



Australian Fair Pay Commission

Wage-Setting Decision No 1. 2006

October 2006

Wage-Setting Decision No 1/2006

On 6 October 2006 we, Ian Harper (Chairman), and Hugh Armstrong, Patrick McClure, Mike O'Hagan, and Judith Sloan (Commissioners), collectively comprising the Australian Fair Pay Commission, acting pursuant to the powers conferred on the Australian Fair Pay Commission by sections 196, 197, 214, 216, 218, 220 and 864 of the *Workplace Relations Act 1996* (the Act) make the following decision to be known as Australian Fair Pay Commission wage-setting decision No.1/2006. This decision takes effect from 1 December 2006.

Interpretation

In this decision:

“takes effect from 1 December 2006” means commences midnight 30 November 2006

“Pay Scale” means an Australian Pay and Classification Scale

“AIRC” means the Australian Industrial Relations Commission

“adult basic period rate of pay” means a basic periodic rate of pay that does not explicitly apply to a class of employees with a disability or employees to whom a training arrangement applies or junior employees.

A. General Decision – Standard Federal Minimum Wage

Adjustment of the standard FMW

A.1 Pursuant to section 196 of the Act the standard Federal Minimum Wage is increased by \$0.72 per hour. The standard Federal Minimum Wage is increased from \$12.75 to \$13.47.

B. Australian Industrial Relations Commission's 2005 Safety Net Review decision

B.1 Pursuant to section 218 of the Act all rate provisions within a preserved Pay Scale derived from a pre-reform federal wage instrument that the AIRC did not, before 27 March 2006, adjust in accordance with the AIRC's 2005 Safety Net Review decision and that:

- were adjusted in accordance with the AIRC's 2004 Safety Net Review decision; or
- were not adjusted in accordance with the AIRC's 2004 Safety Net Review decision but received a safety net adjustment during the 12 months to 27 March 2006 ; or
- took effect after the AIRC's 2004 Safety Net Review decision,

are, except for the rates specified in Section D below, increased by \$17 per week expressed as an hourly rate worked out in accordance with the applicable method set out in sub-regulation 7.5(2) of the Workplace Relations Regulations 2006.

B.2 Pursuant to regulation 7.7 of the Workplace Relations Regulations 2006, all rate provisions within a Pay Scale derived from a pre-reform state wage instrument that a state industrial authority did not, before 27 March 2006, adjust in accordance with its decision relating to the AIRC's 2005 Safety Net Review decision (by way of general order or otherwise) and that:

- were adjusted in accordance with the state industrial authority's decision relating to the AIRC's 2004 Safety Net Review decision (by general order or otherwise); or
- were not adjusted in accordance with the state industrial authority's decision relating to the the AIRC's 2004 Safety Net Review decision but received, during the 12 months to 27 March 2006, an adjustment (by general order or otherwise) in accordance with the state industrial authority's decision relating to an earlier AIRC safety net review decision; or
- took effect after the state industrial authority's decision relating to the AIRC's 2004 Safety Net Review decision,

are, except for the rates specified in Section D below, increased by \$17 per week expressed as an hourly rate worked out in accordance with the applicable method set out in sub-regulation 7.5(2) of the Workplace Relations Regulations 2006.

B.3 This increase is in addition to the increase determined in Section C.

C. General Decision – Wage adjustment to basic periodic rates of pay prescribed in Australian Pay and Classification Scales (Pay Scales)

C.1 Basic periodic rates of pay prescribed in each Pay Scale, other than those rates specifically referred to in Section D and Section G in this wage-setting decision, are increased in the following way.

C.2 Preserved Pay Scales that provide for a basic periodic rate of pay of up to, and including, the level of \$18.42 per hour are increased by \$0.72 per hour.

C.3 Preserved Pay Scales that provide for a basic periodic rate of pay more than \$18.42 per hour are increased by \$0.58 per hour.

D. Wage adjustment to basic periodic rates of pay prescribed in Australian Pay and Classification Scales (Pay Scales)

D.1 Where a basic periodic rate of pay or a basic piece rate of pay included in a Pay Scale was derived from a rate in a pre-reform wage instrument that immediately before 27 March 2006 was determined in accordance with a formula or method which referred to another rate of pay, then the basic periodic rate of pay or the basic piece rate of pay is increased by applying that formula or method to that other rate of pay, after that other rate of pay has been increased according to the method set out in Sections B (if applicable) and C of this wage-setting decision.

D.2 Where a basic periodic rate of pay or basic piece rate of pay included in a Pay Scale was derived from a rate in a pre-reform wage instrument that immediately before 27 March 2006 was expressed as a flat monetary amount, and the pre-reform wage instrument specified how that monetary amount was to be increased, the basic periodic rate of pay or the basic piece rate of pay is increased in the manner so specified to give effect to the increases provided for in Sections B (if applicable) and C of this wage-setting decision. Where the specification of how the monetary amount was to be increased included a reference to another rate of pay, the reference is taken to be a reference to the basic periodic rate of pay that was derived from that rate, increased pursuant to Sections B (if applicable) and C of this wage-setting decision.

D.3 Where a basic periodic rate of pay that expressly applies to a class of junior employee is included in a Pay Scale and that rate was derived from a rate of pay in a pre-reform wage instrument that immediately before 27 March 2006 was expressed only as a flat monetary amount and no formula or method for setting or increasing the rate was specified, then that basic periodic rate of pay is increased so as to maintain its proportion of the relevant adult basic periodic rate of pay, increased pursuant to Sections B (if applicable) and C.

Where a Pay Scale does not specify such a relevant rate, the junior basic periodic rate is increased so as to maintain its proportion to the lowest rate in the Pay Scale that is not a basic periodic rate expressly applying to a class of junior employee or to a class of employee to whom training arrangements apply, or to a class of employee with disability.

D.4 Where a basic periodic rate of pay that expressly applies to a class of apprentice is included in a Pay Scale, and that rate was derived from a rate of pay in a pre-reform wage instrument that immediately before 27 March 2006 was expressed only as a flat monetary amount and where no formula or method for setting or increasing the rate was specified, that basic periodic rate is increased so as to maintain its proportion of the base tradesperson's basic periodic rate of pay in the Pay Scale for the trade to which the apprentice rate applies, after the base tradesperson's basic periodic rate of pay has been increased pursuant to Sections B (if applicable) and C, of this wage-setting decision.

D.5 Basic periodic rates of pay contained in a Pay Scale which expressly apply to National Training Wage Traineeships or related traineeships (including school-based traineeships) are replaced with the corresponding basic periodic rate specified in Schedule 1 to this wage-setting decision.

D.6 Where a basic periodic rate of pay that expressly applies to a class of employee with a disability is included in a Pay Scale, and that rate was derived from a rate of pay in a pre-reform wage instrument that immediately before 27 March 2006 was expressed only as a flat monetary amount and where no formula or method for setting or increasing the rate was specified, that basic periodic rate of pay is:

- (a) where it is below the standard Federal Minimum Wage, increased so as to maintain its proportion of the standard Federal Minimum Wage. Where if the rate has not been adjusted pursuant to the increase provided in Section B above, it will first be increased so as to maintain its proportion of the Federal Minimum Wage in force immediately prior to 27 March 2006, expressed as an hourly rate worked out in accordance with the applicable method for determining hours per week set out in sub-regulation 7.5(2) of the Workplace Relations Regulations 2006; and
- (b) where it is the same or greater than the standard Federal Minimum Wage, increased by the same increase as is applied to the standard Federal Minimum Wage by this wage-setting decision. Where the rate has not been adjusted pursuant to the increase provided in Section B, it shall first be increased by \$17 expressed as an hourly rate worked out in accordance with the applicable method for determining hours per week set out in sub-regulation 7.5(2) of the Workplace Relations Regulations 2006.

D.7 Where the Supported Wage System is provided for in a Pay Scale, or any other instrument of this Commission, including a special Federal Minimum Wage, and the minimum amount payable under the Supported Wage System is also provided, that minimum amount is increased to $\$64 \div x$ per hour, where x is the number of actual hours worked by the employee per week, or 38, whichever is the lesser.

D.8 Where a basic piece rate of pay in a Pay Scale was derived from a rate of pay in a pre-reform wage instrument that immediately before 27 March 2006 was expressed only as a flat monetary amount and no formula or method for setting or increasing the rate was specified:

- where the increase provided in Section B has been applied to the rate, the rate is increased by 5.65 per cent; and
- where the increase provided in Section B has not been applied to the rate, the rate is increased by 9.51 per cent.

D.9 Pursuant to section 864 of the Act the preserved Pay Scales for employees in Victoria are increased according to the method set out in Section B (if applicable) and Section C or Section D of this wage-setting decision. In accordance with section 865 of the Act, the adjustment has no effect unless the employees are within a work classification and has no effect in relation to a particular employee, while the employee is subject to an award or agreement under this Act.

E. Calculation of hourly adjustment

E.1 Unless otherwise prescribed in a Pay Scale, hourly rates are adjusted to the nearest cent (with 0.5c and above being taken upwards).

F. Pay Scale rates not to be less than the FMW

F.1 Where the basic periodic rate of pay of an employee (other than a rate that expressly applies to a junior employee, to an employee with a disability or to an employee to whom training arrangements apply) under a Pay Scale adjusted by this wage-setting decision would be less than the rate specified in clause A1, the Pay Scale is adjusted so that the basic periodic rate of pay for the employee is the rate specified in clause A1.

G. Establish new special Federal Minimum Wages and new special Pay Scales for employees with a disability

New special Federal Minimum Wage No.1 - Employees with a disability who are able to earn full adult, junior or trainee wages as the effects of their disability do not impact on their productive capacity

1. Interpretation

In this special FMW:

Commission means the Australian Fair Pay Commission;

Pay Scale means an Australian Pay and Classification Scale;

employee with a disability has the same meaning as in section 178 of the Act;

standard FMW means the standard FMW under section 175 of the Act;

training arrangement has the same meaning as in section 178 of the Act.

Special Federal Minimum Wage

2. A special FMW of an amount equal to the standard FMW applies to an employee with a disability who:
 - a) is not a junior employee; and
 - b) is not an employee to whom a training arrangement applies; and whose employment is not covered by:
 - c) a Pay Scale; or
 - d) another special Federal Minimum Wage decision.
3. This special FMW does not operate as a minimum standard for any Pay Scale.

New special Federal Minimum Wage No.2 - Employees with a disability who are unable to perform the range of duties to the competence level required because of the effects of a disability on their productive capacity – and are not currently covered by a Pay Scale

1. Interpretation

In this special FMW:

Accredited Assessor means a person accredited by the management unit established by the Commonwealth under the Supported Wage System to perform assessments of an individual's productive capacity within the Supported Wage System;

Assessment instrument means the completed form provided for under the Supported Wage System that records the assessment of the productive capacity of the person to be employed under the Supported Wage System;

Commission means the Australian Fair Pay Commission;

Employee with a disability has the same meaning as in section 178 of the Act;

special FMW means special Federal Minimum Wage;

standard FMW means standard Federal Minimum Wage under section 175 of the Act;

Pay Scale means an Australian Pay and Classification Scale;

Supported Wage System means the Commonwealth Government System to promote employment for people who cannot work at full wages because of a disability, as documented in "Supported Wage System: Guidelines and Assessment Process".

Training arrangement has the same meaning as in section 178 of the Act.

Special Federal Minimum Wage

2. Coverage of this special FMW

- 2.1 This special FMW applies to an employee with a disability:
- a) who is unable to perform the range of duties to the competence level required of an employee within the class of work for which the employee is engaged because of the effects of a disability on their productive capacity;
 - b) who meets the impairment criteria for receipt of a Disability Support Pension; and
 - c) whose employment is not subject to a Pay Scale or a special Pay Scale.
- 2.2 This special FMW does not apply to an existing employee who has a claim against the employer which is subject to the provisions of workers' compensation legislation.
- 2.3 This special FMW does not apply to employers in respect of their facility, program, undertaking, service or the like which receives funding under the *Disability Services Act 1986* and fulfils the dual role of business service provider and sheltered employer to people with disabilities who are receiving or are eligible for a disability support pension.
- 2.4 This special FMW does not apply to an employee with a disability who is a junior employee or an employee to whom a training arrangement applies.

3. Supported wage rates

- 3.1 The minimum hourly rate payable to an employee covered by this special FMW is the greater of the hourly rates calculated in accordance with the method specified in clause 4 and the method specified in clause 5.

4. **Assessed capacity method**

- 4.1 The minimum hourly rate payable to an employee in respect of whom an assessment has been made is the percentage of the standard FMW (\$13.47 per hour) that applies to the employee in accordance with the following table:

Assessed productive capacity	% of standard FMW
10%	10%
20%	20%
30%	30%
40%	40%
50%	50%
60%	60%
70%	70%
80%	80%
90%	90%

- 4.2 The productive capacity of the employee is to be assessed in accordance with the Supported Wage System and documented in an assessment instrument by either:
- a) the employer and an employee representative, in consultation with the employee; or, if desired by any of these
 - b) the employer and an accredited Assessor from a panel agreed by the employer, the employee's representative and the employee.
- 4.3 An assessment instrument must be agreed to and signed by:
- a) the employer; and
 - b) the employee; or
 - c) the employee and the employee's representative; or
 - d) if the employee so chooses, the employee's representative.
- 4.4 A copy of the completed assessment instrument must be given to the employee and, if the employee requests, to the employee's representative.

5. **Minimum rate method**

- 5.1 The employee will be paid the amount worked out according to the following formula:

$$\$64 \div x$$

where x is the actual number of hours worked by the employee per week, or 38 whichever is the lesser.

6. Review of Assessment

- 6.1 The assessment of the applicable percentage should be subject to annual review or earlier on the basis of a reasonable request for such a review. The process of review shall be in accordance with the procedures for assessing capacity under the Supported Wage System.

7. Trial period

- 7.1 In order for an adequate assessment of the employee's capacity to be made, an employer may employ a person for a trial period not exceeding an aggregate of 16 weeks in order to determine the appropriate percentage of assessed capacity.

- 7.2 The minimum hourly rate payable to the employee during the trial period shall be the greater of \$1.68 per hour or

$$\$64 \div x$$

where x is the number of hours the employee works per week or 38 whichever is the lesser.

- 7.3 Work trials should include induction or training as appropriate to the job being trialled.

8. Workplace Adjustment

- 8.1 An employer wishing to employ an employee with a disability to whom this special FMW will apply shall take reasonable steps to make changes to the workplace to enhance the employee's capacity to do the job. Changes may involve re-design of the job duties, working time arrangements, provision of reasonable aids and equipment and work organisation in consultation with other workers in the area.

9. This FMW not to operate as a minimum for any Pay Scale

- 9.1 This special FMW does not operate as a minimum standard for any pay Scale.

New special Pay Scale - Employees with a disability who are unable to perform the range of duties to the competence level required because of the effects of a disability on their productive capacity – and are currently covered by a Pay Scale that does not include the Supported Wage System

1. Interpretation

In this special Pay Scale:

Accredited Assessor means a person accredited by the management unit established by the Commonwealth under the Supported Wage System to perform assessments of an individual's productive capacity within the Supported Wage System;

Assessment instrument means the completed form provided for under the Supported Wage System that records the assessment of the productive capacity of the person to be employed under the Supported Wage System;

Commission means the Australian Fair Pay Commission;

Employee with a disability has the same meaning as in section 178 of the Act;

special Pay Scale means special Australian Pay and Classification Scale;

Pay Scale means an Australian Pay and Classification Scale;

Supported Wage System means the Commonwealth Government System to promote employment for people who cannot work at full wages because of a disability, as documented in "Supported Wage System: Guidelines and Assessment Process".

Training arrangement has the same meaning as in section 178 of the Act.

Special Pay Scale

2. This Pay Scale is determined for the purposes of section 220

2.1 This special Pay Scale is determined for the purposes of section 220 of the *Workplace Relations Act 1996*.

3. Coverage of this special Pay Scale

3.1 This special Pay Scale applies to an employee with a disability:

- a) whose employment is covered by a Pay Scale that does not include provisions for determining a rate of pay in accordance with the Supported Wage System; and
- b) who is unable to perform the range of duties to the competence level required of an employee within the class of work for which the employee is engaged because of the effects of a disability on their productive capacity; and
- c) who meets the impairment criteria for receipt of a Disability Support Pension.

3.2 This special Pay Scale does not apply to an existing employee who has a claim against the employer which is subject to the provisions of workers' compensation legislation or any provision of an industrial instrument that relates to the rehabilitation of employees who are injured in the course of their employment.

3.3 The special Pay Scale does not apply to employers in respect of their facility, program, undertaking, service or the like which receives funding under the *Disability Services Act 1986* and fulfils the dual role of business service provider and sheltered employer to people with disabilities who are receiving or are eligible for a disability support pension.

4. Supported wage rates

4.1 The minimum hourly rate payable to an employee covered by this special Pay Scale is the greater of the hourly rates calculated in accordance with the method specified in clause 5 and the method specified in clause 6.

5. Assessed capacity method

5.1 The minimum hourly rate payable to an employee in respect of whom an assessment has been made is the percentage of the minimum rate of pay that would otherwise apply to them under a Pay Scale for the class of work which the person is performing according to the following table:

Assessed productive capacity	% of otherwise applicable Pay Scale rate
10%	10%
20%	20%
30%	30%
40%	40%
50%	50%
60%	60%
70%	70%
80%	80%
90%	90%

5.2 The productive capacity of the employee is to be assessed in accordance with the Supported Wage System and documented in an assessment instrument by either:

- a) the employer and an employee representative, in consultation with the employee; or, if desired by any of these;
- b) the employer and an accredited Assessor from a panel agreed by the employer, the employee's representative and the employee.

5.3 An assessment instrument must be agreed to and signed by:

- a) the employer; and
- b) the employee; or
- c) the employee and the employee's representative; or
- d) if the employee so chooses, the employee's representative.

5.4 A copy of the completed assessment instrument must be given to the employee and, if the employee requests, to the employee's representative.

6. Minimum rate method

- 6.1 The employee will be paid the amount worked out according to the following formula:

$$\$64 \div x$$

where x is the actual number of hours worked by the employee per week, or 38 whichever is the lesser.

7. Review of Assessment

- 7.1 The assessment of the applicable percentage should be subject to annual review or earlier on the basis of a reasonable request for such a review. The process of review shall be in accordance with the procedures for assessing capacity under the Supported Wage System.

8. Trial period

- 8.1 In order for an adequate assessment of the employee's capacity to be made, an employer may employ a person for a trial period not exceeding an aggregate of 16 weeks in order to determine the appropriate percentage of assessed capacity.

- 8.2 The minimum hourly rate payable to the employee during the trial period shall be the greater of \$1.68 per hour or

$$\$64 \div x$$

where x is the number of hours the employee works per week or 38 whichever is the lesser.

- 8.3 Work trials should include induction or training as appropriate to the job being trialled.

9. Workplace Adjustment

- 9.1 An employer wishing to employ an employee with a disability to whom this special Pay Scale will apply shall take reasonable steps to make changes to the workplace to enhance the employee's capacity to do the job. Changes may involve re-design of the job duties, working time arrangements, provision of reasonable aids and equipment and work organisation in consultation with other workers in the area.

New special Pay Scale - Employees with a disability who are unable to perform the range of duties to the competence level required because of the effects of a disability on their productive capacity – are employed in business services and are not currently covered by a Pay Scale

[Note that the basic periodic rates of pay specified in the new business services Pay Scale are not increased by Sections C or D. (Dollar values specified in the new special Pay Scale have been adjusted to reflect the general decision in Section C)]

1. Interpretation

1.1 In this special Australian Pay and Classification Scale (special Pay Scale) the following definitions apply:

employed in business services means employed in supported employment services

employee with a disability has the same meaning as in section 178 of the Act

LHMU Award means the Liquor, Hospitality and Miscellaneous Union Supported Employment Services Award 2005 [AW841959]

supported employment services has the same meaning as in the *Disability Services Act 1986*

wage assessment means a wage assessment made using a wage assessment tool

wage assessment tool means a wage assessment tool mentioned in Schedule 4 to this special Pay Scale.

2. Pay Scale determined for the purposes of section 220

2.1 This special Pay Scale is determined for the purposes of section 220 of the *Workplace Relations Act 1996*.

3. Coverage of this special Pay Scale

3.1 Subject to clauses 3.2 and 3.3, this special Pay Scale applies to an employee with a disability:

a) who is employed in business services (other than in a managerial or supervisory capacity); and

b) who is not covered by a preserved Pay Scale derived from the LHMU Award.

3.2 This special Pay Scale does not apply to an existing employee who has a claim against the employer which is subject to the provisions of workers' compensation legislation.

- 3.3 Until 11 May 2008, this special Pay Scale does not apply to an employee with a disability employed in a business service whose employer:
- a) is phasing-in increases in rates of pay in accordance with an agreement entered into with the Commonwealth; or
 - b) is listed in Schedule 3.

4. Wage rates

- 4.1 The rate of pay is to be calculated in accordance with the following method.

Grading

- 4.2 Upon appointment the employee's employer will grade the employee in one of the grades set out in Schedule 5, having regard to the employee's skills, experience and qualifications.

Assessment of capacity

- 4.3 Subject to clause 4.5, the employee will be paid the percentage of the applicable hourly rate for the employee's grade based on the assessment of the employee's capacity using a wage assessment tool chosen by the employer.
- 4.4 The percentage is to be specified in a written assessment instrument and a copy of the assessment instrument is to be given to the employee and, if they so request, to the employee's representative.
- 4.5 An employer cannot use wage assessment tool 3, 5, 10, 11 or 12 of Schedule 4 unless the employer was using that tool on or before 27 June 2005.

Regression of disability

- 4.6 A wage assessment that determines a lower percentage than an earlier wage assessment of the employee against the same duties is of no effect unless the reduction in percentage is solely due to the regression of the employee's disability.
- 4.7 Where regression of wages is provided for in the wage assessment tool against which the employee was assessed, regression may only occur in accordance with the method provided for in that tool.

Note: This special Pay Scale does not authorise an employer to reduce the wages to which an existing employee is entitled under their contract of employment.

Hourly rates of pay

4.8 The following minimum hourly rates of pay apply for the purpose of calculating an employee's wage rate.

Grade	Hourly rate
Grade 1	\$13.47
Grade 2	\$13.91
Grade 3	\$14.50
Grade 4	\$15.05
Grade 5	\$15.94
Grade 6	\$17.53
Grade 7	\$18.30

Review of Assessment

4.9 Unless otherwise provided for in the wage assessment tool, a wage assessment of an employee will be reviewed within a period not exceeding 3 years service with the employer.

4.10 Unless otherwise provided for in the wage assessment tool, a wage assessment may be reviewed at the initiative of either the employee or the employer, once every six months and not more than 4 times every 3 years.

H. Variation of Pay Scales derived from the LHMU Award

Pay Scales derived from the LHMU Award are varied to include the eleven additional wage tools specified in Schedule 2 to this wage-setting decision.

In addition, wage assessment tools so identified in Schedule 2 will not be available for use in the sector generally but will be available to those employers specified as currently using them.

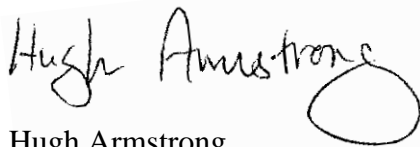
I. Reasons for Decision

I.1 Sections 1 to 12 of this publication provide the reasons for decision.

On 6 October 2006 we, Ian Harper (Chairman), and Hugh Armstrong, Patrick McClure, Mike O'Hagan, and Judith Sloan (Commissioners), collectively comprising the Australian Fair Pay Commission, make this decision to be known as Australian Fair Pay Commission wage-setting decision No.1/2006.



Ian R. Harper
Chairman



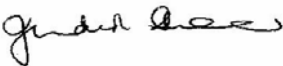
Hugh Armstrong
Commissioner



Patrick McClure, AO
Commissioner



Mike O'Hagan
Commissioner



Judith Sloan
Commissioner

SCHEDULE 1

NATIONAL TRAINING WAGE OR STATE TRAINING WAGE BASIC PERIODIC RATES OF PAY

FULL-TIME TRAINEES

Wage/Skill Level A

Where the accredited training course and work performed are for the purpose of generating skills which have been defined for work at Wage/Skill Level A.

	Highest year of schooling completed		
	Year 10	Year 11	Year 12
	\$	\$	\$
School leaver	4.78 (50%)*	5.97 (33%)	
	5.59 (33%)	6.71 (25%)	
	6.11	6.71	8.08
Plus 1 year out of school	6.71	8.08	9.38
Plus 2 years	8.08	9.38	10.92
Plus 3 years	9.38	10.92	12.50
Plus 4 years	10.92	12.50	
Plus 5 or more years	12.50		

Wage/Skill Level B

Where the accredited training course and work performed are for the purpose of generating skills which have been defined for work at Wage/Skill Level B.

	Highest year of schooling completed		
	Year 10	Year 11	Year 12
	\$	\$	\$
School leaver	4.78 (50%)*	5.97 (33%)	
	5.59 (33%)	6.71 (25%)	
	6.11	6.71	7.82
Plus 1 year out of school	6.71	7.82	8.98
Plus 2 years	7.82	8.98	10.56
Plus 3 years	8.98	10.56	12.03
Plus 4 years	10.56	12.03	
Plus 5 or more years	12.03		

Wage/Skill Level C

Where the accredited training course and work performed are for the purpose of generating skills which have been defined for work at Wage/Skill Level C.

	Highest year of schooling completed		
	Year 10	Year 11	Year 12
	\$	\$	\$
School leaver	4.78 (50%)*	5.97 (33%)	
	5.59 (33%)	6.71 (25%)	
	6.11	6.71	7.73
Plus 1 year out of school	6.71	7.73	8.67
Plus 2 years	7.73	8.67	9.70
Plus 3 years	8.67	9.70	10.84
Plus 4 years	9.70	10.84	
Plus 5 or more years	10.84		

* Figures in brackets indicate the average proportion of time spent in approved training to which the associated basic periodic rate of pay is applicable. Where not specifically indicated the average proportion of time spent in structured training which has been taken into account in setting the rate is 20 per cent.

School based traineeships

	Year of schooling	
	Year 11	Year 12
School based traineeships in Wage/Skill Levels A, B and C	\$6.11	\$6.71

Wage Rates for Certificate IV Traineeships

An adult trainee who is undertaking a traineeship for an AQF IV qualification shall receive the following basic periodic rates of pay as applicable based on the allocation of AQF III qualifications:

	First Year of Traineeship	Second Year of Traineeship
	\$	\$
Wage/Skill Level A	12.97	13.46
Wage/Skill Level B	12.48	12.96
Wage/Skill Level C	11.25	11.68

PART TIME TRAINEESHIPS

Wages

The tables set out below are the basic periodic rates of pay where the training is either fully off-the-job or where 20 per cent of time is spent in approved training. These rates are derived from a 38 hour week.

Table 1 : Trainees who have left school (\$ per hour)

	Highest year of schooling completed		
Wage/Skill Level A	Year 10	Year 11	Year 12
School Leaver	7.64	8.39	10.10
Plus 1 year out of school	8.39	10.10	11.73
Plus 2 years	10.10	11.73	13.65
Plus 3 years	11.73	13.65	15.62
Plus 4 years	13.65	15.62	
Plus 5 years or more years	15.62		
Wage/Skill Level B			
	Year 10	Year 11	Year 12
School Leaver	7.64	8.39	9.78
Plus 1 year out of school	8.39	9.78	11.23
Plus 2 years	9.78	11.23	13.19
Plus 3 years	11.23	13.19	15.03
Plus 4 years	13.19	15.03	
Plus 5 years or more years	15.03		
Wage/Skill Level C			
	Year 10	Year 11	Year 12
School Leaver	7.64	8.39	9.66
Plus 1 year out of school	8.39	9.66	10.84
Plus 2 years	9.66	10.84	12.12
Plus 3 years	10.84	12.12	13.55
Plus 4 years	12.12	13.55	
Plus 5 years or more years	13.55		

Table 2 : School based traineeships (\$ per hour)

	Year of Schooling	
	Year 11	Year 12
Wage/Skill Levels A, B and C	7.64	8.39
20% Loading*	9.17	10.07

* The 20% loading basic periodic rates of pay for Years 11 and 12 are 20 per cent higher than the Year 11 and 12 rates for Wage/Skill Levels A, B and C. These rates apply where the trainee has agreed to be paid an additional 20% loading on all ordinary hours in lieu of annual leave, sick leave, personal leave and public holidays. Where a trainee is called to work on a public holiday the provisions of the relevant award still apply.

Table 3 : Basic periodic rates of pay for part time Certificate IV traineeships (\$ per hour):

An adult trainee who is undertaking a part time traineeship for an AQF IV qualification shall receive the following basic periodic rates of pay as applicable based on the allocation of AQF III qualifications:

	First Year of Traineeship	Second Year of Traineeship
	\$	\$
Wage/Skill Level A	16.21	16.83
Wage/Skill Level B	15.60	16.20
Wage/Skill Level C	14.06	14.59

SCHEDULE 2

Wage Assessment Tools

1. The Blue Mountains Employment Services Wage Assessment Tool as described in the Final Report dated 27 February 2006 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.* *
2. The Koomarri Competency Based Wages System as described in the Final Report dated 15 September 2005 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.
3. The New Horizons Wage Assessment Tool as described in the Final Report dated 23 November 2005 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.
4. The RVIB Enterprises Wage Assessment Tool as described in the Final Report dated 12 September 2005 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.
5. The Sunnyfield Association Wage Assessment Tool as described in the Final Report dated 29 September 2005 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.
6. The Valmar Support Services Wage System as described in the Final Report dated 23 September 2005 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.
7. The Wangarang Industries Wage Assessment Tool as described in the Final Report dated 16 January 2006 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.
8. The Woorinyan Wage Assessment Tool as described in the Final Report dated 6 September 2005 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.
9. The Bedford Employee Wage Assessment Tool as described in the Final Report dated 9 February 2006 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.
10. The Cumberland Industries Wage Assessment Tool as described in the Final Report dated 28 November 2005 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.
11. The Endeavour Wage Assessment Tool as defined in the Final Report dated 10 January 2006 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.* *

* * Wage Assessment Tools restricted to those specific organisations.

Schedule 3

- 1) Caloola Vocational Services Inc.
- 2) Glenray Industries Ltd.
- 3) Hastings Foundation Ltd.
- 4) Hunter Area Health Service - Hunter Joblink
- 5) Kurri Kurri Community Centre Inc.
- 6) Mudgee Foundation
- 7) OCTEC Inc.
- 8) Psychiatric Rehabilitation Association
- 9) Spinal Cord Injuries Australia Ltd.
- 10) Werrigal Inc.
- 11) Wheelchair and Disabled Association of Australia
- 12) Witmore Enterprises Inc.
- 13) HPA Inc.
- 14) Kingston Supported Employment Service Inc.
- 15) Blue Line Laundry Inc.
- 16) GDP Industries
- 17) Waverley Helpmates Inc.
- 18) Westgate Community Initiatives Group Inc (WCIG)
- 19) Woodbine Inc.
- 20) Intework Inc.
- 21) Westcare Inc.
- 22) Paraplegic Quadriplegic Association of WA Inc.

Schedule 4

1. The Business Services Wage Assessment Tool, as defined by reference to the material contained in Exhibit B2 in Australian Industrial Relations Commission proceedings number C2004/4617.
2. The Civic Industries Supported Employees Wage Assessment Tool, as defined by reference to the material contained in Exhibit B2 in Australian Industrial Relations Commission proceedings number C2004/4617.
3. The Elouera Association Wage Assessment Tool, as defined by reference to the material contained in Exhibit B2 in Australian Industrial Relations Commission proceedings number C2004/4617;
4. The FWS Wage Assessment Tool, as defined by reference to the material contained in Exhibit B2 in Australian Industrial Relations Commission proceedings number C2004/4617;
5. The Greenacres Association Competency Based Wages System, as defined by reference to the material contained in Exhibit B2 in Australian Industrial Relations Commission proceedings number C2004/4617;
6. The Hunter Contracts Wage Assessment Tool, as defined by reference to the material contained in Exhibit B2 in Australian Industrial Relations Commission proceedings number C2004/4617;
7. The PHT Wage Assessment Tool, as defined by reference to the material contained in Exhibit B2 in Australian Industrial Relations Commission proceedings number C2004/4617;
8. The Skillsmaster Wage Assessment Tool, as defined by reference to the material contained in Exhibit B2 in Australian Industrial Relations Commission proceedings number C2004/4617;
9. The Supported Wages System, as described in the decision of a Full Bench of the Australian Industrial Relations Commission, 10 October 1994, Print L5723; and
10. The Yumaro Wage Assessment Tool, as defined by reference to the material contained in Exhibit B2 in Australian Industrial Relations Commission proceedings number C2004/4617.
11. The Phoenix Wage Assessment Tool, as defined by reference to the material contained in Exhibits B2 and B3 in the Australian Industrial Relations Commission proceedings number C2004/4617.
12. The Endeavour Wage Assessment Tool as defined in the Final Report dated 10 January 2006 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.

13. The Blue Mountains Employment Services Wage Assessment Tool as described in the Final Report dated 27 February 2006 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.
14. The Koomarri Competency Based Wages System as described in the Final Report dated 15 September 2005 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.
15. The New Horizons Wage Assessment Tool as described in the Final Report dated 23 November 2005 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.
16. The RVIB Enterprises Wage Assessment Tool as described in the Final Report dated 12 September 2005 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.
17. The Sunnyfield Association Wage Assessment Tool as described in the Final Report dated 29 September 2005 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.
18. The Valmar Support Services Wage System as described in the Final Report dated 23 September 2005 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.
19. The Wangarang Industries Wage Assessment Tool as described in the Final Report dated 16 January 2006 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.
20. The Woorinyan Wage Assessment Tool as described in the Final Report dated 6 September 2005 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.
21. The Bedford Employee Wage Assessment Tool as described in the Final Report dated 9 February 2006 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.
22. The Cumberland Industries Wage Assessment Tool as described in the Final Report dated 28 November 2005 of Jenny Pearson Associates Pty Ltd titled Analysis of Wage Assessment Tools used by Business Services.

1. CLASSIFICATIONS

1.1 Grade 1

1.1.1 A person engaged in this grade will undertake up to 38 hours induction training which may include information on the employers business, conditions of employment, introduction to supervisors and fellow workers, training and career path opportunities, work site layout, work and documentation procedures, occupational health and safety, equal employment opportunity and quality control/assurance.

1.1.2 An employee at this level performs basic routine duties essentially of a manual nature and to their level of training. Persons at this level exercise minimal judgement and work under direct supervision whilst undergoing structure training to Grade 2.

1.1.3 Examples of duties at this Grade include basic cleaning within a kitchen or food preparation area including cleaning of dishes and utensils, labouring, sorting, packing, labeling, clipping, assembly document preparation and routine basic assembly tasks.

1.2 Grade 2

1.2.1 An employee who has completed at least three months structured training so as to enable them to perform work within the scope of this level.

1.2.2 An employee at this level performs work above and beyond the skills of an employee at Grade 1 and to the level of their training.

1.2.2(a) Works under direct supervision either individually or in a team environment.

1.2.2(b) Understands and undertakes basic quality control/assurance procedures including the ability to recognise basic quality deviation/faults.

1.2.3 Indicative of the tasks which an employee at this level may perform are the following:

1.2.4 Engineering

- Repetition work on automatic, semi-automatic or single purpose machines or equipment;
- Assembles components using basic written, spoken and/or diagrammatic instructions in an assembly environment;
- Uses selected hand tools;
- Rewind machine operator;
- Boiler cleaning;

Uses hand trolleys and pallet trucks.

1.2.5 Micro film

- Document copying;
 - Microfilm Operator basic;
- Packaging, labeling and collating.

1.2.6 Catering

- Assistance to employees who are cooking and performing delivery tasks;
 - Removing food plates;
 - Setting and/or wiping down tables;
 - Cleaning and tidying of associated areas;
 - General clearing duties within a kitchen or food preparation area and scullery;
- Assembly and preparation of ingredients for cooking.

1.2.7 Leather and canvas goods and sewing

- Repetition sewing work on automatic, semiautomatic or single purpose machines (including basic operation of sewing machines) requiring some discretion with respect to kind, quantity, pressure, temperature or running speed;
 - Rudimentary marking and hand cutting;
 - Gluing (basic eye letting) of small items;
 - Manufactures components and/or assembles to finish product;
 - Die cutting using clicking press on canvas material within the scope of this grade;
- Sorting, checking and packing.

1.2.8 Clerical support

- Clerical or routine office duties including basic typing, checking figures, matching documents, simple calculating, collating, sorting or filing, photocopying and handling of mail.
- Cashier and banking functions under direct supervision.

1.2.9 Timberwork

- Labouring;
- Sorting;
- Packing;
- Undercoat painting;
- Assembly.

1.2.10 Gardening

- Basic labouring.

1.2.11 Laundries

- Labouring (manual handling).

1.2.12 Specialist packaging

- Sorting (manual);
- Labeling;
- Folding;
- Stacking;
- Use of hand trolleys, pallet trucks.

1.2.13 Printing/Bookbinding

- Labouring;
- Sorting;
- Labeling;
- Packaging;
- Gluing (manual);
- Assembly.

1.2.14 Foam and Plastic

- Reception work on automatic, semiautomatic or single purpose machine or equipment;
- Maintaining records;
- Performing basic test functions, with an ability to measure accurately using gauges and meters;
- Operate hand operated transport and lifting devices;
- Operate granulating, reclaiming, crumbling and shedding machines;
- Trimming, cutting, gluing, sealing, assembling or wrapping finished goods;
- Operate slitting and/or setting machine;
- Operate automatic and manual press machine;
- Repair airbags, belts, and cables, fit terminals and cables;
- Operate machinery that requires basic set up skills.

1.3 Grade 3

1.3.1 An employee who has completed relevant training so as to enable the employee to perform work within the scope of this level.

1.3.2 An employee at this level performs work above and beyond the skills of an employee at Grade 2 and to the level of their training.

1.3.2(a) Is responsible for the quality of their own work subject to routine supervision;

1.3.2(b) Works under routine supervision either individually or in a team environment;

1.3.2(c) Exercises discretion within their level of skills and training.

1.3.3 Indicative of the tasks which an employee at this level may perform are the following:

1.3.3(a) Engineering

- Operates machinery and equipment requiring the exercise of skills and knowledge beyond that of an employee at Grade 2;
- Non-trade engineering skills;
- Sorting, checking, packing (other than repetitive packing in a standard container or containers in which such goods are ordinarily sold);
- Basic soldering techniques;
- Operation of forklifts, roving pendant type overhead cranes and winch operation;
- Assists one or more trades persons;
- Third class machinist and/or welding operation, drilling/tapping machine operators;
- Rewind machine operators.

1.3.3(b) Catering

- Specialised non cooking duties in a kitchen or food preparation area;
- Elementary cooking including finger and take-away food.

1.3.3(c) Leather and canvas goods and sewing

- Operates machinery and equipment requiring the exercise of skill and knowledge and judgement in the layout of product beyond that of an employee at Grade 2.
- Operates heavy duty and special duty application sewing machines including bias binders.
- Ability to perform basic machine setting skills and control adjustments.
- Assists one or more trades persons.
- Die cutting using click press on canvas material with discretion, within the scope of this grade.

1.3.3(d) Micro film

- Micro film Camera operator
- Micro film jacketing
- Dark room operators

1.3.3(e) Clerical support

- General clerical or office duties within a regular work routine such as typing, operates a switchboard and basic data entry.
- Receiving, despatching, documenting and recording of goods.

1.3.3(f) Timberwork

- Nail gun work;
- Sewing (manual);
- Cutting (manual);
- Painting;
- More complex assembly.

1.3.3(g) Gardening

- Propagation and gardening;
- Uses manual gardening tools (including hand held lawn mowers).

1.3.3(h) Laundries

- Laundering (other than labouring);
- Sealing;
- Stamping;
- Loading;
- Basic machine operation.

1.3.3(i) Specialist packaging

- More complex packaging (including weighing and measuring);
- Use of machinery;
- Operation of forklifts.

1.3.3(j) Printing/Bookbinding

- Strapping;
- Stores assistant;
- Basic machine operation;
- Manual guillotine work;
- Use of gluing machines;
- More complex assembly;
- Skin packaging.

1.3.3(k) Foam and Plastic

- Operates with flexibility between assembly/process stations;
- Basic inventory control in the context of the production process;
- Basic keyboard skills;
- Operates mixing and milling machines that duties require set up and operating skills;
- Ability to measure accurately using gauges and meters;
- Operation of mobile equipment including forklifts, hand trolleys and pallet trucks.

1.3.3(l) Cleaning

- Vacuuming and spot cleaning of carpets and soft furnishings;
- Sweeping and mopping;
- Toilet cleaning;
- Rubbish collection;
- Cleaning of glass both internal and external.

1.4 Grade 4

1.4.1 An employee who has completed relevant training so as to enable the employee to perform work within the scope of this level.

1.4.2 An employee at this level performs work above and beyond the skills of an employee at Grade 3 and to the level of their training.

1.4.2(a) Works from complex instructions and procedures.

1.4.2(b) Assists in the provision of on the job training and a limited degree.

1.4.2(c) Coordinates work in a team environment or works individually under general supervision.

1.4.2(d) Is responsible for assuring the quality of their own work.

1.4.3 Indicative of the tasks which an employee at this level may perform are the following:

1.4.3(a) Engineering

- Uses precision measuring instruments;
- Some machine setting, loading and operation;
- Use of tools and equipment within the scope (basic non-trades) maintenance;
- General welding to AS 1554 standard at basic level;
- Second class machinist operators;
- Paint line operator;
- Basic engineering and fault finding skills;
- Performs basic quality checks on the work of others;
- Licensed and certified for forklift, engine driving and crane driving operations to a level higher than Grade 3;
- Has a knowledge of the employers operation as it relates to production process;
- Lubrication of production machinery equipment;
- Assists in the provision of on the job training in conjunction with trades persons and supervisors/trainees.

1.4.3(b) Catering

- Undertaking general waiting duties of food including cleaning of tables with minimum supervision;
- Assist in cookery class demonstrations;
- Basic cooking under general supervision.

1.4.3(c) Leather and canvas and sewing

- Cutter who has a knowledge of all types of weights of materials made and used in the trades and who is capable of laying out and cutting all types of material of work and who can mark out and prepare for the machinery and the finish for the work concerned.
- Lays out, cuts, assembles and repairs canvas and related products such as awnings, tents, tarpaulins, horse rugs and caravan annexes.
 - Lays out full scale drawings according to blueprints or sketches.
 - Cuts materials with power cutters.
- Die cutting using clicking press (on leather where the employee is required to exercise discretion as to the kind and quality of material cut).
- Minor machine maintenance including lubrication of (automatic and semiautomatic) production equipment.

1.4.3(d) Clerical and support

- Clerical duties of audio typing, stenography, complex word processing, spread sheet and basic data processing, desk top publishing, tabulating machine operation, computer operator.
- Clerical duties under limited supervision.

1.4.3(e) Timberwork

- Complex painting (ie: use of machines);
- Complex cutting (ie: use of machines);
- Complex sewing (ie: use of machines).

1.4.3(f) Gardening

- Operates gardening machinery;
- Landscape gardening under supervision.

1.4.3(g) Laundries

- Laundering (includes wide knowledge of machine operations, garment sorting and appropriate use of chemicals);
- Repair of linen, clothing - general alterations;
- Basic tailoring.

1.4.3(h) Specialist packaging

- Ordering;
- Despatching;
- Inventory/record keeping.

1.4.3(i) Printing/Bookbinding

- Low level supervision;
- Complex typing setting;
- More complex binding;
 - Block setting;
- Compactor operation;
- Quality control (basic);
- Machine guillotine work.

1.4.3(j) Foam and Plastic

- Use precision measuring instruments;
- Complex machine and die setting, loading, testing and operation;
- Intermediate keyboard skills;
- Basic engineering and fault finding skills;
- Supervise and perform operations and calendar, mixing and milling machines;
- Perform and implement quality control functions;
- Basic inventory and stores control;
- Assists in the provision of on the job training in conjunction with trades persons and supervisor/trainees.

1.4.3(k) Cleaning

- Ordering and distribution of cleaning stores;
- Minor maintenance duties incidental and/or peripheral to cleaning;
- Receiving deliveries;
- Performing specialist cleaning functions for a greater part of each day or shifts.

1.5 Grade 5

1.5.1 A person at this level may hold a Trade Certificate or equivalent qualifications and is able to exercise the skills and knowledge of that trade.

1.5.2 In the absence of formal qualifications and in non-trade areas, relevant experience may be sufficient to enable a person to work at this grade.

1.5.3 Indicative skills include the following:

1.5.3(a) Understands and applies quality control techniques.

1.5.3(b) Exercises good interpersonal and communications skills.

1.5.3(c) Exercises discretion within the scope of this grade.

1.5.3(d) Performs work under limited supervision either individually or in team environment and assists with the supervision of others.

1.5.3(e) Operate all lifting equipment incidental to their work.

1.5.3(f) Performs non-trade tasks incidental to their work.

1.5.3(g) Performs work which while primarily involving the skills of the employees trade is incidental or peripheral to the primary task and facilitates the completion of the whole task. Such incidental or peripheral work would not require additional formal technical training.

1.5.3(h) Able to inspect products and/or materials for conformity with established operation service standards.

1.5.3(i) Supervises the work of a section or unit engaged in work of a complex nature.

1.5.3(j) Coordinates and broadly oversees the work of one or more assistant supervisors at Grade 4.

1.5.4 Typical duties may include:

1.5.4(a) Engineering

- All relevant trade and associated duties.

1.5.4(b) Catering

- Gourmet Chef engaged in cooking, baking, pastry cooking or butchering duties.
- Specialised catering and cookery demonstrator.

1.5.4(c) Leather and canvas and sewing clerical support

- Advanced clerical duties including administration assistance, the supervision of office personnel and the checking of work.
- Work under limited supervision, receives limited instructions, is regularly required to exercise little guidance, exercises substantial responsibility and independent initiative and judgement and possess a requisite knowledge of office procedures.

1.5.4(d) Timberwork

- Trades person e.g carpenter/furnisher.

1.5.4(e) Gardening

- Trades Certificate;
- Dry cleaning;
- Pressing;
- Tailoring.

1.5.4(f) Specialist packaging

- Complex machinery and computer operations.

1.5.4(g) Printing/Bookbinding

- Tradesperson.

1.5.4(h) Foam and Plastic

- Approves and passes first off samples and maintains quality of product.
- Works from production, drawings, prints or plans.
- Operates, sets up and adjusts all production machinery in a plant.
- Can perform a range of engineering maintenance functions.
- Basic production scheduling and material handling within the scope of the production process.
- Understands and applies computer techniques as they relate to production process operations.
- High level stores and inventory responsibility.
- Has sound knowledge of employers operations as it relates to the production process.

1.5.4(i) Cleaning

- Dealing with owners, and tenants responsible with respect to the proper cleaning and servicing of building.
- Handling routine personnel, industrial relations and health and safety matters.
- Directly involved in the provision of on the job training.

1.6 Grade 6

1.6.1 An employee who possesses trade qualifications or equivalent experience and skill to be capable of:

1.6.1(a) Assessing the ability, skill and competence of a person with a disability to carry out specific work tasks or duties together with being able to design, develop and provide individual instructions and training for a person with a disability as required to assist the person in attaining their identified vocational goals.

1.6.1(b) Performing specialist tasks and is fully competent in his/her work, requires general supervision and little direct guidance in the performance thereof, exercises substantial responsibility and independent initiative and judgement with a requisite knowledge of their specific field and of the employers business.

1.6.1(c) Supervising the work of a section or unit engaged in work of a complex nature where trade skills or equivalent are required

1.6.1(d) Coordinating and broadly overseeing the work of one or more supervisors who are engaged at a lower level

1.6.1(e) Exercising substantial responsibility and independent initiative and judgement with a requisite knowledge of their specific field and of the employers business.

1.6.2 Positions typically considered Grade 6 include:

- Training/Instructor;
- Purchasing Officer;
- Developing Officer;
- Marketing Officer;
- Commis Chef;
- Supervisor/Welfare Support Staff;
- Senior Supervisor.

1.7 Grade 7

1.7.1 An employee who is responsible for the work of other employees. Such an employee will hold a trades certificate or equivalent qualification experienced and skill level and have completed formal training in personnel supervision.

1.7.2 Employees graded at this level may be expected to:

- Organise, motivate and control subordinate staff;
- Understand and apply quality control techniques;
- Exercise good interpersonal and communication skills;
- Capable of operating all equipment used by subordinates;