore**
- **Boat loader**
- **Docker**
- **Railway & road vehicle loader**
- **Warehouse porter**

Some related occupations classified elsewhere are:

- Operator, crane                      8333
- Operator, lifting, truck            8334

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## **Occupational Titles and Definitions**

### **Major Group 8. PLANT AND MACHINE OPERATORS AND ASSEMBLERS**

Workers in this major group 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 performed by plant and machine operators and assemblers usually include: operating and monitoring mining or other industrial machinery and equipment for processing metal, minerals, glass, ceramics, wood, paper, or chemicals, as well as operating and monitoring water-treating or electrical-power-generating installations, and related plant; operating and monitoring machinery and equipment used to produce articles made of metal, minerals, chemicals, rubber, plastics, wood, paper, textiles, or leather, and which process food stuffs and related products; 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. Supervision of other workers may be included.

#### **STATIONARY-PLANT AND RELATED OPERATORS**

Workers in this sub-major group operate and monitor, on the spot or by remote control, industrial plant for mining or for the processing of metal, minerals, glass, ceramics, wood, paper, chemicals, or water-treating, electrical- power-generating and other purposes, as well as automated and semi-automated assembling processes and industrial robots.

The work mainly calls for experience with and an understanding of the industrial plant which is being operated and monitored. Ability to cope with machine-paced operations and to adapt to innovations in machinery and equipment is often required.

Tasks performed by workers in this sub-major group usually include: operating and monitoring industrial plant for mining or for the processing of metal, minerals, glass, ceramics, wood, paper, chemicals, or water-treating, electrical power-generating and other purposes; operating and monitoring automated or semi-automated assembly lines as well as industrial robots. Supervision of other workers may be included.

#### **MINING- AND MINERAL-PROCESSING PLANT OPERATORS**

Workers in this minor group operate and monitor plant for cutting channels in a mine workface, for processing mineral ore and stone, or for the drilling and sinking of wells.

Task performed usually include: operating and monitoring machinery and equipment used for continuous mining or for drilling holes or cutting channels in a mine or quarry workface; operating and monitoring machinery and equipment used for processing mineral ore and stone, as well as for the drilling and sinking of wells.

## **MINING-PLANT OPERATORS**

Workers in this unit group operate and monitor machinery and equipment which cut channels in a mine or quarry workface or drill holes for blasting or they operate continuous-mining machines.

Their tasks include:

operating and monitoring machinery for cutting channels in a mine or quarry work face or for drilling holes for blasting in mines or quarries;

operating and monitoring continuous mining machines.

Examples of the occupations classified here are:

- Machine operator, cutting/mine
- Machine operator, drilling/mine
- Machine operator, mining/continuous
- **Prime miner operator**
- **Pump operator**

Some related occupations classified elsewhere are:

- Miner 7111
- Quarrier 7111
- Shotfirer 7112

## **MINERAL-ORE-AND STONE-PROCESSING-PLANT OPERATORS**

Workers in this unit group operate and monitor machinery and equipment for processing mineral ore and stone.

Their tasks include:

operating and monitoring equipment which crushes and breaks lumps of minerals and stones to required size;

operating and monitoring washing, separating, leaching, precipitating, filtering, extracting and combining equipment to wash mineral ores in order to remove waste material;

combining mineral ores with solvents to facilitate further processing;

separating metal or mineral concentrates from one or alluvial deposits by thickening, floatation, gravity separation, filtration, or magnetic or electrostatic separation.

Examples of the occupations classified here are:

- Floatation worker, minerals
- Machine operator, crushing/mineral ore
- Machine operator, milling/minerals
- Machine operator, stone processing

Some related occupations classified elsewhere are:

- Cutter stone 7113
- Splitter, stone 7113

## **WELL DRILLERS AND BORERS AND RELATED WORKERS**

Workers in this unit group erect and operate drilling machinery and equipment and perform related tasks in the sinking and operation of wells.

Their tasks include:

preparing and operating derrick pipe-handling devices and slush pumps;

operating rotary- or percussion-drilling machinery and equipment to drill oil or gas wells;

cleaning and servicing oil or gas wells and replacing pumping rods, casings and tubings;

setting up and operating drilling machinery and equipment to drill wells or bores other than for oil or gas;

treating oil gas wells with acid to increase their production.

Examples of the occupations classified here are:

- Operator, boring equipment/wells
- Operator, derrick/oil and gas wells
- Operator, drilling equipment/wells
- Well driller (cable tools)
- **Core driller**
- **Well testing crew**
- **Artesian well driller**
- **Dredgeman**

## **METAL-PROCESSING-PLANT OPERATORS**

Workers in this minor group operate and monitor ore-smelting, metal-converting and refining furnaces, metal-rolling mills, metal-heat-treating or metal-extrusion plant.

Task performed usually include: operating and monitoring furnaces for ore-smelting, melting, refining, converting or reheating metal, as well as plant forrolling, extruding or shaping metal.

## **ORE AND METAL FURNACE OPERATORS**

Workers in this unit group operate and monitor ore-smelting, metal-converting and refining furnaces.

Their tasks include:

operating and monitoring blast furnaces to smelt ores for the production of ferrous or non-ferrous metals;

operating and monitoring furnaces to convert or refine pig-iron or scrap-metal to produce steel;

operating and monitoring furnaces to convert or refine non-ferrous metals.

Examples of the occupations classified here are:

- Furnace-operator, converting/non-ferrous metals
- Furnace-operator, refining/steel (open-hearth furnace)
- Furnace-operator, smelting/metal (blast furnace)

## **METAL MELTERS, CASTERS AND ROLLING-MILL OPERATORS**

Workers in this unit group operate and monitor rolling mills to roll metal, or furnaces to melt or reheat metal, or machines to cast metal.

Their tasks include:

operating and monitoring furnaces to melt ferrous and non-ferrous metal for casting;

operating and monitoring furnaces to reheat stock metal forms prior to forging, power-pressing, rolling and further processing;

operating and monitoring rolling mills to shape hot or cold steel into shapes for further processing, or into final shapes;

operating and monitoring rolling mills to reduce or form hot or cold non-ferrous metal to specified shapes, such as plate, sheet or foil;

operating and monitoring rolls to form seamless tubes and pipes from billets which have been pierced longitudinally;

pouring molten metal into molds and operating and monitoring casting machines;

operating continuous mills in which hot steel slabs are passed through a series of rolls (stands) to produce finished plates or sheets in one continuous operation;

operating rolling mills to reduce or form hot or cold non-ferrous metal into plate, sheet, foil, wire or rod of specified dimensions;

manipulating controls or rolling mills according to signals from rollers.

Examples of the occupations classified here are:

- Furnace-operator, melting/metal
- Machine-operator, casting/metal
- Operator, rolling mill/non-ferrous metal
- ***Die-caster furnace operators***

## **METAL HEAT-TREATING-PLANT OPERATORS**

Workers in this unit group operate and monitor plant altering the physical properties of metal objects by heating, cooling and chemical treatment.

Their tasks include:

operating and monitoring furnace which heat and cool metal objects to relieve internal stresses, restore ductility and refine grain structure;

operating and monitoring furnaces which harden steel objects;

operating and monitoring plant which imparts a hard skin and tough, ductile core to steel objects by treating them with chemicals, heating and quenching or cooling them;

operating and monitoring furnaces which reheat hardened steel objects to relieve stresses and to impart toughness.

Examples of the occupations classified here are:

- Annealer
- Furnace-operator, hardening/metal
- Furnace-operator, heat-treating/metal

## **METAL DRAWERS AND EXTRUDERS**

Workers in this unit group operate and monitor machinery and equipment which draw and extrude metals to make wire, tubes and similar products.

Their tasks include:

operating and monitoring wire-drawing machines;

operating and monitoring machines to draw seamless metal tubing;

operating and monitoring extrusion pressed to make metal rods, bars and seamless tubing.

Examples of the occupations classified here are:

- Machine-operator, drawing/wire
- Machine-operator, extruding/metal

## **GLASS, CERAMICS AND RELATED PLANT OPERATORS**

Workers in this minor group operate and monitor kilns, furnaces and other machinery and equipment used in the manufacture of glass as well as ceramic products.

Tasks performed usually include: operating and monitoring kilns, furnaces and other machinery and equipment used for making glass as well as ceramic products.

## **GLASS AND CERAMICS KILN AND RELATED MACHINE OPERATORS**

Workers in this unit group operate and monitor kilns, furnaces and other machinery and equipment used in the manufacture of glass, ceramics, porcelain or bricks.

Their tasks include:

operating and monitoring glass-making furnaces;

operating and monitoring glass-annealing furnaces to prevent or remove internal stresses;

operating and monitoring tempering furnaces to toughen glass;

operating and monitoring machines which shape glass articles by blowing or pressure-molding;

operating and monitoring machines which draw or roll molten glass to a continuous sheet of flat glass;

operating and monitoring floating-glass production plant;

operating and monitoring machines which polish and level plate-glass surfaces;

operating and monitoring machines which make glass rods and tubes from molten glass by drawing or drawing and blowing;

operating and monitoring kilns which bake pottery and porcelain ware or which fix glazing and decoration by re-baking;

operating and monitoring kilns which bake bricks and tiles.

Examples of the occupations classified here are:

- Furnace-operator, glass production
- Kiln-operator, brick and tile
- Kiln-operator, pottery and porcelainware
- Machine-operator, blowing/glass

Some related occupations classified elsewhere are:

- Blower, glass                    7322
- Cutter, glass                    7322
- Molder, brick and tile        7321

## **GLASS, CERAMICS AND RELATED PLANT OPERATORS NOT ELSEWHERE CLASSIFIED**

Workers in this unit group operate and monitor machinery and equipment used to mix ingredients for glass-making or for the preparation of clay, glaze and abrasives, or which extrude molten glass in order to form fiberglass filaments.

Their tasks include:

operating and monitoring machines which mix ingredients for glass-making;

operating and monitoring machines which prepare clay for the production of ceramics and bricks;

operating and monitoring machines for making glaze or abrasives;

operating and monitoring machines which extrude molten glass to form fiber glass filaments.

Examples of the occupations classified here are:

- Machine-operator, mixing/clay
- Machine-operator, mixing/glass

## **WOOD-PROCESSING AND PAPERMAKING-PLANT OPERATORS**

Workers in this minor group operate and monitor machinery and equipment which saw, cut and grind wood in preparation for further use, convert wood and other materials into pulp, and make paper from pulp.

Task performed usually include: operating and monitoring machinery and equipment which process wood for further use, convert wood and other materials into pulp, and make paper from pulp.

Their tasks include:

operating and monitoring log in-feed and conveyor systems;

operating and monitoring head saws, resaws and multi blade saws to saw logs, cants, flitches, slabs or wings and remove rough from sawn timber;

operating and monitoring machines which cut veneer;

operating and monitoring plywood core-laying machines and hot-plate plywood presses;

grading wood according to quality and size.

Examples of the occupations classified here are:

- Operator, band-saw
- Operator, sawmill

- Operator, wood-processing plant
- Press-operator, plywood

Some related occupations classified elsewhere are:

- Wood/seasoner 7421
- Wood/treater 7421

## **PAPER PULP PLANT OPERATORS**

Workers in this unit group operate and monitor machinery and equipment which converts materials such as wood, rags, esparto, straw, scrap-pulp and paper into stock for use in papermaking.

Their tasks include:

operating and monitoring chipper and grinding machines which reduce logs to pulp;

operating and monitoring digesters which produce pulp from materials such as wood, rags, esparto, straw or scrap-pulp and scrap paper;

operating and monitoring machines which bleach wood pulp, rags, esparto, straw or scrap-pulp and scrap paper;

operating and monitoring machines which mix, beat and hydrate pulp and other ingredients to prepare stuff for making paper.

Examples of the occupations classified here are:

- Machine-operator, grinding/wood
- Operator, chipper/paper pulp
- Operator, paper-pulp plant

## **PAPERMAKING-PLANT OPERATORS**

Workers in this unit group operate and monitor machinery and equipment which makes paper, paper boardsheet pulp from pulp stock.

Their tasks include:

operating and monitoring section of papermaking machinery and equipment in which wet pulp is formed into paper or in which paper is dried, calendered, wound, slit and rewound;

operating and monitoring super calenders used to impart gloss and finish to surface of paper;

operating and monitoring machinery and equipment used to glaze or impregnate paper with coating mixture;

making high quality paper by hand.

Examples of the occupations classified here are:

- Operator, papermaking plant
- Operator, supercalender

## **CHEMICAL-PROCESSING-PLANT OPERATORS**

Workers in this minor group operate and monitor machinery and equipment which process chemicals and related materials to obtain products with desirable properties.

Tasks performed usually include: operating and monitoring machinery and equipment for processing chemicals by crushing, heating, mixing, distilling or filtering to obtain products with desirable properties, or plant for treating petroleum and petroleum-based products.

## **CRUSHING, GRINDING AND CHEMICAL-MIXING MACHINERY OPERATORS**

Workers in this unit group operate and monitor machinery which crushes, grinds, mixes and blends chemicals and other materials used in chemical and related processes.

Their tasks include:

operating and monitoring mills and crushing machines which reduce solid chemicals and related materials to suitable size for further processing;

operating and monitoring machines in which solids or liquids used in chemical and related processes are mixed or blended.

Examples of the occupations classified here are:

- Machine-operator, crushing/chemical and related processes
- Machine-operator, mixing/chemical and related processes
- Operator, mill/chemical and related processes
- ***Machine-operator, grinding/chemical and related process***

## **CHEMICAL HEAT-TREATING PLANT OPERATORS**

Workers in this unit group operate and monitor machinery and equipment which cook, roast and provide other types of heat treatment in chemical and related processes.

Their tasks include:

operating and monitoring machinery and equipment which cook materials in order to purify, mix or compound them, give them special properties or effect chemical changes in them;

operating and monitoring ovens, kilns or similar devices which heat substances in order to dry them, give them special properties or effect chemical changes in them;

operating and monitoring driers for the processing of chemicals and related materials.

Examples of the occupations classified here are:

- Kiln-operator, chemical and related processes
- Operator, cement production plant
- Operator, roasting equipment/chemical and related processes

## **CHEMICAL-FILTERING AND SEPARATING EQUIPMENT OPERATORS**

Workers in this unit group operate and monitor machines and equipment which filter and separate chemicals and related materials.

Their tasks include:

operating and monitoring equipment in which solutions are forced, under pressure, through a filtering unit;

operating and monitoring equipment in which solutions are vacuum-drawn through filtering media fitted to a rotating drum;

operating and monitoring machines which separate substances by centrifugal force;

operating and monitoring equipment which removes sediment and water from crude oil.

Examples of the occupations classified here are:

- Operator, separator/chemical and related materials
- Operator, treating equipment/crude oil
- Filter press-operator, chemical and related materials

## **CHEMICAL-STILL AND REACTOR OPERATORS (Except Petroleum and Natural Gas)**

Workers in this unit group operate and monitor machinery and equipment which distills and refines chemicals, except petroleum.

Their tasks include:

operating and monitoring equipment in which crude liquid chemicals are treated to refine or separate them into their chemical constituents;

operating and monitoring equipment which performs a sequence of operations in a chemical reaction process;

operating and monitoring evaporation tanks, vacuum pans or similar devices to concentrate solutions and suspensions.

Examples of the occupations classified here are:

- Operator, converter/chemical processes (except petroleum and natural gas)

- Operator, reactor/chemical processes (except petroleum and natural gas)
- Operator, still/turpentine

## **PETROLEUM AND NATURAL GAS REFINING PLANT OPERATORS**

Workers in this unit group operate and monitor plant which refines, distills and treats petroleum, petroleum-based products and by-products, or natural gas.

Their tasks include:

operating and monitoring plant which removes sulphur from petroleum and petroleum-based products, and by-products;

operating and monitoring pumps which circulate petroleum products or water and chemical solutions through refinery;

operating and monitoring stills which distills or refines petroleum products;

operating and monitoring machines which blends petrol with chemicals and other additives;

operating and monitoring machines which refine or otherwise treat natural gas.

Examples of the occupations classified here are:

- Operator, blender/petroleum and natural gas refining (ethyl)
- Operator, paraffin plant
- Operator, still/petroleum and natural gas refining

## **CHEMICAL-PROCESSING PLANT OPERATORS NOT ELSEWHERE CLASSIFIED**

Workers in this unit group operate and monitor machinery and equipment which treat chemical solutions with bleaching reagents, produce coke or gas from coal, extrude and form natural or synthetic fibers, produce fertilizers, or extract and process radio active materials.

Their tasks include:

operating and monitoring plant which treats chemical solutions with bleaching reagents;

operating and monitoring plant which produce coke or gas from coal;

operating and monitoring plant which extrudes or forms natural or synthetic polymers into synthetic fibers;

operating and monitoring fertilizers plant equipment;

operating and monitoring plant which separates and extracts radio active materials from their ores or processes such materials.

Examples of the occupations classified here are:

- Operator, coke production plant
- Operator, fertilizer plant
- Operator, synthetic fiber production plant
- *Fuel tender*

## **POWER-PRODUCTION AND RELATED PLANT OPERATORS**

Workers in this minor group operate and monitor machinery and equipment in an electrical-power-generating plant, and water-treatment, incinerator and related plant, and operate and maintain ships and other types of steam-engines, as well as boilers.

Tasks performed usually include: operating and monitoring machinery and equipment for producing electric power; operating and monitoring steam-engines and boilers and their stationary machinery and equipment such as incinerators or water-treatment plant and pumping stations.

## **POWER-PRODUCTION PLANT OPERATORS**

Workers in this unit group operate and monitor machinery and equipment which produce electric or other power and control its distribution.

Their tasks include:

operating and monitoring coal-, oil- or natural-gas-fired steam-power-generating plant;

operating and monitoring nuclear-fuelled steam-power-generating plant;

operating and monitoring hydraulic-power-generating stations;

operating and monitoring other power-generating plant, such as solar, tidal, geothermal or wind energy;

controlling power output and distribution of electricity from power stations.

Examples of the occupations classified here are:

- Operator, electric power plant
- Operator, hydroelectric power plant
- Operator, nuclear power plant
- Operator, solar power plant
- *Operator, power plant*
- *Mechanical plant operator*

## **STEAM ENGINE AND BOILER OPERATORS**

Workers in this unit group operate and monitor steam-engines and boilers on land and at sea.

Their tasks include:

operating and monitoring coal- or oil-fired steam-engines or boilers on land and at sea.

Examples of the occupations classified here are:

- Operator, boiler/ship
- Operator, steam engine
- Tender, boiler
- **Operator, mobile plant**

## **INCINERATOR, WATER-TREATMENT AND RELATED PLANT OPERATORS**

Workers in this unit group operate and monitor various types of plant, such as incinerators, water-treatment plant, air and gas compressors, pumping stations, refrigeration or heating and ventilation systems.

Their tasks include:

operating and monitoring incinerator machinery and equipment which burn garbage or other waste materials;

operating and monitoring machinery and equipment which purify and clarify water for human consumption or use and later disposal into natural water systems;

operating and monitoring air and gas compressors;

operating and monitoring stations for transferring liquids, gases, semi-liquids and powdered substances from one location to another;

operating and monitoring refrigeration systems for cool or cold storage or industrial processes;

operating and monitoring heating and ventilation systems.

Examples of the occupations classified here are:

- Operator, incinerator, refuse disposal
- Operator, pumping-station/water
- Operator, water purification plant
- Water treatment plant operator \*

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\* With Trade Skills Standards

## **AUTOMATED ASSEMBLY-LINE AND INDUSTRIAL ROBOT OPERATORS**

Workers in this minor group operate and monitor automated or semi-automated assembly lines as well as industrial robots.

Tasks performed usually include: operating and monitoring or semi-automated assembly lines as well as industrial robots.

## **AUTOMATED ASSEMBLY-LINE OPERATORS**

Workers in this unit group operate and monitor automated or semi-automated assembly lines.

Their tasks include:

operating and monitoring automated or semi-automated assembly lines.

Example of the occupation classified here is:

- Operator, assembly-line/automated

## **INDUSTRIAL-ROBOT OPERATORS**

Workers in this unit group load and unload industrial robots and perform related tasks.

Their tasks include:

operating and monitoring industrial robots.

Example of the occupation classified here is:

- Operator, robot

A related occupation classified elsewhere is:

- Controller, robot 3123

## **MACHINE OPERATORS AND ASSEMBLERS**

Workers in this sub-major group operate and monitor machines, on the spot or by remote control, or they assemble products from parts according to strict specifications and procedures.

The work mainly calls for experience with and an understanding of the industrial machinery and equipment which is being operated and monitored. Ability to cope with machine-paced operations and to adapt to technological innovations is often required.

Tasks performed by workers in this sub-major group usually include: operating and monitoring machines which produce goods made of metal, minerals, chemicals, rubber, plastics, wood, paper, textiles, and leather, and which process food stuffs and related products; assembling products from component parts according to strict specifications and procedures. Supervision of other workers may be included.

## **METAL- AND MINERAL-PRODUCTS MACHINE OPERATORS**

Workers in this minor group operate and monitor metal working machines, or make products composed primarily of non-metallic mineral materials.

Tasks performed usually include: operating and monitoring metal working machines such as lathes, power shears, and boring, grinding and metal-sawing machine tools, or machines to extrude, mold, mix, grind and cut various pre-cast cement, concrete and stone products.

## **MACHINE-TOOL OPERATORS**

Workers in this unit group operate and monitor automatic or semi-automatic metal-working machines which perform repetitive work and are set up by machine-tool setters.

Their tasks include:

operating and monitoring one or more machine tools such as lathes, stamping presses, power shears, metal-bending, milling, planing, boring, drilling, grinding, honing or metal-sawing machines which may be numerically controlled or linked by an automatic-transfer machine.

Examples of the occupations classified here are:

- Lathe-operator, capstan/metalworking
- Machine-operator, boring/metal
- Machine-operator, machine tool

Some related occupations classified elsewhere are:

- Setter, machine-tool 7223
- Setter-operator, machine tool 7223

## **CEMENT AND OTHER MINERAL PRODUCTS MACHINE OPERATORS**

Workers in this unit group operate and monitor extrusion, molding, mixing, grinding and cutting machines which manufacture and finish various pre-cast concrete and stone products or which make cast stone for building purposes.

Their tasks include:

operating and monitoring extrusion, molding, grinding and cutting machines which manufacture and finish various pre-cast concrete and stone products, such as flag stone, fencing posts, molded pipe sections and trench liners, walling and partitions slabs, building components, cable conduits, fume and dust extraction conduits;

operating and monitoring machines which mix sand, gravel, cement and water to make concrete.

Examples of the occupations classified here are:

- Machine-operator, cast-concrete products
- Machine-operator, cast-stone products
- **Mixer operator**
- **Production process operator**

Some related occupations classified elsewhere are:

- Kiln-operator, cement production 8152
- Machine-operator, stone processing 8112

## **CHEMICAL PRODUCTS MACHINE OPERATORS**

Workers in this minor group operate and monitor machines which process a variety of chemicals and other ingredients to produce pharmaceuticals, toiletries, explosives, or other chemical products, or to finish, plate and coat metal articles.

Tasks performed usually include: operating and monitoring machines which mold, filter, ferment, mix, blend and otherwise process chemicals and other materials to give them the desired properties for further industrial production, or to make finished products; operating and monitoring machines which finish, plate and coat metal products.

## **PHARMACEUTICAL AND TOILETRY PRODUCTS MACHINE OPERATORS**

Workers in this unit group operate and monitor machines which process a variety of chemicals and other ingredients used in the production of pharmaceuticals and toiletries.

Their tasks include:

operating and monitoring machines for molding, filtering, fermenting, heating, mixing, grinding, filling and sealing materials used in the production of pharmaceuticals, toiletries, detergent and related products;

operating controls to regulate temperature, pressure, flow and speed of operation;

cleaning and disinfecting equipment.

Examples of the occupations classified here are:

- Machine-operator, detergent production
- Machine-operator, pharmaceutical products
- Machine-operator, toiletries production

## **AMMUNITION AND EXPLOSIVE PRODUCTS MACHINE OPERATORS**

Workers in this unit group operate and monitor machines which process a variety of chemicals and other ingredients in the production of ammunition and explosives.

Their tasks include:

operating and monitoring machines which mix, blend and otherwise process chemicals to produce explosive substances such as nitro cellulose, gelignite and various types of propellants;

operating and monitoring machines which make fuses for explosives and pyrotechnics;

operating and monitoring machines which assemble and load shells, bombs, rockets, mines and similar devices.

Examples of the occupations classified here are:

- Machine-operator, ammunition products
- Machine-operator, explosives production
- Machine-operator, match production

## **METAL FINISHING-, PLATING- AND COATING-MACHINE OPERATORS**

Workers in this unit group 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.

Their tasks include:

operating and monitoring equipment which cleans metal articles in preparation for electroplating, galvanizing, enamelling or similar processes;

operating and monitoring electroplating equipment;

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 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;

operating and monitoring equipment used to impart a rust-resistant finish to metal articles by treating them with chemicals and heating them.

Examples of the occupations classified here are:

- Machine-operator, coating/metal
- Machine-operator, finishing/metal
- Machine-operator, plating/metal

A related occupation classified elsewhere is:

- Electroplater, general

## **PHOTOGRAPHIC-PRODUCTS MACHINE OPERATORS**

*Workers in this unit group operate and monitor equipment which makes photographic film and paper, and which processes exposed photographic film and makes prints.*

*Their tasks include:*

*operating and monitoring equipment which makes photographic film and paper;*

*operating and monitoring machines for coating and backing photographic plates;*

*operating and monitoring equipment which processes colour and black-and-white films and plates to obtain negatives or transparent positive; and*

*operating and monitoring equipment which prints black-and-white or colour photographs or which enlarger or reduces photographs.*

*Examples of the occupations classified here are:*

- Machine-operator, developing/photography*
- Machine-operator, enlarging/photography*
- Machine-operator, photographic/film production*
- Machine-operator, printing/photography (colour)*
- Machine-operator, printing/photography (black and white)*

*Some related occupations classified elsewhere are:*

- Developer, film colour           7344*
- Repr-camera-man               7344*

## **CHEMICAL-PRODUCTS MACHINE OPERATORS NOT ELSEWHERE CLASSIFIED**

Workers in this unit group operate and monitor machines which produce chemical-based products such as linoleum, candles, halogen gases and related items.

Their tasks include:

operating and monitoring machines which make linoleum, candles, halogen gases and related chemical products.

Examples of the occupations classified here are:

- Machine-operator, candles production
- Machine-operator, halogen gas production
- Machine-operator, linoleum production

## **RUBBER AND PLASTIC PRODUCTS MACHINE OPERATORS**

Workers in this minor group 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.

Tasks performed usually include: 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**

Workers in this unit group operate and monitor machines which knead and blend rubber compounds, and produce various components and products, from natural and synthetic rubber, such as molded footwear, domestic articles, insulating materials, industrial accessories, or tires for bicycle, automobiles, tractors, aircraft and other vehicles.

Their tasks include:

operating and monitoring machines which knead, mix and blend rubber and rubber compounds for further processing;

operating and monitoring machines which produce sheets of rubber or rubberized fabric by a rolling process;

operating and monitoring machines which build up tires on a form, vulcanize tires and mold or rebuild used tires.

operating and monitoring machines which extrude compounded rubber or shape vulcanized rubber by molding;

Examples of the occupations classified here are:

- Machine-operator, extruding/rubber
- Machine-operator, milling/rubber
- Machine-operator, tire production

## **PLASTIC PRODUCTS MACHINE OPERATORS**

Workers in this unit group operate and monitor machines which knead and blend compounds to obtain plastic materials and which make various plastic components and articles.

Their tasks include:

operating and monitoring machines which knead and blend compounds to obtain plastic materials;

operating and monitoring machines which shape plastic materials by molding, extrusion, cutting and other means;

operating and monitoring machines which laminate plastics and plastic-impregnated materials.

Examples of the occupations classified here are:

- Machine-operator, extruding/plastics
- Machine-operator, molding/plastics
- Machine-operator, plastics production

## **WOOD PRODUCTS MACHINE OPERATORS**

Workers in this minor group operate and monitor automatic and semi-automatic woodworking machines which perform repetitive work and are always set up by wood working-machine setters.

Tasks performed usually include: operating and monitoring wood working machines for sawing, shaping, boring, planing, turning or carving wood.

## **WOOD PRODUCTS MACHINE OPERATORS**

Workers in this unit group operate and monitor automatic or semi-automatic wood working machines which perform repetitive work and are always set up by wood working-machine setters.

Their tasks include:

operating and monitoring one or more previously set up machines for sawing, shaping, planing, turning or carving wood.

Examples of the occupations classified here are:

- Machine-operator, carving/wood
- Machine-operator, furniture production
- Machine-operator, wood products
- Woodworking machine operator \*

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\* With Trade Skills Standards

Some related occupations classified elsewhere are:

- Setter, woodworking machine 7423
- Setter, operator, woodworking machine 7423

## **TEXTILE AND LEATHER PRODUCTS MACHINE OPERATORS**

Workers in this minor group operate and monitor machines which prepare fibers and yarns.

Tasks performed usually include: operating and monitoring machines which prepare fibers and spin and wind yarn and thread; weave and knit; manufacture machine-made garments from various materials; bleach, dye and clean textile garments; prepare hides,skins, to make leather; or make footwear and related products.

### **FIBER-PREPARING, SPINNING AND WINDING MACHINE OPERATORS**

Workers in this unit group prepare and monitor machines which prepare fibers, and spin, double, twist and wind yarn and thread.

Their tasks include:

operating and monitoring machines which combine textile fibers into uniform blends;

operating and monitoring machines which clean and fluff textile fibers, transform them into sliver, comb them into sliver for first drawing, combine sliver into sliver lap or sliver laps into ribbon lap, combine several slivers into one attenuated strand of regular quality and weight;

operating and monitoring machines which transform sliver into roving;

operating and monitoring machines which spin thread and yarn from roving, wind two or more threads on to bobbin, twist two or more strands of yarn or thread into single heavier and stronger strand, or wind yarn or thread from one package to another.

Examples of the occupations classified here are:

- Machine-operator, fiber preparing
- Ring spinner \*
- Machine-operator, twisting/thread and yarn
- Machine-operator, winding/thread and yarn

A related occupation classified elsewhere is:

- Spinner \* 7432
- Treader \* 7432

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\* With Trade Skills Standards

## **WEAVING AND KNITTING MACHINE OPERATORS**

Workers in this unit group operate and monitor weaving and knitting machines and related equipment used to produce materials and fabrics.

Their tasks include:

operating and monitoring machines used to weave or knit plain or figured cloth, tapestry, lace, carpets, garments, hosiery or other fabrics or articles.

Examples of the occupations classified here are:

- Machine-operator, knitting
- Machine-operator, net production
- Machine-operator, weaving
- Machine-operator, weaving carpets

Some related occupations classified elsewhere are:

- Knitter 7432
- Weaver, carpet 7432
- Weaver, cloth 7432

## **SEWING MACHINE OPERATORS**

Workers in this unit group operate and monitor sewing machines to make textile, leather garments or embroider ornamental designs on garments or other materials.

Their tasks include:

operating and monitoring standard or specialized single-or multiple-needle sewing machines to make or repair garments, gloves and miscellaneous products in textiles, or leather;

operating and monitoring standard or specialized single-or multiple-needle sewing machines to embroider ornamental designs on textiles or other materials.

Example of the occupation classified here is:

- Industrial sewing machine operator \*

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\* With Trade Skills Standards

Some related occupations classified elsewhere are:

- Embroider 7436
- Handicraft worker, textiles 7332
- Tailor 7433
- Dressmaker 7433

## **BLEACHING-, DYEING- AND CLEANING-MACHINE OPERATORS**

Workers in this unit group operate and monitor machines which bleach, dye, wash and otherwise treat fibers, yarn, or cloth dry-clean textile and leather articles.

Their tasks include:

operating and monitoring machines which treat textile products to make them lighter in color or to give them a specific color;

operating and monitoring machines which wash or dry-clean textile, leather products to remove dirt, impurities, excess chemicals or natural gum;

operating and monitoring machines which shrink cloth or strengthen the weave by inter locking the fibers;

operating and monitoring machines which impregnate textiles with chemicals to render them water proof;

operating and monitoring machines which treat silk to give it body and weight;

operating and monitoring machines which press, stretch, or impart lustre, or other type of finish to textiles.

Examples of the occupations classified here are:

- Finishing machine operators \*
- Curing machine operator \*
- **Laundry machine operator**

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\* With Trade Skills Standards

Some related occupations classified elsewhere are:

- Launderer, hand 9133

- Presser, hand 9133

## **LEATHER-PREPARING MACHINE OPERATORS**

Workers in this unit group operate and monitor various machines which prepare leather.

Their tasks include:

operating and monitoring machines which remove flesh and fat from pelts before curing;

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 separate (residual wool from skins, or) flesh and hair from hides, and which split hides;

operating and monitoring machines which treat hides and skins in solutions and apply finishing product to convert them into leather;

operating and monitoring machines which apply dyes and stains to leather.

Examples of the occupations classified here are:

- Machine-operator, staining/leather
- Machine-operator, tanning

A related occupation classified elsewhere is:

- Tanner 7441

## **SHOEMAKING AND RELATED MACHINE OPERATORS**

Workers in this unit group operate and monitor machines which produce and repair standard or special footwear, handbags and other accessories mainly made of leather.

Their tasks include:

operating and monitoring machines which mark patterns and cut shoe parts;

operating and monitoring machines which sew shoe parts together, or edge, polish, or apply ornaments and perform finishing tasks;

operating and monitoring machines which produce luggage, handbags, belts and other accessories, as well as other items such as saddles, collars or harnesses.

Example of the occupation classified here is:

- Machine-operator, footwear production
- ***Machine-operator, leather production***

Some related occupations classified elsewhere are:

- Shoes and bag repairer \* 7442
- Leather assembler \* 7332

\* With Trade Skills Standards

## **TEXTILE AND LEATHER PRODUCTS MACHINE OPERATORS NOT ELSEWHERE CLASSIFIED**

Workers in this unit group operate and monitor machines which make hats or miscellaneous articles such as braids or other trimmings.

Their tasks include:

operating and monitoring machines which form and make hats out of textiles or leather;

operating and monitoring machines which make miscellaneous articles such as braids or other trimmings.

Examples of the occupations classified here are:

- Machine operator, braid production
- Machine operator, hat making
- Machine operator, pattern making/textiles

Some related occupations classified elsewhere are:

- Milliner 7433
- Pattern-maker, garment 7434

## **FOOD AND RELATED PRODUCTS MACHINE OPERATORS**

Workers in this minor group operate and monitor machines which process food stuffs and manufacture food and related products for human and animal consumption.

Tasks performed usually include: operating and monitoring machines for slaughtering animals and cutting carcasses and fish into pieces for storage or sale; manufacturing meat and fish products; processing milk and cream and manufacturing dairy products; crushing and grinding grain, spices or similar food stuffs, making bread, pasta and related products; processing fruit, nuts and vegetables; processing and refining sugar; processing tea, coffee and cocoa, or producing beer, wine, spirits and other beverages, or tobacco products. Supervision of other workers may be included.

## **MEAT AND FISH PROCESSING MACHINE OPERATORS**

Workers in this unit group operate and monitor machines used to slaughter animals, trim carcasses, prepare standard meat or fish cuts, and manufacture meat and fish products.

Their tasks include:

operating and monitoring machines used to slaughter animals and to cut carcasses or fish into standard pieces;

operating and monitoring machines used to mince and mix meat or fish;

operating and monitoring machines used to process meat and fish and manufacture various meat and fish products, such as sausages, smoked meat or smoked fish;

operating and monitoring machines used to produce canned or frozen meat and fish dishes.

Examples of the occupations classified here are:

- Machine-operator, fish processing
- Machine-operator, meat processing

Some related occupations classified elsewhere are:

- Butcher                7411
- Fishmonger        7411

## **DAIRY PRODUCTS MACHINE OPERATORS**

Workers in this unit group operate and monitor machines which process milk and cream and make dairy products.

Their tasks include:

operating and monitoring machines which pasteurize, homogenize and heat-treat milk and cream;

operating and monitoring machines which make condensed or powdered milk;

operating and monitoring machines which make butter, cheese and other milk or milk-based products.

Examples of the occupations classified here are:

- Machine-operator, dairy products
- Machine-operator, pasteurizing/milk

Some related occupations classified elsewhere are:

- Maker, butter                7413
- Maker, cheese                7413
- [Maker, ice cream](#)                7413

## **GRAIN- AND SPICE-MILLING MACHINE OPERATORS**

Workers in this unit group operate and monitor machinery used to crush, grind, blend and otherwise process grain, spices and related foods tuffs for human or animal consumption.

Their tasks include:

operating and monitoring machinery used for the production of flour, meal and animal feed and for processing rice;

operating and monitoring milling machines used for grinding grain and spices.

Examples of the occupations classified here are:

- Machine-operator, milling/grain
- Machine-operator, milling/rice
- Machine-operator, milling/spices
- ***Machine-operator, milling/flour***

## **BAKED GOODS, CEREAL AND CHOCOLATE PRODUCTS MACHINEOPERATORS**

Workers in this unit group operate and monitor mixing, blending, shaping and baking machines which produce cereals, bread, pastry, pasta, chocolate and related products from flour, cocoa, and other ingredients.

Their tasks include:

operating and monitoring machines which mix and blend flour with other ingredients to prepare dough for the production of bread, pastries, pasta and related products;

operating and monitoring machines which extrude and shape dough for the production of bread, pastries, pasta and related products;

operating and monitoring ovens used for baking bread, pastries, pasta and related products;

operating and monitoring machines used for making cereals;

operating and monitoring machines used for making chocolate and confectionery.

Examples of the occupations classified here are:

- Machine-operator, bread production
- Machine-operator, chocolate production
- Machine-operator, confectionery production
- Machine-operator, pastry production
- ***Machine-operator, ice cream cones & wafers***
- ***Machine-operator, snack products such as corn curls, wheat crunchies & similar products***

Some related occupations classified elsewhere are:

- Baker 7412
- Maker, chocolate 7412

## **FRUIT, VEGETABLE AND NUT PROCESSING MACHINE OPERATORS**

Workers in this unit group operate and monitor machines which extract juice from fruit and vegetables or oil from oil-bearing seeds, nuts and fruit, and which process fruit, vegetables and nuts by drying, cooking, canning or freezing.

Their tasks include:

operating and monitoring machines which extract juice from fruit and vegetables by heating or pressing;

operating and monitoring machines which extract and refine oil from oil-bearing seeds, nuts and fruit;

operating and monitoring machines which make margarine and similar products from animal and vegetable oils;

operating and monitoring machines which dry, cook, can, freeze or otherwise process fruit, vegetables and nuts.

Examples of the occupations classified here are:

- Machine-operator, fruit processing
- Machine-operator, vegetable processing
- Press-operator, edible oils
- ***Machine-operator, canning/freezing fruits & vegetables***

Some related occupations classified elsewhere are:

- |                         |      |
|-------------------------|------|
| - Expeller, oil         | 7414 |
| - Preserver, fruit      | 7414 |
| - Preserver, vegetables | 7414 |

## **SUGAR PRODUCTION MACHINE OPERATORS**

Workers in this unit group operate and monitor machines which process sugar-cane and sugar-beet and produce refined sugar.

Their tasks include:

operating and monitoring machines which crush sugar-cane or extract liquor from sugar-beet;

operating and monitoring tanks used to purify sugar liquor or produce sugar crystals from hot sugar liquor;

operating and monitoring machine which refine sugar-beet or sugar-cane by a continuous process;

operating and monitoring machines which extract and refine sugar juices from maple, palm and other vegetable sources;

operating and monitoring machines which process honey.

Examples of the occupations classified here are:

- Machine-operator, sugar production
- Boiling pan tender (Boiler tender) \*
- ***Machine-operator, sugarcane crushing***

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\* With Trade Skills Standards

## **TEA, COFFEE AND COCOA PROCESSING MACHINE OPERATORS**

Workers in this unit group operate and monitor machines to blend and prepare tea leaves, coffee or cocoa beans and chicory roots.

Their tasks include:

operating and monitoring machines used to dry tea leaves, roll withered leaves or dry rolled leaves, and blend various grades of tea;

operating and monitoring machines used to cut coffee or chocolate berries and remove and wash off pulp, peel off husk from beans, and cure and blend beans;

operating and monitoring machines which roast blended coffee or cocoa beans or chicory roots;

operating and monitoring machines which crush tea or grind coffee, cocoa or chicory.

Examples of the occupations classified here are:

- Machine-operator, cocoa-bean processing
- Machine-operator, coffee-bean processing
- Machine-operator, tea-leaf processing

## **BREWERS, WINE AND OTHER BEVERAGE MACHINE OPERATORS**

Workers in this unit group operate and monitor machines which mix, press, or malt and ferment grains and fruit to make malt liquors, wine and other alcoholic or non-alcoholic beverages, except fruit and vegetable juices.

Their tasks include:

operating and monitoring machines which process barley and other grains used in making distilled and malt liquors and controlling the fermentation process;

operating and monitoring machines which process grapes and other fruit used in making wines and controlling the fermentation process;

operating and monitoring stills which increase or reduce the alcohol content of alcoholic beverages;

operating and monitoring machines which blend wines and liquors to obtain desired tastes and flavors;

operating and monitoring machines which make non-alcoholic beverages, except fruit and vegetable juices.

Examples of the occupations classified here are:

- Brewer
- Machine-operator, malting/spirits
- Machine-operator, softdrinks production
- **Machine-operator, mixer**

Some related occupations classified elsewhere are:

- Machine-operator, fruit juice production      8275
- Taster, wine      7415

## **TOBACCO PRODUCTION MACHINE OPERATORS**

Workers in this unit group operate and monitor machines which process tobacco and make cigarettes and other tobacco products.

Their tasks include:

operating and monitoring machines which process tobacco in preparation for manufacturing cigarettes and other tobacco products;

operating and monitoring machines which produce cigarettes and other tobacco products.

Examples of the occupations classified here are:

- Machine-operator, cigar production
- Machine-operator, cigarette production
- Machine-operator, tobacco processing

Some related occupations classified elsewhere are:

- Grader, tobacco      7416
- Maker, cigar      7416

## **ASSEMBLERS**

Workers in this minor group assemble components into products according to strictly laid down procedures. The products worked on may be moved from one worker to the next along assembly lines.

Tasks performed usually include: assembling components into various types of products according to strictly laid down procedures.

## **MECHANICAL MACHINERY ASSEMBLERS**

Workers in this unit group assemble the components or parts of mechanical machinery, according to strictly laid down procedures.

Their tasks include:

assembling the components or parts of mechanical machinery, engines and vehicles, according to strictly laid down procedures.

Examples of the occupations classified here are:

- Assembler, aircraft
- Assembler, mechanical machinery
- Assembler, vehicle

A related occupation classified elsewhere is:

- Operator, assembly -line/automated 8171

## **ELECTRICAL EQUIPMENT ASSEMBLERS**

Workers in this unit group assemble the components or parts of electrical equipment, according to strictly laid down procedures.

Their tasks include:

assembling the components or parts of electrical equipment, according to strictly laid down procedures.

Example of the occupation classified here is:

- Assembler, electrical equipment

## **ELECTRONIC EQUIPMENT ASSEMBLERS**

Workers in this unit group assemble the components or parts of electronic equipment, according to strictly laid down procedures.

Their tasks include:

assembling the components or parts of electronic equipment, according to strictly laid down procedures.

Example of the occupation classified here is:

- Assembler, electronic equipment

Some related occupations classified elsewhere are:

- Audio electronics service/repairman 7244
- Video electronics ( VHS , VCD , DVD ) service/repairman 7244

## **METAL, RUBBER AND PLASTIC PRODUCTS ASSEMBLERS**

Workers in this unit group perform limited, and specialized tasks in assembling the metal, rubber or plastic components or parts of various types of products such as toys, sports articles, bicycles, etc., according to strictly laid down procedures.

Their tasks include:

assembling the metal, rubber or plastic components or parts of various types of products, according to strictly laid down procedures.

Examples of the occupations classified here are:

- Assembler, metal products
- Assembler, plastic products
- Assembler, rubber products

## **WOOD AND RELATED PRODUCTS ASSEMBLERS**

Workers in this unit group assemble the components or parts made from wood or related materials, of various types of products, according to strictly laid down procedures.

Their tasks include:

assembling the components or parts made from wood or related materials of various types of products, according to strictly laid down procedures.

Example of the occupation classified here is:

- Assembler, wood products

A related occupation classified elsewhere is:

- Sawyer, precision woodworking 7423

## **PAPERBOARD, TEXTILE AND RELATED PRODUCTS ASSEMBLERS**

Workers in this unit group assemble the components or parts made from paperboard, textile, leather and related materials, of various types of products, according to strictly laid down procedures.

Their tasks include:

assembling the component or parts made from paperboard, textile, leather and related materials of various types of products, according to strictly laid down procedures;

attaching metal, plastic or other fittings.

Examples of the occupations classified here are:

- Assembler, leather products
- Assembler, paperboard products
- Assembler, textile products

## **OTHER MACHINE OPERATORS AND ASSEMBLERS**

Workers in this minor group operate and monitor machines which pack, label, and if needed, add revenue stamps to products, packages and containers, or assemble, according to strictly laid down procedures, products whose component parts are made of a wide range of materials.

Tasks performed usually include: operating and monitoring machines which pack, label, and if needed, add revenue stamps to products, packages and containers; assembling, according to strictly laid down procedures, products whose components are made of a wide range of materials.

## **OTHER MACHINE OPERATORS AND ASSEMBLERS**

Workers in this unit group operate and monitor machines which pack, label, and if needed, add revenue stamps to products, packages and containers, or assemble, according to strictly laid down procedures, products whose component parts are made of a wide range of materials.

Their tasks include:

operating and monitoring machines which wrap and pack various products including liquid ones for storage or shipment;

operating and monitoring machines which, by gluing or other methods, label products, packages and various containers, or add revenue stamps;

assembling, according to strictly laid down procedures, products whose component parts are made of a very wider range of materials.

Examples of the occupations classified here are:

- Assembler, composite products
- Machine-operator, labelling
- Machine-operator, packing
- ***Machine-operator, bottling***

A related occupation classified elsewhere is:

- Packer, hand 9322

## **DRIVERS AND MOBILE PLANT OPERATORS**

Workers in this sub-major group drive and tend trains and motor vehicles, or drive, operate and monitor mobile industrial and agricultural machinery and equipment, or execute deck duties on board ship and other water-borne craft.

The work mainly calls for experience with and an understanding of the machinery and equipment which is being operated and monitored. Ability to cope with machine-paced operations and to adapt to technological innovations is often required.

Tasks performed by workers in this sub-major group usually include: driving and tending trains and motor vehicles; driving, operating and monitoring mobile industrial and agricultural machinery and equipment; carrying out deck duties on board ship and other water-borne craft. Supervision of other workers may be included.

## **LOCOMOTIVE-ENGINE DRIVERS AND RELATED WORKERS**

Workers in this minor group drive locomotive engines to transport freight or passengers, manoeuvre railway coaches or operate railway signals.

Tasks performed usually include: driving railway engines, operating railway signals, switching rolling stock and making up trains in railway yards.

### **LOCOMOTIVE-ENGINE DRIVERS**

Workers in this unit group drive, or assist in driving, locomotive engines to transport passengers and freight.

Their tasks include:

driving or assisting in driving a steam, electric or diesel-electric locomotive engine;

driving an underground or elevated passenger train;

driving a locomotive to haul carriages underground or on the surface of a mine or quarry.

Examples of the occupations classified here are:

- Driver, engine/mine
- Driver, locomotive
- Driver, train including Metro Rail Transit (MRT) and Light Railway Transit (LRT)

### **RAILWAY BRAKERS, SIGNALLERS AND SHUNTERS**

Workers in this unit group 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.

Their tasks include:

taking charge of and safeguarding freight train during run;

controlling flow of railway traffic over section of line by operating signals and switches from control panel or signal box;

switching and coupling rolling stock in railway yards and sidings in accordance with orders about loading, unloading and make-up of trains;

making up trains for hauling by locomotive or cable and directing their movement along haulageways in a mine or quarry.

Examples of the occupations classified here are;

- Braker, railway
- Shunter, railway
- Signaller, railway

## **MOTOR VEHICLE DRIVERS**

Workers in this minor group drive and tend motor vehicles to transport materials, goods and passengers.

Tasks performed usually include: driving and tending motorcycles, cars, taxis, and buses, heavy trucks, lorries and vans, in order to transport materials, goods and passengers.

## **MOTORCYCLE DRIVERS**

Workers in this unit group drive and tend motorcycles or motorized tricycles equipped to transport materials, goods or passengers.

Their tasks include:

driving and tending motorcycle or motorized tricycle to transport materials, goods and passengers.

Examples of the occupations classified here are:

- Dispatch-rider
- Motorcyclist
- **Driver, tricycle**

A related occupation classified elsewhere is:

- Driver, pedal/vehicle      9331

## **CAR, TAXI AND VAN DRIVERS**

Workers in this unit group drive and tend motor cars and vans to transport passengers, mail or goods.

Their tasks include:

driving and tending passenger cars or taxis;

driving and tending cars, vans or small trucks to deliver mail or goods.

Examples of the occupations classified here are:

- Driver, car
- Driver, taxi, **FX**
- Driver, van
- **Driver, courier**
- **Driver, ambulance**

## **BUS DRIVERS**

Workers in this unit group drive and tend buses or street tram cars to transport passengers, mail or goods.

Their tasks include:

driving and tending motor bus, bus or motor coach to transport local or long-distance passengers, mail or goods;

driving and tending street tram car transporting passengers.

Example of the occupations classified here is:

- Driver, bus
- **Driver, school bus**

## **HEAVY TRUCK AND LORRY DRIVERS**

Workers in this unit group drive and tend heavy motor vehicles to transport goods, liquids and heavy materials over short or long distances.

Their tasks include:

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.

Examples of the occupations classified here are:

- Driver, heavy truck
- Operator, shuttle-car/mine
- **Driver, trailer**
- **Driver, firetruck**
- **Driver, dump-truck**

## **AGRICULTURAL AND OTHER MOBILE-PLANT OPERATORS**

Workers in this minor group drive, tend, operate and monitor agricultural and other machinery and equipment for handling materials and heavy objects.

Tasks performed usually include: driving, tending, operating and monitoring tractors and other specialized machinery in agricultural use, or earth-moving, hoisting, lifting and related equipment.

## **MOTORIZED FARM AND FORESTRY PLANT OPERATORS**

Workers in this unit group drive, tend, operate and monitor one or more types of motorized, mobile machinery or equipment used in farming or forestry operations.

Their tasks include:

driving and tending tractor or self-propelled plowing, planting, harvesting, baling or other special-purpose farm machinery, or similar tractor-drawn equipment;

driving and tending tractor or self-propelled clearing, planting, harvesting, timber-carrying or other special-purpose forestry machinery.

Examples of the occupations classified here are:

- Driver, timber carrier
- Driver, tractor
- Operator, harvester
- Operator, motorized farm equipment
- **Operator, loader**

## **EARTH-MOVING AND RELATED PLANT OPERATORS**

Workers in this unit group operate and monitor machines to excavate, grade, level and compact earth or similar materials and lay surfaces of asphalt and concrete.

Their tasks include:

operating and monitoring excavating machine, equipped with movable shovel, grab-bucket, or dragline bucket, to excavate and move earth, rock, sand, gravel or similar materials, or to tear down buildings or other structures;

operating and monitoring machines for digging trenches for sewers, drainage, water, oil, gas or similar pipelines;

operating and monitoring machines equipped with concave steel blade to move, distribute and level earth, sand, snow and other materials;

operating and monitoring equipment to remove sand, gravel and mud from bottom of body of water;

operating and monitoring machines for hammering wooden, concrete or steel piles into ground;

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 work.

Examples of the occupations classified here are:

- Operator, bulldozer \*
- Operator, hydraulic (back hoe) excavator \*
- Operator, road-roller
- Operator, motor grader \*
- Operator, wheel loader \*
- **Operator, sand pro**
- **Pay loader**

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\* With Trade Skills Standards

## **CRANE, HOIST AND RELATED PLANT OPERATORS**

Workers in this unit group operate and monitor cranes and other hoisting equipment.

Their tasks include:

operating and monitoring mobile or stationary cranes with mobile or fixed jib or boom;

operating and monitoring equipment for hoisting, lowering or raising men and materials on construction site or in mine;

operating and monitoring machinery to open and close bridge for the passage of road and water traffic.

Examples of the occupations classified here are:

- Truck mounted crane operator \*
- Rough terrain crane operator \*
- Crawler crane operator \*

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\* With Trade Skills Standards

## **LIFTING-TRUCK OPERATORS**

Workers in this unit group operate and monitor lifting-truck or similar vehicle to transport, lift and stack pallets with goods.

Their tasks include:

operating and monitoring lifting-truck and similar equipment to load and unload, transport, lift and stack goods and pallets in terminals, harbors, warehouses, factories and other establishments.

Examples of the occupations classified here are:

- Operator, fork-lift \*
- Tower crane operator \*

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\* With Trade Skills Standards

## SHIP'S DECK CREWS AND RELATED WORKERS

Workers in this minor group carry out deck duties onboard ship and similar duties on board other water-borne craft.

Tasks performed usually include: standing look-out watches at sea and in harbor, steering ship according to instructions, and cleaning, painting and maintaining ship and its deck equipment as required.

## SHIP'S DECK CREWS AND RELATED WORKERS

Workers in this unit group carry out deck duties on board ship and similar duties on board other water-borne craft.

Their tasks include:

standing look-out watches at sea and when entering or leaving harbor or other narrow waters;

steering ship according to instructions;

handling mooring to instructions;

maintaining and in some cases, operating ship's equipment, cargo gear, rigging, life-saving and fire-fighting appliances;

performing deck and hull cleaning, scraping, painting and other maintenance duties as required.

Examples of the occupations classified here are:

- Boatswain
- Sailor
- Seaperson
- **Boatman**
- **Pumpboat operator**
- **Coxswain**
- **Dockman-diver**
- **Dockman-rigger**

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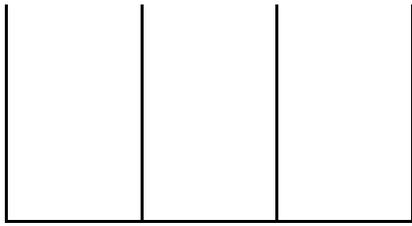
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## **Occupational Titles and Definitions**

### **Major Group 7. CRAFT AND RELATED TRADES WORKERS**

Workers in this major group apply their specific knowledge and skills in the fields of mining and construction, form metal, erect metal structures, set machine tools, or make, fit, maintain and repair machinery, equipment or tools, carry out printing work as well as produce or process food stuffs, textile, or wooden, metal and other articles, including handicraft goods.

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 all stages of the production process, the materials and tools used, and the nature and purpose of the final product.

The task performed by craft and trades related workers usually include: extracting and working solid minerals; constructing, maintaining and repairing buildings and other structures; casting, welding and shaping metal; 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; fitting, maintaining and repairing industrial machinery, including engines and vehicles, as well as electrical and electronic instruments and other equipment; making precision instruments, jewelry, household and other precious-metal articles, pottery, glass and related products; producing handicrafts; executing printing work; producing and processing foodstuffs and various articles made of wood, textiles, leather and related materials. Supervision of other workers may be included.

### **MINING, CONSTRUCTION AND RELATED TRADES WORKERS**

Workers in this sub-major group extract and work solid minerals from underground or surface mines or quarries, shape and finish stone for building and other purposes, or construct, maintain and repair buildings and other structures.

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 the tools used, and the nature and purpose of the final product.

Tasks performed by workers in this sub-major group usually include: extracting and working solid minerals from underground or surface mines or quarries; cutting and shaping stone for building and other purposes; constructing, maintaining and repairing buildings and other structures; applying paint to buildings and other structures, as well as to various products such as vehicles, or various manufactured articles, or covering interior walls with wallpaper or fabric; and exterior surfaces of buildings and other structures. Supervision of other workers may be included.

### **MINERS, SHOTFIRERS, STONE CUTTERS AND CARVERS**

Workers in this minor group extract solid minerals from underground or surface mines or quarries, charge and detonate explosives, or cut and shape stone for building and other purposes.

Tasks performed usually include: extracting solid minerals from underground or surface mines or quarries; charging and detonating explosives in mines, quarries, building sites and other places; cutting and shaping stone for building and other purposes.

## **MINERS AND QUARRY WORKERS**

Workers in this unit group extract solid minerals from underground or surface mines or quarries.

Their tasks include:

extracting coal, ores and other solid minerals from under ground or surface mines;

extracting granite, limestone, slate, flint or other kinds of rocks from quarries;

setting and operating machines which cut channels or drill blasting holes into the open face of mines or quarries; cutting, fitting and installing wood or steel props, pillars and arches to support walls and roof of underground workings;

collecting samples of coal or ore for laboratory analysis;

extracting chalk, clay, gravel or sand from open pits.

Examples of the occupations classified here are:

- Miner
- Quarrier, including salt
- Underground timberman
- Sampler, mine

Some related occupations classified elsewhere are:

- Machine-operator, drilling/mine 8111
- Machine-operator, mining/continuous 8111

## **SHOTFIRERS AND BLASTERS**

Workers in this unit group determine location and force of explosions required, charge and detonate explosives to fragment or dislodge coal, ores, rock or other solid minerals in mines or quarries, or to clear building sites and similar places.

Their tasks include:

ensuring observance of workplace safety procedures and regulations;

determining location of explosions required and giving instructions on holes to be drilled;

deciding on force required and placing correct quantity of explosives, and preparing blasting site;  
firing blasting-charge in mines or quarries.

Examples of the occupations classified here are:

- Blaster
- Shotfirer

## **STONE SPLITTERS, CUTTERS AND CARVERS**

Workers in this unit group break quarried stone into slabs or blocks, or by using hand or hand-powered tools cut, shape and finish stone for building, ornamental, monumental and other purposes.

Their tasks include:

driving wedges into quarried stone to break it into slabs or blocks;

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;

making patterns and marking shapes on stone for subsequent sawing, planing, drilling and other dressing and cutting operations;

cutting and carving characters, figures or designs on stone blocks used for monuments or memorials;

setting stone in the erection of monuments and memorials;

cutting and carving characters, figures or designs on stone used for decorative facings on buildings.

Examples of occupations classified here are:

- Carver, stone
- Cutter, stone
- Mason, monument
- Splitter, stone

Some related occupations classified elsewhere are:

- Machine-operator, carving/stone products 8212
- Machine-operator, cutting/stone products 8212
- Machine-operator, splitting/stone 8112
- Sculptor 2452
- Stonemason, construction 7122

## **BUILDING FRAME CONSTRUCTION AND RELATED TRADES WORKERS**

Workers in this minor group construct, maintain and repair foundations, walls and other main parts of buildings and other constructions, both internally and externally.

Tasks performed usually include: erecting and repairing small and large buildings and other structures by using traditional and non-traditional building techniques and materials; preparing and placing concrete or structures; erecting and repairing foundations, walls and structures of brick, stone and similar materials; erecting reinforced concrete frameworks and structures and finishing cement surfaces; erecting and repairing various types of wooden structures and fittings; performing miscellaneous construction and building maintenance tasks.

### **BUILDERS (Traditional Materials)**

Workers in this unit group erect, maintain and repair small and large buildings and other structures by using traditional building techniques and materials, such as bamboo, hay, straw, reeds, mud, planks, poles or leaves.

Their tasks include:

preparing ground for erecting building or other structures;

collecting necessary materials;

erecting structures to support roof, and building and covering walls with mud, straw or other material;

fixing rafters to roof and covering with roofing materials;

levelling floor to make it smooth and serviceable;

maintaining and repairing existing structures.

Example of the occupation classified here is:

- Nipa house builder (sawali, straw)

### **MASONS AND RELATED CONCRETE FINISHERS**

Workers in this unit group prepare and place concrete for structures; finish masonry surfaces by plastering, chipping, grinding, sand blasting, terrazzo and other related processes; install, lay, fit or set masonry products, such as brick, tile and mosaic panels; apply plaster to construct decorative and ornamental surfaces.

Their tasks include:

laying bricks, hollow tiles and similar building blocks to construct walls, partitions, arches, fire places and other structures;

laying firebricks or refractory blocks and tiles to build and repair furnaces, converters, kilns and ovens; building stone structures such as walls, piers and abutments;

constructing and repairing reinforced concrete floors,walls, tanks; silos and other concrete structures;

finishing and smoothing surfaces of concrete structures;

applying a durable, smooth surfacing composed of cement, sand pigment and marble particles to floors.

Examples of the occupations classified here are:

- Bricklayer, construction
- Stonemason
- Block layer and setter
- Mason (general)\*
- Concrete finisher, general \*
- Plasterer, general \*

Some related occupations classified elsewhere are:

- Machine-operator, finishing/concrete 8212
- Operator, road surface 8332  
laying machinery

## **CARPENTERS AND JOINERS**

Workers in this unit group cut, shape, assemble, erect, maintain and repair various types of wooden structures and fittings.

Their tasks include:

making, altering and repairing structural and other woodwork at a work-bench and on a construction site;

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, repairing and fitting scenic equipment for theatrical performances, motion picture or television productions;

constructing, assembling, altering and repairing wooden fixtures and fittings in train coaches, aircraft, ships, boats, floats, pontoons and other vehicles;

cutting, shaping, fitting and assembling wooden parts, mainly at a work-bench.

Examples of the occupations classified here are:

- Carpenter, general\*
- Joiner
- Shipwright, wood
- Housebuilder (except traditional materials)\*
- Wood and sash maker \*
- Carpenter, rough \*
- Carpenter, finish \*

\* With Trade Skills Standards

Some related occupations classified elsewhere are:

- Furniture and cabinet-maker \*      7422
- Wheel-wright                              7422

## **METAL MOLDERS, WELDERS, SHEET-METAL WORKERS, STRUCTURAL-METAL PREPARERS AND RELATED TRADES WORKERS**

Workers in this unit group perform miscellaneous construction and building maintenance tasks.

Their tasks include:

performing miscellaneous construction and building maintenance work on structures such as office buildings, apartment houses, factories and similar establishments in good repair;

performing construction, maintenance or repair work at unusual heights;

erecting temporary metal or wooden scaffolding on building sites;

demolishing buildings and other structures.

Examples of the occupations classified here are:

- Demolition worker
- Scaffolder
- Building maintenance man \*

Some related occupations classified elsewhere are:

- Laborer, construction/buildings      9313
- Laborer, demolition                      9313

## **BUILDING CONSTRUCTION FINISHERS AND RELATED TRADES WORKERS**

Workers in this minor group cover, apply or install, clean, maintain and repair roofs, floors, walls, insulation systems, in glass windows or other frames, as well as plumbing and piping systems in buildings and other constructions.

Tasks performed usually include: covering roof frameworks with one or more kinds of material; installing parquet and other kinds of flooring or covering floors and walls with tiles or mosaic panels; cleaning exterior surfaces of buildings and other structures; applying insulating material to walls, floors and ceilings; cutting, fitting and setting glass in windows and similar openings; installing plumbing and pipeline system.

## **ROOFERS**

Workers in this unit group cover, maintain, and repair roof frameworks, with one or more kinds of material.

Their tasks include:

covering roof frameworks, with slates and tiles, synthetic materials, asphalt, metal sheets, or thatching materials.

Examples of the occupations classified here are:

- Roofer, asphalt
- Roofer, metal
- Roofer, slate
- Roofer, tile

## **FLOOR LAYERS AND TILE SETTERS**

Workers in this unit group install, maintain and repair parquet and other kinds of flooring, or they cover floors, walls and other surfaces with tiles or mosaic panels for decorative or other purposes.

Their tasks include:

preparing floor areas for covering with parquet, tiles or other materials;

assembling parquetry pieces or other materials and laying them on floors according to design and other specifications;

preparing wall areas for covering with tiles or other materials for decorative or other purposes such as acoustical insulation;

setting tiles and constructing and laying mosaic panels to walls, floors and other surfaces.

Examples of the occupations classified here are:

- Parquetry worker \*
- Setter, marble
- Tile setter, general \*

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\* With Trade Skills Standards

## **SANDBLASTERS AND RELATED CLEANERS**

Workers in this unit group clean exterior surfaces of buildings and other structures. Their tasks include:

cleaning exterior surfaces of stone, bricks, metal or similar materials by means of chemicals, or a jet of steam or sand applied under great pressure.

Examples of the occupations classified here are:

- Cleaner, building exteriors
- Sandblasters, building exteriors

## **INSULATION WORKERS**

Workers in this unit group apply and repair insulating materials to buildings, boilers, pipes or refrigeration and air-conditioning equipment.

Their tasks include:

applying slabs and sheets of insulating or sound-absorbing materials to walls, floors and ceilings of buildings;

Their tasks include:

applying slabs and sheets of insulating or sound-absorbing materials to walls, floors and ceilings of buildings;

blowing and packing 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;

insulating refrigeration and air-conditioning equipment.

Examples of the occupations classified here are:

- Insulator \*
- Insulation worker, accoustical

A related occupation classified elsewhere is:

- Machine-operator, insulation 8290

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\* With Trade Skills Standards

## **GLAZIERS**

Workers in this unit group cut, fit and set glass in windows, doors, shop fronts and other frames.

Their tasks include:

selecting glass panes, cutting them to measure and fixing them in windows, doors and partitions of buildings;

fastening glass panes in skylights;

installing flat or curved glass in shop fronts, swing-doors, show-cases, portholes or other openings;

cutting, assembling and installing pieces of glass in lead or copper framework to form decorative windows and panels;

installing ordinary or shatter-proof glass panels in windows, doors and wind-screens of vehicles.

Examples of the occupations classified here are:

- Glazier, construction \*
- Glazier, roofing
- Glazier, vehicle

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\* With Trade Skills Standards

## **PLUMBERS, PIPE FITTERS AND OTHER RELATED WORKERS**

Workers in this unit group assemble, fit, install and repair plumbing fixtures, or pipes and pipeline systems.

Their tasks include:

cutting, threading, bending, jointing, assembling, installing, maintaining and repairing pipes, fittings and fixtures of drainage, heating, water supply and sewerage systems;

assembling, installing, maintaining and repairing pipeline systems in ships, aircraft, buildings, industrial plants, etc.;

laying clay, concrete or cast-iron pipes in ditches to form sewers, drains or water mains, or for other purposes.

Examples of the occupations classified here are:

- Fitter, pipe
- Layer, pipe
- Plumber
- Master plumber
- **Piping charge hand**
- **Piping inspector**

A related occupation classified elsewhere is:

- Machine-operator, pipe installation 8290

## **PAINTERS AND RELATED TRADES WORKERS**

Workers in this minor group prepare surfaces, apply paint and similar materials to buildings and other structures, vehicles, or various manufactured articles, cover interior walls and ceilings with wallpaper. Tasks performed usually include: preparing surfaces and applying paint and similar materials to buildings and other structures; applying paint or varnish to vehicles or various manufactured articles, usually with a hand-spraying device; covering interior walls and ceilings with wallpaper, silk or other fabrics.

## **PAINTERS AND RELATED WORKERS**

Workers in this unit group 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, silk or other fabrics.

Their tasks include:

cleaning and preparing walls and other surfaces of buildings for painting or wall papering;

applying or spraying paint, varnish, shellac, and similar materials to surfaces, fixtures and fittings of buildings;

measuring and mounting wallpaper, silk or other fabrics on interior walls and ceilings of buildings and ships;

applying or spraying paint, red lead, bituminous emulsion and similar materials to ships' hulls and metal structures, steel frameworks of buildings, bridges and metal construction.

Examples of the occupations classified here are:

- Painter, construction
- Structural steel and ship painter
- Wall paperhanger
- **House painter**
- **Sprayman**

## **VARNISHERS AND RELATED PAINTERS**

Workers in this unit group paint vehicles such as cars, buses or trucks, or apply protective coats of enamel or varnish on metal, wooden and other manufactured articles, usually with a hand-spraying device.

Their tasks include:

painting cars, buses, trucks and other vehicles, and applying varnish and other protective coatings;

applying paint as well as protective coating of enamel or varnish on metal, wooden and other manufactured products, usually with a hand-spraying device.

Examples of the occupations classified here are:

- Painter, manufactured articles
- Painter, automotive \*
- Varnisher, manufactured articles
- Wood finisher, furniture \*
- **Paint sprayer, varnishers**
- **Painter, upholstery**

\* With Trade Skills Standards

Some related occupations classified elsewhere are:

- |                                    |             |
|------------------------------------|-------------|
| - Machine-operator, painting/metal | 8223        |
| - Machine-operator, painting/wood  | 8240        |
| - Painter, building                | 7141        |
| - Painter, decorative              | 7324        |
| - <b>Sprayman</b>                  | <b>7141</b> |

## **METAL, MACHINERY AND RELATED TRADES WORKERS**

Workers in this sub-major group cast, weld, forge and by other methods, form metal, erect, maintain and repair heavy metal structures, install electrical wiring system, engage in machine-tool setting as well as in fitting, maintaining and repairing machineries, including engines, vehicles, electrical and electronic instruments/equipment, 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 organization, the materials and tools used, and the nature and purpose of the final product.

Tasks performed by workers in this sub-major group usually include: making molds and cores for casting metal; casting, welding and shaping metal; installing, erecting, maintaining and repairing heavy metal structures, tackle and related equipment; installing and repairing electrical wiring system, forging and forming steel and other non-precious metals to make and repair machinery, tools, equipment and other articles; setting for operators or setting and operating various machine tools; fitting, maintaining and repairing industrial machinery, including engines and vehicles, as well as electrical and electronic instruments and other equipment. Supervision of other workers may be included.

## **METAL MOLDERS, WELDERS, SHEET-METAL WORKERS, STRUCTURAL-METAL PREPARERS AND RELATED TRADES WORKERS**

Workers in this minor group make molds and cores for casting metal, weld and cut metal parts, make and repair articles of sheet metal, install, erect, maintain and repair heavy metal structures, tackle, cable-cars and related equipment.

Tasks performed usually include: making molds 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; installing, erecting, maintaining and repairing heavy metal structures, as well as tackle, cable cars and related equipment.

## **METAL MOLDERS AND COREMAKERS**

Workers in this unit group make molds and cores for casting metal.

Their tasks include:

making molds by hand or by using auxiliary machines on a bench for small metal castings or on the foundry floor or in a pit for large castings;

making cores for use in metal molds.

Examples of the occupations classified here are:

- Coremaker \*
- Molder, metal castings
- Bench molder \*
- Floor and fit molder \*

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\* With Trade Skills Standards

A related occupation classified elsewhere is:

- Machine-Operator, Coremaking/Metal 8211

## **WELDERS AND FLAMECUTTERS**

Workers in this unit group weld and cut metal parts using gas flame, or an electric arc and other sources of heat to melt and cut, or to melt and fuse metal.

Their tasks include:

welding metal parts using gas flame, or an electric arc, thermite compound or other methods;

operating resistance-welding machines;

using blow torch to make and repair lead linings, pipes, floors, and other lead fixtures;

brazing metal parts together;

cutting metal pieces using gas flame or an electric arc;

joining metal parts by hand soldering.

Examples of the occupations classified here are:

- Brazer

- Flamecutter
- Shielded metal arc welder \*
- Gas tungsten arc welder \*
- **Body welder**

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\* With Trade Skills Standards

## **SHEET-METAL WORKERS**

Workers in this unit group make, install and repair articles and parts of articles of sheet metal such as sheet steel, copper, tin, brass, aluminium, zinc or galvanized iron.

Their tasks include:

marking sheet metal for cutting and shaping;

making and repairing household utensils and other articles in tin, copper and light alloys, or ornamental articles and fittings;

making and repairing boilers, tanks, vats and similar containers;

installing and repairing sheet-metal parts of vehicles and aircraft.

Examples of the occupations classified here are:

- Tinsmith
- Air duct worker \*
- Sheet-metal worker \*
- Auto body repairman \*
- **Plate metal worker**
- **Automotive body builder**

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\* With Trade Skills Standards

## **STRUCTURAL-METAL PREPARERS, ERECTORS AND RELATED WORKERS**

Workers in this unit group shape, assemble and erect heavy metal girders and plates to form structures and frameworks.

Their tasks include:

marking metal members as a guide when drilling, cutting and shaping them for use in buildings, ships and other structures;

drilling, cutting and shaping structural steel in a workshop;

erecting steel members for buildings, bridges and other constructions;

assembling and erecting the framework and other metal parts of ships' structures;

shaping and fitting structural-steel plates of ships under construction or repair;

riveting structural-metal members by hand, machine or pneumatic riveter.

Examples of the occupations classified here are:

- Erector, structural metal
- Iron works fabricator
- Riveter
- Structural steel worker \*
- Steelman (rebar)

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\* With Trade Skills Standards

A related occupation classified elsewhere is:

- Machine-operator, rivet production 8211

## **RIGGERS AND CABLE SPLICERS**

Workers in this unit group erect tackle for lifting and hauling, or install and maintain cables, ropes and wires on construction sites, oil-and gas-well drilling sites, or in ships, aircraft, and other places.

Their tasks include:

setting up various types of cages, funicular railways, aerial cable ways, moving platforms, lifting tackle and other hoisting equipment for moving passengers, workers, materials, machinery and other heavy objects in mountainous areas, across deep gorges or fiords, about workshops, shipyards, or other locations;

joining, repairing and fitting attachment to wires, hempropes and cables;

installing and repairing ropes, wires and cables on ships and aircraft;

working as member of crew erecting and repairing derricks for drilling water, gas-and oil-wells and installing cables, hoisting and drilling equipment;

working as member of cable crew fitting and installing wire cables in the construction of suspension bridges.

Examples of the occupations classified here are:

- Rigger
- Rigger, ship
- Splicer, cable and rope

A related occupation classified elsewhere is:

- Machine-operator, splicing/  
cable and rope 8290

## **BLACKSMITHS, TOOL-MAKERS AND RELATED TRADES WORKERS**

Workers in this minor group 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 for operators or set and operate various machine tools, and polish and sharpen metal surfaces.

Tasks performed usually include: hammering and forging iron, steel and other metals to make and repair various kinds of tools, equipment and other articles; setting for operators or setting and operating various machine tools working to fine tolerances; polishing and sharpening metal surfaces and tools.

## **BLACKSMITHS, HAMMER-SMITHS AND FORGING-PRESS WORKERS**

Workers in this unit group draw wire, hammer and forge bars, rods, ingots and plates of iron, steel or other metals to make and repair various kinds of tools, metal articles, pieces of equipment, agricultural and related implements. Their tasks include:

Their tasks include:

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 closed die-drop hammer to forge metal articles;

operating a power press machine equipped with closed dies to forge metal articles;

drawing wire.

Examples of the occupations classified here are:

- Blacksmith \*
- Drop-hammer worker
- Forging-press worker
- Hammer-smith

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\* With Trade Skills Standards

Some related occupations classified elsewhere are:

- Machine-operator, casting/metal 8122
- Machine-operator, machine-tool 8211

## **TOOL-MAKERS AND RELATED WORKERS**

Workers in this unit group make and repair tools, sports guns, locks, dies, patterns and other metal articles, as well as make engines or machinery components, and parts thereof, using hand and machine tools to work metal to fine tolerances.

Their tasks include:

making, maintaining and repairing dies, jigs, gauges and fixtures, using hand tools and various kinds of machine tools;

making engines or machinery components, and parts thereof;

fitting and assembling parts to make and repair jigs, fixtures and gauges;

repairing and modifying sports guns and other small arms;

making, fitting, assembling, repairing and installing lockparts and locks;

making and repairing form patterns from wood, metals and plastics for preparation of foundry molds;

laying out lines and reference points on metal stock to guide other workers who cut, turn, mill, grind or otherwise shape metal.

Examples of the occupations classified here are:

- Die maker \*
- Locksmith
- Toolmaker \*
- Pattern-makers
- ***Toolmaker foreman***
- ***Foundry worker***

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\* With Trade Skills Standards

A related occupation classified elsewhere is:

- Machine-operator, tool production 8211

## **MACHINE-TOOL SETTERS AND SETTER-OPERATORS**

Workers in this unit group set for operators, or set and operate various machine tools working to fine tolerances.

Their tasks include:

setting one or more types of machine tools for operators to produce metal articles in standardized series;

setting and operating a variety of machine tools;

setting and operating particular types of metal working machines, such as lathe, milling, planing, boring, drilling, grinding or honing machines, including multi-purpose numerically controlled metal-working machines;

performing similar tasks when machining plastics and other metal substitutes.

Examples of the occupations classified here are:

- Setter-operator, drilling machine/metalworking
- Setter, operator, grinding machine/metalworking
- Lathe setter-operator \*
- Milling machine setter-operator \*

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\* With Trade Skills Standards

Some related occupations classified elsewhere are:

- Machine-operator, drilling/metal 8211
- Machine-operator, grinding/metal 8211
- Machine-operator, machine tool 8211

## **METAL-WHEEL GRINDERS, POLISHERS AND TOOL SHARPENERS**

Workers in this unit group grind and polish metal surfaces and sharpen tools.

Their tasks include:

operating fixed or portable buffing and polishing machines;

sharpening cutting tools and instruments using grinding wheel or mechanically operated grinding machines;

repairing, adjusting and sharpening saw blades and metal teeth of cylinders in textile carding machines.

Examples of the occupations classified here are:

- Finisher, metal
- Grinder, tool and cutter \*
- Polisher, metal

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\* With Trade Skills Standards

Some related occupations classified elsewhere are:

- Machine-operator, finishing/metal 8223
- Machine-operator, polishing/metal 8223

## **MACHINERY MECHANICS, FITTERS AND RELATED TRADES WORKERS**

Workers in this minor group fit, install, maintain and repair engines, vehicles, agricultural or industrial machinery, mechanical equipment and mechanical business machines equipment.

Tasks performed usually include; fitting, installing, maintaining and repairing engines, vehicles, agricultural or industrial machinery, mechanical equipment and mechanical business machines equipment.

## **MOTOR VEHICLE MECHANICS AND RELATED TRADES WORKERS**

Workers in this unit group, install, maintain, service and repair engines and related equipment such as motor cycles, passenger cars and delivery trucks and other motor vehicles.

Their tasks include:

examining, testing and servicing motor vehicle engines;

replacing engine components or complete engines;

examining, adjusting, dismantling, rebuilding and replacing defective parts of motor vehicles;

installing or adjusting motors and brake and adjusting steering or other parts of motor vehicles.

Examples of the occupations classified here are:

- Mechanic, small engine
- Mechanic, automotive (light duty) \*
- Mechanic, diesel engine
- Mechanic, motorcycle
- ***Autolight mechanic***
- ***Camber mechanic***
- ***Repairman***

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\* With Trade Skills Standards

A related occupation classified elsewhere is:

Assembler, engine/motor-vehicles 8281

## **AIRCRAFT ENGINE MECHANICS AND FITTERS**

Workers in this unit group fit, service, repair and overhaul aircraft components, engines, accessories and related equipment.

Their tasks include:

fitting, examining, testing and servicing aircraft engines;

replacing engine components or complete engines;

analyzing test data to evaluate the condition of engines, aircraft and equipment;

compiling information from measurements and performance test;

comparing the state of items such as fuel and oil levels and tire pressures, and the condition and cleanliness of mechanical equipment to required standards;

working to close tolerances and using precision measuring instruments and testing equipment to ensure adjustments and repairs are made according to manufacturer's specification standards;

manipulating hand and power tools to repair or replace defective parts.

Examples of the occupations classified here are:

- Fitter, engine/aircraft
- Mechanic, engine/aircraft
- ***Airmotive & equipment mechanic***

A related occupation classified elsewhere is:

- Assembler, engine/aircraft 8281

## **MARINE CRAFT MECHANICS**

Workers in this unit group service, overhaul and repair vessels' engines, boilers and mechanical equipment.

Their tasks include:

servicing and repairing vessels' engines, oilers and mechanical equipment;

oiling and greasing stationary engines, machinery and vehicles (except ships' engines);

inspecting and testing new machinery and mechanical equipment for conformance with manufacturer's standards;

bolting, screwing, clipping or riveting together prepared metal parts.

Examples of the occupations classified here are:

- Lubrication man
- Ship fitter
- Fitter, engine marine
- ***Marine machinery mechanic***

## **AGRICULTURAL OR INDUSTRIAL-MACHINERY MECHANICS AND FITTERS 7234**

Workers in this unit group fit, install, examine, service and repair engines (except motor vehicle and aircraft engines), agricultural or industrial machinery and mechanical equipment.

Their tasks include:

fitting, installing, examining, servicing and repairing engines (except motor vehicle and aircraft engines), agricultural or industrial machinery and mechanical equipment;

oiling and greasing agricultural and industrial machinery and equipment;

inspecting and testing new machinery and mechanical equipment for conformity with standards and specifications.

Examples of the occupations classified here are:

- Fitter, mining machinery
- Loomfixers
- Mechanic, heavy equipment \*
- Mechanic, hydraulic \*
- ***Farm machinery mechanic***
- ***Power plant mechanic***

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\* With Trade Skills Standards

A related occupation classified elsewhere is:

- Assembler, textile machinery 8281

## **BUSINESS MACHINES MECHANICS AND REPAIRERS\***

Workers in this unit group service and repair mechanical business machines such as standard manual typewriter, adding machine, duplicator, manual accounting machine, manual checkwriter, manual bookkeeping machine, watchman's clock, shredders, paper cutters, mechanical franking machines, coin counting/sorting machine and binders.

Their tasks include:

examining faulty mechanical business machines to ascertain nature and location of defects; dismantling equipment, wholly or partly to remove damaged or worn parts;

repairing or replacing defective parts;

assembling parts, doing supplementary tooling as necessary to ensure accurate fit;

testing reassembled equipment and makes necessary adjustments;

checking, adjusting and lubricating mechanical business machines equipment.

Examples of the occupations classified here are:

- Standard manual typewriter technician
- Adding machine technician
- Reprographic equipment technician
- Electric typewriter technician

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\* Some industry firms refer to their skilled workers as service technicians while their job contents are appropriately classified under this category.

## **ELECTRICIANS, ELECTRICAL AND ELECTRONIC EQUIPMENT MECHANICS AND FITTERS**

Workers in this minor group fit, adjust, install electrical wiring system and repair electrical and electronic equipment such as electronic business machine equipment, sound and image recording and telecommunications systems and construct, install and repair electrical lines and joint cables.

Tasks performed usually include: fitting, adjusting and repairing electrical wiring system; installing electrical machinery and equipment; fitting and adjusting computer hardware, servicing and repairing electronic business machines and other electronic products; installing, repairing and servicing radio, television and hi-fi sound equipment; installing, servicing and repairing telegraph and telephone equipment; installing and repairing electrical lines and jointing cables.

### **BUILDING AND RELATED ELECTRICIANS**

Workers in this unit group install, maintain and repair electrical wiring systems and related equipment.

Their tasks include:

installing, maintaining and repairing electrical wiring systems and related equipment in various buildings such as schools, hospitals, commercial establishments, residential buildings and other structures;

installing, maintaining and repairing electrical equipment in theatres and radio or television studios.

Examples of the occupations classified here are:

- Electrician, building wiring \*
- Rural/barangay electrician\*
- Industrial Electrician \*
- ***Maintenance electrician***

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\* With Trade Skills Standards

A related occupation classified elsewhere is:

- Fitter, electrical 7242

### **ELECTRICAL MECHANICS AND FITTERS**

Workers in this unit group fit, adjust, install and repair electrical machinery and other electrical apparatus and equipment in buildings factories, workshops, or other places.

Their tasks include:

fitting, adjusting and repairing various kinds of electrical machinery and motors, generators, switch-gear and control apparatus, instruments, or electrical parts of elevators and related equipment;

fitting, adjusting and repairing electrical parts in domestic appliances, industrial machines and other appliances, or electrical apparatus in aircraft, ships and vehicles;

inspecting and testing manufactured electrical products.

Examples of the occupations classified here are:

- Mechanic, electrical
- Electric machine rewinder
- Electric motor repairman \*
- Electric motor and generator fitter \*
- **Electrical fitter**

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\* With Trade Skills Standards

A related occupation classified elsewhere is:

- Assembler, electrical equipment    8282
- **Electrical helper**                            7242

## **ELECTRONICS FITTERS**

Workers in this unit group fit and adjust computer hardware, as well as sound and image recording and transmitting telecommunications and other electronic equipment.

Their tasks include:

fitting and adjusting computer hardware, sound and image recorders and transmitters, radar equipment, electronic components of musical instruments, medical or industrial equipment and signalling systems;

inspecting and testing manufactured electronic products.

Examples of the occupations classified here are:

- Fitter, electronics/computer equipment
- Fitter, electronics/telecommunications equipment
- Computer service/repairman \*

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\* With Trade Skills Standards

A related occupation classified elsewhere is:

- Assembler electronic equipment    8283
- **Electronics communication services technician**    3114
- **Computer technicians**                            3122

## **ELECTRONICS MECHANICS AND SERVICERS**

Workers in this unit group service and repair radio and television equipment, tape recorders, video cassette recorders, audio-visual equipment, and electronic business machines equipment.

Their tasks include:

examining radio or television equipment, tape recorders, video cassette recorders and other video-visual equipment, replacing defective parts and making adjustments and repairs.

Examples of the occupations classified here are:

- Erector, radioaerial
- Audio electronics service/repairman
- Video electronics ( *VHS* , *VCD* , *DVD* ) service/repairman
- Electronics business machines technicians

## **TELECOMMUNICATION EQUIPMENT INSTALLERS AND REPAIRERS\***

Workers in this unit group install, service and repair telecommunication equipment in central sites or customer's premises.

Their tasks include:

installing, servicing and repairing telecommunication equipment in central offices or customer's premises.

performing other related tasks.

Examples of the occupations classified here are:

- Telephone installer and repairman
- Central office equipment installer
- Switchman (Central office equipment technician)
- PABX technician
- *Communication rigger*

\* Some industry firms refer to their skilled workers as service technicians while their job content are appropriately classified under this category.

A related occupation classified elsewhere is:

- Fitter, electronics/  
telecommunications equipment 7242

## **LINEMAN, LINE INSTALLERS AND CABLE SPLICERS**

Workers in this unit group install and repair power, telephone, telegraph and cable television lines and cables.

Their tasks include:

installing and repairing overhead and underground electrical power and electrical traction lines;

installing and repairing overhead and underground telephone and telegraph and cable television lines;

splicing cables in overhead and underground cable systems.

Examples of the occupations classified here are:

- Cable splicers
- Lineman/electric power \*
- Lineman, telephone/telegraph/cable TV
- **Cable and line installer**
- **Cable pulling**

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\* With Trade Skills Standards

A related occupation classified elsewhere is:

- Machine operator, electric-line  
installation 8290

## **PRECISION, HANDICRAFT, PRINTING AND RELATED TRADES WORKERS**

Workers in this sub-major group make and repair precision instruments, musical instruments, various articles such as jewelry, precious metal ware, ceramics, porcelainware and glassware, as well as handicrafts made of wood or textile, leather or related materials, or they perform printing or book-binding tasks by hand and machines.

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 performed by workers in this sub-major group usually include: making and repairing nautical, meteorological, optical and other precision instruments and equipment; making and repairing musical instruments; making jewelry and precious metal ware; making pottery, porcelainware, ceramics and glassware; painting and decorating various articles; producing handicraft articles in wood or textile, leather and related materials; performing printing or book-binding tasks by hand and machine. Supervision of other workers may be included.

## **PRECISION WORKERS IN METAL AND RELATED MATERIALS**

Workers in this minor group make and repair precision instruments, musical instruments, jewelry and other articles of precious metals.

Tasks performed usually include: making and repairing watches, clocks, nautical, meteorological, optical, surgical, dental, orthopedic and other precision instruments and equipment; making and repairing musical instruments; cutting or setting gems, and making and repairing jewelry and precious metal ware.

### **PRECISION INSTRUMENT MAKERS AND REPAIRERS**

Workers in this unit group make and repair mechanical watches, clocks, nautical, meteorological, optical, surgical, dental, orthopedic and other precision instruments and equipment.

Their tasks include:

making, adjusting and repairing mechanical watches and clocks;

making, adjusting and repairing nautical and meteorological instruments and equipment;

making, adjusting and repairing optical instruments;

making, adjusting and repairing surgical instruments and other medical equipment;

making and repairing medical, orthopedic and dental appliances and prostheses.

Examples of the occupations classified here are:

- Maker and repairer, instrument/meteorological
- Maker and repairer, instrument/surgical
- Maker and repairer, orthopedic appliance
- Watch and clock repairman \*

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\* With Trade Skills Standards

Some related occupations classified elsewhere are:

- Machine operator, machine-tool 8211

### **MUSICAL INSTRUMENT MAKERS AND TUNERS**

Workers in this unit group make, repair and tune stringed, wind or percussion instruments with hand or power tools.

Their tasks include:

making and repairing accordions, stringed and wind instruments;

building and repairing organs and making parts for such organs;

making instrumental parts of pianos and assembling and repairing such pianos;

tuning organs, pianos and other instruments;

making and repairing other musical instruments.

Examples of the occupations classified here are:

- Maker, instrument/musical (brass)
- Maker, instrument/musical (string)
- Maker, instrument/musical (woodwind)
- Tuner, musical instrument

## **JEWELRY AND PRECIOUS-METAL WORKERS**

Workers in this unit group make and repair jewelry and precious metal ware, cut and set gems and engrave designs on jewelry and precious metal articles by hand and machine.

Their tasks include:

casting jewelry and other non-ferrous metal articles by hand and machine;

making complete jewelry articles such as rings, brooches and bracelets;

cutting and polishing gems and setting them in jewelry articles;

making and repairing precious metalware;

rolling and beating precious metals;

engraving letters and designs on jewelry and precious metal ware.

Examples of the occupations classified here are:

- Jewelry maker (goldsmith, silversmith) \*
- Jewelry casters, by hand and machine
- Jewelry finishers, by hand and machine
- Gem cutter/faceter
- ***Jewelry polisher***

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\* With Trade Skills Standards

## **POTTERS, GLASS-MAKERS AND RELATED TRADES WORKERS**

Workers in this minor group make bricks, tiles, pottery, porcelainware and glassware, engrave and etch designs on glass articles, and paint or decorate glass, ceramics and related articles and signs.

Tasks performed usually include: making abrasive wheels, pottery, porcelain ware, bricks and tiles; making glassware; engraving and etching designs on glass articles; decorating glass and ceramic articles; applying decorative coatings of paint and similar materials to various articles, or applying letters and designs to signs.

## **POTTERS AND RELATED CLAY AND ABRASIVE FORMERS**

Workers in this unit group make pottery, porcelainware, bricks, tiles and abrasive wheels.

Their tasks include:

making articles of pottery and porcelain;

making clay or plaster-of-Paris molds;

forming articles on potter's wheel with hands, or using interior or exterior molding shapes and shaping tools;

forming articles by casting semi-liquid clay in plaster-of-Paris molds;

forming bricks and tiles into special shapes by hand;

making articles by pressing plastic clay into molds by hand;

operating screw-press or hydraulic press to make products clay dust;

operating a machine which extrudes moist clay for further processing;

forming abrasive wheels by molding and pressing abrasive mixture.

Examples of the occupations classified here are:

- Caster, pottery and porcelain
- Modeller, pottery and porcelain
- Potter
- Mold makers
- Decorators/lazers

Some related occupations classified elsewhere are:

- Kiln operator, brick and tile 8131
- Kiln operator, pottery and porcelain 8131

## **GLASS-MAKERS, CUTTERS, GRINDERS AND FINISHERS**

Workers in this unit group blow, mold, press and roll hapes from molten glass and cut, grind and polish glass.

Their tasks include:

shaping molten glass by means of blow-pipe, hand molding, heating and bending;

heating, molding and pressing optical glass to make lens blanks;

grinding and polishing lens blanks;

grinding and levelling edges of glass;

cutting sheet glass with hand tools and sawing prisms and other shapes from optical glass blocks.

Examples of the occupations classified here are:

- Blower, glass
- Cutter, glass
- Finisher, glass
- Grinder, glass

A related occupation classified elsewhere is:

- Furnace-operator, glass production 8131

## **GLASS ENGRAVERS AND ETCHERS**

Workers in this unit group engrave and etch designson glass articles.

Their tasks include:

engraving monograms and ornamental designs on glassware; etching decorative designs, calibration markings and other figures on glass articles.

Examples of the occupations classified here are:

- Cutter, crystal glass
- Engraver, glass
- Etcher, glass

## **GLASS, CERAMICS AND RELATED DECORATIVE PAINTERS**

Workers in this unit group decorate articles made of wood, metal, textile, glass, ceramics, other materials, and plan, lay out and paint letters and designs to make signs.

Their tasks include:

painting designs on articles with a brush, by spraying or by transferring designs using stencils, transfers, rubber stamps and other means;

applying paint, glaze, enamel, stain, varnish, lacquer and similar materials on articles by spraying and dipping;

coating mirror glass with silver solutions;

laying out and painting letters and designs to make signs.

Examples of the occupations classified here are:

- Enameller, glass
- Painter, decorative
- Sign-maker

Some related occupations classified elsewhere are:

- Machine-operator, painting/ceramics 8131
- Machine-operator, painting/glass 8131
- Painter, building 7141
- Painter, manufactured articles 7142
- Painter, vehicle 7142

## **HANDICRAFT WORKERS IN WOOD, TEXTILE, LEATHER, CHEMICALS AND RELATED WORKERS**

Workers in this minor group apply traditional techniques to produce various articles for personal or household use, as well as for decorative purposes.

Tasks performed usually include; preparing wood, straw rattan, reeds-bone, stone, shells and other materials; carving, molding, assembling, painting and decorating various articles; weaving, knitting, embroidering, lace-making; producing traditional footwear; producing handbags, belts and other accessories, candle and soap making.

### **HANDICRAFT WORKERS IN WOOD AND RELATED MATERIALS**

Workers in this unit group apply traditional techniques to prepare wood, straw, rattan, reeds, stone, clay, shells, and other materials and carve, mold, assemble, weave, or paint and decorate various articles for personal or household use, or for decorative purposes.

Their tasks include:

preparing wood, straw, rattan, reeds, stone shells 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;

carving, assembling weaving and painting various decorative articles such as statues and other sculptures, hess pieces, jewelry, and similar objects.

Examples of the occupations classified here are:

- Handicraft worker, reed weaving
- Handicraft worker, stone articles
- Handicraft worker, wooden articles
- **Cottage industry worker**
- **Handicraft designer**

- *Handicraft model maker*
- *Rattan binder*
- *Wood carver*
- *Handicraft worker, paper*

Some related occupations classified elsewhere are:

- Maker, brush 7424
- Machine-operator, carving/  
stone products 8212
- Machine-operator, wood products 8240

## **HANDICRAFT WORKERS IN TEXTILE, LEATHER AND RELATED MATERIALS**

Workers in this unit group 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.

Their tasks include:

spinning and dyeing with natural dye-stuffs, wool, cotton and other fibers;

lace-making and weaving, knitting or embroidering various garments and articles for household use;

preparing and dyeing hides with natural dyestuffs and making traditional footwear or handbags, belts and other accessories.

Examples of the occupations classified here are:

- Handicraft worker, carpets
- Handicraft worker, leather
- Handicraft worker, textiles

Some related occupations classified elsewhere are:

- Machine-operator, 8262  
weaving/fabrics
- Weaver, cloth 7432

## ***HANDICRAFT WORKERS IN CHEMICALS AND RELATED MATERIALS***

*Workers in this unit group apply traditional techniques and patterns to produce candles and soaps for personal or household use, as well as for decorative purposes.*

*Examples of the occupations classified here are:*

- *Candle making*
- *Soap making*

## **PRINTING BINDING AND RELATED TRADES WORKERS**

Workers in this minor group set and arrange printing type or copy by hand or by electronic key boarding through computer or other machines, such as typesetting machines. Make printing plates from typographically or electronically set-up type or copy, engrave gravure-cylinder, develop and process photographic films; make and print with silk-screens, print on paper board other materials, bind and finish books, magazines, labels, printed packaging materials, brochures and commercial printed jobs.

Tasks performed usually include: setting and arranging printing type or copy by hand or by electronic key boarding through computer or other machines, such as type setting machines, making printing plates from typographically or electronically set-up type or copy; engraving gravure-cylinder, developing and processing photographic films; making and printing with silk-screens; printing on paper board or other materials; binding and finishing books, magazines, labels, printed packaging materials, brochures and commercial printed jobs.

## **COMPOSITORS, TYPESETTERS AND RELATED WORKERS**

Workers in this unit group set and arrange printing type by hand, machine, or computer.

Their tasks include:

setting type by hand and printing copies with simple machines;

operating linotype, monotype and typesetting machines;

arranging set-up of type and spacing material and illustration blocks to make pages;

arranging pages in sequence for printing;

operating electronic keyboarding machines which enable characters to be converted into film, sensitized tape or paper for subsequent photoplate-making;

performing word processing and typesetting words;

performing front and back end system operations.

Examples of the occupations classified here are:

- Printer operator
- Typesetter
- Compositor, hot metal \*
- Compositor, cold type \*
- **Platen press operator**

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\* With Trade Skills Standards

## **STEREOTYPERS AND ELECTROTYPERS**

Workers in this unit group make printing plates and printing forms from set-up type by stereo typing and electroplating processes.

Their tasks include:

making molds of set-up type with papier mache, wax or other materials;

making printing plates by casting metal in molds of papermache or other material bearing impression of type, or by putting lead alloy backing on copper shell made by electro-plating molds to reproduce type.

Examples of the occupations classified here are:

- Electrotyper
- Stereotyper

## **PRINTING ENGRAVERS AND ETCHERS**

Workers in this unit group engrave litho graphic stones and printing plates, rollers, dies and blocks by various processes.

Their tasks include:

cutting designs through film applied to surface of lithographic stones;

engraving steel and copper plates, rollers, dies or wood, rubber and linoleum blocks by hand;

engraving metal plates and rollers by machine;

transferring designs from lithographic stone to metal plates;

etching metal plates or rollers with acid and retouching;

performing all or several tasks in preparation of printing plates by photo gravure process.

Examples of the occupations classified here are:

- Engraver, printing/lithographic stone
- Engraver printing/metal plate
- Etcher, printing/metal plate
- Photo- engraver

## **PHOTOGRAPHIC AND RELATED WORKERS**

Workers in this unit group develop and process photographic film and paper and which processes exposed photographic film.

Their tasks include:

processing black and white or color film and plates to obtain negatives or transparent positives;

printing and monitoring equipment which makes photographic film and paper;

operating and monitoring machines for coating and backing photographic plates;

enlarging or reducing photographs;

reproducing image from photographic filmnegatives/positives on metal plate for use in printing;  
(platemaker)

evaluating color reproduction of originals by column separation process.

Examples of the occupations classified here are:

- Developer, film color
- Repro-cameraman \*
- Stripper, colored \*
- Stripper, black and white \*

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\* With Trade Skills Standards

Some related occupations classified elsewhere are:

- Color separation technician                      3131
- Black & White Scanner                              3131

## **BOOKBINDERS AND RELATED WORKERS**

Workers in this unit group operate and monitor machines which bind and emboss books by hand or machine.

Their tasks include:

binding books and periodicals by hand;

operating and monitoring bookbinding machines;

embossing designs or titles on books by hand or machine.

Examples of the occupations classified here are:

- Bookbinder
- Embosser, book
- *Stitcher*
- *Collator/tabulator*

## **SILK-SCREEN, BLOCK AND TEXTILE PRINTERS**

Workers in this unit group cut stencils for use insilk-screen printing and printon paper, metal, textiles and other materials with silk-screens, blocks of rubber, wood or other materials, engraved printing rollers.

Their tasks include:

cutting stencils for silk-screen printing;

printing on paper, metal, textiles and other materials by silk-screen process;

printing designs and patterns on cloth or wallpaper with engraved blocks or machines equipped with engraved rollers.

Examples of the occupations classified here are:

- Cutter, stencils/silk-screen
- Printer, block
- Printer, silk-screen
- Printer, textile

## **PRESSMAN LETTERPRESS AND RELATED WORKERS**

Workers in this unit group prepare, operate and monitor offset press and various types of machines to print single and multicolor copies from lithographic plates and print on paper, tin plate and other materials.

Their tasks include:

setting and operating cylinder, plates, rotary, offset, direct lithographic, photo gravure and wallpaper printing presses;

comparing preliminary or proof copies with work order specifications to detect printing imperfections and ensure correct color registration.

Examples of the occupations classified here are:

- Offset Pressman (sheet fed) \*
- Offset Press (web fed) \*
- Letter Press-pressman \*
- Press operator printing/cylinder
- ***Paper cutting machine operator***
- ***Press roller maker***
- ***Printing machine operator***
- ***Printing quality inspector***
- ***Printing scheduler***

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\* With Trade Skills Standards

## **OTHER CRAFT AND RELATED TRADES WORKERS**

Workers in this sub-major group treat and process agricultural and fisheries raw materials into food and other products, and produce and repair goods made of wood, textiles, leather, or other materials. 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 performed by this sub-major group usually include: treating and processing meat, fish, grain, fruit, vegetables and related materials into food stuffs, and tobacco into tobacco products; tasting and grading food products and beverages; treating and processing natural fibers, skins and hides; making and repairing furniture and other goods made of wood; preparing hides and skins for further use; making and repairing textiles, garments, hats, shoes and related products. Supervision of other workers may be included.

## **FOOD PROCESSING AND RELATED TRADES WORKERS**

Workers in this unit group slaughter animals, kill fish, treat and prepare them and related food items for human and animal consumption, 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 performed usually include: slaughtering animals; killing fish, 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; tasting and grading various food products and beverages; preparing tobacco and making tobacco products.

## **BUTCHERS, FISHMONGERS AND RELATED FOOD PREPARERS**

Workers in this unit group slaughter animals, kill fish, clean, cut and dress meat and fish and prepare related food items or preserve meat, fish and other foods and food products by drying, salting or smoking.

Their tasks include:

slaughtering animals or killing fish;

flaying and trimming carcasses;

cutting and dressing meat and fish for sale or further processing;

preparing ingredients and making sausages and similar products using simple chopping, mixing and shaping machines; curing meat, fish and other foods;

operating smokehouses or ovens to smoke meat, fish and other foodstuffs;

cooking or in other ways preparing meat, fish and related food items for sale.

Examples of the occupations classified here are:

- Butcher (Abattoir) \*
- Butcher (Hotel and Restaurant) \*
- Fishmonger

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\* With Trade Skills Standards

Some related occupations classified elsewhere are:

- Machine operator, meat processing 8271
- Machine operator, fish processing 8271

## **BAKERS, PASTRY COOKS AND CONFECTIONERY MAKERS**

Workers in this unit group make various kinds of bread, cakes, and other flour products, as well as hand made chocolate and sugar confectionery.

Their tasks include:

making bread, cakes, biscuits, pastries, pies and other flour, rice and other rootcrops products;

making handmade confectionery from mixtures of sugar, chocolate and other ingredients with the help of tools and some machines.

Examples of the occupations classified here are:

- Baker
- Confectioner
- Maker-chocolate
- Pastry-cook
- *Oven/fryer man*
- *Noodle makers*
- *Native cakes/kakanin makers*

Some related occupations classified elsewhere are:

- Cook 5122
- Machine-operator, bakery products 8274
- Machine-operator, bread production 8274
- Machine-operator, chocolate production 8274

## **DAIRY PRODUCTS MAKERS**

Workers in this unit group process butter and various types of cheese, cream or other dairy products.

Their tasks include:

boiling milk, separating cream from milk, churning cream into butter;

curdling milk, heating curd until it reaches desired firmness, draining curd and finally placing cheese into molds to press it into shape.

Examples of the occupations classified here are:

- Maker, butter
- Maker, cheese
- **Maker, ice cream**
- **Milker**
- **Milk collector**

Some related occupations classified elsewhere are:

- Machine-operator, dairy products 8272
- Machine-operator, milk processing 8272

## **FOOD PRESERVERS**

Workers in this unit group process and preserve fruits, nuts and other food stuffs in various ways including cooking, smoking, drying, freezing, salting, or juice or oil extraction.

Their tasks include:

cooking, salting, sterilizing, smoking, drying, freezing, meat, fish, fruit, vegetables or other foods in large quantities;

curing foodstuffs by salting or smoking;

sterilizing foodstuffs prior to canning or bottling;

making patis and bagoong;

making jams, jellies, pickles, sauces and condiments for table use;

extracting juices from various fruits;

extracting oils from oil-bearing seeds, nuts or fruits;

preparing syrup, juice or other covering liquids.

Examples of the occupations classified here are:

- Expeller, oil
- Preserver, food
- Preserver, vegetables
- Preserver, fruit
- **Syrup man**
- **Salted egg maker**
- **Bottler /canner**

Some related occupations classified elsewhere are:

- Machine-operator, canning/fruit 8275
- Machine-operator, canning/vegetables 8275
- Machine-operator, canning/food 8275

## **FOOD AND BEVERAGE TASTERS AND GRADERS**

Workers in this unit group inspect, taste and grade various types of agricultural products, food and beverages.

Their tasks include:

inspecting, testing and tasting agricultural products, food and beverages at various stages of processing to determine quality and grade into appropriate class.

Examples of the occupations classified here are:

- Grader, food
- Taster, food
- Taster, liquor
- Taster, wine

## **TOBACCO PREPARERS AND TOBACCO PRODUCTS MAKERS**

Workers in this unit group prepare tobacco leaves and make various tobacco products.

Their 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 flavor;

tending vacuum container which moistens tobacco for further processing;

removing midribs and stalks from tobacco leaves and shredding tobacco;

making cigars, cigarettes, snuff and other tobacco products by hand or with simple machines.

Examples of the occupations classified here are:

- Grader, tobacco
- Maker, cigar
- Maker, cigarette

Some related occupations classified elsewhere are:

- Machine-operator, cigar production 8279
- Machine-operator, cigarette 8279  
production

## **WOOD TREATERS, CABINET MAKERS AND RELATED TRADES WORKERS**

Workers in this minor group season and preserve wood and wooden items, make and repair wooden furniture, wooden fittings, patterns and models, by using tools and wood working machines; set or set and operate wood working machines, make wicker furniture and related articles, and decorate and repair wooden articles and wooden parts of goods.

Tasks performed usually include: seasoning and preserving wood; making, decorating and repairing wooden furniture; making, decorating and repairing parts of or entire wooden vehicles, wooden models, patterns, and various articles such as pipes, wooden skis, shoes, or sports goods; setting or setting and operating wood working machines such as precision sawing, shaping or carving; making wicker furniture, baskets and similar items, or brooms and brushes.

## **WOOD TREATERS**

Workers in this unit group season and preserve wood.

Their tasks include:

operating steam-heated kilns to season wood;

treating wood with chemicals to protect it against decay or parasites.

Examples of the occupations classified here are:

- Wood seasoner
- Wood treater

A related occupation classified elsewhere is:

- Machine-operator, treating/wood 8141

## **CABINET/FURNITURE MAKERS AND RELATED WORKERS**

Workers in this unit group make, decorate and repair wooden furniture, wheels or other wooden parts of vehicles, wooden fittings, patterns, models and other items such as pipes, wooden skis, shoes, or sports racquet and sticks.

Their tasks include:

making and repairing wooden articles such as cabinets and other furniture, using wood working machines and hand tools;

making and repairing wooden vehicles, wheels or other wooden parts of vehicles;

making and repairing wooden articles, such as patterns, scale models and mock-ups, casks, tobacco pipes, woodenskis, shoes or sports racquets or sticks;

decorating furniture and fixtures by in-laying wood, applying veneer and carving designs;

finishing surfaces of wooden articles or furniture.

Examples of the occupations classified here are:

- Cabinet/Furniture-maker \*
- Cart-wright
- Wheel-wright
- Mill-wright

Some related occupations classified elsewhere are:

- Carpenter 7123
- Joiner 7124
- Machine-operator, 8240  
furniture production
- Wood carver 7331

## **WOODWORKING-MACHINE SETTERS AND SETTER-OPERATORS**

Workers in this unit group set and operate wood working machines, such as precision sawing, shaping, planing, boring, turning and wood carving machines.

Their tasks include:

setting and adjusting various kinds of machines for operation by others;

setting and operating one or several types of wood working machines.

Examples of the occupations classified here are:

- Sawyer, precision woodworking
- Setter, woodworking machine
- Setter-operator, woodworking machine \*
- Turner, wood

A related occupation classified elsewhere is:

- Machine-operator, woodworking 8240

## **RATTAN, BAMBOO AND OTHER WICKER FURNITURE MAKERS**

Workers in this unit group make wicker furniture from bamboo, rattan, reeds, rushes and similar materials by hand.

Their tasks include:

bending rods of materials over gas flame or steam jet to desired shape and fastens them together to form frame;

weaving and winding willow, plaited rushes, split canes or similar materials in, through, and around frame;

strengthening and concealing frame joints by winding materials around them;

cutting off, concealing or weaving together loose ends to finish edges;

laminating, bending and plattening of bamboo materials.

Examples of the occupations classified here are:

- Wicker furniture maker
- Bamboo furniture maker \*
- Rattan furniture maker \*

Some related occupations classified elsewhere are:

- Rattan binder 7331
- Cottage industry worker 7331

## **BASKETRY WEAVERS, BRUSH MAKERS AND RELATED WORKERS**

Workers in this unit group weave baskets, mats, bags and assemble brushes and brooms.

Their tasks include:

making various kinds of baskets by inter lacing osier, rattan, reeds, rushes or similar materials;

selecting and preparing brush materials such as bristles, nylon, fibers and wire, and setting them in brush base;

making "sawali" and nipa shingles;

weaving bags and mats from reeds, palm leaves and other similar materials.

Examples of the occupations classified here are:

- Basket maker
- Brush maker (hand)
- Broom maker (hand)

Some related occupations classified elsewhere are:

- Handicraft worker, wooden articles 7331
- Machine-operator, woodworking 8240

## **TEXTILE, GARMENT AND RELATED TRADES WORKERS**

Workers in this minor group prepare natural textile fibers, threads and yarns, and make fabrics by weaving, knitting and other means, make and repair garments and other textile or they upholster furniture. Tasks performed usually include: preparing natural textile fibers, spinning, doubling, twisting and winding threads and yarns; making fabrics by weaving, knitting and other techniques; making tailored garments; participating in the manufacture of ready-to-wear garments; making, patterns and marking and cutting textiles and similar materials; sewing textiles and similar materials by hand or hand-operated machines; upholstering furniture and making mattresses.

## **FIBER PREPARERS**

Workers in this unit group prepare wool, cotton, flax, jute, hemp and other natural textile fibers for pinning and winding.

Their tasks include:

grading and classifying natural textile fiber;

washing wool fibers;

cleaning and fluffing textile fibers;

forming fibers into sliver, combing them, combining sliver into sliver laps or forming sliver into rove.

Examples of the occupations classified here are:

- Comber, fiber/textiles
- Drawer, fiber/textiles
- Rover, fiber/textiles
- **Fiber technician**
- **Fiber aide**

A related occupation classified elsewhere is:

- Machine operator, combing/ 8261  
textile fibers

## **WEAVERS, KNITTERS AND RELATED WORKERS**

Workers in this unit group spin and wind yarn by hand, weave materials on hand looms, make carpets by using a knotting technique, knit garment fabrics by hand or hand-operated machine or perform similar manufacturing tasks by hand or hand-operated machine.

Their tasks include:

spinning and winding yarn by hand;

drawing warp threads into loom by hand;

weaving plain or figured cloth, tapestry, lace, carpet or other fabrics on hand looms;

making carpets by using a knotting technique;

knitting garments and other articles on hand-operated machine or by hand;

crocheting or making braid by hand.

Examples of the occupations classified here are:

- Knitter
- Spinner
- Threader, loom
- Weaver, carpet
- Weaver, cloth

Some related occupations classified elsewhere are:

- Handicraft worker, textiles      7332
- Machine-operator, knitting      8262
- Machine-operator, weaving      8262

## **TAILORS, DRESSMAKERS AND HATTERS**

Workers in this unit group make suits, dresses and other garments from textile fabrics, leather or any other material, carry out alterations and repairs, or make hats, or participate in the manufacture of ready-to-wear garments.

Their tasks include:

making overcoats, suits, skirts, shirts, blouses, lingerie, corsetry and similar garments often to clients' individual requirements;

participating in the manufacture of ready-to-wear clothing;

making hats;

altering, restyling and repairing garments;

making and caring for costumes used in theatrical, television and motion picture productions.

Examples of the occupations classified here are:

- Dressmaker \*
- Milliner
- Tailor \*
- **Patternmaker**
- **Seamstress**
- **Trimmer**

Some related occupations classified elsewhere are:

- Handicraft worker, textiles 7332
- Machine-operator, sewing 8263

## **TEXTILE, LEATHER AND RELATED PATTERN MAKERS AND CUTTERS**

Workers in this unit group make patterns and mark and cut textile, leather and other materials in the manufacture of garments, gloves and miscellaneous products.

Their tasks include:

drawing and cutting out patterns for making suits, dresses, shirts, blouses, gloves, hats and caps and other garments;

making outlines of patterns on cloth, light leathers or other materials to guide cutting;

performing pattern-making, marking and cutting tasks in the manufacture of other products such as soft furnishings, canvas goods and umbrellas.

Examples of the occupations classified here are:

- Cutter, garment
- Cutter, glove
- Hat and cap-pattern maker
- Pattern-maker, garment

A related occupation classified elsewhere is:

- Machine-operator, pattern-making/ textile 8269

## **SEWERS, EMBROIDERERS AND RELATED WORKERS**

Workers in this unit group sew together, repair and decorate garments, gloves and other products of textile, and other materials by hand or by using simple sewing machines, and perform various related tasks.

Their tasks include:

performing various sewing tasks in making, altering and repairing articles of textile, and other materials;

embroidering decorative designs on garments or materials;

sewing sails, tents, awnings and similar articles;

assembling and covering umbrellas.

Examples of the occupations classified here are:

- Embroiderer (Multi-head machine) \*
- Maker, umbrella

- Sewer, garments \*

Some related occupations classified elsewhere are:

- |                               |      |
|-------------------------------|------|
| - Dressmaker                  | 7433 |
| - Handicraft worker, textiles | 7332 |
| - Machine-operator, sewing    | 8263 |
| - Handicraft designer         | 7331 |

## **UPHOLSTERERS AND RELATED WORKERS**

Workers in this unit group upholster furniture, make mattresses, or make and install interior decorations of textile, leather and similar materials.

Their tasks include:

installing, arranging and securing springs, padding and covering material of furniture frames;

fitting and installing covers and cushioning for seats and other furnishings on vehicles, such as motor cars, railway coaches and aircraft;

making mattresses;

fitting and installing soft furnishings and interior decorations of textile, leather and similar materials.

Examples of the occupations classified here are:

- Maker, mattress
- Upholsterer, furniture and automotive \*

## **LEATHER AND SHOEMAKING TRADES WORKERS**

Workers in this minor group make leather from hides and skins, make and repair footwear and other articles made of natural or synthetic leather with the exception of garments, hats and gloves, or make various other articles from leather or similar materials.

Tasks performed usually include: making leather from hides and skins; making and repairing footwear and other articles made from leather and similar materials, with the exception of garments, hats and gloves.

## **TANNERS**

Workers in this unit group make leather from hides and skins.

Their tasks include:

sorting and grading hides and skins;

removing flesh and hair from hides;

operating machine to split hides edgeways;

treating hides to convert them into leather;

dressing and applying dyes and stains to leather.

Example of the occupation classified here is:

- Tanner

A related occupation classified elsewhere is:

- Machine operator, tanning 8265

## **SHOEMAKERS AND RELATED WORKERS**

Workers in this unit group make and repair standard or special footwear and, except for leather garments, hats and gloves, make natural or synthetic leather articles, such as luggage, handbags, and belts, or participate in the manufacture of shoes and related goods.

Their tasks include:

making patterns to guide the cutting of shoe parts;

cutting out, preparing and fitting together shoe parts;

sewing shoe parts together;

examining and finishing footwear;

making standard or orthopedic footwear to individual requirements;

making other special types of footwear to order;

repairing leather footwear;

making and repairing articles such as saddles and harnesses for animals, luggage, handbags, brief-cases, leather bags and other accessories;

cutting out, shaping and padding parts for making leather articles;

sewing and stitching leather parts by hand or machine;

assembling leather goods and attaching fittings.

Examples of the occupations classified here are:

- Shoes and bag repairer
- Leather goods assembler \*
- Shoemaker

- Pattern-maker, footwear \*

A related occupation classified elsewhere is:

- Machine-operator, shoe production 8266

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## Occupational Titles and Definitions

### **Major Group 6. FARMERS, FORESTRY WORKERS AND FISHERMEN**

Workers in this major group plan and carry out the necessary operations to grow and harvest field or tree and shrub crops, gather wild fruits and plants, breed, tend or hunt animals, produce a variety of animal husbandry products, develop, utilize and conserve forest, breed or catch fish and cultivate or gather other forms of aquatic life, for sale on a regular basis to wholesale buyers, marketing organizations or at markets.

Tasks performed usually include: preparing the soil, sowing, planting, spraying, fertilizing and harvesting field crops such as rice, corn, sugarcane, vegetables, cotton and fiber crops and other crops; growing coconut, fruit trees, tree nuts, coffee and cacao and other orchards and growing garden vegetables and horticultural products; growing forest trees, bamboo; growing and gathering wild animals mainly to obtain meat, milk, hair, skin, sericultural, apiarian or other products; developing, utilizing and conserving forests; breeding and raising fish or catching them; cultivating or gathering other forms of aquatic life; storing and carrying out some basic processing of their produce; selling their products to purchasers, marketing organizations or at markets. Supervision of other workers may be included.

#### **FARMERS AND OTHER PLANT GROWERS**

Workers in this sub-major group plan and carry out the necessary operations to grow and harvest field and shrub crops, orchards, to grow vegetables and medicinal and other plants, and to produce horticultural and horticultural nurseries products depending upon the nature of the soil climate, irrigation and marketing facilities for sale or delivery on a regular basis for wholesale buyers, marketing organizations or at markets.

Tasks performed usually include: determining the kinds and amounts of field, tree and shrub crops to be grown, as well as vegetables and horticultural products, including those of horticultural nurseries; purchasing seeds, bulbs and fertilizers renting or investing in land and land improvements, buildings working animals, equipment and machinery; preparing land, sowing planting, cultivating and harvesting various crops; tending working animals and maintaining farm buildings, machinery and equipment; producing saplings, bulbs and seeds; storing and carrying out some basic processing of their produce; delivering or marketing farm products. Supervision of other workers may be included.

#### **FIELD CROP FARMERS**

Workers in this minor group plan and carry out the necessary operations to grow and harvest field crops to grow and harvest rice, corn, sugarcane, vegetables, cotton and fiber crops, rootcrops, field legumes and other crops on a regular basis to wholesale buyers, marketing organizations or at markets.

Tasks performed usually include: determining the kinds and amounts of crops to be grown such as rice, corn, sugarcane, vegetables, fiber crops and other crops to be grown; purchasing seeds, fertilizer and other supplies; renting or investing in land and land improvements, buildings, working animals, equipment and machinery; performing farm operations such as land preparation, sowing, planting, cultivating and harvesting and carrying out some basic processing; tending working animals and maintaining farm buildings, machinery and equipment; and delivering or marketing farm products. Supervision of other workers may be included.

## **RICE FARMERS**

Workers in this unit group plan and carry out the necessary operations to grow and harvest rice for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets. They may grow other secondary crops.

Their tasks include:

determining the kinds and amounts of rice to be grown;

purchasing seeds, fertilizer and other supplies;

renting or investing in land and land improvements, buildings, working animals, equipment and machinery;

performing farm operations such as land preparation, sowing, planting, cultivating and harvesting rice;

storing and carrying out some basic processing of rice;

tending working animals and maintaining farm buildings, machinery and equipment;

delivering or marketing farm products.

Examples of the occupations classified here are:

- Upland rice farmers
- Lowland rice farmers
- Rainfed rice farmers
- Irrigated rice farmers

Some related occupations classified elsewhere are:

- Farm managers and overseers      1231
- Farmhands and laborers          9211

## **CORN FARMERS**

Workers in this unit group plan and carry out the necessary operations to grow and harvest corn for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets. They may grow other secondary crops.

Their tasks include:

determining the kinds and amounts of corn to be grown;

purchasing seeds, fertilizer and other supplies;

renting or investing in land and land improvements, buildings, working animals, equipment and machinery;

performing farm operations such as land preparation, sowing, planting cultivating and harvesting corn;

storing and carrying out some basic processing of corn;

tending working animals and maintaining farm buildings, machinery and equipment;

delivering or marketing farm products.

Some related occupations classified elsewhere are:

- Farm managers and overseers 1231
- Farmhands and laborers 9211

## **SUGARCANE FARMERS**

Workers in this unit group plan and carry out the necessary operations to grow and harvest sugarcane for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets.

Their tasks include:

determining the variety and amounts of sugarcane to be grown;

purchasing seeds, fertilizer and other supplies;

renting or investing in land and land improvements, buildings, working animals, equipment and machinery;

performing farm operations such as land preparation, sowing, planting cultivating and harvesting sugarcane;

storing and carrying out some basic processing of sugarcane;

tending working animals and maintaining farm buildings, machinery and equipment;

delivering or marketing farm products.

Some related occupations classified elsewhere are:

- Farm managers and overseers 1231
- Farmhands and laborers 9211

## **VEGETABLE FARMERS**

Workers in this unit group plan and carry out the necessary operations to grow and harvest vegetable crops for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets.

Their tasks include:

determining the kinds and amounts of vegetables to be grown;

purchasing seeds, fertilizer and other supplies;

renting or investing in land and land improvements buildings, working animals, equipment and machinery;

performing farm operations such as land preparation, sowing, planting, cultivating and harvesting vegetables;

storing and carrying out some basic processing of vegetables;

tending working animals and maintaining farm buildings, machinery and equipment;

delivering or marketing farm products.

Examples of the occupations classified here are:

- Eggplant farmer
- Cabbage farmer
- Tomato farmer
- Roots vegetable farmer
- Pechay farmer

Some related occupations classified elsewhere are:

- Farm managers and overseers      1231
- Farmhands and laborers              9211

## **COTTON AND FIBER CROPS FARMERS**

Workers in this unit group plan and carry out the necessary operations to grow and harvest cotton and fiber crops for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets.

Their tasks include:

determining the kinds and amounts of cotton and fibercrops to be grown;

purchasing seeds, fertilizer and other supplies;

renting or investing in land and land improvements, buildings, working animals, equipment and machinery;

performing farm operations such as land preparation, sowing, planting, cultivating and harvesting fiber crops;

storing and carrying out some basic processing of fiber crops;

tending working animals and maintaining farm buildings, machinery and equipment;

delivering or marketing farm products.

Examples of the occupations classified here are:

- Cotton farmer
- Abaca farmer
- Jute farmer
- Sisal farmer
- Ramie farmer

Some related occupations classified elsewhere are:

- Farm managers and overseers            1231
- Farmhands and laborers                 9211

## **ROOT CROPS FARMERS**

Workers in this unit group plan and carry out the necessary operations to grow and harvest root crops for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets.

Their tasks include:

determining the kinds and amounts of root crops to be grown;

purchasing seeds, fertilizer and other supplies;

renting or investing in land and land improvements, buildings, working animals, equipment and machinery;

performing farm operations such as land preparation, sowing, planting, cultivating and harvesting fiber crops;

storing and carrying out some basic processing of fiber crops;

tending working animals and maintaining farm buildings, machinery and equipment;

delivering or marketing farm products.

Examples of the occupations classified here are:

- Sweet potato farmer
- Cassava farmer
- White potato (Irish potato) farmer
- Ube farmer
- Gabi farmer

Some related occupations classified elsewhere are:

- Farm managers and overseers                      1231
- Farmhands and laborers                              9211

### **FIELD LEGUMES FARMERS**

Workers in this unit group plan and carry out the necessary operations to grow and harvest field legumes for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets.

Their tasks include:

determining the kinds and amounts of field legumes to be grown;

purchasing seeds, fertilizer and other supplies;

renting or investing in land and land improvements, buildings, working animals, equipment and machinery;

performing farm operations such as land preparation, sowing, planting, cultivating and harvesting fiber crops;

storing and carrying out some basic processing of fibercrops;

tending working animals and maintaining farm buildings, machinery and equipment;

delivering or marketing farm products.

Examples of the occupations classified here are:

- Soybeans farmer
- Mungo beans farmer
- Peanuts farmers

Some related occupations classified elsewhere are:

- Farm managers and overseers                      1231
- Farmhands and laborers                              9211

### **OTHER FIELD CROP FARMERS**

Workers in this unit group plan and carry out the necessary operations to grow and harvest crops other than rice, corn, sugarcane, vegetables, cotton and fibercrops, rootcrops and field legumes for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets.

Their tasks include:

determining the kinds and amounts of other crops to be grown;

purchasing seeds, fertilizer and other supplies;

renting or investing in land and land improvements, buildings, working animals, equipment and machinery;

performing farm operations such as land preparation, sowing, planting; cultivating and harvesting other field crops;

storing and carrying out some basic processing of other field crops;

tending working animals and maintaining farm buildings, machinery and equipment;

delivering or marketing farm products.

Examples of occupations classified here are:

- Garlic/onion (and other spices) farmer
- Black pepper farmer
- Ginger farmer
- Tobacco farmer

Some related occupations classified elsewhere are:

- |                               |      |
|-------------------------------|------|
| - Farm managers and overseers | 1231 |
| - Farmhands and laborers      | 9211 |

## **ORCHARD FARMERS**

Workers in this minor group plan and carry out the necessary operations to grow and harvest trees and shrubs such as coconut, fruit trees, tree nuts, coffee and cacao, and other orchards depending upon the nature of the soil, climate, irrigation and marketing facilities, for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets.

Tasks performed usually include: determining the kinds and amounts of orchards to be grown; purchasing seeds, fertilizer and other supplies; renting or investing in land and land improvements, buildings, working animals, equipment and machinery; performing farm operations such as land preparation, sowing, planting, cultivating and harvesting; storing and carrying out some basic processing of their produce; tending working animals and maintaining farm buildings, machinery and equipment; delivering or marketing farm products. Supervision of other workers may be included.

## **COCONUT FARMERS**

Workers in this unit group plan and carry out the necessary operations to grow and harvest coconuts for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets. They may grow other secondary crops.

Their tasks include:

determining the kinds and amounts of coconut to be grown;

purchasing seeds, fertilizer and other supplies;

renting or investing in land and land improvements, buildings, working animals, equipment and machinery;

performing farm operations such as land preparation, sowing, planting, cultivating and harvesting coconut and other secondary crops;

storing and carrying out some basic processing of coconut;

tending working animals and maintaining farm buildings, machinery and equipment;

delivering or marketing farm products.

Some related occupations classified elsewhere are:

- |                               |      |
|-------------------------------|------|
| - Farm managers and overseers | 1231 |
| - Farmhands and laborers      | 9211 |

## **FRUIT TREE FARMERS**

Workers in this unit group plan and carry out the necessary operations to grow trees and harvest their fruits for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets.

Their tasks include:

determining the kinds and amounts of fruit trees to be grown;

purchasing seeds, fertilizer and other supplies;

renting or investing in land and land improvements, buildings, working animals, equipment and machinery;

performing farm operations such as land preparation, sowing, planting, cultivating and harvesting fruits;

storing and carrying out some basic processing of fruit trees;

tending working animals and maintaining farm buildings, machinery and equipment;

delivering or marketing farm products.

Examples of occupations classified here are:

- Mango farmer
- Banana farmer
- Citrus farmer
- Papaya farmer

Some related occupations classified elsewhere are:

- Farm managers and overseers            1231
- Farmhands and laborers                9211

### **TREE NUT FARMERS**

Workers in this unit group plan and carry out the necessary operations to grow trees and harvest their nuts for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets.

Their tasks include:

determining the kinds and amounts of nut trees to be grown;

purchasing seeds, fertilizer and other supplies;

renting or investing in land and land improvements, buildings, working animals, equipment and machinery;

performing farm operations such as land preparation, sowing, planting, cultivating and harvesting nuts;

storing and carrying out some basic processing of tree nuts;

tending working animals and maintaining farm buildings, machinery and equipment;

delivering or marketing farm products.

Examples of occupation classified here are:

- Cashew nut farmer
- Pili nut farmer
- African oil palm farmer
- Castañas farmer

Some related occupations classified elsewhere are:

- Farm managers and overseers            1231
- Farmhands and laborers                9211

## **COFFEE AND CACAO FARMERS**

Workers in this unit group plan and carry out the necessary operations to grow and harvest coffee and cacao for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets.

Their tasks include:

determining the variety and amounts of coffee and cacao to be grown;

purchasing seeds, fertilizer and other supplies;

renting or investing in land and land improvements, buildings, working animals, equipment and machinery;

performing farm operations such as land preparation, sowing, planting, cultivating and harvesting nuts;

storing and carrying out some basic processing of coffee and cacao;

tending working animals and maintaining farm buildings, machinery and equipment;

delivering or marketing farm products.

Some related occupations classified elsewhere are:

- |                               |      |
|-------------------------------|------|
| - Farm managers and overseers | 1231 |
| - Farmhands and laborers      | 9211 |

## **OTHER ORCHARD FARMERS**

Workers in this unit group plan and carry out the necessary operations to grow other trees and harvest their leaves or sap and other extract products for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets.

Their tasks include:

determining the kinds and amounts of other orchards to be grown;

purchasing seeds, fertilizer and other supplies;

renting or investing in land and land improvements, buildings, working animals, equipment and machinery;

performing farm operations such as land preparation, sowing, planting, cultivating trees and harvesting their products;

storing and carrying out some basic processing of other orchard products;

tending working animals and maintaining farm buildings, machinery and equipment;

delivering or marketing farm products.

Examples of occupations classified here are:

- Rubber tree farmer
- Tea farmer
- Grapevine farmer
- Passion fruit farmer

Some related occupations classified elsewhere are:

- Farm managers and overseers            1231
- Farmhands and laborers                 9211

## **ORNAMENTAL AND OTHER PLANT GROWERS**

Workers in this minor group perform necessary operations mainly to grow plants by intensive cultivation techniques to cultivate trees, shrubs, flowers and other ornamental plants and other plants not classified as ornamentals and to produce saplings, bulbs, and seeds for sale or delivery on a regular basis to wholesale buyers, marketing organizations or markets.

Tasks performed usually include: determining the kinds and amounts of plants to be grown; purchasing seeds, bulbs, fertilizers and other supplies; renting or investing in land and land improvements, buildings, working animals, equipment and machinery; performing farm operations such as land preparation, sowing, planting, cultivating and harvesting; storing and carrying out some basic processing of their produce; maintaining farm buildings, machinery and equipment; delivering or marketing farm products. Supervision of other workers may be included.

### **ORNAMENTAL PLANT GROWERS**

Workers in this unit group perform necessary operations mainly to grow trees, shrubs, flowers and other ornamental plants and produce bulbs and seeds for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets.

Their tasks include:

determining the kinds and amounts of ornamental plants to be grown;

purchasing seeds, bulbs, fertilizer and other supplies;

renting or investing in land and land improvements, buildings, equipment and machinery;

performing farm operations such as land preparation, sowing, growing vegetables by intensive cultivation, cultivating flowers, trees or bushes and harvesting their products;

operation and maintenance of green houses;

producing saplings, bulbs and seeds;

producing cut flowers, trees, shrubs and other plants in parks or public or private gardens;

storing and carrying out some basic processing of ornamentals plants and cut flowers;

maintaining farm buildings, machinery and equipment;

delivering or marketing farm products.

Examples of occupations classified here are:

- Orchid plant grower
- Nursery grower
- Foliage propagator
- Rose grower

Some related occupations classified elsewhere are:

- Farm managers and overseers                      1231
- Farmhands and laborers                              9211

## **OTHER PLANT GROWERS**

Workers in this unit group carry out the necessary operations mainly to grow other plants and trees for perfumery, insecticidal, medicinal and other purposes which may or may not be ornamental.

Their tasks include:

determining the kinds and amounts of plants to be grown;

purchasing seeds, fertiliser and other supplies;

renting or investing in land and land improvements, buildings, equipment and machinery;

performing farm operations such as land preparation, sowing, planting, cultivating plants and trees and harvesting their products;

storing and carrying out some basic processing of other plants;

maintaining farm buildings, machinery and equipment;

delivering or marketing farm products.

Examples of occupations classified here are:

- Perfumery plant grower such as ilang-ilang grower and citronella grower
- Insecticidal and medicinal grower

Some related occupations classified elsewhere are:

- |                               |      |
|-------------------------------|------|
| - Farm managers and overseers | 1231 |
| - Farmhands and laborers      | 9211 |

## **ANIMAL PRODUCERS**

Workers in this submajor group plan and carry out the necessary operations to breed, raise and tend livestock such as cattle, carabao, hogs, goats or other animals, including poultry, birds, reptiles, game and other animals to produce a variety of animal husbandry products, for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets.

Tasks performed usually include: determining kinds and amounts of livestock, poultry, game, birds, reptile, bees, silkworms and other animals to be raised; purchasing animals, producing and purchasing fodder and supplies; renting or investing in grazing land and land improvements, building, machinery, livestock and other animals; performing farm operations such as breeding and raising livestock, poultry, etc., and producing various animal husbandry products; storing and carrying out some basic processing of their produce; maintaining farm building, machinery and equipment; delivering or marketing farm products. Supervision of other workers may be included.

## **LIVESTOCK AND DAIRY FARMERS**

Workers in this minor group plan and carry out the necessary operations to breed, raise and tend livestock such as cattle, hogs, goats, carabao, deer and other than these animals for meat, milk, hairs, hides, and other products for sale or delivery on a regular basis for wholesale buyers, marketing organizations or at markets.

Their tasks usually include: determining the kinds and amounts of livestock and other these animals for meat, milk, hair, hides and other products; purchasing animals producing and purchasing fodder and other supplies; renting or investing in grazing land, buildings, equipment and machinery; breeding, raising and tending livestock and other these animals; milking, slaughtering, skinning and preparing livestock and other than these animals for market; storing and carrying out basic processing of their produce; maintaining farm buildings, machinery and equipment; and delivering or marketing farm products. Supervision of other workers may be included.

## **CATTLE AND DAIRY FARMERS**

Workers in this unit group plan and carry out the necessary operations to breed, raise and tend cattle for meat and dairy products and deliver or sell these on a regular basis to wholesale buyers, marketing organizations or at markets.

Their tasks include:

determining the kinds and amounts of cattle and dairy products to be produced;

purchasing cattle, producing and purchasing fodder and other supplies;

renting or investing in grazing land, buildings, equipment and machinery;  
breeding, raising and tending cattle;  
milking, slaughtering, skinning and preparing cattle and/or dairy products for market;  
storing and carrying out some basic processing of their produce;  
maintaining farm buildings, machinery and equipment;  
delivering or marketing farm products.

Examples of the occupations classified here are:

- *Cattle herder*
- *Pasture in-charge*

Some related occupations classified elsewhere are:

- Farm managers and overseers            1231
- Farmhands and laborers                 9211

## **HOG RAISING FARMERS**

Workers in this unit group plan and carry out the necessary operations to breed, raise and tend hogs for meat and deliver or sell these on a regular basis to wholesale buyers, marketing organizations or at markets.

Their tasks include:

determining the kinds and amounts of hogs to be produced;  
purchasing hogs, producing and purchasing fodder and other supplies;  
renting or investing in buildings, equipment and machinery;  
breeding, raising and tending hogs;  
slaughtering, skinning and preparing hogs for market;  
storing and carrying out some basic processing of their produce;  
maintaining farm buildings, machinery and equipment;  
delivering or marketing farm products.

Some related occupations classified elsewhere are:

- Farm managers and overseers            1231
- Farmhands and laborers                 9211

## **OTHER LIVESTOCK FARMERS**

Workers in this unit group plan and carry out the necessary operations to breed, raise and tend livestock other than cattle and hogs, for meat, milk, hair, hides and other products and deliver or sell these on a regular basis to wholesale buyers, marketing organizations or at markets.

Their tasks include:

determining the kinds and amounts livestock other than cattle or hogs to be produced;

purchasing livestock other than cattle and hogs, producing and purchasing fodder and other supplies;

renting or investing in buildings, equipment and machinery;

breeding, raising and tending livestock other than cattle and hogs;

milking, slaughtering, skinning and preparing livestock other than cattle or hogs for market;

storing and carrying out some basic processing of their produce;

maintaining farm buildings, machinery and equipment;

delivering or marketing farm products.

Examples of occupations classified here are:

- Goat farmer
- Carabao farmer
- Deer farmer

Some related occupations classified elsewhere are:

- |                               |      |
|-------------------------------|------|
| - Farm managers and overseers | 1231 |
| - Farmhands and laborers      | 9211 |

## **POULTRY FARMERS**

Workers in this minor group plan and carry out the necessary operations to breed raise and tend chicken, ducks and other poultry animals for sale or delivery of eggs, meat or feather on a regular basis for wholesale buyers, marketing organizations or at markets.

Tasks performed usually include: determining the kinds and amounts of poultry and poultry products to be produced; purchasing chicks, growing and purchasing feeds and other supplies; renting or investing in buildings, equipment and machinery; breeding, raising and tending poultry and raising eggs; killing, dressing and packing poultry for shipment; storing and carrying out some basic processing of their produce; maintaining farm buildings, machinery and equipment; delivering or marketing farm products. Supervision of other workers maybe included.

## **CHICKEN FARMERS**

Workers in this unit group plan and carry out the necessary operations to breed, raise and tend chicken for sale or delivery of eggs, meat or feathers on a regular basis to wholesale buyers, marketing organizations or at markets.

Their tasks include:

determining the kinds and amounts of chicken and eggs to be produced;

purchasing and raising chicks,

purchasing feeds and other supplies;

renting or investing in buildings, equipment and machinery;

breeding, raising and tending chicken, and collecting eggs;

slaughtering, dressing and packing chicken for shipment;

storing and carrying out some basic processing of their produce;

maintaining farm buildings, machinery and equipment;

delivering or marketing farm products.

Examples of occupations classified here are:

- Chicken meat producer
- Chicken egg layer

Some related occupations classified elsewhere are:

- Farm managers and overseers            1231
- Farmhands and laborers                 9211

## **DUCK RAISERS**

Workers in this unit group plan and carry out the necessary operations to breed, raise and tend ducks for sale or delivery of eggs, meat or feathers on a regular basis to wholesale buyers, marketing organizations or at markets.

Their tasks include:

determining the kinds and amounts of ducks and eggs to be produced;

purchasing and raising chicks;

purchasing feeds and other supplies;

renting or investing in buildings, equipment and machinery;  
breeding, raising and tending ducks, and collecting eggs;  
killing, dressing and packing ducks for shipment;  
storing and carrying out some basic processing of their produce;  
maintaining farm buildings, machinery and equipment;  
delivering or marketing farm products.

Examples of occupations classified here are:

- Duck meat producer
- Duck egg layer

Some related occupations classified elsewhere are:

- |                               |      |
|-------------------------------|------|
| - Farm managers and overseers | 1231 |
| - Farmhands and laborers      | 9211 |

## **OTHER POULTRY FARMERS**

Workers in this unit group plan and carry out the necessary operations to breed, raise and tend poultry other than chicken and ducks for sale or delivery of eggs, meat or feathers on a regular basis to wholesale buyers, marketing organizations or at markets.

Their tasks include:

determining the kinds and amounts of poultry other than chicken and ducks, and their eggs to be produced;  
purchasing and raising chicks;  
purchasing feeds and other supplies;  
renting or investing in farm buildings, equipment and machinery;  
breeding, raising and tending poultry other than chicken and ducks, and collecting eggs;  
slaughtering, dressing and packing poultry other than chicken and ducks for shipment;  
storing and carrying out some basic processing of their produce;  
maintaining farm buildings, machinery and equipment;  
delivering or marketing farm products.

Examples of occupations classified here are:

- Quail farmer
- Turkey farmer
- Geese farmer
- Ostrich farmer

Some related occupations classified elsewhere are:

- Farm managers and overseers            1231
- Farmhands and laborers                    9211

### **OTHER ANIMAL RAISERS**

Workers in this minor group plan and carry out the necessary operations to breed, raise and tend birds, insects, game cocks and other non-farm animals for sale or delivery of eggs, meat, honey and other products for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets.

### **OTHER ANIMAL RAISERS**

Workers in this unit group plan and carry out the necessary operations to breed, raise and tend birds, insects, game cocks and other non-farm animals for sale or delivery of eggs, meat, honey and other products for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets.

Their tasks include:

determining the kinds and amounts of other animal products to be produced;

purchasing animals, producing and purchasing feeds and other supplies;

renting or investing in buildings, equipment and machinery;

performing operations such as feeding, breeding, raising and tending birds, insects and other non-farm animals and/or collecting their products;

storing and carrying out some basic processing of their products;

maintaining farm buildings, machinery and equipment;

buildings, machinery and equipment;

delivering or marketing farm products.

Examples of occupations classified here are:

- Apiary farmer (apiarist)
- Silkworm farmer (sericulturist)
- Earthworm farmer (vermiculturist)
- Crocodile farmer

Some related occupations classified elsewhere are:

- Farm managers and overseers 1231
- Farmhands and laborers 9211

## **FORESTRY AND RELATED WORKERS**

Workers in this submajor group plan and manage the necessary operations to develop, utilize and conserve the forests under a sustainable management for the purpose of selling or delivering forest products on a continuous basis to organizations or at markets.

Tasks performed usually include: maintaining, establishing and caring forest stands and also forestial tree farms for timber, fuel, pulp and paper or for environmental use; marking merchantable trees to be felled and estimating volume of timber; felling trees and sawing them into logs; trimming and topping trees; loading and unloading out timber; replanting and replacing cuttrees; and operating in simple kiln or digester to convert wood into turpentine from wood. Supervision of other workers may be included.

### **FOREST TREE PLANTERS**

Workers in this minor group plan and manage the necessary operations to cultivate trees for sale or delivery of forest products on a regular basis to wholesale buyers, marketing organizations or at markets.

### **FOREST TREE PLANTERS**

Workers in this unit group plan and manage the necessary operations to cultivate trees for sale or delivery of forest products on a regular basis to wholesale buyers, marketing organizations or at markets.

Their tasks include:

planting forest seeds or seedlings;

maintaining and caring forest stands;

maintaining, establishing and caring of forestial tree farms for timber, for pulp and paper or for environmental use.

Examples of occupation classified here are:

- *Watershed forester*
- *Forest ranger*
- *Forest technician*

Some related occupations classified elsewhere are:

- Foresters and related professionals 2214
- Forest guard 3449
- Forestry laborers 9212

## **CONCESSIONAIRES AND LOGGERS**

Workers in this minor group plan and manage the necessary operations to log trees for sale or delivery of forest products to wholesale buyers, marketing organizations or at markets at a sustainable basis.

## **CONCESSIONAIRES AND LOGGERS**

Workers in this minor group plan and manage the necessary operations to log trees for sale or delivery of forest products to wholesale buyers, marketing organizations or at markets at a sustainable basis.

Their tasks include:

marking merchantable trees to be felled and estimating volume of timber;

marking trees to be cut;

trimming, topping and felling trees and sawing them into logs;

scaling and rescaling of felled trees;

cutting trees into logs;

cutting logs into timber;

loading and unloading out timbers, other semi-finished or finished forest products;

replanting and replacing cut trees;

processing logs into timber, plywood, veneer, pulp or paper and other forest products;

establishing and maintaining processing plants.

Example of occupations classified here are:

- Logger
- Timber inspector
- Log marker
- Log scaler
- Rafter
- Tree feller
- **Tree marker**
- **Lumber grader**

Some related occupations classified elsewhere are:

- |                                       |      |
|---------------------------------------|------|
| - Foresters and related professionals | 2214 |
| - Forest guard                        | 3449 |
| - Forestry laborers                   | 9212 |
| - Forestry nursery worker             | 9212 |

## **CHARCOAL MAKERS AND RELATED WORKERS**

Workers in this minor group plan and manage the necessary operations to convert wood into charcoal or to obtain rude turpentine from wood using traditional techniques.

## **CHARCOAL MAKERS AND RELATED WORKERS**

Workers in this unit group plan and manage the necessary operations to convert wood into charcoal or to obtain rude turpentine from wood using traditional techniques.

Their tasks include:

operating simple kiln to convert wood into charcoal by slow burning process;

operating simple digester or still to obtain or distill crude wood turpentine;

performing other related tasks.

Examples of occupations classified here are:

- Extractor operator
- Charcoal maker

## **MINOR FOREST PRODUCT GATHERERS**

Workers in this minor group are directly concerned with gathering one or more of a variety of wild or semi-cultivated forest products such as rattan, bamboo, mushrooms, herbs, and other medicinally or commercially valuable plants, firewood, reeds and tree barks, ferns and orchids and other wild flowers and plants for domestication.

## **MINOR FOREST PRODUCT GATHERERS**

Workers in this unit group are directly concerned with gathering one or more of a variety of wild or semi-cultivated forest products such as rattan, bamboo, mushrooms, herbs, and other medicinally or commercially valuable plants, firewood, reeds and tree barks, ferns and orchids and other wild flowers and plants for domestication.

Their tasks include:

locating and collecting of forest products;

delivering and marketing products;

performing other related tasks.

Examples of occupations classified here are:

- Rattan gatherer (with permit)
- Firewood gatherer
- Wild orchids gatherer

- Wild honey and beeswax gatherer

## **FISHERMEN**

Workers in this submajor group breed and raise fish and cultivate other forms of aquatic life for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets.

Tasks performed usually include: preparing nets and other fishing gear and equipment; operating fishing vessels to, from and at fishing grounds; baiting, setting and hauling in fishing gear; cleaning, drying, bailing, freezing, icing or salting catch on- or off-shore; breeding, raising and cultivating fish, prawns, seaweeds, mussels or other forms of aquatic life. Supervision of other workers may be included.

## **AQUA-FARM CULTIVATORS**

Workers in this minor group breed and raise fish and cultivate mussels, oysters, seaweeds and other forms of aquatic life, for sale or delivery on a regular basis to wholesale buyers, marketing organizations or at markets.

Tasks performed usually include: constructing, maintaining fish ponds/ fish farms facilities; purchasing feeds and other supplies; breeding, raising and cultivating fish, mussels, oysters, seaweeds and other forms of aquatic life; catching and preparing fish and other products for market; cleaning, freezing, icing or salting catch on- or offshore; renting or investing in fish ponds/fish farms; delivering or marketing products. Supervision of other workers may be included.

## **FISH FARM CULTIVATORS (Excluding Prawns)**

Workers in this unit group breed and raise fish for sale or delivery on a regular basis to buyers, marketing organizations or at markets.

Their tasks include:

purchasing feeds and other supplies;

renting or investing in fish farm facilities;

breeding, raising and cultivating fish;

harvesting, sorting, cleaning, freezing, icing fish for market;

constructing and maintaining fish farm facilities;

delivering or marketing products.

Examples of occupations classified here are:

- Bangus farm cultivator
- Tilapia farm cultivator

A related occupation classified elsewhere is:

- Fishery laborers and helpers 9213

### **PRAWN FARM CULTIVATORS**

Workers in this unit group breed and raise prawns and shrimps for sale or delivery on a regular basis to buyers, marketing organizations or at markets.

Their tasks include:

- purchasing feeds and other supplies;
- renting or investing in prawn farm facilities;
- breeding, raising and cultivating prawns and shrimps;
- preparing prawns and shrimps for market;
- cleaning, sorting, freezing, or icing prawns and shrimps;
- constructing and maintaining prawn facilities;
- delivering or marketing products.

A related occupation classified elsewhere is:

- Fishery laborers and helpers 9213

### **OYSTERS AND MUSSELS FARM CULTIVATORS**

Workers in this unit group raise and cultivate oysters and mussels for sale or delivery on a regular basis to buyers, marketing organizations or at markets.

Their tasks include:

- purchasing feeds and other supplies;
- renting or investing in farm facilities;
- raising, cultivating and harvesting oysters and mussels;
- preparing oysters and mussels for market;
- cleaning, sorting, freezing or icing oysters and mussels;
- constructing and maintaining farm facilities;
- delivering or marketing products.

A related occupation classified elsewhere is:

- Fishery laborers and helpers 9213

### **SEAWEEDS CULTIVATORS**

Workers in this unit group cultivate seaweeds for sale or delivery on a regular basis to buyers, marketing organizations or at markets.

Their tasks include:

purchasing supplies;

renting or investing in farm facilities;

cultivating and harvesting seaweeds;

drying and baling of seaweeds;

constructing and maintaining farm facilities;

delivering or marketing products.

A related occupation classified elsewhere is:

- *Carageenan cultivators*

- *Agar-agar cultivators*

A related occupation classified elsewhere is:

- Fishery laborers and helpers 9213

### **OTHER AQUA PRODUCTS CULTIVATORS**

Workers in this unit group breed and raise other aqua products other than fish, prawn and shrimps, oysters and mussels and seaweeds for sale or delivery on a regular basis to buyers, marketing organizations or at markets.

Their tasks include:

purchasing feeds and other supplies;

renting or investing fish farm/pond facilities;

breeding, raising and cultivating aqua products other than fish, prawn and shrimps, oysters and mussels, and seaweeds and preparing them for market;

cleaning, sorting, freezing, icing or salting other aqua products;

constructing and maintaining fish farm/pond facilities;

delivering or marketing products.

Examples of occupations classified here are:

- Frog raiser
- Fish hatchery/nursery farm operator
- Aquarium fish farm operator  
(goldfish, corals, etc.)

A related occupation classified elsewhere is:

- Fishery laborers and helpers      9213

### **INLAND AND COASTAL WATERS FISHERMEN**

Workers in this minor group work alone or as members of fishing vessel crews that catch fish or gather other forms of aquatic life in inland and coastal waters within 50 kilometers from shore for sale or delivery on a regular basis to buyers, marketing organizations or at markets. They also protect coral reefs and other aquatic habitats.

### **INLAND AND COASTAL WATERS FISHERMEN**

Workers in this unit group work alone or as members of fishing vessel crews that catch fish or gather other forms of aquatic life in inland and coastal waters within 50 kilometers from shore for sale or delivery on a regular basis to buyers, marketing organizations or at markets. They also protect coral reefs and other aquatic habitats.

Their tasks include:

preparing and repairing nets and other fishing gear and equipment;

operating and maintaining fishing vessels to, from and at fishing grounds and other fishing facilities;

baiting, setting and hauling in fishing gear;

cleaning, freezing, icing or salting catch;

delivering or marketing products.

Examples of the occupations classified here are:

- Coastal waters fisherman
- Inland waters fisherman

A related occupation classified elsewhere is:

- Fishery laborers and helpers      9213

### **DEEP-SEA FISHERMEN**

Workers in this minor group catch fish using vessels of more than 3 tons beyond 15 kilometers from the shore on a regular basis to buyers, marketing organizations or at markets.

### **DEEP-SEA FISHERMEN**

Workers in this unit group catch fish using vessels of more than 3 tons beyond 15 kilometers from the shore on a regular basis to buyers, marketing organizations or at markets.

Their tasks include:

preparing and repairing nets and other fishing gear and equipment;

operating and maintaining fishing vessels to, from and at fishing grounds and other fishing facilities;

baiting, setting and hauling in fishing gear;

cleaning, sorting, freezing, icing or salting catch;

delivering or marketing products.

Some occupations classified here are:

**- *Master fisherman***

A related occupation classified elsewhere is:

- Fishery laborers and helpers 9213

### **FISHERMEN NOT ELSEWHERE CLASSIFIED**

Workers in this minor group perform a variety of fishing tasks not elsewhere classified.

### **FISHERMEN NOT ELSEWHERE CLASSIFIED**

Workers in this unit group perform a variety of fishing tasks not elsewhere classified.

Their tasks include:

gathering clams, oysters, crabs, lobster and other inland and coastal mollusks and crustaceans by digging, trapping, or by operation of special tonging or dredging devices;

Their tasks include:

gathering clams, oysters, crabs, lobster and other inland and coastal mollusks and crustaceans by digging, trapping, or by operation of special tonging or dredging devices;

gathering sea mosses, turtle eggs or shells;

diving to sea bed to gather corals or sponges or harvest pearl oysters;

catching and/or breeding fish and other sea creatures for aquariums and museums.

Examples of the occupations classified here are:

- Pearl diver
- Oyster diver
- Fish catcher for aquarium
- Seamosse gatherer

A related occupation classified elsewhere is:

- Hunting and trapping laborers      9214

## **HUNTERS AND TRAPPERS**

Workers in this sub-major group catch and kill mammals and birds for meat, skin, feathers and other products, which they sell or deliver on a regular basis to wholesale buyers, marketing organizations or at markets.

## **HUNTERS AND TRAPPERS**

Workers in this minor group catch and kill mammals and birds for meat, skin, feathers and other products, which they sell or deliver on a regular basis to wholesale buyers, marketing organizations or at markets.

## **HUNTERS AND TRAPPERS**

Workers in this unit group catch and kill mammals and birds for meat, skin, feathers and other products, which they sell or deliver on a regular basis to wholesale buyers, marketing organizations or at markets.

Their tasks include:

setting traps to catch mammals birds or reptiles;

killing trapped or free mammals or birds with firearms or other weapons;

skinning and otherwise treating killed mammals, birds or reptiles to obtain desired products for sale or delivery;

delivering or selling trapped live mammals , birds or reptiles;

repairing and maintaining equipment.

Examples of the occupations classified here are:

- Hunter
- Trapper

A related occupation classified elsewhere is:

- Hunting and trapping laborers 9214

#### **HUNTERS AND TRAPPERS NOT ELSEWHERE CLASSIFIED**

Workers in this minor group perform a variety of hunting tasks not elsewhere classified.

#### **HUNTERS AND TRAPPERS NOT ELSEWHERE CLASSIFIED**

Workers in this unit group perform a variety of hunting tasks not elsewhere classified.

- Pound keeper
- ***Animal keeper***

A related occupation classified elsewhere is:

- Hunting and trapping laborers - 9214

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**Updates to the  
1992 PSOC**

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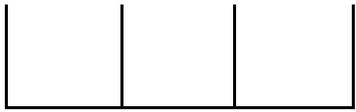
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## **Occupational Titles and Definitions**

### **Major Group 5. SERVICE WORKERS AND SHOP AND MARKET SALES WORKERS**

Workers in this major group provide personal and protective services related to travel, housekeeping, catering, personal care, or protection against fire and unlawful acts or they pose as models for artistic creation and display, or demonstrate and sell goods in wholesale or retail shops and similar establishments, as well as at stalls and on market.

Tasks performed by service workers and shop and market sales workers usually include: organization and provision of services during travel; housekeeping; preparation and serving of food and beverages; child care; rudimentary nursing and related care at homes or in institutions; personal care, such as hairdressing or beauty treatment; companionship; astrology and fortune-telling; embalming; funeral arrangements; protection of individuals and property against fire and unlawful acts and enforcement of law and order; posing as model for advertising artistic creation and display of goods; selling goods in wholesale or retail establishments, as well as at stalls and on markets; demonstrating goods to potential customer. Supervision of other workers may be included.

#### **PERSONAL AND PROTECTIVE SERVICES WORKERS**

Workers in this sub-major group provide personal and protective services related to travel, housekeeping, catering, personal care, or protection against fire and unlawful acts.

Tasks performed by personal and protective services workers usually include: organization and provision of services during travel; housekeeping; preparation and serving of food and beverages; child care; rudimentary nursing and related care at homes or in institutions; personal care, such as hairdressing or beauty treatment; companionship; astrology; and fortune-telling, embalming, funeral arrangements; protection of individuals and property against fire and unlawful acts and enforcement of law and order. Supervision of other workers may be included.

#### **TRAVEL ATTENDANTS AND RELATED WORKERS**

Workers in this minor group 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 performed usually include: ensuring the comfort and safety of passengers, serving food and refreshments; providing necessary or requested information and answering various questions in connection with the journey; collecting or issuing tickets on board public transport; accompanying individuals or groups on sightseeing tours or excursions and describing point of interest; providing other guide services. Supervision of other workers may be included.

#### **TRAVEL ATTENDANTS AND TRAVEL STEWARDS**

Workers in this unit group render personal services to ensure the comfort and safety of passengers, serve meals and beverages, or plan and coordinate housekeeping and social activities on ships and their vehicles.

Their tasks include:

greeting passengers entering aircraft, conducting them to their seats, ensuring that the seatbelts are fastened and "no smoking" and similar signs are obeyed;

explaining the use of safety equipment such as life belts and oxygen masks;

distributing reading materials, headphones, blankets, and similar items and answering passengers' inquiries;

serving pre-prepared meals as well as beverages;

selling duty free goods;

administering minor medical aid to passengers in need;

taking appropriate action in case of emergencies or accidents;

taking care of passengers at airports;

taking care of general needs and comfort of ships' passengers, keeping cabins tidy and serving meals in them, on request.

Examples of the occupations classified here are:

- Aircraft cabin attendant
- Airlines steward and hostess
- Flight stewardess
- Ship's steward

## **TRANSPORT CONDUCTORS**

Workers in this unit group collect or issue tickets and take care of safety and comfort on trains, trams, buses and other public transport vehicles.

taking care of sleeping-car on a passenger train, including the checking of passengers' tickets, their safety and information requests;

ensuring safety regulations are respected;

giving information to passengers especially about stops and connections;

cooperating with the driver in maintaining time schedules;

taking appropriate action in case of emergencies or accidents.

Examples of the occupations classified here are:

- Bus conductor
- Passenger car conductor
- Railway passenger train guard
- Road freight conductor

## **TRAVEL GUIDES**

Workers in this unit group accompany individual or groups on sightseeing tours or excursions, describe points of interest and provide other guide services.

Their tasks include:

escorting tourists and looking after their comfort;

accompanying tourists on sightseeing tours and describing point of interest;

accompanying tourists to museums and exhibitions and giving information on exhibits;

guiding groups through factories and similar establishments and giving relevant information;

conducting excursions such as mountain climbing, hunting or fishing.

Examples of occupations classified here are:

- Travel /tour guide
- Sightseeing guide
- ***Museum guide***
- ***Recreational attendant***
- ***Mountaineering guide***

## **HOUSEKEEPING AND RESTAURANT SERVICES WORKERS**

Workers in this minor group organize, supervise and carry out housekeeping functions in commercial establishments, institutions or private households or perform various kinds of work related to the preparation and cooling of meals and the serving of food and beverages in various commercial establishments, institutions, private households, ships or passenger trains.

Tasks performed usually include: engaging, training and discharging domestic staff, organizing and conducting the work of domestic; taking care of general welfare and suitable conduct of individuals in institutions; controlling the purchase, storage and issue of supplies; preparing and cooking food stuffs; serving food and beverages. Supervision of other workers may be included.

## **HOUSEKEEPERS AND RELATED WORKERS**

Workers in this unit group organize, supervise and carry out housekeeping functions in hotels, clubs, boarding schools and other enterprises and institutions and in private households.

Their tasks include:

engaging, training, discharging, organizing and supervising workers employed as domestic staff;

purchasing or controlling the purchase of supplies;

controlling storage and issue of supplies;

supervising general welfare and conduct of individuals in institutions;

assisting in cases of minor injury or illness by performing tasks such as taking temperature, giving medicine, putting on bandages.

Examples of occupations classified here are:

- Housekeeper (institutional)
- Housekeeping (private service)
- House steward
- **Chamber maid**
- **Institutional worker**

## **COOKS**

Workers in this unit group plan, organize, prepare and cook food stuffs in hotels, restaurants and other public eating places, on boardships, on passenger trains and in private households.

Their tasks include:

planning meals, preparing and cooking foodstuffs;

planning, supervising and coordinating work in the kitchen.

Examples of occupations classified here are:

- Head cook
- Cook, except private service
- Cook, private service
- Ship's cook
- **Chef**

## **WAITERS, WAITRESSES AND BARTENDERS**

Workers in this unit group serve food and beverages in commercially-operated dining and drinking places, clubs, institutions and canteens, on board ship and on passenger trains.

Their tasks include:

serving food and beverages;

advising on the choice of wines and serving them;

serving alcoholic and non-alcoholic drinks at a bar.

Examples of the occupations classified here are:

- Head waiter
- Bartender
- Waitress/waiter
- **Food server**
- **Food attendant**
- **Service crew**

## **PERSONAL CARE AND RELATED WORKERS**

Workers in this minor group provide child care and help in looking after school children, perform various tasks in order to assist medical and nursing professionals and associate professionals in their duties at hospitals and other institutions, provide home based personal care, or help veterinary, pharmaceutical or other professionals in their tasks.

Tasks performed usually include: taking care of employers' children and helping teachers by taking care of children at lunch or other school breaks or outings; providing rudimentary nursing and related care in hospitals and similar institutions, or to patients at home; helping veterinary and pharmaceutical professionals in their duties. Supervision of other workers may be included.

### **CHILD-CARE WORKERS**

Workers in this unit group take care of employers' children and oversee their daily activities, or engage in helping teachers to look after school children.

Their tasks include:

assisting children to bathe, dress and feed themselves;

taking children to and from school or outdoors for recreation;

playing games with children or entertaining children by reading or story-telling;

maintaining order in childrens' bedrooms and playrooms;

taking care of schoolchildren at lunch or other school breaks;

taking care of school children on excursions, museum visits and seminar outings.

Examples of the occupations classified here are:

- Nursemaid
- Baby sitter
- Nursery school attendant
- **Nursery aide**

## **INSTITUTION-BASED PERSONAL CARE WORKERS**

Workers in this unit group perform simple tasks to assist medical, nursing, midwifery and dental professionals or associate professionals in their duties.

Their tasks include:

preparing patients for examination or treatment;

changing bed linen and helping patients with their toilet activities;

providing hot-water bottles and other comforts for patients;

serving and collecting food trays and feeding patients needing help;

sterilizing surgical and other instruments and equipment;

assisting dentists by adjusting lights and passing tools and materials as requested.

Examples of the occupations classified here are:

- Hospital attendant
- Hospital aide
- Nursing aide
- ***Barangay health aide***
- ***Dental aide***
- ***Medical Aide***
- ***Nursing attendant***
- ***Surgery attendant***

Some related occupations classified elsewhere are:

- |                                 |      |
|---------------------------------|------|
| - Aide, nursing/home            | 5133 |
| - Nurse, associate professional | 3231 |
| - Nurse, professional           | 2230 |

## **HOME-BASED PERSONAL CARE WORKERS**

Workers in this unit group attend to various personal needs and in general provide personal care for persons in need of such care at their own homes because of physical or mental illness or disability or because of impairment due to old age.

Their tasks include:

assisting persons in getting into and out of bed and making the appropriate change in dress;

changing bed linen and helping persons with their bath and toilet activities;

serving food prepared by them or others and feeding persons needing help;

giving or ensuring that persons take the necessary medicaments;

watching for any sign of deterioration in the persons' health and informing the relevant medical doctor or social services.

Example of the occupations classified here is:

- Aid, nursing/home
- **Houseparent**
- **Care giver**

Some related occupations classified elsewhere are:

- |   |      |
|---|------|
| - Aid, nursing/clinic                   | 5132 |
| - Nurse, associate professional         | 3231 |
| - Nurse, professional                   | 2230 |
| - Social worker, associate professional | 3460 |
| - Social worker, professional           | 2646 |

## **PERSONAL CARE AND RELATED WORKERS NOT ELSEWHERE CLASSIFIED**

This unit group covers other personal care functions not elsewhere specified in Minor group 513 -Personal Care and Related Workers.

Workers classified here are those who are engaged in helping veterinary or pharmaceutical professionals or associate professionals in performing their tasks.

In such cases, tasks would include:

bathing and feeding animals;

leading or carrying animals to treatment room and holding them during treatment;

cleaning and sterilizing veterinary surgical instruments;

labelling drugs, chemicals and other pharmaceutical preparations and replenishing stock on shelves;

sterilizing bottles, beakers and other equipment.

Examples of the occupations classified here are:

- Aide, pharmacy
- Aide, veterinary

## **ASTROLOGERS, FORTUNE-TELLERS AND RELATED WORKERS**

Workers in this minor group predict future events in persons' lives by practicing astrology or by other techniques and give warning and advice on possible courses of action.

Tasks performed usually include: making forecasts of future events based on the position of stars and planets at specified times or on characteristics of clients' palms, samples of playing cards drawn at random, position of tea leaves or coffee remnants in a cup and similar techniques.

### **ASTROLOGERS AND RELATED WORKERS**

Workers in this unit group predict future events in persons' lives by practicing astrology or related techniques and give warnings and advice on possible courses of action.

Their tasks include:

casting horoscopes of individuals at birth or later to recount past and forecast future events and conditions of their lives;

determining auspicious times for various human activities such as inaugurations, marriages, journeys and other religious ceremonies;

studying the influence of the constellation of stars and of other phenomena on a person's life and situation;

advising individuals on precautions to be taken to avoid evil influences.

Example of the occupations classified here is:

- Astrologer

### **FORTUNE-TELLERS, PALMISTS AND RELATED WORKERS**

Workers in this unit group recount past and forecast future events on the basis of the characteristics of clients' palms, samples of playing cards drawn at random or other factors.

Their tasks include:

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.;

forecasting future events on the basis of these interpretations;

giving warnings and advice on possible courses of action.

Examples of the occupations classified here are:

- Fortune-teller
- Numerologist
- Palmist
- **Fengshui**

### **OTHER PERSONAL SERVICES WORKERS**

Workers in this minor group perform various tasks in order to improve the appearance of individuals, provide companionship or look after the wardrobe and other personal effects of employers, or provide embalming and funeral services.

Tasks performed usually include: cutting and dressing hair; showing and trimming beards; giving beauty treatment and applying cosmetics and make-up; shaping and polishing finger and toe-nails and treating minor ailments of the human foot; attending to clients taking bath and administering elementary massage; providing services as companions or valets; providing embalming and funeral services. Supervision of other workers may be included.

### **HAIRDRESSERS, BARBERS, BEAUTICIANS AND RELATED WORKERS**

Workers in this unit group cut and dress hair, shave and trim beards, give beauty treatment, apply cosmetic and make-up and give other kinds of treatment to individuals in order to improve their appearance.

Their tasks include:

cutting, washing, tinting and waving hair;

cutting and washing hair and shaving or trimming beards;

giving scalp treatment;

fitting wigs according to customers requirements;

cleaning and applying creams, lotion and related products to face and parts of the body;

giving facial and body massage;

applying make-up to clients of a beauty parlor;

applying make-up to actors and other performers;

cleaning shaping and polishing finger and toe-nails and treating minor ailments of the human foot such as corns, calluses or deformed toe-nails;

attending to clients taking baths and administering elementary massage.

Examples of the occupations classified here are:

- Barber-hairdresser
- Beautician
- Chiropodist
- Manicurist/pedicurist
- ***Attendant, Sauna Bath/Body massage/Foot spa/Body scrub***
- ***Beauty consultant***
- ***Cosmetologist***
- ***Make-up artist***

## COMPANIONS AND VALETS

Workers in this unit group provide companionship and attend to various personal needs of the employer.

Their tasks include:

providing companionship to employer by accompanying him/her to various places, reading, conversing and participating to activities such as sports;

assisting in entertaining visitors in employer's home;

keeping wardrobe and personal effects of the employer in good order.

Examples of the occupations classified here are:

- Companion
- Chaperon
- Personal maid, valet

Some related occupations classified elsewhere are:

- Escort, social                      5149
- Partner, dancing                    5149

## UNDERTAKERS AND EMBALMERS

Workers in this unit group perform various tasks in the disposal of dead human bodies.

Their tasks include:

making arrangements for, and conducting funerals, cremations and burials;

embalming human bodies to retard or arrest the process of decays.

Examples of the occupations classified here are:

- Funeral undertaker
- Embalmers
- Cremators
- "Sepulturero"
- *Grave digger*
- *Autopsy attendant*

## OTHER PERSONAL SERVICES WORKERS NOT ELSEWHERE CLASSIFIED □

This unit group covers miscellaneous tasks not elsewhere specified in minor group 514 - Other Personal Services Workers.

Workers classified here are those who undertake to be dancing partners or social escorts, or perform duties of club or night club hostesses or hosts.

In such cases tasks would 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.

Examples of the occupations classified here are:

- Escort
- Host/Hostesses
- Hospitality girls ( GRO's)
- Ushers/Usherette
- ***Dancing partner***

A related occupation classified elsewhere is:

- Companion                      5142

## **PROTECTIVE SERVICES WORKERS**

Workers in this minor group protect individuals and property against fire and other hazards, maintain law and order and enforce laws and regulations.

Tasks performed usually include: preventing, fighting and extinguishing fires, rescuing persons and salvaging property and goods during and after fire and major accidents; maintaining law and order, protecting persons and property from hazards and unlawful acts and arresting persons for contraventions of the law; directing traffic and assuming authority in the event of accident; watching over and maintaining discipline among inmates of prisons, reformatories or penitentiaries. Supervision of other workers may be included.

## **FIRE-FIGHTERS**

Workers in this unit group prevent, fight and try to extinguish fires, rescue persons and salvage property and goods during and after fires and major accidents.

Their tasks include:

preventing, fighting and extinguishing fires;

fighting special types of fires and using special equipment in industrial establishments;

preventing and extinguishing fires in crashed or damaged aircraft and rescuing crew and passenger;

rescuing persons and salvaging property and goods during and after fires and major accidents;

preventing or limiting the spread of dangerous substances in case of fires or accidents.

Examples of the occupations classified here are:

- Fire-fighter
- Fireman
- Fire-salvaged specialist
- Fire-brigade/marshall
- **Fire aide**

Some related occupations classified elsewhere are:

- |                               |      |
|-------------------------------|------|
| - Inspector, fire             | 3151 |
| - Investigator, fire          | 3151 |
| - Specialist, fire prevention | 3151 |
| - Fire control officer        | 3151 |

## **POLICE OFFICERS**

Workers in this unit group maintain law and order and enforce laws and regulations.

Their tasks include:

maintaining law and order;

protecting persons and property from hazards and unlawful acts;

arresting persons for contraventions of laws;

directing traffic and assuming authority in the event of accidents.

Examples of the occupations classified here are:

- Constable
- Patrolman, police
- Patrolwoman, police
- Police officer
- **Traffic enforcer**
- **Traffic Aide**

Some related occupations classified elsewhere are:

- |                             |      |
|-----------------------------|------|
| - Chief constable, police   | 1120 |
| - Commissioner, police      | 1120 |
| - Inspector-general, police | 1120 |

## **PRISON GUARDS**

Workers in this unit group watch over and maintain discipline among inmates of prisons, reformatories or penitentiaries.

Their tasks include:

searching arriving prisoners, putting their valuables in safekeeping, escorting prisoner to cells and locking them in;

making periodic inspection tours of cells;

supervising prisoners at work, meals or during walks and patrolling prison areas to prevent escape.

Example of the occupations classified here is:

- Prison guard
- ***Jail guard***
- ***Warden***
- ***Inmate guidance officer***

### **PROTECTIVE SERVICES WORKERS NOT ELSEWHERE CLASSIFIED**

This unit group covers miscellaneous tasks not elsewhere specified in minor group 516 - Protective Services Workers.

Workers classified here are those who patrol buildings and areas to prevent illegal entry, theft, violence and other unlawful acts, and who, if necessary, use force to prevent such act as bodyguard, lifeguard or game wardens.

In such cases tasks would include:

patrolling buildings and areas to prevent theft, violence, infractions of rules and other irregularities;

if necessary, exercising the right to use force and to apprehend perpetrators;

performing the duties of a bodyguard;

patrolling beaches and swimming pools to prevent accidents and to rescue bathers from drowning;

patrolling natural reserves, game parks, forest areas and enclosures to prevent theft and killing of game.

Examples of the occupations classified here are:

- Bodyguard
- Bouncer
- Lifeguard
- Security guard
- Watchman
- ***Confidential agent***
- ***Gatekeeper/roving guide***
- ***Guard patrol***
- ***Harbor patrol***

- *Motorcycle escort*
- *Parks & games warden*
- *Private detective*
- *Security agent*
- *Surveillance officer*
- *House detective ( Hotel)*

## **MODELS, SALESPERSONS AND DEMONSTRATORS**

Workers in this sub-major group pose as models for artistic creation and display, or demonstrate and sell goods in wholesale or retail shops and similar establishments, as well as at stalls and on market.

Tasks performed by models, salespersons and demonstrators usually include: posing as models for advertising, artistic creation and display of goods; selling goods in wholesale or retail establishments, or at stalls usually placed at particular places and on markets; demonstrating goods to potential customers.

### **FASHION AND OTHER MODELS**

Workers in this minor group wear and display clothing and other items for sale or pose as models for advertising or for artistic creation.

Tasks performed usually include: putting on clothing and other items for sale or pose as models for advertising or for artistic creation.

### **FASHION AND OTHER MODELS**

Workers in this minor group wear and display clothing and other items for sale or pose as models for advertising or for artistic creation.

Their tasks include:

dressing in sample of parcel of new or current styles or of type wanted by customers;

walking, turning and otherwise demonstrating style and other characteristics to best advantage;

posing as model for artistic photography, sculpture or painting;

posing as model for photography or films in the field of advertising.

Examples of the occupations classified here are:

- Model, advertising /commercial
- Model, artist
- Model, fashion
- Model, "mannequin"

## **SHOP SALESPERSONS AND DEMONSTRATORS**

Workers in this minor group sell goods in wholesale or retail establishments and demonstrate and explain functions and qualities of these goods.

Tasks performed usually include: selling goods in wholesale establishments to retailers or large-scale consumers; selling goods to customers of retail establishments; demonstrating and explaining qualities and functions of these goods. Supervision of other workers may be included.

## **SHOP SALESPERSONS AND DEMONSTRATORS**

Workers in this unit group demonstrate and sell goods in wholesale establishments to retailers and large-scale consumers or to customers in retail establishments.

Their tasks include:

moving goods to be sold from storage area to sales area and placing them on display;

assisting customer in making a choice;

quoting prices, credit terms and discounts;

packing and arranging delivery of goods if necessary;

writing bill, invoice, docket or receipt;

verifying cashier's receipt, if necessary;

giving demonstrations of articles on sale in order to inform customers about their characteristics and mode of use, as well as to stimulate buying interest.

Examples of the occupations classified here are:

- Product demonstrator
- Salesman/saleslady
- Salesperson, retail/wholesale establishment
- **Counter checker**
- **Maintenance storekeeper**
- **Marker tender**
- **Promo girl**
- **Promo merchandiser**
- **Sales helper/baggers**
- **Gasoline attendant**

Some related occupations classified elsewhere are:

- Salesperson, kiosk                    5230
- Salesperson, market                5230
- Salesperson, street stall          5230

## **STALL AND MARKET SALESPERSONS**

Workers in this minor group sell various goods, such as leather or textile craft products, wood carvings, embroidery, lace, or newspapers, periodicals, postcards, cigarette, chocolates and icecreams, at stalls which are usually placed by license at particular places in streets or other open spaces, or they sell fruit, vegetables and other, mostly perishable, foodstuffs on markets.

Tasks performed usually include: buying and then selling the above-mentioned or other similar goods at stalls usually grouped at particular places in streets or other open spaces by permission of the relevant local authorities; selling fruit, vegetables and other, mostly perishable, food stuffs on markets. Supervision of other workers may be included.

### **STALL AND MARKET SALESPERSONS**

Workers in this unit group sell various goods such as leather or textile craft products, wood carvings, embroidery, lace, or newspapers, periodicals, postcards, cigarettes, chocolates and ice creams, at stalls usually grouped at particular places in streets or other open spaces by permission of the relevant local authorities, or they sell fruit, vegetables and other mostly perishable, food stuffs on markets.

Their tasks include:

obtaining from local authorities, permission to set up a stand at a particular place in streets or other spaces;

buying or contracting a regular supply of various goods to be sold, such as leather or textile craft-products, wood carvings, embroidery or lace, displaying them on stands and selling them;

buying or contracting a regular supply of newspapers, periodicals, postcards, cigarettes, chocolates and ice creams and selling the mat kiosk;

buying from wholesale markets, or directly from farmers, fresh fruit and vegetables or other, mostly perishables, food stuffs and selling them on markets; loading or unloading goods for sales;

receiving payments;

keeping accounts.

Examples of the occupations classified here are:

- Salesperson, kiosk
- Salesperson, market
- Salesperson, street stall
- **Package counterman**
- **Store assistant**

Some related occupations classified elsewhere are:

- Vendor, refreshments/cinema            9111
- Vendor, street/food                        9111

- Vendor, street/non-food products 9112

**Updates to the  
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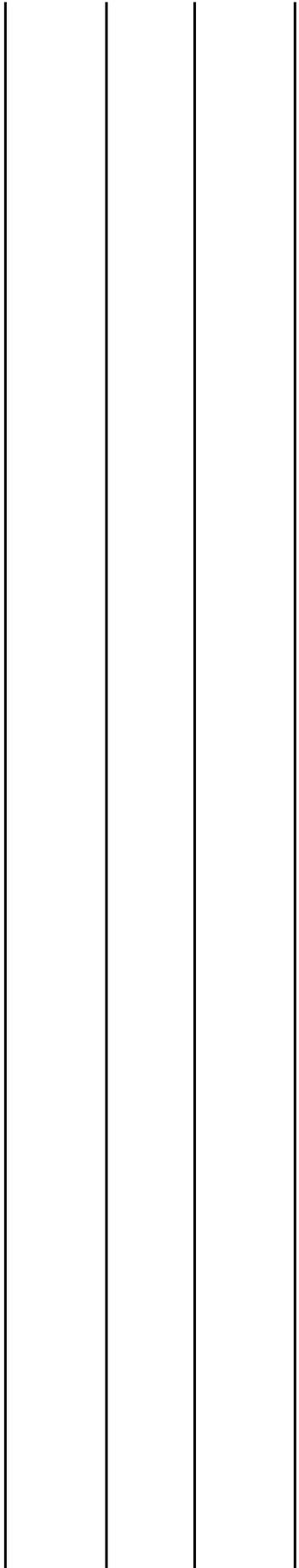
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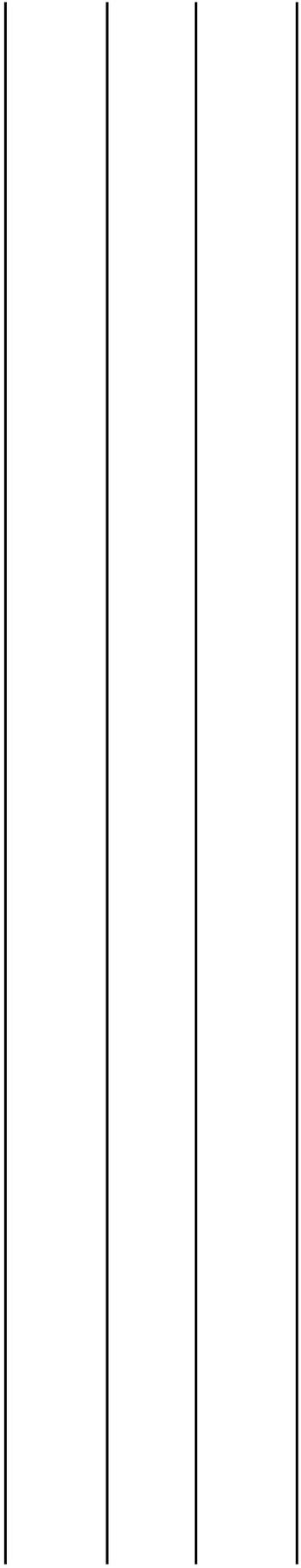
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## **Occupational Titles and Definitions**

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### **Major Group 3. TECHNICIANS AND ASSOCIATE PROFESSIONALS**

Workers in this major group perform mostly technical and related tasks connected with research and application of scientific or artistic concepts and operational methods and government or business regulations, and assist teaching or teaching at certain educational levels.

It should be stressed that in the case of some of the occupations in this major group the needed skills, or apart of them, may be acquired through innate abilities and appropriate work experience combined with thorough on-the-job training. For new entrants a period of on-the-job training may be necessary.

Tasks performed by workers in this major group usually include: undertaking and carrying out technical work connected with research and the application of concepts and operational methods in the fields of physical sciences including engineering and technology, life sciences including the medical profession, social sciences and humanities. Tasks also include: assisting teaching or teaching children and adult in special cases; initiating and carrying out various technical services related to trade, finance, administration including some of the government laws and regulations, and to social work; providing artistic and sports entertainment; executing some religious tasks. They may receive guidance/supervision from Government Administrators, Managers or Professionals.

#### **PHYSICAL SCIENCE AND ENGINEERING ASSOCIATE PROFESSIONALS**

Workers in this sub-major group perform technical tasks connected with research and the application of concepts and operational methods in the field of physical science, as well as in computing and engineering, or they control and operate technical equipment, fly aircraft, navigate ships, and investigate safety aspects of manufacturing and other processes and products.

Tasks performed by workers in this sub-major group usually include assisting or undertaking and carrying out technical work in the field of physical science, as well as computing and engineering; controlling and operating optical, electronic and related equipment and systems; flying aircraft and navigating ships; inspecting application of safety standards and procedures relating to structures, equipment, processes. They may receive guidance / supervision from Senior government officials Managers, Professionals.

#### **PHYSICAL SCIENCE AND ENGINEERING TECHNICIANS**

Workers in this minor group perform technical tasks in research and application of physical science and engineering principles in planning, building and controlling the operation of complex structures machinery and equipment and inspecting the safety of structures, equipment, processes and products.

Tasks performed usually include: undertaking and carrying out technical work related to chemistry, physics, geology, meteorology or astronomy as well as engineering, technical drawing and economic efficiency of production processes. They may receive supervision/guidance from Managers or Professionals.

## **CHEMICAL AND PHYSICAL SCIENCE TECHNICIANS**

Workers in this unit group perform technical tasks connected with research in chemistry, physics, geology, geophysics, meteorology, and astronomy, as well as with the development of industrial, medical, military and other practical applications of research results.

Their tasks include:

collecting samples and preparing materials and equipment for experiments, tests and analyses;

assisting with the design of and performing experiments, tests and analyses;

preparing detailed estimates of quantities and costs of materials and labor required for projects, according to the specifications given;

applying knowledge of scientific principles and practices in order to identify and solve problems arising in the course of the work;

organizing maintenance and repair of equipment.

Examples of the occupations classified here are:

- Technician, chemistry
- Technician, geology
- Technician, physics

## **CIVIL ENGINEERING TECHNICIANS**

Workers in this unit group perform technical tasks normally under the direction and supervision of Civil Engineers, Building Architects or Geodetic Engineers, contributory to planning and execution of building and civil engineering projects, including design, construction, repair and maintenance of building and other structures, such as water supply and sewerage systems, bridges, roads, dams and airports.

Their tasks include :

performing or helping 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;

representing building architects and civil engineers on construction sites to ensure compliance with design specifications and maintenance of desired standards of materials and work;

applying technical knowledge of building and civil engineering principles and practices in order to identify and solve problems arising in the course of their work;

assisting with the preparation of detailed estimates of quantities and cost of materials and labor required for projects, according to the specifications given;

organizing maintenance and repairs.

Examples of the occupations classified here are:

- Technician, civil engineering (general)
- Technician, surveyor's

A related occupation classified elsewhere is:

- Quantity surveyor 2159

## **ELECTRICAL ENGINEERING TECHNICIANS**

Workers in this unit group perform technical tasks normally under the direction and supervision of electrical engineers, contributory to the design, development, construction, installation, maintenance and repair of electrical systems and equipment.

Their tasks include:

assisting in research and development work concerning electrical systems, equipment and facilities and testing prototypes;

preparing detailed estimates of quantities and costs of materials and labor required for manufacture and installation;

assisting in design and layout of electrical installation and circuitry;

designing and preparing blueprints of electrical installation and circuitry according to specification given;

assisting with technical supervision in the manufacture, installation and utilization, maintenance and repair of electrical systems and equipment;

designing and preparing blue prints of electrical installation and circuitry according to specification given;

applying knowledge of electrical engineering theory and practice to recognize and solve problems arising in the course of their work.

Examples of the occupations classified here are:

- Electrical engineering technician (general)
- Electrical engineering technician (high voltage)

Some related occupations classified elsewhere are:

- Electrical wiremen 7246
- Electrical equipment assembler 8272
- Electrical mechanic 7242

## **ELECTRONICS AND COMMUNICATIONS ENGINEERING TECHNICIANS**

Workers in this unit group normally under the supervision of an electrical engineer perform technical tasks connected with electronic and telecommunications engineering research as well as with the design, manufacture, assembly, construction, operation, maintenance and repair of electronic equipment and electronic and electro mechanical communications.

Their tasks include:

assisting in research and development work concerning electronic and communications equipment and prototype;

assisting in design and lay out of electronics circuitry;

preparing detailed estimates of quantities and costs of materials and labor required for manufacture;

preparing detailed estimates of quantities and costs of materials and labor required for manufacture;

assisting with technical supervision of manufacture, utilization, maintenance and repair of electronic equipment and telecommunications system to ensure satisfactory performance and compliance with specifications and regulations;

applying knowledge of electronic and telecommunications engineering principles and practices in order to identify and solve problems arising in the course of their work.

Examples of the occupations classified here are:

- Technician, engineering/electronics (general)
- Technician, engineering/telecommunications
- **Audio visual systems technician**
- **Broadcast operations technician**
- **Line technician**
- **Magnetic recorder operator**

Some related occupations classified elsewhere are:

- Assembler, electronic equipment 8273
- Fitter, electronics 7243

## **MECHANICAL ENGINEERING TECHNICIANS**

Workers in this unit group perform technical tasks normally under the direction and supervision of mechanical engineers, contributory in the design, development, manufacture, construction, installation, maintenance and repair of mechanically functioning plant and equipment.

Their tasks include:

assisting in research and development work concerning machine tools, engines, vehicles, airplanes, heating and ventilating and refrigerating installations and other mechanically functioning plant and equipment;

preparing detailed estimates of quantities and costs of materials and labor required for manufacture and installation;

designing and preparing layouts of machines and mechanical installations, facilities and components according to specifications;

assisting with technical supervision in the manufacture, utilization, maintenance and repair of mechanical plant and equipment;

assisting in the development and monitoring the implementation of safety standards and procedure for marine survey work in relation to ships' hulls, equipment and cargoes;

applying knowledge of machinery and mechanical engineering theory and practices to recognize and solve problems arising in the course of their work.

Examples of the occupations classified here are:

- Technician, engineering/aeronautics
- Technician, engineering/marine
- Technician, engineering/mechanical
- Technician, engineering/nuclear
- **Maintenance technician**

Some related occupations classified elsewhere are:

- Assembler, mechanical machinery 8271
- Mechanic, industrial machinery 7234
- Mechanic, plant maintenance 7234

## **CHEMICAL ENGINEERING TECHNICIANS**

Workers in this unit group perform technical tasks, normally under the direction and supervision of Chemical Engineers contributory to the development of industrial chemical processes and design, construction, operation, maintenance and repair of chemical plant.

Their tasks include:

assisting in research to develop new or improved processes and manufacturing plant for the chemical or physical transformation of substances on a commercial scale;

preparing detailed estimates of quantities and costs of materials and labor required for manufacture and installation of plant according to specification given;

assisting with technical supervision in the construction, installation, operation, maintenance and repair of chemical plant to ensure satisfactory performance and compliance with specification and regulation;

providing technical assistance regarding technical aspects of particular products, materials and processes;

applying knowledge of chemical engineering principles and practices to recognize and solve problems arising in the course of their work.

Examples of the occupations classified here are:

- Technician, engineering/chemical
- Technician, engineering/chemical processes
- Technician, engineering/petroleum
- **Chemical Laboratory technician**

Some related occupations classified elsewhere are:

- Machine-operator, blending/chemical related processes 8151
- Kiln operator, chemical and related processes 8152
- Bleacher operator, chemical 8159
- **Filter press-operator, chemical & related materials 8153**

## **MINING AND METALLURGICAL ENGINEERING TECHNICIANS**

Workers in this unit group perform technical tasks, normally under the direction and supervision of Mining and Metallurgical Engineers contributory to their improvement/development of methods of extracting from the earth and preparation for distribution or processing of minerals such as coal, iron, copper, gold, silver, petroleum, gas, stone, clay and salt and development and control of processes for extraction of metals from their ores and metal refining, research into properties of metals, development of new alloys, and technical supervision of metal and alloy manufacture and processing.

Their tasks include :

assisting in research and development work concerning properties of metals and new alloys, for improved methods of extraction of solid minerals, oil and natural gas, and of transporting and storing oil and natural gas, and testing prototype types;

assisting in geological and topographical surveys, and in the design and layout of oil, natural gas and mineral ore extraction, and transporting systems and processing and refining plants for minerals and metals;

preparing detailed estimates and costs of materials and labor required for mineral, oil and natural gas exploration, extraction and transporting projects and plant processing and refining minerals;

assisting technical supervision of the construction, installation, operation, maintenance and repair of mineral ore, oil and natural gas exploration, extraction, transport and storage installation and mineral processing plants to ensure satisfactory performance and compliance with specifications and regulations;

applying knowledge of mining, oil and natural gas extractor, transport and storage installations and of metallurgical principles and practices in order to identify and solve problems arising in the course of their work.

Examples of occupations classified here are:

- Technician, engineering/ mining
- Technician, metallurgy/extractive
- **Metallurgical technician**

Some related occupations classified elsewhere are:

- Machine-operator, drilling/mine 8111
- Miner 7111
- Quarrier 7111
- Mining, machinery fitter-assembler 7234
- **Metal technologist 2156**

## **DRAFTSMEN**

Workers in this unit group prepare technical drawings and maps and illustrations from sketches, measurements and other data and copy drawings and paintings on to printing plates.

Their tasks include :

preparing working drawings from designers' sketches and specifications for such purposes as manufacture and installation of machinery and equipment or for construction of buildings, bridges, dams, roads, and other civil engineering projects;

preparing topographical, political, economic, nautical and other maps and charts from survey and other data;

preparing and revising technical illustrations for reference works, brochures and technical manuals dealing with assembly, installations, operation, maintenance and repair of machinery and other equipment;

copying drawings and paintings on stone or metal plates for printing;

operating computer-assisted drawing equipment to create, modify and generate hard copy and digital representation of working drawings.

Examples of occupations classified here are:

- Draftsman
- Draftsman, architectural
- Draftsman, cartographical
- Draftsman, engineering/civil
- Illustrator, technical
- ***Draftmans technician***
- ***Draftmans researcher***

A related occupation classified elsewhere is:

- Supervising blueprint machine operator 7344
- Illustrator 2452

## **OTHER PHYSICAL SCIENCE AND ENGINEERING TECHNICIANS**

Workers in this unit group cover physical and engineering science technicians not classified elsewhere. For instance, those who assist engineers with production engineering matters, time and motion, studies or preparation of cost estimates and bills of quantities.

Their tasks include :

collecting data and providing technical assistance regarding: planning and production methods; efficient, safe and economic utilization of personnel, materials and equipment; methods of work and sequence of operations and supervision of their implementation; time and motion aspects of work organization; and efficient lay-out of plant or establishment;

participating in the work concerning identification of potential hazards and introducing safety procedures and devices;

collecting data and providing technical assistance regarding the preparation and monitoring of cost estimates and bills of quantities for construction and architectural projects.

Examples of occupations classified here are:

- Technician, engineering/industrial- efficiency
- Technician, engineering/production
- Technician, engineering/ time and motion study
- Technician, quantity surveying
- ***Health physics technician***
- ***Instrument technician***
- ***Laboratory technician***
- ***Quality control technician***
- ***In-line reviser***
- ***Test technician***

Some related occupations classified elsewhere are:

- Engineer, production 2158
- Engineer, time and motion study 2158

- Surveyor, quantity 2159

## COMPUTER ASSISTANTS AND COMPUTER EQUIPMENT CONTROLLERS

Workers in this minor group provide assistance to users of micro-computers and standard software packages, control and operate computers and peripheral equipment and carry out limited programming tasks connected with the installation and maintenance of computer hardware and software.

Tasks performed usually include: assisting users of micro-computers and standard software systems and installation and when problems occur; installing new computer programs on particular hardware and operating system configurations and installing new peripheral units; making minor changes and adjustments to existing programs to update and maintain them; operating and controlling computers and peripheral equipment; organizing computing jobs; keeping log of computing operations; performing back-up operations; activating industrial robots; programming them to specific functions and controlling their operations. They may receive guidance from Managers and Professionals.

### COMPUTER ASSISTANTS

Workers in this unit group provide assistance to users of micro-computers and standard software systems at installation and when problems occur, install new computer programs on particular hardware and operating system configurations, install new peripheral units and maintain and update existing programs by making minor changes and adjustments to them under the guidance of Computer Professionals.

Their tasks include:

assisting users of micro-computers and standard software systems at installation and when problems occur;

installing new computer programs on particular hardware and operating systems configurations;

installing new peripheral units and making necessary parameters adjustments in operating systems and drives;

installing, maintaining and updating computer programs by making minor changes and adjustments to them, under the guidance of Computer Professionals;

maintaining and updating documentation of computer programs and installations;

applying knowledge of principles and practices in the area of programming and computing in order to identify and solve problems arising in the course of their work.

Examples of the occupations classified here are:

- Assistant, computer/programming
- Assistant, computer/systems analysis
- **Assistant, computer maintenance**
- **Assistant, Data Base**

### **- Assistant, EDP operators**

Some related occupations classified elsewhere:

- Mechanic, electronics 7244
- Technician, engineering/electronics 3114
- **Information Technology Officer 2131**
- **Web designer 2131**

## **COMPUTER EQUIPMENT OPERATORS**

Workers in this unit group operate and control peripheral and related computer equipment used for recording, storing, transmitting and processing digital data and for displaying data as letters, numbers or graphs on screen, paper or film.

Their tasks include :

operating and controlling peripheral and related computer equipment which is used to record, store, transmit and process digital data and to display data as letters, numbers or graphs on screen, paper or film as requested by users;

organizing computing jobs as specified by users to ensure timely, safe and efficient execution;

mounting magnetic tapes and disks as needed for processing or recording data in machine-readable form and keeping library of disks and tapes;

keeping log of computing operations;

performing back-up operations according to regular procedures;

applying knowledge of principles and practices of computers and peripheral equipment in order to identify and solve problems arising in the course of their use and making minor repairs and adjustments.

Examples of occupations classified here are:

- Operator, computer peripheral equipment
- Operator, EDP
- **Autocad operator**
- **Computer graphic layout operator**
- **Computer technicians**
- **Data entry machine operator**
- **Digital systems computer operator**
- **EDP Input machine operator**
- **IT and LAN technician**
- **Micro computer operator**
- **Micro editor operator**
- **Microfilming machine operator**
- **Web offset operator**

Some related occupations classified elsewhere are:

- Mechanic, electronics 7244
- Technician, engineering/electronics 3114
- [Information Technologist 2139](#)

## **INDUSTRIAL ROBOT CONTROLLERS**

Workers in this unit group activate industrial robots, program or reprogram them for specific functions, control their operation and provide basic maintenance and on-the-spot adjustments.

Their tasks include:

programming or reprogramming industrial robots for specific functions within the range of capabilities;

activating industrial robots;

controlling and ensuring the smooth functioning of industrial robots;

trying, by careful and systematic control, to foresee and if possible to prevent malfunctioning of industrial robots;

providing on-the-spot adjustments of the robot mechanism.

Example of occupations classified here is:

- Controller,robot

Some related occupations classified elsewhere are:

- Engineer, robotics 8172
- Operator, robot 8172
- Technician, engineering/electronics 8172

## **OPTICAL AND ELECTRONIC EQUIPMENT CONTROLLERS**

Workers in this minor group take photographs, control motion pictures and video cameras and other equipment to record and edit images and sound,control broadcasting and telecommunications equipment and systems, as well as technical equipment used for medical diagnoses or treatment.

Tasks performed usually include: taking photographs; controlling motion picture and video cameras and other equipment to record and edit images and sound; controlling technical functioning of radio and television broadcasting equipment used to diagnose or treat illnesses or disorders.

## **PHOTOGRAPHERS AND IMAGE AND SOUND RECORDING EQUIPMENT OPERATORS**

Workers in this unit group take photographs, control motion pictures and video cameras and other equipment to record and edit images and sound.

Their tasks include:

taking photographs for advertising or other commercial, industrial or scientific purposes and to illustrate stories and articles in newspapers, magazines and other publication;

taking portrait photographs of persons and group of persons;

setting and operating motion picture, video, microscopic and otherspecialized cameras including those for aerial photography, to record images;

controlling equipment to record sound for motion pictures, video tapes, gramophone records, audio tapes, digital discs, direct broadcasting or other purposes;

controlling equipment to edit and mix image and sound recording to ensure satisfactory quality and to create special image and sound effects;

applying knowledge and principles and practices of image and sound recording and editing in order to identify and solve problems arising in the course of their work.

Examples of the occupations classified here are:

- Photographer, general
- Operator, motion picture camera
- Operator, television camera
- Photographer, commercial illustrator
- ***Aerial photo analyst***
- ***Audio visual aids technician***
- ***Audio visual operator***
- ***Background digital artist***
- ***Black & White Scanner***
- ***CAD/CAM operator***
- ***Cameraman***
- ***Cinematographer***
- ***Color seperation technician***
- ***Film custodian***
- ***Film editor***
- ***Film preview assistant***
- ***Multimedia artist***
- ***Offset Camera technician***
- ***Photo editor***
- ***Photo lithographic technician***
- ***Photogrammetry Laboratory technician***
- ***Photographic color processor***
- ***Photolithographic lay-out man***
- ***Photostat machine operator***
- ***Videographer***
- ***Visual merchandiser***

Some related occupations classified elsewhere are:

- Mechanic, electronics 7244
- Repairer, photographic equipment 7344

## **BROADCASTING AND TELECOMMUNICATIONS EQUIPMENT OPERATORS**

Workers in this unit group control technical functioning of equipment for transmitting radio and television broadcasts of pre-recorded or live images and sounds, as well as other types of telecommunication signals on land and sea or in aircraft.

Their tasks include:

controlling transmitting and broadcasting systems and satellite systems for radio and television programs;

controlling radio communication systems, satellite services and multiplex systems on land, sea and aircraft;

controlling cinema projection equipment;

applying knowledge of principles and practices of broadcasting, telecommunication terminals and transmission systems in order to identify and solve problems arising in the course of their work and maintain equipment;

keeping logged operations.

Examples of the occupations classified here are:

- Operator, broadcasting equipment/radio
- Operator, radio-telephone
- Operator, transmitting equipment
- **CCTV operator**
- **Radio communication operator**
- **Radio communication technician**
- **Radio controller**
- **Radio dispatcher**
- **Radio frequency coordinator**
- **Radio laboratory technician**
- **Radio monitoring operator**
- **Radio phone operator**
- **Radio photo equipment operator**
- **Relief telegraphic operator**
- **Ship radio operator**
- **Telephone technicians**
- **TV-AUDIO operator**

Some related occupations classified elsewhere are:

- Mechanic, electronics 7244
- Cinema projectionist 3132

- Telecommunication equipment technician 3114
- Audio-Visual technician 3114

## **MEDICAL EQUIPMENT OPERATORS**

Workers in this unit group control technical equipment used to diagnose or treat illnesses and disorders.

Their tasks include :

controlling technical equipment used to diagnose illnesses and disorders of the nervous system and organs, or in radiography or anesthetics;

applying knowledge of technical equipment and some principles and practices in medicine in order to identify and solve problems arising in the course of their work and maintain equipment.

Examples of occupations classified here are:

- Technician, medical x-ray equipment
- Technician, cobalt machine
- Technician, medical scanning equipment
- Technician, ultrasound machine
- ***C T Scan technologist***
- ***Dialysis technician***
- ***Echocardiography technician***
- ***EEENT (ear, eyes, nose, throat) technician***
- ***Electro-cardiograph technician***
- ***Laser private operator***
- ***Medical radiation technician***
- ***TV Microscopist technician***

A related occupation classified elsewhere is:

- Mechanic, electronics 7244

## **OTHER OPTICAL AND ELECTRONIC EQUIPMENT OPERATORS NOT ELSEWHERE CLASSIFIED**

Workers in this unit group cover optical and electronic equipment operators not classified elsewhere in Minor Group 313.

Examples of the occupations classified here are:

- ***Cell phone technician***
- ***Circuit equipment operator***
- ***Electrical control operator***
- ***Telegraph operator - communications***

## **SHIP AND AIRCRAFT CONTROLLERS AND TECHNICIANS**

Workers in this minor group command and navigate ships and aircraft and perform technical functions to ensure safe and efficient movement and operations.

Their tasks include:

controlling and participating in the operation, maintenance and repair of mechanical, electrical and electronic equipment and machinery on boardship;

ordering fuel and other engine room department stores and maintaining record of operations;

performing technical supervision in the installation, maintenance and repair of ships' machinery and equipment to ensure compliance with specifications and regulations;

applying knowledge of principles and practices relating to ships' machinery and equipment to ensure compliance with specifications and regulations.

Example of the occupations classified here is:

- Ship engineer
- ***Entry & Exit Vessels Processing technician***
- ***Marine engineer***
- ***Marine engineman***
- ***Maritime industry development specialist***
- ***Maritime Industry Specialist***
- ***Shipping operations inspector***

Some related occupations classified elsewhere are:

- Engineer, marine officer 3141
- Marine Superintendent (Technical) 3141

## **SHIPS' DECK OFFICERS AND PILOTS**

Workers in this unit group command and navigate ships and direct marine services on shore for shipping company vessels arriving in port.

Their tasks include:

taking complete charge of sea going inland waterway vessels of interisland vessels;

planning, supervising and coordinating deck and bridge-watch activities on vessels;

navigating vessels into and out of ports and through channels, straits and other waters where special knowledge and skills are required;

directing or arranging supply of ships' storage and equipment, recruitment of crews and provision of other services except engineering for company vessels arriving in port;

performing technical supervision of maintenance and repair of ship to ensure compliance with specification and regulations;

ensuring safe loading and unloading of cargoes and observance of safety regulations and procedures by crews and passengers.

Examples of the occupations classified here are:

- Ships' master (sea)
- Ships' master (inland waterways)
- Ships' navigating officer
- Ships' pilot
- **Captain**
- **First mate**
- **Freight & shipping specialist**
- **Harbor master**
- **Launch master**
- **Launch patron**
- **Launch service supervisor**
- **Marine surveyor**
- **Ship steward**
- **Ship wright appraiser**
- **Shipping operations officer**

Some related occupations classified elsewhere are:

- Sailor 8340
- Engineer, marine 2154
- Cabin crew examiner 8340
- Ship scheduler 8340
- Docking & Rigging foreman 8340

## **AIRCRAFT PILOTS, NAVIGATORS AND FLIGHT ENGINEERS**

Workers in this unit group control the operation of mechanical, electrical and electronic equipment in order to navigate aircraft for transporting passengers, mail and freight and perform pre-flight and in-flight tasks.

Their tasks include:

flying and navigating aircraft in accordance with established control and operating procedures;

preparing and submitting flight plan or examining standard flight plan;

controlling the operation of the mechanical, electrical and electronic equipment and ensuring that all instruments and controls work properly;

applying knowledge of principles and practices of flying in order to identify and solve problems arising in the course of their work.

Examples of the occupations classified here are:

- Air transport pilot

- Aircraft pilot (except transport)
- Flight navigator
- Flight engineer
- ***Air navigation system specialist***
- ***Aircraft maintenance officer***
- ***Aviation Group Commander***
- ***Aviation safety regulation officer***
- ***Fighter Pilot***

A related occupation classified elsewhere is:

- Instructor, flight 2320
- ***Fighter Pilot Escape & Evasion Training Instructor 2320***

## **AIR TRAFFIC CONTROLLERS**

Workers in this unit group direct aircraft movements in airspace and on the ground, using radio, radar and lighting systems and provide information relevant to the operation of aircraft.

Their tasks include:

directing and controlling aircraft approaching and leaving airport and their movement on the ground;

directing and controlling aircraft operation in designated airspace sector;

examining and approving flight plans;

informing flight crew and operations staff about weather conditions, operational facilities, flight plans and air traffic;

applying knowledge and principles and practices of airtraffic control in order to identify and solve problems arising in the course of their work;

initiating and organizing emergency search and rescue services and procedures.

Examples of the occupations classified here are:

- Air traffic coordinator
- Air traffic control specialist, station
- Air traffic control specialist, tower
- Airport control operator
- ***Air traffic controller***
- ***Airways communicator***
- ***Airfield Services Officer***
- ***Aircraft mechanic technician***

Some related occupations classified elsewhere are:

- Control tower-radio operator
- Flight control tower operator

## **AIR TRAFFIC SAFETY TECHNICIAN**

Workers in this unit group perform technical tasks concerning the design, installation, operation, maintenance and repair of air traffic control and air navigation systems.

Their tasks include:

carrying out technical duties related to development work concerning electronics and electro mechanical equipment of air navigation systems and testing prototypes;

providing technical help in the design and lay-out of specific interface circuitry of air navigation and aircraft detection tracking systems;

contributing to the preparation of cost estimates and technical and training specifications for air traffic control and safety equipment;

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 recommendations are met;

applying knowledge of air traffic safety engineering principles and practices in order to identify and solve problems arising in the course of their work;

modifying existing ground-based air navigation equipment to adapt it to new air traffic control procedures;

controlling and calibrating the ground-based air navigation instruments to ensure maximum accuracy and safety of flight, take-off and landing operations.

Example of the occupations classified here is:

- Technician, air traffic safety
- ***Aircraft mechanic technician***
- ***Aircraft production/maintenance***
- ***Aircraft avionics maintenance***
- ***Airfield power technician***
- ***Ground signalling technician***

A related occupation classified elsewhere is:

- Aeromechanic            7232

## **BUILDING, SAFETY, HEALTH AND QUALITY INSPECTORS**

Workers in this minor group, on behalf of the government or industrial and other enterprises, examine the implementation of rules and regulations relating to fire prevention and other hazards, occupational safety, protection of health and the environment, safety of production processes, and goods and services produced, used or sold, as well as those relating to the quality standards and specifications of manufacturers.

Tasks performed usually include: ensuring that buildings and other structures comply with approved building plans, grading and zoning laws and fire regulations; advising on and inspecting fire-prevention systems; inspecting industrial and other enterprises on the grounds of occupational safety, and safety of production processes, as well as of goods produced, used or sold, ensuring compliance with health and environment protection rules and regulations; ensuring compliance with the quality standards and specifications of manufacturers.

## **BUILDING AND FIRE INSPECTORS**

Workers in this unit group on behalf of the government or industrial and other enterprises, inspect new and existing houses, industrial plant, hotels and other buildings and structures to ensure compliance with building, grading and zoning laws and with approved plans, specifications and standards, or inspect fire prevention systems and investigate fire sites to determine cause of fire.

Their tasks include :

advising those erecting buildings and other structures on the implementation of building, grading and zoning laws, as well as other rules concerning quality and safety of buildings;

inspecting buildings and structures during and after construction to ensure that they comply with building, grading, zoning and safety laws and approved plans, specifications and standards as well as other rules concerning quality and safety buildings;

inspecting industrial plant, hotels, cinemas and other buildings and structures to detect fire hazards and advice on how they can be removed;

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;

investigating fire sites to determine cause of fire.

Examples of the occupations classified here are:

- Fire prevention specialist
- Building inspector
- Fire inspector
- **Fire captain**
- **Fire control officer**
- **Fire protection specialist**
- **Firefighter specialist**
- **Fire marshal**

A related occupation classified elsewhere is:

- Fire fighter                      5161

## **SAFETY, HEALTH AND QUALITY INSPECTORS (VEHICLES, PROCESSES AND PRODUCTS)**

Workers in this unit group on behalf of the government or industrial and other enterprises, inspect places of work on the grounds of occupational safety, and safety of production processes, or of goods produced, used or sold, and ensure compliance with health and environment protection rules and regulations as well as with the quality standards and specifications of manufacturers.

Their tasks include :

advising employers and workers representatives on the implementation of government and other rules and regulations concerning occupational safety and working environment;

inspecting places of work to ensure that the working environment, machinery and equipment conform to government and other rules and regulations;

inspecting places of work and by interviews, observations and other means, obtaining facts about work practices and accidents to determine compliance with safety rules and regulations;

inspecting areas of production, processing, transport, handling, storage and sale of products to ensure conformity with government and other rules and regulations;

inspecting finished products or parts for conformity with manufacturer's specifications and standards;

advising enterprises and the general public on the implementation of government and other rules and other regulations concerning hygiene, sanitation, purity and grading of primary products, food, drugs, cosmetics and similar goods;

advising producers, operators and those maintaining and repairing aircraft, cars and other vehicles on the implementation of government and other rules and regulations concerning technical standards and conditions of vehicles;

inspecting vehicles and places authorized to maintain and repair vehicles to ensure that they conform to technical standards of government and other regulations;

inspecting establishments to ensure that they conform to government and other rules and regulations concerning emission of pollutants and disposal of dangerous wastes.

Examples of the occupations classified here are:

- Inspector, government health
- Inspector, safety
- Inspector, vehicles/pollution
- ***Environmental sanitation inspector***
- ***Inspector, zoning***
- ***Market inspector***
- ***Pollution control aide***
- ***Production inspector***
- ***Quality assurance/control inspector***

Some related occupations classified elsewhere are:

- Inspector, sanitary
- Inspector, wage

## **LIFE SCIENCE AND HEALTH ASSOCIATE PROFESSIONALS**

Workers in this sub-major group perform technical tasks related to research and practical application of concepts, principles and operational methods particular to life sciences including agriculture, forestry, sanitation, medicine, pharmacy and related fields and provide nursing, midwifery, traditional medicine and faith healing care.

Task performed by workers in this sub-major group usually include : undertaking and carrying-out research and technical work pertaining to life sciences, including agriculture, forestry, sanitation, medicine, veterinary medicine, midwifery, traditional medicine and faith healing care. They may receive guidance from Life Science and Health Professionals.

## **LIFE SCIENCE TECHNICIANS AND RELATED ASSOCIATE PROFESSIONALS**

Workers in this minor group perform technical tasks related to research and the practical applications of concepts, principles and operational method particular to life sciences, such as biology, botany, zoology, bacteriology and biochemistry, as well as to agriculture, agronomy and forestry.

Tasks performed usually include: undertaking and carrying out technical work connected either with research in the field of life sciences, or with the application of their concepts, principles and operational methods, especially in the areas of medicine, agriculture or pharmaceutical manufacture.

## **LIFE SCIENCE TECHNICIANS**

Workers in this unit group perform technical tasks, normally under the direction and supervision of Life Scientists, contributory to research to increase scientific knowledge in life sciences and to develop industrial, agricultural, medical, public health and other practical applications of research results.

Their tasks include :

preparing and collecting specimen, materials and equipment and growing cultures of micro organism for tests, analyses and experiments;

assisting with and performing experiments, tests, analyses, recording observation results and other relevant information and using laboratory instruments and equipment;

collecting data and estimating quantities and costs of materials and labor required for projects;

organizing maintenance and repair of research equipment;

applying knowledge of scientific principles and practices in order to identify and solve problems arising in the course of their work.

Examples of occupations classified here are:

- Technician, biological
- Technician, medical science
- Taxidermist
- **Science research technician**
- **Soil technologist**

## **FARM TECHNICIANS**

Workers in this unit group provide technical assistance and advise farmers on farming methods and problems.

Their tasks include:

keeping abreast of relevant farming methods and techniques;

advising on ways of raising quality of output, increasing yield and measures to increase efficiency and operations and to conserve natural assets and the environment;

advising on measures to deal with problems such as soil erosion or pest infestation;

collecting data and estimating quantities and costs of materials and labor required for projects;

organizing demonstrations, giving lectures and distributing materials to promote adoption of improved practices and techniques;

applying knowledge of scientific principles and practices in order to identify and solve problems arising in the course of their work.

Examples of occupations classified here are:

- Farm technician
- Farm extension service officer
- Agronomy technician
- Farm demonstrator
- **Farm management technician**
- **Farm demo technician**
- **Horticulture analyst**

Some related occupations classified elsewhere are:

- Technician, forestry 3219
- Technician, animal husbandry 3219
- Assistant veterinary 3223

## **OTHER LIFE SCIENCE TECHNICIANS**

Workers in this unit group include life science technicians not elsewhere classified in Minor Group 321.

For instance, those workers involved in forestry, fishery, plant and animal production and related fields.

Their tasks include:

preparing materials and equipment for experiments, tests and analyses;

collecting and preparing specimen from plant and animal for experiments, tests and analyses;

applying knowledge of scientific principles and practices in order to identify and solve problems arising in the course of their work.

Examples of the occupations classified here are:

- Technician , forestry
- Technician, animal husbandry
- Technician, agricultural
- ***Agricultural breeding technician***
- ***Agricultural production technician***
- ***Agricultural products inspector***
- ***Animal industry development technician***
- ***Animal quarantine inspector***
- ***Artificial breeding technician***
- ***Cotton production technician***
- ***Crop protection technician***
- ***Dairy technician***
- ***Fishery enforcer***
- ***Fishery enumerator***
- ***Fishery product inspector***
- ***Fishery technician***
- ***Forestry technician***
- ***Fumigator***
- ***Integrated social forestry technician***
- ***Livestock & poultry technician***
- ***Pest control technician***
- ***Plant quarantine inspector***

Some related occupations classified elsewhere are:

- Farm technicians                    3212
- Extension officer                    3212

## **HEALTH ASSOCIATE PROFESSIONALS (EXCEPT NURSING)**

Workers in this minor group perform technical tasks related to research and application of concepts, principles and operational methods in the fields of medicine, veterinary medicine, dentistry, pharmacy, sanitation, promotion of health and related disciplines.

Tasks performed usually include : carrying out a limited number of advisory and diagnostic duties including both preventive and curative medical, dental or veterinary work; advising on action to improve hygiene and sanitary conditions; examining eyes and prescribing glasses or contact lenses; advising on prevention and treating disorders of bones and muscular systems; assisting in the dispensing and preparing medicaments and other pharmaceutical products; applying homeopathic treatment or treating speech and other impediments. They may work under the guidance of Health Professionals.

## **MEDICAL ASSISTANTS**

Workers in this unit group carry out advisory, diagnostic, preventive and curative medical tasks, more limited in scope and complexity than those carried out by Medical Doctors. They work independently or with the guidance and supervision of Medical Doctors in institutions or in the field as part of the public health service, and may work mainly with diseases and disorders common in their region or mainly apply specific types of treatment.

Their tasks include:

advising communities and individuals on birth control, hygiene, diet and other preventive medical measures;

conducting medical examinations to make diagnoses or refer more difficult cases to Medical Doctors if possible;

prescribing medicine and giving treatment for diagnosed illness, disorders or injuries;

performing simple surgical operations.

Example of the occupations classified here is:

- Medical assistant
- ***Health program research assistant***
- ***Health program researcher***
- ***Clinical associate***
- ***Medical associate***
- ***Medical service aide***
- ***Medical social welfare officers***
- ***Medical volunteer***
- ***Medicine ward officer***

## **DENTAL ASSISTANTS**

Workers in this unit group carry out advisory, diagnostic, preventive and curative dental tasks, more limited in scope and complexity than those carried out by Dentists, and they assist Dentists by preparing and taking care of instruments and other equipment, preparing materials and helping patients prepare for examination and treatment.

Their tasks include:

advising communities and individual on dental hygiene, diet and other preventive dental measures;

conducting dental examinations to make diagnoses and refer more difficult cases to Dentists when needed;

cleaning teeth, preparing cavities and placing fillings;

performing certain types of prosthetic work and surgical procedures;

preparing and taking care of dental instruments and equipment;

preparing dental materials;

helping patients prepare for examination or treatment.

Example of the occupations classified here is:

- Assistant, dental
- **Dental technicians**
- **Dental associate**

A related occupation classified elsewhere is:

- Mechanic, dental            7311

## **VETERINARY ASSISTANTS**

Workers in this unit group carry out advisory, diagnostic, preventive and curative veterinarian tasks, more limited in scope and complexity than those carried out by Veterinarians, and they assist Veterinarians by preparing materials and getting animals ready for examination and treatment.

Their tasks include:

advising communities and individual on the treatment of animals and their diseases and injuries;

conducting examinations of animals to make diagnoses or refer more difficult cases to Veterinarians when needed;

treating ill or injured animals especially for common diseases and disorders;

preparing and taking care of instruments and materials used in the treatment of animals;

carrying out tasks connected with artificial insemination of animals;

getting animals ready for examination or treatment and holding them during treatment, when necessary.

Example of the occupations classified here is:

- Assistant, veterinary
- Equine evaluator
- **Animal vaccinator**
- **Slaughterhouse master**
- **Veterinarian quarantine aide**
- **Veterinary laboratory technician**

## **PHARMACEUTICAL ASSISTANTS**

Workers in this unit group dispense and prepare medicaments, lotions and mixtures under the guidance of Pharmacists, in pharmacies, hospitals and dispensaries.

Their tasks include :

preparing medicaments and other pharmaceutical compounds under the guidance of Pharmacists;

dispensing medicines and drugs and giving written and oral instructions on their use, as prescribed by Medical Doctors, Veterinarian or other authorized workers;

cleaning and preparing equipment and containers used to prepare and dispense medicines and pharmaceutical compounds.

Example of the occupations classified here is:

- Assistant, pharmaceutical
- **Pharmacy Aide**

## **OTHER HEALTH ASSOCIATE PROFESSIONALS (EXCEPT NURSING)**

Workers in this unit group cover Health Associate Professionals (except nursing) not classified elsewhere in Minor Group 322 Health Associate Professionals.

For instance, here should be classified those who practice homeopathy, plan and carry out therapeutical activities to help the mentally unbalanced or ill, or physically handicapped, deal with speech impediments, provide eye exercises as remedial treatment or deal with orientation problems of the blind.

Their tasks include:

treating a particular illness by giving the patient infinitesimal doses of the bodies which provoke similar illnesses;

planning or carrying out therapeutic activities connected with education, vocational training or recreation in order to help the mentally unbalanced, ill or physically handicapped;

dealing with pronunciation defects;

correcting sonority of language pronunciation;

applying remedial treatment to the eye muscles by means of eye exercises;

treating orientation problems of the blind.

Examples of the occupations classified here are:

- Technician, orthopedic
- Homeopath
- **Accupressure technician**
- **Artificial limb and brace maker**
- **Occupational therapy technician**
- **Healthcare analyst**

## **NURSING AND MIDWIFERY ASSOCIATE PROFESSIONALS**

Workers in this minor group apply medical concepts and principles relating to the delivery of babies and tonursing of the ill, injured or disabled, and of mothers and their new born babies.

Tasks performed usually include : helping Medical Doctors or Nursing and Midwifery Professionals in the practical application of preventive and curative measures and dealing with emergencies in their absence; providing nursing services , care and advice of the sick, injured, physically and mentally disabled and others in need of such care, delivering or assisting in the delivery of babies and instructing mothers in baby care.

## **NURSING ASSOCIATE PROFESSIONALS**

Workers in this unit group provide nursing care for the sick, injured and others in need of such care and in the absence of Medical Doctors or Professional Nurses, deal with emergencies.

Their tasks include :

providing nursing care, treatment and advice to the ill, injured, disbaled and others in need of such care;

assisting Medical Doctors and Professional Nurses in their tasks like administering medicines and drugs, applying surgical dressings and giving other forms of treatment under instructions from Physician or Professional Nurse;

assisting in giving first-aid treatment in emergencies;

assisting in preparations for physical and psychiatric treatment of mentally ill patients;

assisting in preparations for social adjustment, development ande ducation of mentally or physically handicapped patients;

providing nursing care to patients in their homes;

providing nursing services, care and advice within the community or at workplace.

Example of the occupations classified here is:

- Auxiliary nurse
- ***Nursing assistant***

## **MIDWIFERY ASSOCIATE PROFESSIONALS**

Workers in this unit group deliver or assist Doctors or Midwifery Professionals in the delivery of babies, provide prenatal and post natal care and instruct parents in baby care.

Their tasks include:

advising expectant mothers on appropriate diet, exercises and behavior to ease pregnancy and childbirth, and noting their general health and progress;

delivering babies or more often assisting Doctors or Professional Midwives in deliveries;

attending to mothers in the post natal period to supervise their recovery, to check on babies progress and to instruct parents in baby care;

advising on and administering birth control methods.

Example of the occupations classified here is:

- Auxiliary Midwife
- ***Attendant midwife***
- ***Volunteer midwife***

A related occupation classified elsewhere is:

- Midwife, professional 2232

## **TRADITIONAL MEDICINE PRACTITIONERS AND FAITH HEALERS**

Workers in this Minor Group advise on methods to preserve or improve health, and treat human mental and physical illness by techniques traditionally used in the community and believed to cure through assisting and stimulating nature or by power of faith and spiritual advice.

Tasks performed usually include : advising clients on proper behavior and diet to preserve or regain mental and physical health and strength; treating patients by applying traditional techniques which cure sickness by mental influence, suggestion and power of faith.

## **TRADITIONAL MEDICINE PRACTITIONERS**

Workers in this unit group treat human mental and physical sickness by herbs, medicinal plants and other techniques traditionally used in the community and believed to cure and heal by assisting or stimulating nature, and advise on methods to preserve or improve the health and well-being of a person.

Their tasks include:

treating sickness and injuries using herbs, medicinal plants, insects and other traditionally used treatment in the community which is believed to cure and heal by assisting or stimulating nature;

advising community and individual on proper diet and behavior to preserve or improve health and well-being.

Examples of the occupations classified here are:

- Healer, drugless treatment
- Healer, herbal
- Naturopath

## **FAITH HEALERS**

Workers in this unit group endeavor to cure human mental and physical sickness by mental influence and suggestion and power of faith and spiritual advice.

Their tasks include:

advising community or individual on proper behavior and faith to achieve improved health and well-being;

endeavoring to cure human mental and physical ailments by power of faith.

Example of the occupations classified here is:

- Faith healer
- *Psychic healer*

## **TEACHING ASSOCIATE PROFESSIONALS**

Workers in this sub-major group assist the Teaching Professionals in teaching activities and organize educational activities to facilitate the delivery of instruction whether in group or individually.

Tasks performed by workers in this sub-major group usually include: preparing learning programs; assisting in learning activities and monitoring activities of the students.

## **TEACHING ASSOCIATE PROFESSIONALS**

Workers in this minor group plan, assist and organize activities with teaching professionals to facilitate learning and rendering teaching services in the areas of special concern individually or in group.

Tasks performed usually include : preparing teaching aids and materials to suit the needs of children and adults; assisting teaching professionals in organizing educational activities and monitoring activities of students.

## **TEACHING ASSOCIATE PROFESSIONALS**

Workers in this unit group plan, assist and organize educational activities with teaching professionals to facilitate learning or instruction for the development of mental, physical and social skills of children/adults whether in the classroom or at home.

Their tasks include:

planning and organizing educational activities of children and adult;

checking of attendance, test papers, projects and assignments;

arranging and preparing the physical facilities of a classroom, audio visual aids and equipment;

observing and supervising students' activities to evaluate progress and problems and to ensure safety and resolve conflicts;

giving private lessons or training to children or adults.

Examples of the occupations classified here are:

- Teaching assistant
- Teaching fellow
- Teacher aide
- Tutor (own account)

## **RELATED ASSOCIATE PROFESSIONALS**

Workers in this sub-major group perform technical tasks connected with the practical application of knowledge relating to finance and sales, or business enterprise administration, bookkeeping, legal, statistical and other services, government activities relating to customs, travel, tax, welfare, job placement, licensing, police force as well as social work, entertainment, sports and religion.

Tasks performed by workers in this Sub-Major Group usually include : undertaking specialized business in the field of securities, insurance or property, organizing travel, engaging in the wholesale trade of technical and other goods, acting as appraisers, valuers or auctioneers, providing business services as agents, trade brokers, labor contractors, engaging in enterprise administration, bookkeeping, legal, statistical and other services; executing government work related to various fields such as border control, customs, travel, tax, welfare, job placement, licensing, police force, performing social work, designing products and creating interior decoration schemes; performing in the fields of entertainment and sports, executing some religious tasks. They may receive guidance from Managers, Professionals or Senior Government Officials.

## **FINANCE AND SALES ASSOCIATE PROFESSIONALS**

Workers in this minor group buy and sell financial instruments, foreign exchange or commodities, different types of insurance, real estate, travel and other business services; act as agents or sales representatives for producers of installations, equipment and goods or as buyers on behalf of organizations or they appraise the value of commodities, real estate and other properties and sell these by auction.

Tasks performed usually include analyzing market trends for financial instruments, foreign exchange, commodities and real estate and buying and selling on behalf of clients or on their own behalf; advising on and selling insurance coverage, ensuring proper recording of transfers of financial instruments and ownership of real estate; organizing, advising on and selling travel arrangements; negotiating business contracts on behalf of artists and other sellers and buyers of goods or services; selling goods on wholesale basis on behalf of producer or importer or selling technical installations and equipment; buying goods or services on behalf of organizations; appraising the value of commodities, real estate or other property and selling the value of commodities, real estate or other property and selling in auctions. They may receive guidance from Managers or Professionals.

## **SECURITIES AND FINANCE DEALERS AND BROKERS**

Workers in this unit group buy and sell securities, stocks, bonds and financial instruments and deal on the foreign exchange on spot or on future markets, on behalf of their own company or for customers on a commission basis and recommend transactions to clients or senior management.

Their tasks include:

obtaining information about the financial circumstances of customers and companies in which investments may be made;

analyzing market trends for securities, bonds, stocks and other financial instruments, including foreign exchange;

informing prospective customers about market conditions and prospects;

advising clients 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;

recording and transmitting buy and sell orders for securities, stocks, bonds or other financial instruments and for foreign exchange for future or immediate delivery.

Examples of the occupations classified here are:

- Salesman, securities
- Stockbroker
- **Securities & Finance dealers**
- **Securities and Exchange analyst**
- **Securities custodian**

A related occupation classified elsewhere is:

- Clerk, securities                      4122

## **INSURANCE REPRESENTATIVES**

Workers in this unit group advise on and sell life, accident, automobile, liability, endowment, fire, marine and other types of insurance to new and established clients.

Their tasks include:

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 derived, extent of coverage and terms of payment;

negotiating and placing reinsurance contracts;

advising or, negotiating terms for and placing insurance contracts for large or special types of projects, installations or risks.

Examples of the occupations classified here are:

- Underwriter/agent, insurance
- Salesman, insurance
- Broker, insurance
- **Insurance adjuster**
- **Insurance examiner**

Some related occupations classified elsewhere are:

- Assessor, insurance           3417
- Clerk, insurance               4122

## **ESTATE AGENTS**

Workers in this unit group arrange the sale, purchase rental and lease of real property, usually on behalf of clients and on a commission basis.

Their tasks include:

obtaining information about properties to be sold or leased, the circumstances of their owner and the needs of prospective buyers or tenants;

showing properties to be sold or leased to prospective buyers or tenants and explaining terms of sale or conditions of rent or lease;

arranging the 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.

Examples of the occupations classified here are:

- Salesman, real estate
- Realtor
- Salesperson, property
- **Estate management officer**

- *Housing & Home site regulation officer*
- *Property custodian*
- *Real estate broker*
- *Real property appraiser*
- *Resettlement and development officer*

A related occupation classified elsewhere is:

- Clerk, mortgage      4122

## **TRAVEL CONSULTANTS AND ORGANIZERS**

Workers in this unit group plan itinerary and schedule travel accommodations for customers, and organize or sell complete group travel tours for business or leisure.

Their tasks include: obtaining information on the availability, cost and convenience of different types of transport and accommodations, ascertaining customers' requirements and advising them on travel arrangements;

making and confirming travel and hotel reservations, giving customers' tickets and vouchers and receiving payments;

organizing complete group tours for business or leisure travel and selling them to groups or individuals;

helping customers in obtaining necessary certificates and travel documents.

Examples of the occupations classified here are:

- Consultant, travel
- Organizer, travel
- *Tour coordinator*
- *Tour guide*
- *Travel assistant*

Some related occupations classified elsewhere are:

- Clerk, ticket issue      4211
- Clerk, travel agency      4221

## **TECHNICAL AND COMMERCIAL SALES REPRESENTATIVES**

Workers in this unit group sell various goods on a wholesale basis including installations, equipment and technical products and related services and provide specialized information as required.

Their tasks include :

soliciting orders and selling goods to retail, industrial, wholesale and other establishments;

selling technical equipment, supplies and related services to business establishments or individuals;

providing prospective customers with general and specialized information and the characteristics and functions of the equipment and demonstrating its use;

reporting customers' reactions and requirements to manufacturers.

Examples of the occupations classified here are:

- Service adviser, technical
- Commercial traveller
- Manufacturer's agent
- **Technical sales representative**
- **Sales consultant**
- **Sales analyst**
- **Sales supervisor**
- **Executive sales agent**
- **Franchise relation officer**

A related occupation classified elsewhere is:

- Salesperson, retail establishment 5220

## **BUYERS**

Workers in this unit group buy goods and services on behalf of industrial, commercial or other enterprises and organizations.

Their tasks include:

negotiating and contracting for the purchase of equipment, raw materials, products and supplies for industrial plant, utilities, government units or other establishments and the purchasing of merchandise for release;

obtaining information about requirements and stock, and determining quantity and quality to be purchased, costs, delivery dates and other contract conditions.

Examples of the occupations classified here are:

- Buyer
- Buyer, merchandise/retail trade
- Purchasing agent
- **Material planning/procurement officer**

## **APPRAISERS AND VALUERS**

Workers in this unit group determine the value of property and goods and assess losses covered by insurance policies.

Their 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 offered for sale or to be insured;

assessing the extent of damage or loss and liabilities of insurance companies and underwriters for losses covered by insurance policies.

Examples of the occupations classified here are:

- Appraiser
- Assessor, claims/insurance
- Inspector, claims
- Valuer
- **Assessment examiner**

## **AUCTIONEERS**

Workers in this unit group make inventories and sell commodities, properties and goods by auction.

Their tasks include:

making inventories of goods, commodities for sale and issuing catalogue;

selling by auction various kinds of property, cars, art, jewelry, livestock, commodities and other objects.

Example of the occupations classified here is:

- Auctioneer

## **OTHER FINANCE AND SALES ASSOCIATE PROFESSIONALS**

Workers in this unit group cover finance and sales associate professionals not classified elsewhere in Minor Group 341, Finance and Sales Associate Professionals.

## **BUSINESS SERVICES AGENTS AND TRADE BROKERS**

Workers in this minor group establish necessary contacts between buyers and sellers, buy and sell commodities usually in bulk, carry-out customs clearance procedures and ensure that insurance and export/import licenses are in order, match jobseekers with vacancies known to government placement offices, find workers for vacant posts on a commission basis, or contract labor for particular projects and sell various other business services.

Tasks performed usually include: buying and selling commodities in bulk; carrying out customs clearance procedures and ensuring that insurances and export/import licenses are in order; matching jobseekers with vacancies known to government placement offices or advising on training schemes; finding workers for various posts or contracting labor for particular projects at the request of enterprises and other institutions including government; finding jobs for jobseekers on a commission basis; establishing business contracts; selling business services such as advertising space in the media, transport services and other facilities, or credit and other business information; arranging contracts for performances of entertainers and artists, as well as the publication of books, production of plays, recording and sale of music. They may receive guidance from Managers or Professionals.

## **TRADE BROKERS**

Workers in this unit group buy and sell commodities usually in bulk, at auctions on the spot or future markets.

Their tasks include:

establishing contact between buyers and sellers of commodities;

discussing the buying and selling requirements of clients and giving advice accordingly;

arranging for the production of auction catalogues, fixing reserve prices, attending auctions on the spot or future markets and bidding on behalf of clients;

negotiating purchase/sale by private treaty of goods not sold at auction;

obtaining cargo space and fixing and collecting freight charges from clients.

Examples of the occupations classified here are:

- Broker, commodity
- Broker, shipping
- Broker, trade

## **CLEARING AND FORWARDING AGENTS**

Workers in this unit group carry out customs clearing procedures and ensure that insurance, export/import licenses and other formalities are in order.

Their tasks include:

carrying out customs clearing procedures for exports or imports;

ensuring that insurance is in order;

ensuring that export/import licenses and other formalities are done properly;

signing and issuing bills of lading.

Examples of the occupations classified here are:

- Agent, clearing
- Agent, forwarding
- Agent, shipping

## **LABOR CONTRACTORS AND EMPLOYMENT AGENTS**

Workers in this unit group match jobseekers with vacancies, find workers for employers and contract labor for particular projects at the request of the enterprises including government institutions and find places for jobseekers in a commission basis.

Their tasks include:

matching jobseekers with vacancies known to government job placement offices, or advising on training scheme;

finding workers for vacant posts against a commission from the employer or worker;

discussing with enterprises/organizations the needed skills and other characteristics of the workers to be employed or contracted;

finding workers with appropriate skills, etc., and undertaking the necessary formalities according to national or international regulations and requirements;

ensuring that the employment contracts meet legal requirements and signing them.

Examples of the occupations classified here are:

- Agent, employment placement
- Contractor, labor
- Officer, job placement
- ***Overseas operations officer***
- ***Worker welfare assistant***
- ***Overseas worker welfare officer***

## **OTHER BUSINESS SERVICES AGENTS AND TRADE BROKERS**

Workers in this unit group cover those that are not classified elsewhere in Minor Group 342, Business Services Agents and Trade Brokers.

For instance, those workers who establish business contacts, sell business services such as advertising space in the media, transport services and other facilities, credit and other business information, arrange contracts for performances 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.

Their tasks include:

obtaining information about services to be sold and needs of prospective buyers;

negotiating contracts on behalf of seller or buyer and explaining terms of sale and payment to clients;

signing agreements on behalf of seller or buyer and ensuring that contract is honored;

making sure that the business service purchased is made available to the buyer in the agreed form at the agreed period.

Examples of the occupations classified here are:

- Agent, literary
- Agent, musical performance
- Agent, sports
- Agent, theater
- Salesperson, business services/ advertising
- ***Publication circulation officer***

## **ADMINISTRATIVE ASSOCIATE PROFESSIONALS**

Workers in this Minor Group implement and support the communication, documentation and internal managerial coordination activities of an organizational unit, to assist the head of unit and other staff; making verbatim reports of proceedings, examining and summarizing legal records and documents, maintaining complete records of financial transactions;collecting, processing and presenting mathematical, statistical and actuarial data. They may receive guidance from Managers or Professionals.

## **ADMINISTRATIVE SECRETARIES AND RELATED ASSOCIATE PROFESSIONAL**

Workers in this unit group implement and support the communication, documentation and internal managerial coordination activities of an organizational unit to assist the head of the unit and other members of staff and make verbatim reports of proceedings.

Their tasks include:

drafting administrative correspondence and minutes;

obtaining, proposing and monitoring deadlines and follow-up dates;

screening requests for meetings, scheduling and organizing meetings and travel arrangements for the head of the unit and other members of staff;

assisting in the preparation of budgets, monitoring of expenditures, drafting of contracts and purchasing or acquisition orders;

assisting the head of unit and other staff with inquiries of an administrative or organizational structure;

making verbatim reports of proceedings in legislative assemblies, courts of law or other places in shorthand or by other means;

assisting the head of the unit in organizing and hosting hospitality functions for outside visitors or members of staff;

writing and answering business or technical letters and other similar correspondence.

Examples of the occupations classified here are:

- Administrative secretary/ assistant
- Assistant correspondence
- Reporter, verbatim
- **Board secretary**
- **Civil secretary**
- **Corporate secretary**
- **Executive Secretary**
- **Minutes agenda officer**
- **Presidential staff officer**
- **Private secretary**
- **Reconciliation specialist**
- **Records management analyst**
- **Records officer**

A related occupation classified elsewhere is:

- Secretary 4115

## **LEGAL AND RELATED BUSINESS ASSOCIATE PROFESSIONALS**

Workers in this unit group assist Corporate Managers, General Managers, and business professionals in connection with legal matters, including those related to insurance contracts, granting of loans and other financial transaction.

Their tasks include: examining or making arrangements for examining legal records and other relevant documents;

preparing paper, summarizing legal positions, setting out conditions of loans or insurance;

advising clients and agents on legal or technical matters relating to their particular cases;

preparing documents relating to transfer of real estate, stocks or other matters requiring formal registration;

checking validity of documents and forwarding them to company's share register.

Examples of the occupations classified here are:

- Legal assistant
- Insurance assistant
- Bailiff
- Clerk, court/judge/law
- **Corporate legal officer**
- **Court legal service chief**

- *Fiscal examiner*
- *Legislative staff officer*
- *Local legislative staff officer*
- *Paralegal officer*

## **BOOKKEEPERS**

Workers in this unit group maintain complete records of financial transactions of an undertaking and verify accuracy of documents and records relating to such transactions.

Their tasks include:

maintaining complete records of all financial transactions of an undertaking according to general bookkeeping principles with guidance from Accountants;

verifying accuracy of documents and records relating to payments, receipts and other financial transactions;

preparing financial statements and reports for specified periods;

applying knowledge of bookkeeping principles and practices in order to identify and solve problems arising in the course of their work.

Example of the occupations classified here is:

- Bookkeeper

Some related occupations classified elsewhere are:

- Accountant 2411
- Clerk, bookkeeping 4121
- *Financial Planner/analyst 2411*

## **STATISTICAL, MATHEMATICAL AND RELATED ASSOCIATE PROFESSIONALS**

Workers in this unit group assist in planning the collection, processing and presentation of mathematical, statistical or actuarial data and in carrying out these operations, usually working under the guidance of Mathematician and Related Professionals or Statisticians.

Their tasks include:

assisting in planning and performing mathematical, actuarial, statistical, accounting and related calculations;

preparing detailed estimates of quantities and costs of materials and labor required for statistical census and survey operations;

performing technical tasks connected with establishing, maintaining and using registers and sampling frames for census and survey operations;

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 mathematical, actuarial, statistical, accounting and other results for presentation in graphical or tabular forms;

applying knowledge of mathematical, actuarial, statistical, accounting and related principles and practices in order to identify and solve problems arising in the course of their work.

Examples of the occupations classified here are:

- Assistant statistician
- Assistant actuary
- Assistant accountant
- ***Statistical processor***
- ***Statisticaresearcher***
- ***Statistics billing assistant***
- ***Statistical aide***
- ***Mathematician aide***

Some related occupations classified elsewhere are:

- Actuary                    2121
- Clerk, statistical        4122
- Mathematician           2121
- Statistician              2122

## **OTHER ADMINISTRATIVE ASSOCIATE PROFESSIONALS**

Workers in this unit group cover those administrative associate professionals not elsewhere classified in Minor Group 343.

Examples of occupation classified here are;

- ***Agenda minutes officer***
- ***Assistant land registration examiner***
- ***Deeds registry inspector***
- ***Dormitory manager***
- ***Election field officer***
- ***Park administrator***
- ***Political affairs officer***
- ***Population program worker***
- ***Procurement officer***
- ***Property officer***
- ***Registration officer***
- ***Traffic operations officer***

## **CUSTOMS, TAXATION, LICENSING, WELFARE AND RELATED ASSOCIATE**

## PROFESSIONALS

Workers in this Minor Group enforce or apply relevant government rules and regulations relating to national borders, taxes, social benefits and provide or examine applications for licenses or authorizations in connection with travel, exports and imports of goods, establishment of business, erection of buildings and other activities subject to government regulations.

Tasks performed usually include: checking persons and vehicles, travel and transport documents and goods transported from other countries to ensure enforcement of government rules and regulations; examining tax returns to determine taxes payable by person and businesses; examining and deciding on applications for government authorizations and licenses necessary to travel, export or import goods, construct buildings; establish a business or undertake other activities subject to government regulations; monitoring the application of price, wage or weights and measures regulations. They may receive guidance from Senior Government Officials or Managers.

## CUSTOMS AND IMMIGRATION INSPECTORS

Workers in this unit group check persons, baggages, goods, vehicles and related matters coming/leaving the country to enforce relevant government rules and regulations.

Their tasks include:

checking persons, export and import goods leaving/entering the country to stop illegal entry or leaving as well as illegal importing or exporting currency or goods;

checking travel documents of persons coming/leaving the country to ensure proper authorizations and certificates;

inspecting the luggage of persons coming/leaving the country to ensure that it conforms to government rules and regulations concerning import or export of goods and currencies;

checking transport documents and freight vehicles coming/leaving the country to ensure conformity with government rules and regulations concerning import and export of goods and to verify the necessary payments have been made;

testifying, when necessary, in court of law about circumstances and results of investigations carried out.

Examples of the occupations classified here are:

- Inspector, customs
- Officer, passport checking
- **Custom service officer**
- **Immigrant services officer**
- **Immigration officer**
- **Travel tax officer**
- **Terminal operations specialist**
- **Warehouse inspector**
- **Warehouse shipping officer**

## GOVERNMENT TAX AND EXCISE OFFICIALS

Workers in this unit group examine tax returns, bill of sale and other documents to determine the type and amount of taxes, duties and other types of fees to be paid by individual or businesses, referring exceptional or important cases to Senior Government Officials or Managers.

Their tasks include:

advising organizations, enterprises and the general public on the proper understanding of government laws, rules and regulations concerning the determination and payment of taxes, duties and other government fees and on the public 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.

Examples of the occupations classified here are:

- Officer, tax
- Officer, excise
- **Tariff analyst**
- **Transport tax processor**
- **Tax consultant**
- **Tax enforcer**
- **Tax researcher**

## GOVERNMENT SOCIAL BENEFITS OFFICIALS

Workers in this unit group examine applications for benefits, in cash or in kind to determine eligibility and amount of benefit, referring exceptional or important cases to Senior Government Officials or Managers.

Their tasks include:

advising individual and organizations on the proper understanding of government laws, rules and regulations concerning government benefits and the determination and disbursement of payments as well as on the public rights and obligations;

examining applications and other relevant documents to determine type and amount of benefit which individuals should receive.

Examples of the occupations classified here are:

- Officer, pension
- Officer, social benefits
- Officer, social security claims
- **Insurance risk analyst**
- **Medical claims processor**
- **Social security examiner**

## GOVERNMENT LICENSING OFFICIALS

Workers in this unit group examine applications for licenses to export and import goods, set up a business, build a house or other structures, or to obtain a passport and determine whether the applications for licenses or passports are to be approved and whether specific conditions are to be attached to the license, referring exceptional or important cases to SeniorGovernmentOfficials or Managers.

Their tasks include:

advising individuals on the proper understanding of government laws and regulations concerning the type of license required and the conditions attached to such licenses and on the public's rights and obligations;

examining applications and relevant documents and determining whether a license can be granted and the conditions which should be attached;

examining applications and approving the issue of passports.

Examples of the occupations classified here are:

- Officer, licensing
- Officer, passport issuing
- ***License examiner***
- ***License inspector***
- ***Licensor***
- ***Permit & licensing officer***
- ***Professional regulation officer***

## OTHER GOVERNMENT ASSOCIATE PROFESSIONALS

Workers in this unit group cover all those related government associate professionals not elsewhere classified in Minor Group 344 Customs.Taxation, Licensing, Welfare and Related Associate Professionals.

Examples of the occupations classified here are:

- Inspector, price
- Forest guard
- ***Forest concession guard***
- ***Land management officer***
- ***Drug regulation officer***

## POLICE INSPECTORS AND DETECTIVES

Workers in this minor group investigate facts and circumstances relating to crimes committed and obtain information not readily available or apparent concerning establishments or the other circumstances and behavior of persons, mostly in order to prevent crimes.

## POLICE INSPECTORS AND DETECTIVES

Workers in this unit group investigate facts and circumstances relating to crimes committed and obtain information not readily available or apparent concerning establishments or the other circumstances and behavior of persons, mostly in order to prevent crimes.

Their tasks include:

establishing contacts and sources of information about crimes planned or committed in order to prevent crimes or identify culprits;

investigating events and circumstances suspected of being criminal in nature to obtain evidence and identify the perpetrators;

establishing contacts and sources of information not readily available or apparent concerning establishments or the circumstances and behavior of persons usually with the aim of preventing a crime;

investigating possible cases of theft of goods, money or information from business establishments and of other possible cases of unlawful behavior by customers or employees;

investigating establishments or other circumstances and behavior of persons on behalf of legal authorities or clients;

making arrests or assisting in making arrests, if authorized;

testifying in court of law or reporting to Superiors or clients about circumstances and results of investigations.

Examples of the occupations classified here are:

- Detective
- Police/criminal investigator
- Agent
- *Cartographer, police & detective*
- *Chief inspector*
- *Chief of police*
- *Chief of staff (jail)*
- *Chief penal institution program officer*
- *Civil security officer*
- *Defense research officer*
- *Enforcement & intelligence officer*
- *Industrial security inspector*
- *Intelligence agent*
- *Investigation agent*
- *National security specialist*
- *National intelligence specialist*
- *Penal institution program officer*
- *Polygraph examiner*

**SOCIAL WORK ASSOCIATE PROFESSIONALS**

Workers in this Minor Group provide guidance to clients in social and related matters to enable them to find and use resources to overcome difficulties and achieve particular goals.

Tasks performed usually include : helping individuals and families with personal and social problems; working to prevent development of delinquency or to achieve rehabilitation of organizing and supervising social activities of individuals and groups; helping physically or mentally handicapped persons to obtain adequate treatment and improve their ability to function in society.

## **SOCIAL WORK ASSOCIATE PROFESSIONALS**

Workers in this unit group provide guidance to clients in social and related matters to enable them to find and use resources to overcome difficulties and achieve particular goals.

Their tasks include:

helping individuals and families with personal and social problems;

collecting information relevant to the clients' needs and advising them on their rights and obligations;

analyzing the clients' situation and presenting alternative approaches to resolving problems;

compiling case records or reports for courts and other legal proceedings;

planning, evaluating, improving and developing welfare services;

working to prevent development of delinquency or to achieve rehabilitation of delinquents by organizing and supervising social, recreational and educational activities in youth clubs, community centers and similar organizations, or by other means;

helping physically or mentally handicapped persons to obtain adequate treatment and improve their ability to function in society;

planning, organizing or providing home help services.

Examples of the occupations classified here are:

- Social welfare assistant
- Social welfare aide
- ***Barangay affairs worker***
- ***Case worker***
- ***City community affairs officer***
- ***Community worker***
- ***Day care worker***
- ***Outreach project worker***
- ***Relief and rehabilitation worker***
- ***Veterans assistance officer***
- ***Volunteer service officer***
- ***Youth development officer***

## **ARTISTIC, ENTERTAINMENT AND SPORTS ASSOCIATE PROFESSIONALS**

Workers in this minor group design products or decorate interiors, present information through the media, entertain audiences by performing spectacular, amusing or exciting acts on stage, in the streets or incircuses, or participate in sports competitions and in some cases trainor direct those who perform such activities.

Tasks performed usually include: designing products, creating interior decorating schemes; presenting information through the media; entertaining audiences by performing on stage or in the streets; performing amusing antics, tricks of illusion or difficult and spectacular acrobatics; participating in sports competition.

## **DECORATORS AND COMMERCIAL DESIGNERS**

Workers in this unit group apply artistic techniques to product design, interior decoration and sales promotion.

Their tasks include:

designing industrial and commercial products, including new types and styles of clothing and accessories and endeavoring to harmonize aesthetic considerations with technical and other requirements;

creating interior decorating schemes and planning furnishings for homes, public buildings, ships and other places;

designing and painting stage scenery;

tattooing decorative designs on clients' skin;

creating and executing artistic effects for use in show windows and other display areas.

Examples of the occupations classified here are:

- Artist, display
- Decorator, interior
- Designer, fashion
- Tattooist

Some related occupations classified elsewhere are:

- Architect, interior      2141
- Artist, commercial      2452

## **RADIO, TELEVISION AND OTHER ANNOUNCERS**

Workers in this unit group read news bulletin, conduct interviews, and make other announcements or introductions on radio, televisions or in theaters and other establishments.

Their tasks include:reading news bulletins and making announcements on radio or television;

introducing performing artists or persons being interviewed, and making related announcements on radio, television or in theaters, clubs and other establishments;

interviewing persons in public, specially on radio and television.

Examples of the occupations classified here are:

- Announcer, radio/ television
- Compere'
- Interviewer, media
- **Broadcast program traffic officer**
- **News analyst**
- **News correspondent/reporter**
- **Newscaster/broadcaster, radio & tv**
- **Disk jockey**
- **Field reporter**
- **Radio, tv commentator**

## **STREET, NIGHTCLUB AND RELATED MUSICIANS, SINGERS AND DANCERS**

Workers in this unit group conduct and participate in performances such as singing, dancing and playing musical instruments in streets, night clubs and other places whether solo or in group.

Their tasks include:

playing one or more musical instruments as a soloist or as a member of popular music orchestra of circus or other bands;

singing popular arias as a soloist or as a member of vocal groups in nightclubs or on the streets;

performing dances as a soloist , with a partner or as a member of dancing groups, in places such as circuses, nightclubs, or on the streets.

Examples of the occupations classified here are:

- Band leader
- Dancer, nightclub
- Musician, nightclub
- Singer, nightclub/street/Folkhouse/Choir
- **Ballroom dancer**
- **Impersonator**

Some related occupations classified elsewhere are:

- Conductor, orchestra      2453
- Dancer, ballet              2454
- Cultural dancer            2454
- Instrumentalist            2454

## **CLOWNS, MAGICIANS, ACROBATS AND RELATED WORKERS**

Workers in this unit group entertain audiences in circuses and other places by performing a variety of acts.

Their tasks include:

performing tricks of illusion and slight of hand, and feats of hypnotism;

performing difficult and spectacular acrobatics and gymnastic or juggling feats;

training and performing with animals.

Examples of the occupations classified here are:

- Acrobat
- Aerialist
- Clown
- Magician

## **ATHLETES AND RELATED WORKERS**

Workers in this unit group participate for monetary gain in sporting events, train athletes and regulate the progress of these events.

Their tasks include:

participating in competitive sporting events;

conducting sports training to develop ability in and knowledge of the sport;

compiling rules concerning the conduct of sporting competitions and controlling progress of these events;

instructing persons in development and maintenance of their physical fitness by means of gymnastics and other exercises.

Examples of the occupations classified here are:

- Athlete, all sports
- Coach, sports
- Official, sports
- **Sports & Games Regulation Officer**
- **Sports Trainor**

## **NON-ORDAINED RELIGIOUS ASSOCIATE PROFESSIONALS**

Workers in this minor group participate in the practice of religious works or devote their lives to contemplative prayer or meditation, or preach and propagate the teachings of their particular religion.

Tasks performed usually include: participating in the practice of religious works; devoting their lives to contemplative prayer or meditation and preaching and propagating the teachings of their particular religion.

## **NON-ORDAINED RELIGIOUS ASSOCIATE PROFESSIONALS**

Workers in this unit group undertake religious works, devote their lives to contemplative prayer or meditation and preach and propagate the teachings of their particular religion.

Their tasks include:

undertaking religious works;

living as a member of a separate community and observing its rules and practices;

devoting their lives to contemplative prayer or meditation;

preaching and propagating the teachings of a particular religious faith.

Examples of the occupations classified here are:

- Catechist
  - Lay minister
  - Lay preacher
  - Lay evangelist
  - ***Religious workers***
-