



# ASCO

First Edition

## OCCUPATION DEFINITIONS



AUSTRALIAN STANDARD CLASSIFICATION OF OCCUPATIONS

# **AUSTRALIAN STANDARD CLASSIFICATION OF OCCUPATIONS**

**(FIRST EDITION)**

## **OCCUPATION DEFINITIONS**

**IAN CASTLES**

**Australian Statistician**

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## **ASCO PUBLICATIONS**

- 1220.0     Statistical Manual**
- 1221.0     Information Paper: Guide to ASCO Publications**
- 1222.0     Statistical Classification**
- 1223.0     Occupation Definitions**
- 1224.0     Expert Coding System: Unit Group Level**
- 1225.0     Manual Coding System: Unit Group Level**
- 1226.0     Expert Coding System: Occupation Level**
- 1227.0     Manual Coding System: Occupation Level**
- 1228.0     Keyword Index of Unit Group Tasks**
- 1229.0     Keyword Index of Occupation Tasks**

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- 1241.0     Keyword Index of Structure Titles**
- 1242.0     Structure and Group Definitions**
- 1243.0     Occupation Definitions**
- 1245.0     Coding Index: Unit Group Level**
- 1247.0     Coding Index: Occupation Level**



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## PREFACE

This document is one of a series which presents the first edition of the Australian Standard Classification of Occupations (ASCO). This new classification is the product of an extensive work programme undertaken by a joint project team from the Australian Bureau of Statistics (ABS), the then Department of Employment and Industrial Relations (DEIR), now the new Department of Employment, Education and Training (DEET).

In the 1970s it became clear that the classifications of occupations then in use in Australia suffered from a number of deficiencies which led to widespread criticism, as for example in the Norgard Report on Review of the Commonwealth Employment Service (June 1973) and the Crawford Report on Structural Adjustment (March 1979). Against this background, DEIR and the ABS established a joint project in 1978 to develop a new standard classification of occupations.

Research into the needs of the user community and consideration of relevant conceptual issues led to the conclusion that the structure of the new classification should be based on 'kind of work', defined in terms of skill level and skill specialisation. The ASCO structure identifies 1079 occupations covering all jobs in the Australian economy. These occupations were identified and described on the basis of an extensive field work programme involving on-the-job observation, and on the basis of advice from trade unions, employer organisations and industry associations.

ASCO is being progressively introduced into ABS collections. The first major collections to use ASCO were the Labour Force Survey, Survey of Employee Earnings and Hours and the 1986 Census of Population and Housing. The Department of Immigration, Local Government and Ethnic Affairs (DILGEA) has adopted ASCO for use in the processing of all visa and immigration applications from 1 July 1989.

The Commonwealth Employment Service (CES) is committed to adopting the ASCO First Edition classification for the listing of all job applicants and vacancies. This is planned to occur in 1991. The National Occupational Health and Safety Commission (Worksafe Australia) has adopted ASCO as part of the National Data Set for Compensation-based Statistics. ASCO is now widely used by public and private sector organisations in the reporting of data on employment injuries. The Affirmative Action Agency recommends ASCO for use by companies in reporting on progress in the implementation of affirmative action programs. Many companies have adopted ASCO as the basis of their human resource management systems.

The background work leading to the final definition of this important new classification would not have been possible without the co-operation and assistance of many organisations and individuals. Those who have assisted are too numerous by far to list individually, but the ABS and DEET would like to express their appreciation of organisations of industry and commerce, trades unions and other employee representative organisations, State and Commonwealth Government departments and instrumentalities, higher education institutions, community organisations, academics and many private individuals.

This publication will be revised periodically to reflect changes in the tasks performed in different occupations, the evolution of new occupations and the disappearance of others. It is hoped that feedback from the user community will be a significant source of information to enable the ASCO Occupation Definitions to continue to reflect the composition of jobs in the Australian economy.

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## THE PURPOSE AND USE OF THIS PUBLICATION

This publication is designed as a companion volume to the *ASCO Statistical Classification*, (ABS Cat. No. 1222.0). It completes the definition of the ASCO First Edition Structure by providing definitions of the 1079 occupations which constitute the fourth level of the classification. As such, reference to this document may be made as a result of using the *ASCO Statistical Classification*.

The two volumes together contain exactly the same structure and definitions as presented in the *ASCO Dictionary* (AGPS Cat. No. 85 1291 0, 1987). However, the ABS publications present the material in a different format which is more suitable for statistical applications. In addition, the two ABS publications contain a Keyword Index of Structure Titles which is organised differently from the index contained in the *ASCO Dictionary*. This index is designed to facilitate the resolution of queries which arise in the occupation coding process.

This publication, *Occupation Definitions*, presents all occupations in numerical order of ASCO code. If you do not know the ASCO code for the occupation or occupations you are interested in, one or more of the following methods may be of assistance:

- 1) Use the classification structure on pages 9-17 to determine firstly the most appropriate major group, then minor group, unit group and finally occupation code. The occupation level structure for each major group is printed at the beginning of the definitions for the major group concerned.
- 2) Use the Keyword Index of Structure Titles to determine all occupation titles which may be relevant. This approach is likely to be particularly useful if you are interested in finding definitions of all occupations which primarily use a certain piece of equipment or type of material. For example, if you wished to obtain information about all occupations involving working with machinery or plant and wood, you would look under 'wood', 'plant' and 'machine' and find a range of occupations in Major Groups 4, 7 and 8. Care should be exercised, however, since there may be other relevant occupations whose titles do not contain any of these words.
- 3) Use the Coding Indexes provided in the *ASCO Manual Coding System* (ABS Cat. Nos. 1225.0 or 1227.0) or use the *ASCO Expert Coding System* to determine the correct ASCO codes for natural language occupation titles or descriptions.

