

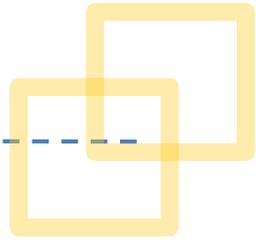
# Singapore Standard Occupational Classification (SSOC)

Based on SSOC 2015 (Version 2018)



# Overview

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## ➤ Introduction

- Introduction to SSOC
- Structure of Classification
- Principles and Concepts of Classification
- Features of the SSOC 2015 (Version 2018) Publication

## ➤ Description of Major Groups

## ➤ Application of Principles & Case Studies

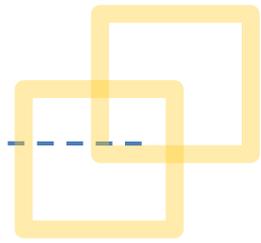
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# Introduction



# Introduction to SSOC



## What is SSOC?

SSOC is a classification of occupations according to **type of work performed**.

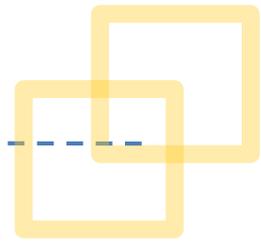
- Classify the occupations of the civilian working population
- Not applicable to economically inactive population (e.g. housewives, retired persons)
- Adapted from ISCO-08\*, developed by the International Labour Organisation (ILO)
- Latest version: SSOC 2015 (Version 2018), released in January 2018

*\*International Standard Classification of Occupations 2008*



# Introduction to SSOC

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## Why use SSOC?

- Provide a common and consistent framework for classification of occupations
- Facilitate data sharing
- Ensure consistency and comparability of data at the national and international level

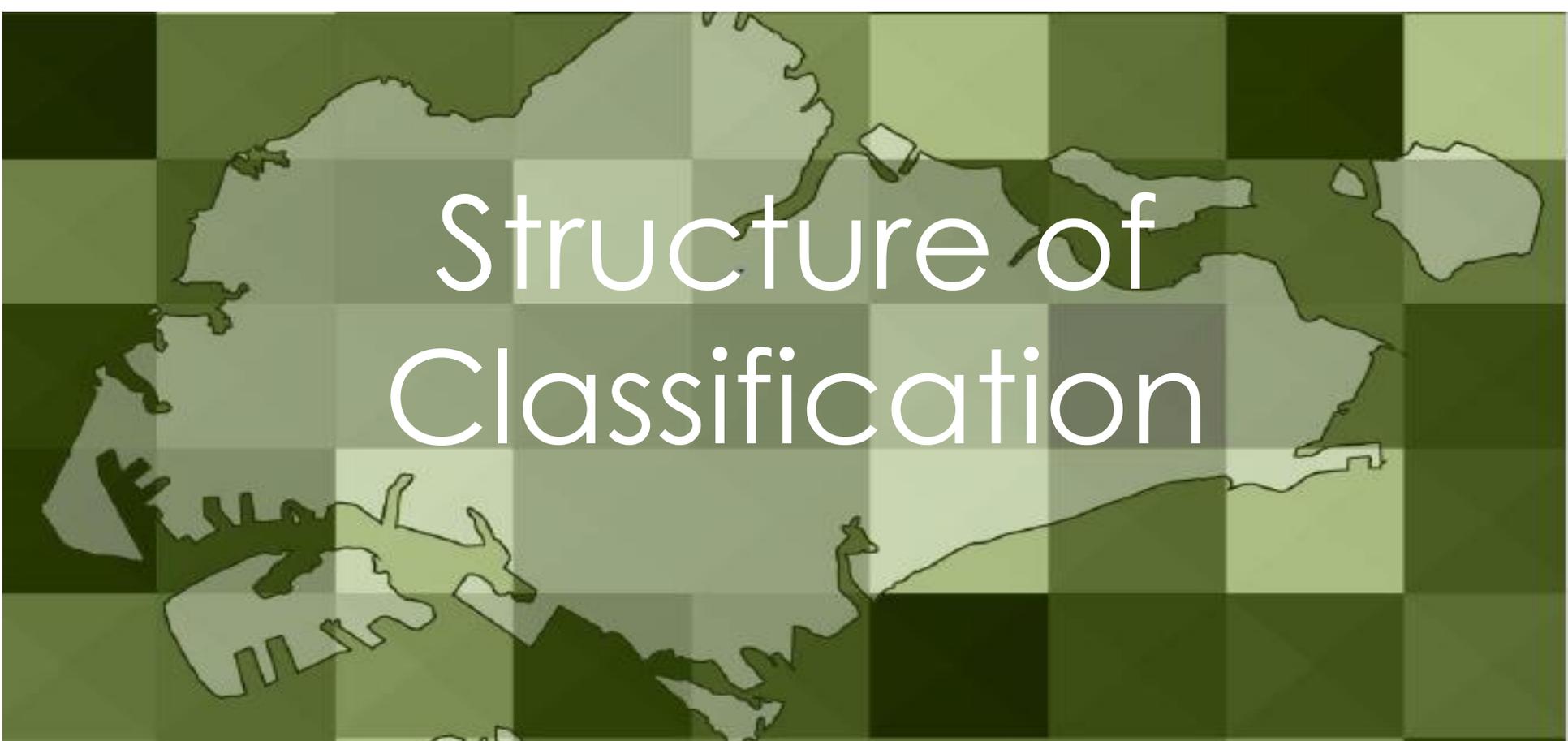
# Introduction to SSOC

- Department of Statistics
  - Census of Population
  - General Household Survey
  - Household Expenditure Survey
- Ministry of Manpower
  - Labour Force Survey
  - Occupational Wages Survey
  - Job Vacancies Survey
  - Occupation data from administrative sources
- Government Agencies
  - Capture occupational data in surveys and administrative data

Who uses  
SSOC??



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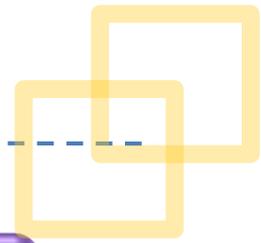


# Structure of Classification



# Structure

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10 Major Groups (1-digit)

43 Sub-Major Groups (2-digit)

144 Minor Groups (3-digit)

420 Unit Groups (4-digit)

1,202 Occupations (5-digit)

# Structure

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## Significance of digit '0' and '9'

### Digit '0'

- Where a given level of classification is **not divided into categories at the next more detailed level** of classification

=> '0' is used in code position of next more detailed level e.g. '5120' (Cooks)

# Structure

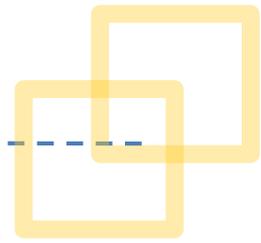
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## Significance of digit '0' and '9'

### Digit '9'

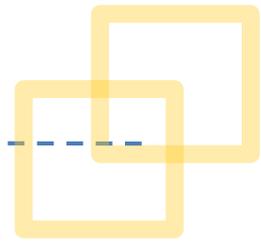
- Digit '9' **in the lower levels** (e.g. 3rd, 4th or 5th digit position) designates miscellaneous groups / classes / items '**not elsewhere classified**' (n.e.c)

# 10 Major Groups in SSOC

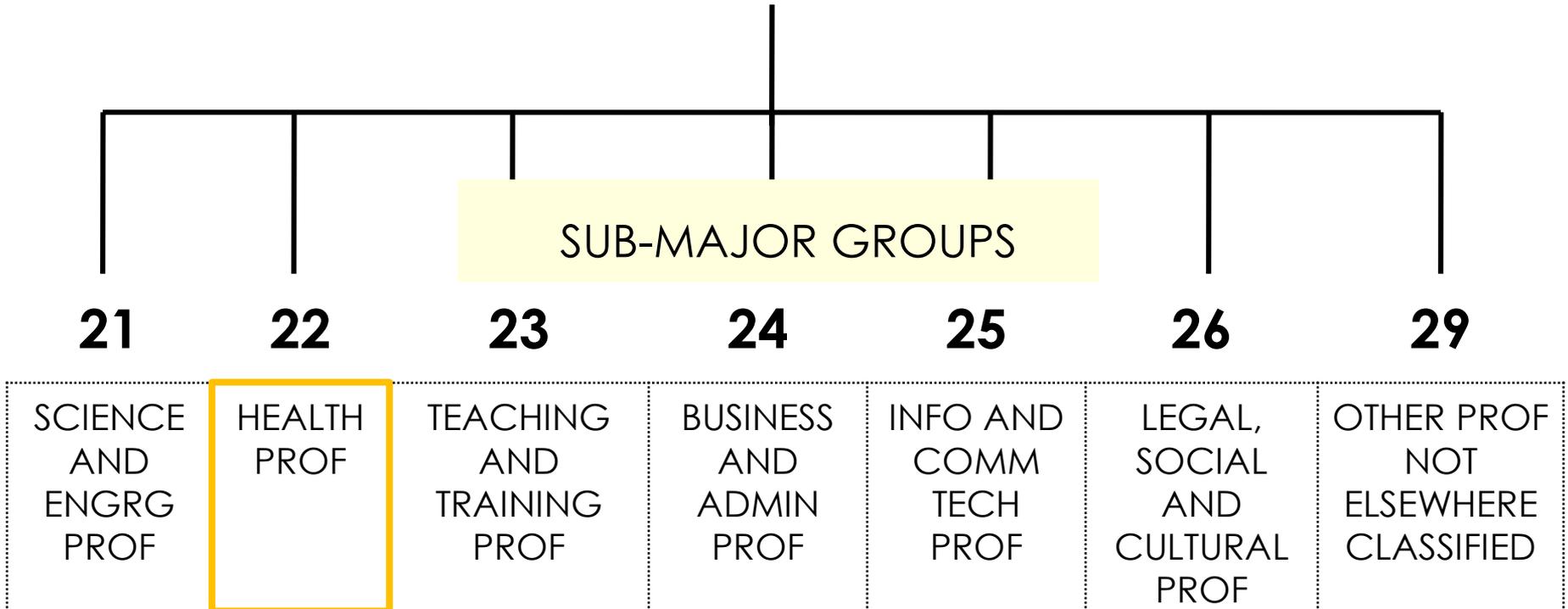


<u>1<sup>st</sup> digit</u>	<u>Occupational Group</u>
1	Legislators, Senior Officials and Managers
2	Professionals
3	Associate Professionals and Technicians
4	Clerical Support Workers
5	Service and Sales Workers
6	Agricultural and Fishery Workers
7	Craftsmen and Related Trades Workers
8	Plant and Machine Operators and Assemblers
9	Cleaners, Labourers and Related Workers
X	Workers Not Elsewhere Classified

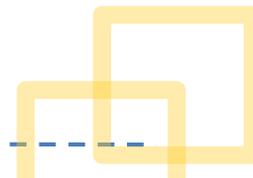
# Structure



## Major Group 2 Professionals

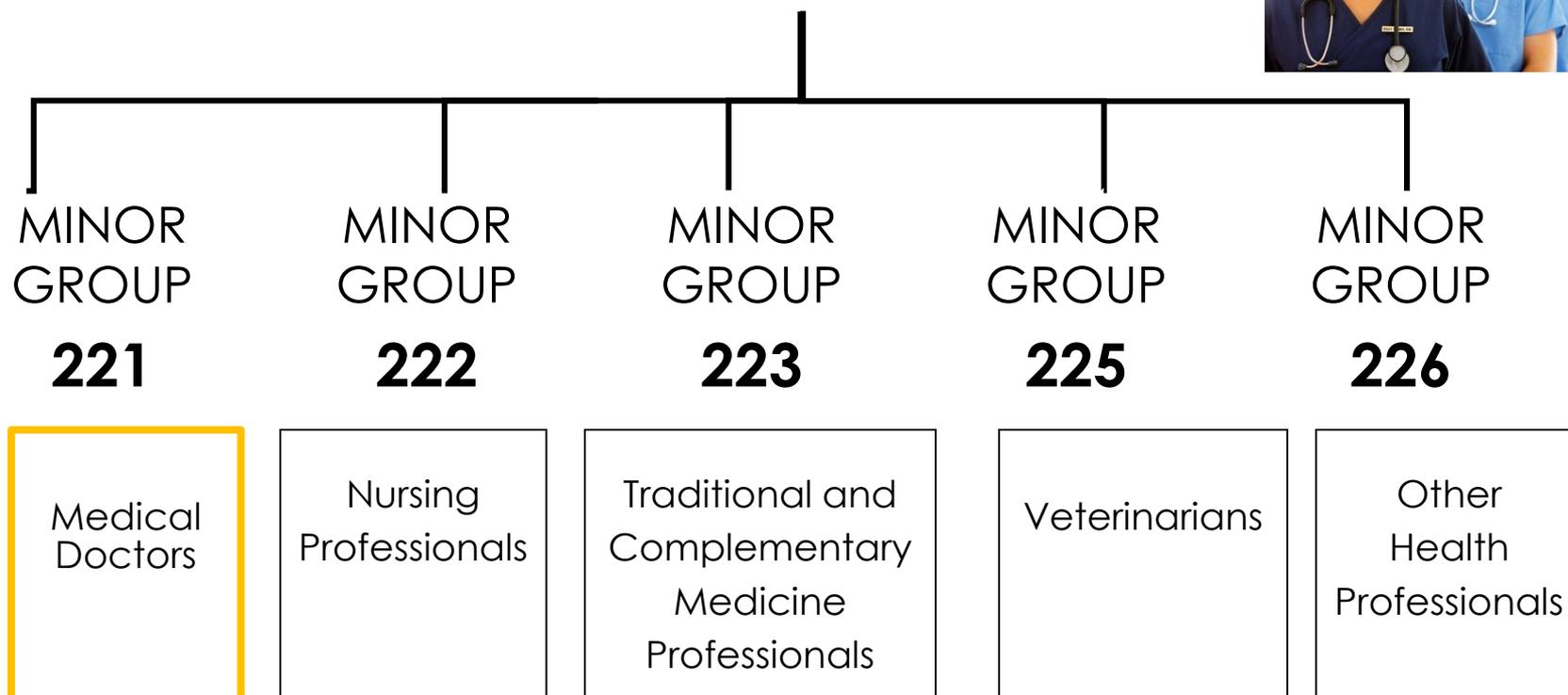


# Structure

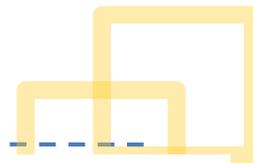


## Sub-Major Group 22

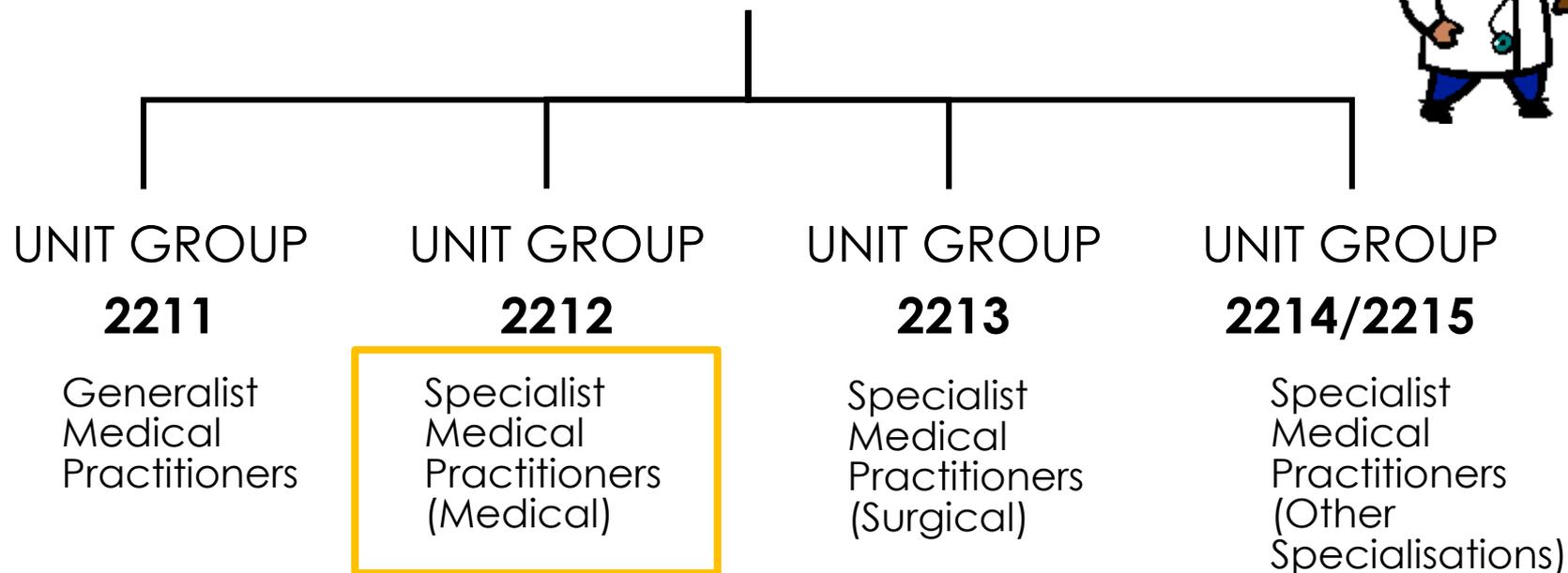
### Health Professionals



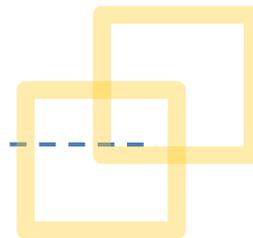
# Structure



## Minor Group 221 Medical Doctors



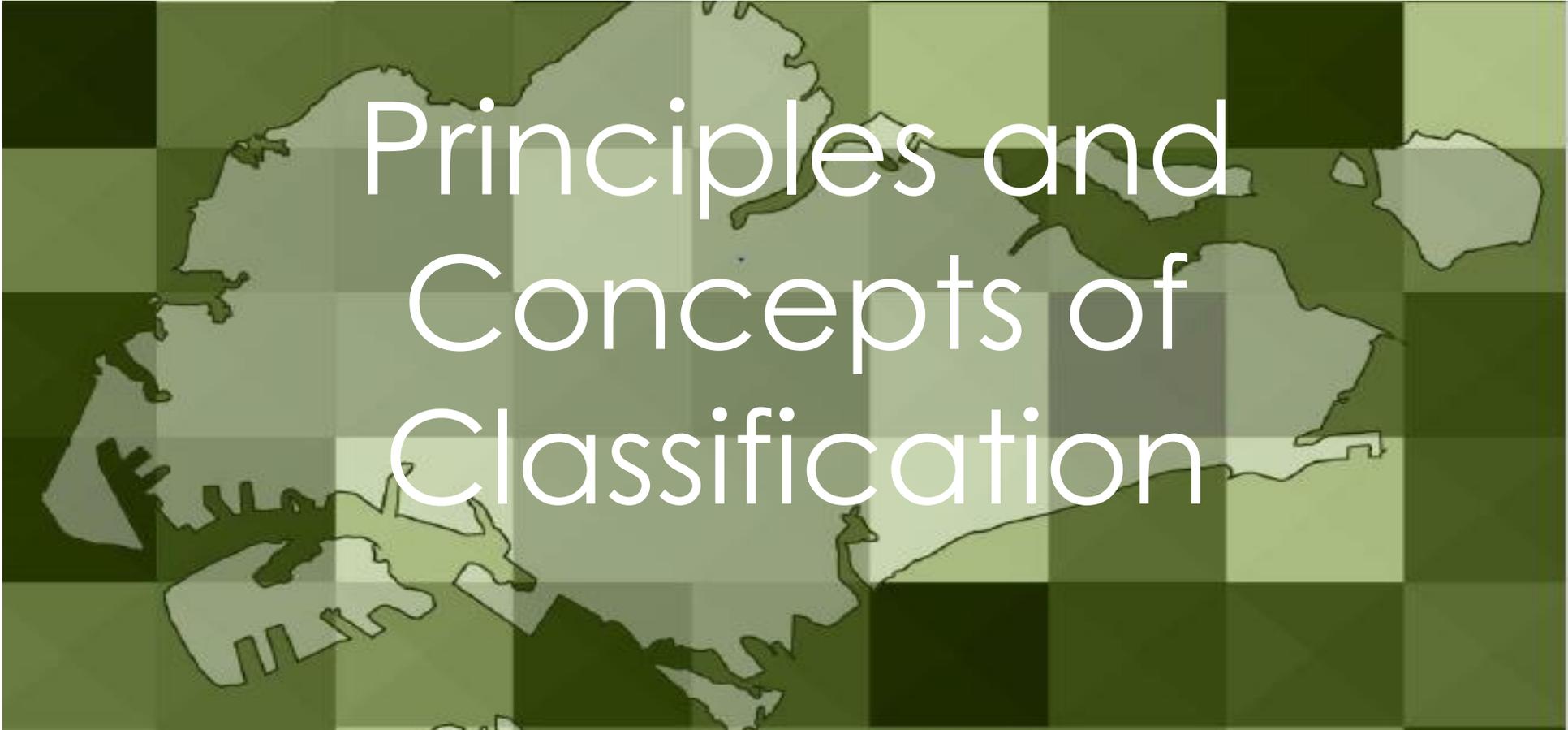
# Structure



## SSOC 22121 - Cardiologist

Groups	Title	Code
<b>Major</b>	Professionals	2
<b>Sub-major</b>	Health Professionals	22
<b>Minor</b>	Medical Doctors	221
<b>Unit</b>	Specialist Medical Practitioners (Medical)	2212
<b>Occupation</b>	Cardiologist	22121

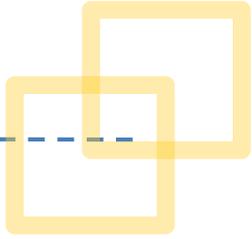
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# Principles and Concepts of Classification



# Principles of Classification



## Basic Principle:

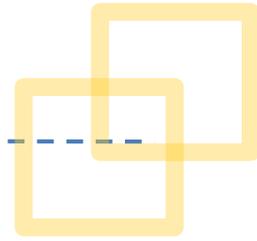
Main type of work performed

- This refers to the principal type of work regardless of (the person's) work experience, skills and qualifications.

## Example

- Senior Civil Engineer is classified as Civil Engineer
- Senior Clerical Officer is classified as Clerical Officer

# Principles of Classification



There are some exceptions

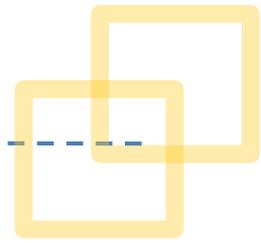
Example

Asst Accountant is not in the same group as  
Accountant

Asst Accountant = SSOC 33130 (asst accountants)  
Accountant = SSOC 24111 (accountants)

Asst Engineer is not in the same group as Engineer  
Asst Engineer = SSOC group 3100 (asst engineer)  
Engineer = SSOC group 214 and 215

# Concepts of Classification

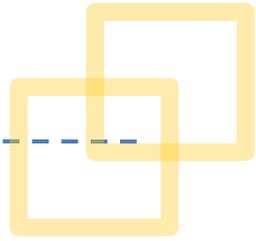


In defining the broad types of work, basic concept of **skill** is adopted. Skill refers to the **ability** to carry out the **tasks and duties** of an occupation and has the following two dimensions:



# Concepts of Classification

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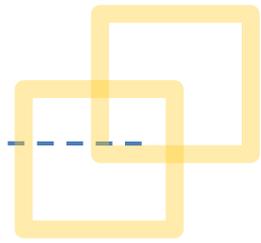
## Skill Level –

- Complexity and range of tasks and duties

## Skill Specialisation –

- Field of knowledge used
- Tools and machinery used
- Materials worked on or with
- Kinds of goods and services produced

# Concepts of Classification



## 4 Broad Skill Levels:

Skill level	Tasks requiring
4 <sup>th</sup>	University/postgraduate university degree or equivalent
3 <sup>rd</sup>	Tertiary education leading to an award not equivalent to a first university degree
2 <sup>nd</sup>	Sec or post sec education
1 <sup>st</sup>	Primary or no education

# Concept of Classification

Major Group	Skill level	Tasks requiring
1	NA	Not applicable
2	4 <sup>th</sup>	University/postgraduate university degree or equivalent
3	3 <sup>rd</sup>	Tertiary education leading to an award not equivalent to a first university degree
4	2 <sup>nd</sup>	Sec or post sec education
5	2 <sup>nd</sup>	Sec or post sec education
6	2 <sup>nd</sup>	Sec or post sec education
7	2 <sup>nd</sup>	Sec or post sec education
8	2 <sup>nd</sup>	Sec or post sec education
9	1 <sup>st</sup>	Primary or no education
X	NA	Not applicable

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# Features of the SSOC 2015 (Version 2018) Classification

# Description of Unit Groups (4-digit write-up)

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## 2423 Human Resource Professionals

Human resource professionals provide professional business services related to human resource policies such as employee (senior level) recruitment or development, occupational analyses and compensation policies.

### Tasks include:

- provide consultancy services on personnel functions relating to employee recruitment, placement, training, promotion, compensation, and employee-management relations or other areas of personnel policy
- studying and analysing jobs performed in an establishment by various means, including interviews with workers, supervisors and management, and writing detailed position, job or occupation descriptions from information obtained
- preparing occupational information or working on occupational classification systems

# Description of Unit Groups (4-digit write-up)

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- advising and working on the foregoing and other aspects of job and occupation analyses in such fields as personnel administration, workforce research and planning, training, or occupational information and vocational guidance

## This unit group includes:

- Human resource consultant
- Executive search consultant

## This unit group excludes:

- Personnel/Human resource officer (3345)
- Training officer (3345)

# Alphabetical index

## Alphabetical Index

SSOC 2015 (Version 2018)

Alphabetical Index		SSOC 2015 (Version 2018)	
	<b>A</b>		
29011	Abbot	11150	Administrator of trade association
83502	Able seaman	11150	Administrator of trade union
73149	Abrasive wheel moulder	11150	Administrator of workers' organisation
73149	Abrasive-coated cloth and paper maker	14330	Administrator, arts
81819	Abrasives mixer	25220	Administrator, computer systems
73120	Accordion maker	25211	Administrator, database
73120	Accordion tuner	11121	Administrator, government
24111	Accountant (general)	25220	Administrator, network
33130	Accountant, assistant	34229	Adventure training instructor
24112	Accountant, audit	71323	Advertisement painter (sign writing)
24111	Accountant, casino	33222	Advertising accounts executive
24111	Accountant, chartered	26413	Advertising copywriter
24111	Accountant, company	21666	Advertising illustrator
24111	Accountant, cost	12220	Advertising manager
24111	Accountant, cost and works	34310	Advertising photographer
24111	Accountant, public	33392	Advertising representative
24113	Accountant, tax	33392	Advertising salesman
72333	Accounting and calculating machine mechanic	23611	Adviser, education methods
44199	Accounting machine operator	23611	Adviser, teaching methods
12111	Accounting manager (finance department)	24212	Advisory services, consultant, business
33130	Accounting officer	26111	Advocate & Solicitor (practising)
43119	Accounts analysis clerk	26111	Advocate (practising)
43112	Accounts assistant	74221	Aerial erector (radio and television)

# Structure of Classification

Major Group 3: Associate Professionals and Technicians

SSOC 2015 (Version 2018)	OCCUPATION	SSOC 2015
3422	<u>Sports Coaches, Instructors, Officials and Other Related Associate Professionals</u>	
34221	Sports coach	34221
34222	Martial arts instructor	34222
34223	Physical fitness instructor (including yoga instructor and aerobics instructor)	34223
34224	Sports official	34224
34229	Other related instructors and associate professionals (e.g. adventure training instructor and scuba diving instructor)	34229
343	ARTISTIC AND CULTURAL ASSOCIATE PROFESSIONALS	
3431	<u>Photographers</u>	
34310	Photographer	34310
3432	<u>Interior Designers and Decorators</u>	
34321	Interior designer	34321
34322	Landscape designer	34322
34323	Visual merchandiser	34323
34324	Decorator and related worker (e.g. window dresser and set designer)	34324

# Correspondence Between SSOC 2015 (Version 2018) & SSOC 2015 (in MS Excel)

SSOC 2015 (Version 2018) Description	SSOC 2015 Version (2018)	SSOC 2015	SSOC 2015 part	SSOC 2015 Description
Policy manager	12131	12130	p	Policy and planning manager
Strategic planning manager	12132	12130	p	Policy and planning manager
Premises and facilities maintenance manager (excluding building security manager)	12191	12191	p	Premises and facilities maintenance manager (including building security manager)
Landscape operations manager	12192	12192		Landscape operations manager
Working proprietor (business services and administrative services)	12193	12193		Working proprietor (business services and administrative services)
Building security manager	12194	12191	p	Premises and facilities maintenance manager (including building security manager)
Other business services and administration managers n.e.c.	12199	12199		Other business services and administration managers n.e.c.

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# Major Group 1 – Legislators, Senior Officials & Managers



# Major Group 1 – Legislator, Senior Officials & Managers

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## Sub-major groups in Group 1

- 4 sub-major groups

**11** LEGISLATORS,  
SENIOR OFFICIALS &  
CHIEF EXECUTIVES

**12** ADMINISTRATIVE  
& COMMERCIAL  
MANAGERS

**13** PRODUCTION  
AND SPECIALISED  
SERVICES  
MANAGERS

**14** HOSPITALITY,  
RETAIL AND  
RELATED SERVICES  
MANAGERS

- Reflects different types of tasks associated with different areas of authority in different types of enterprises and organisations (both public and private sector)

# Major Group 1 – Legislator, Senior Officials & Managers

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## Occupations in Public Sector/ Organisation

## Occupations in Private Sector

### Main tasks:

- Plan, direct, coordinate and evaluate overall activities of enterprises, government agencies or organisational units within them
- Formulate and review policies, laws, rules and regulations
- Oversee implementation of policies and/or running the affairs of the organisation
- Enact laws & regulations
- Authorise allocation of resources

### Examples:

- Cabinet ministers, full-time MPs
- Senior government officials (PS, DS)
- Senior statutory board officials (CE, Dy CE)

### Examples:

- Company managing director
- Department and specialised manager
- Working proprietor

# Note – CEs, MDs and GMs

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## Chief Executives, Managing Directors and General Managers

- To classify those who manage organisations with **at least 2 managers** reporting to them and operate within guidelines from their boards or councils
- To classify in more appropriate occupation if criteria not met

# Note – Self-employed Persons

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## Excludes

Self-employed professionals, insurance agents, real estate agents, money changers, hawkers, hair-dressers, electricians, motor car mechanics etc who run their own business but perform the principal task of their occupation.



# Examples of Occupations in Group 1

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- Company Director
- Legislator
- General Manager
- School Principal
- Restaurant Manager
- Sales and Marketing Manager
- Business Development Manager
- Working Proprietors



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# Major Group 2 – Professionals



# Major Group 2 - Professionals

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## Brief description and main tasks:

- Increase existing stock of knowledge
  - Required to apply scientific & artistic concepts & theories to the solution of problems at work
  - Requires high level of specialised knowledge & ability in fields of:
    - (a) physical & life science
    - (b) social sciences & humanities
  - Also include teaching at primary level and higher
-

# Major Group 2 - Professionals

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## Sub-major groups in Group 2

SCIENCE & ENGINEERING PROFESSIONALS	HEALTH PROFESSIONALS	TEACHING & TRAINING PROFESSIONALS	
BUSINESS AND ADMIN PROFESSIONALS	ICT PROFESSIONALS	LEGAL, SOCIAL AND CULTURAL PROFESSIONALS	OTHER PROFESSIONALS NOT ELSEWHERE CLASSIFIED

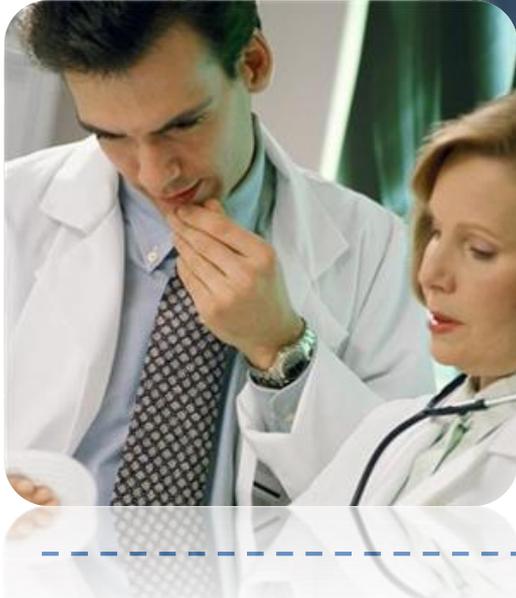
- *7 sub-major groups*
- *Reflects specialised knowledge in different fields*

### Skill Level

- Usually requires skill at the 4<sup>th</sup> skill level (requiring tertiary education leading to a university or postgrad degree)

# Examples of Occupations in Group 2

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- Chemist
- Statistician
- Civil Engineer
- Cardiologist
- Dentist
- Registered Nurse
- University Lecturer
- Primary School Teacher
- Auditor
- Lawyer
- Journalist

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# Major Group 3 – Associate Professionals and Technicians

# Major Group 3 – Associate Professionals and Technicians

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## Brief description and main tasks:

- Carrying out technical work connected with the application of concepts & operational methods
- Requires technical knowledge & ability in fields of :
  - (a) physical & life science
  - (b) social sciences & humanities
- Also includes teaching at extra-curriculum and below primary level

# Major Group 3 – Associate Professionals and Technicians

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## Sub-major groups in Group 3

PHYSICAL & ENGINEERING SCIENCE ASSOCIATE PROFESSIONALS	HEALTH ASSOCIATE PROFESSIONALS	BUSINESS AND ADMIN ASSOCIATE PROFESSIONALS	
LEGAL, SOCIAL, CULTURAL AND RELATED ASSOCIATE PROFESSIONALS	INFORMATION AND COMMUNICATIONS TECHNICIANS	TEACHING ASSOCIATE PROFESSIONALS	OTHER ASSOCIATE PROFESSIONALS NOT ELSEWHERE CLASSIFIED

- 7 sub-major groups
- Reflects technical knowledge and ability in different fields

### Skill Level

- Usually requires skill at the 3<sup>rd</sup> skill level (requiring tertiary education leading to an award not equivalent to a first university degree)
-

# Difference Between Major Group 2 and 3

	<b>Group 2 - Professionals</b>	<b>Group 3 – Assoc Professionals</b>
<b>Tasks Performed</b>	<ul style="list-style-type: none"><li>• High level of specialised knowledge</li><li>• Apply scientific &amp; artistic concepts &amp; theories to the solution of problems in work</li></ul>	<ul style="list-style-type: none"><li>• Technical knowledge and ability</li><li>• Technical work connected with the application of concepts &amp; operational methods</li></ul>
<b>Skill Level</b>	4 <sup>th</sup> skill level (requiring tertiary education leading to a university or postgrad degree)	3 <sup>rd</sup> skill level (requiring tertiary education leading to an award not equivalent to a first university degree)

# Difference Between Major Group 2 and 3

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## Examples:

	<b>Group 2 - Professionals</b>	<b>Group 3 – Assoc Professionals</b>
	Curator	Museum Technician
	Executive Search Consultant	Employment Agent
	Pharmacist	Pharmaceutical Technician

# Examples of Occupations in Group 3

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- Chemistry Technician
- Mechanical Draughtsman
- Air Traffic Controller
- Landscape Operations Officer
- Fire and Safety Inspector
- Paramedic
- Broadcasting Operations Technician



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# Major Group 4 – Clerical Support Workers

# Major Group 4 – Clerical Support Workers

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## Brief description and main tasks:

- Stenography and operating word processors and other office machines
- Entering data into computers; carrying out secretarial duties; recording and computing numerical data
- Keeping records; filing documents
- Supplying information requested by clients and making appointments

# Major Group 4 – Clerical Support Workers

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5 sub-major groups

**40**  
CLERICAL  
SUPERVISORS



**41**  
GENERAL AND  
KEYBOARD  
CLERKS



**42**  
CUSTOMER  
SERVICES  
OFFICERS  
AND CLERKS



**43**  
NUMERICAL  
AND  
MATERIAL-  
RECORDING  
CLERKS



**44**  
OTHER  
CLERICAL  
SUPPORT  
WORKERS

- Performance of different types of clerical function (e.g. general, numerical or service based)

## Skill Level

Usually requires skills at the 2<sup>nd</sup> skill level (requiring secondary or post secondary education)

# Examples of Occupations in Group 4

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- Office Clerk
- Secretary
- Bank Teller
- Receptionist
- Telephone Operator
- Bookkeeper
- Production Planning Clerk
- Legal Clerk



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# Major Group 5 – Service and Sales Workers

# Major Group 5 – Service and Sales Workers

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## Brief description and main tasks:

- Provision of personal and protective services related to:
  - Travel
  - Housekeeping
  - Catering
  - Personal care
- Demonstrate and sell good in wholesale or retail shops and similar establishments

# Major Group 5 – Service and Sales Workers

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- 5 sub-major groups
- Performance of different types of services (e.g. personal service, care, sales, protective)

<b>51 PERSONAL SERVICE WORKERS</b> <ul style="list-style-type: none"><li>• Travel Attendants</li><li>• Chefs and cooks</li><li>• Waiters and Bartenders</li></ul>	<b>52 SALES WORKERS</b> <ul style="list-style-type: none"><li>• Stall sales workers</li><li>• Cashiers and ticket clerks</li></ul>	<b>53 PERSONAL CARE WORKERS</b> <ul style="list-style-type: none"><li>• Childcare workers</li><li>• Healthcare assistants</li></ul>	<b>54 PROTECTIVE SERVICE WORKERS</b> <ul style="list-style-type: none"><li>• Firefighter</li><li>• Prison officer</li><li>• Park rangers</li></ul>	<b>59 SERVICE WORKERS N.E.C.</b>
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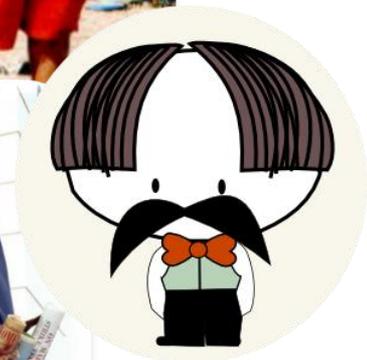
## Skill Level

- Usually requires skill at the 2<sup>nd</sup> skill level (requiring secondary or post secondary education)
-

# Examples of Occupations in Group 5

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- Cabin Attendant
- Tour Guide
- Waiter
- Postman
- Beautician
- Shop Sales Assistant
- Babysitter
- Lifeguards
- Police Officer



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# Major Group 6 – Agricultural and Fishery Workers

# Major Group 6 – Agricultural and Fishery Workers

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## Brief description and main tasks:

Grow and harvest  
field or tree and  
shrub crops



Breed or tend  
animals



Produce a variety  
of animal husbandry  
products



Cultivate, conserve  
and exploit forests



Breed or catch fish



Cultivate or gather  
other forms of  
aquatic life



➤ *as a source of food or income for themselves and their households*

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# Major Group 6 – Agricultural and Fishery Workers

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## 2 Sub-Major Groups

**61 AGRICULTURAL WORKERS**

**62 FISHERY WORKERS**



- *Performance of tasks in different agricultural settings and fisheries*

### Skill Level:

*Usually require skill at the 2<sup>nd</sup> skill level (requiring secondary or post secondary education).*

# Difference Between Group 6 and Minor Group 921

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<b>Group 6 - Agricultural and Fishery Workers</b>	<b>Minor Group 921 - Agricultural, Fishery and Related Labourers</b>
<p>Plan &amp; carry out operations to grow/harvest crops for sale.</p> <p>E.g. determine kind of crops to grow and fertiliser</p>	<p>Do simple and routine task, require physical effort.</p> <p>E.g. watering plants, cleaning animal quarters</p>

# Examples of Occupations in Group 6

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- Hydroponic Farm Worker
- Nursery Worker
- Livestock Worker
- Aquarium Fish Farm Worker
- Crocodile Farm Worker



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# Major Group 7 – Craftsmen and Related Trade Workers

# Major Group 7 – Craftsmen and Related Trade Workers

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## Brief description and main tasks:

- Apply specific knowledge and skills in the fields to:
  - Construct and maintain buildings
  - Erect metal structures
  - Set, maintain or repair machinery
  - Carrying out printing work
  - Process foodstuffs, textiles, or wooden, metal and other articles, including handicraft goods

# Major Group 7 – Craftsmen and Related Trade Workers

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- Work is carried out by hand and by hand-powered and other tools to:
  - Reduce the amount of physical effort and time required for specific tasks
  - Improve the quality of the products
- Requires understanding of:
  - Stages of the production process
  - Materials and tools used
  - Nature and purpose of the final product



# Major Group 7 – Craftsmen and Related Trade Workers

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This group of workers tends to:

Require knowledge & ability to carry out a **skilled** trade or craftwork.

## Skill Level

- Usually requires skill at the 2<sup>nd</sup> skill level (requiring secondary or post secondary education)



# Major Group 7 – Craftsmen and Related Trade Workers

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## Sub-major groups in Group 7

- 5 sub-major groups
- Specific crafts in different trades (e.g. building, metalwork, handicraft, printing, electronics, garment)

**71** BUILDING AND RELATED TRADES WORKERS, EXCLUDING ELECTRICIANS



**72** METAL, MACHINERY AND RELATED TRADES WORKERS



**73** PRECISION, HANDICRAFT, PRINTING & RELATED TRADES WORKERS



**74** ELECTRICAL AND ELECTRONIC TRADES WORKERS



**75** FOOD PROCESSING, WOODWORKING, GARMENT, LEATHER AND OTHER CRAFT AND RELATED TRADES WORKERS



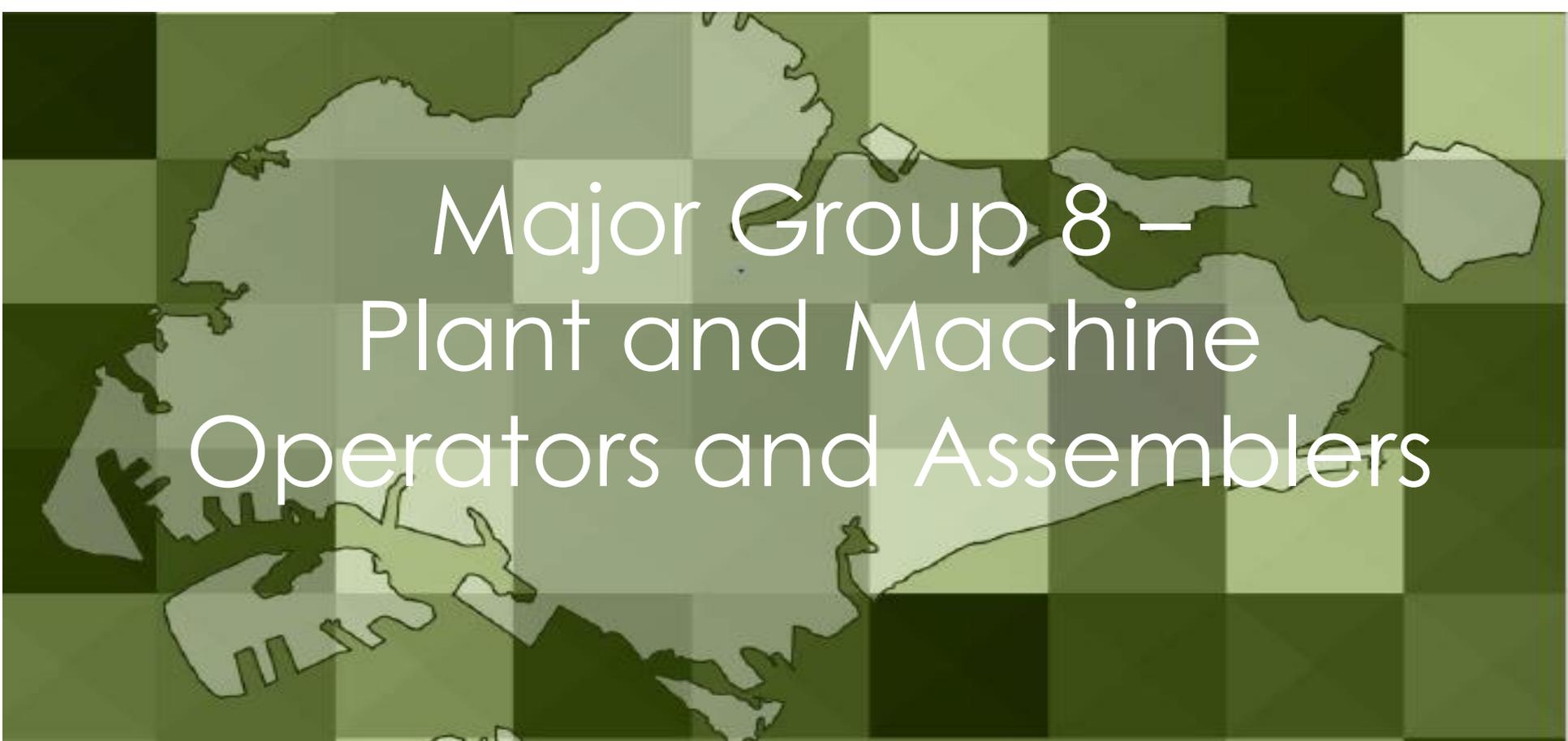
# Examples of Occupations in Group 7

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- Carpenter
- Building Painter
- Goldsmith
- Pottery Worker
- Glass engraver
- Electrician
- Baker
- Tailor
- Shoemaker



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# Major Group 8 – Plant and Machine Operators and Assemblers

# Major Group 8 – Plant and Machine Operators and Assemblers

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## Brief description and main tasks:

- 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**



# Major Group 8 – Plant and Machine Operators and Assemblers

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## Brief description and main tasks:

- Requires an understanding of industrial and agricultural machinery /equipment
- Ability to handle machine-paced operations

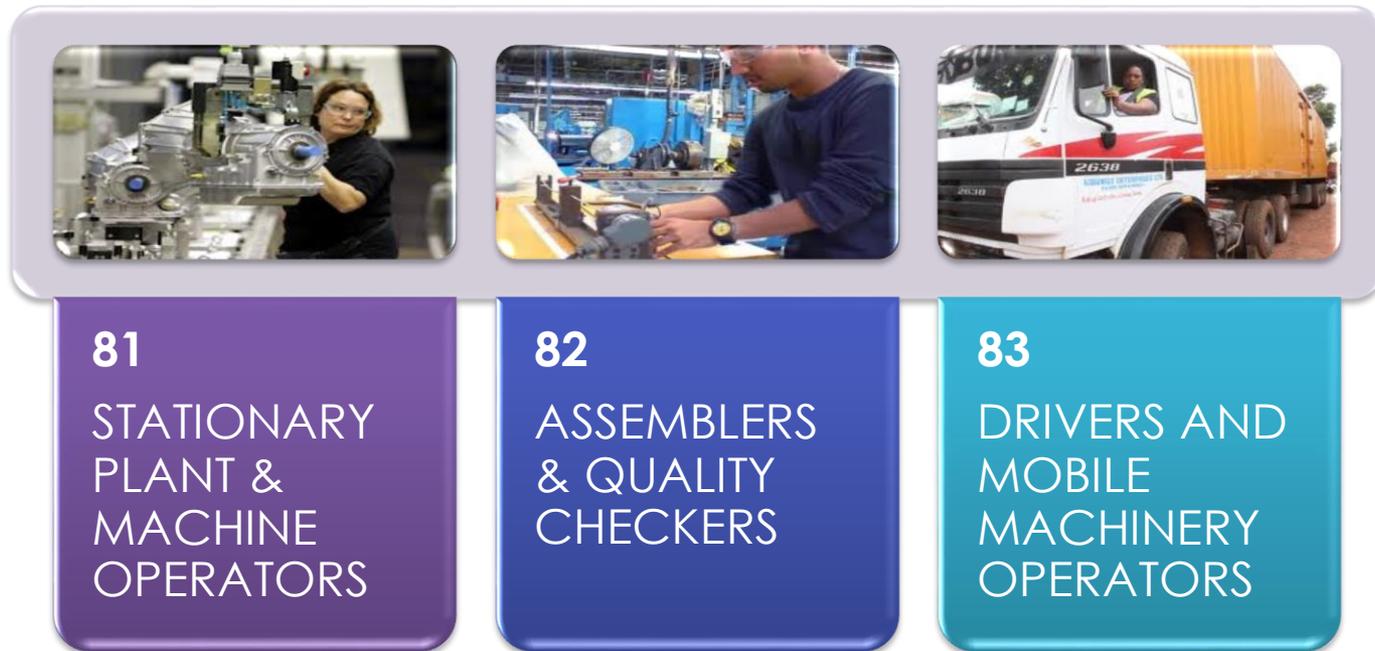
## Skill Level

- Usually requires skill at the 2<sup>nd</sup> skill level (requiring secondary or post secondary education)

# Major Group 8 – Plant and Machine Operators and Assemblers

## Sub-major groups in Group 8

- 3 sub-major groups
- Operating of different types of machinery (e.g. stationary, mobile etc)



# Difference Between Minor Groups 831/832 and 315

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	<b>831/832 – MRT Train Operators/Car &amp; Light Goods Vehicles Drivers</b>	<b>315 – Ship and Aircraft Controllers and Technicians</b>
<b>Tasks Performed</b>	<ul style="list-style-type: none"><li>• Hands on operation of machinery</li></ul>	<ul style="list-style-type: none"><li>• Mainly command/navigate/supervise transport service operations</li></ul>
<b>Skill Level</b>	2 <sup>nd</sup> skill level (requiring secondary and post secondary education)	3 <sup>rd</sup> skill level (requiring tertiary education leading to an award not equivalent to a first university degree)

# Difference Between Major Groups 7 and 8

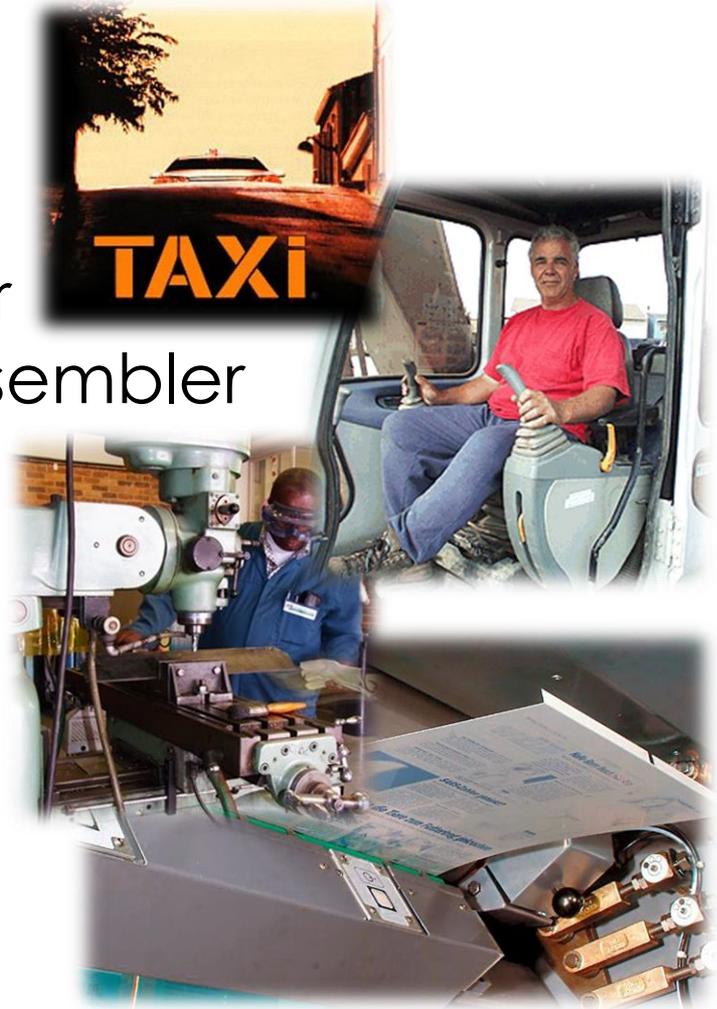
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Group 7 – Craftsmen and Related Trades Workers	Group 8 – Plant and Machine Operators and Assemblers
Requires knowledge of the <u>production process</u> and <u>procedures</u> and <u>materials used</u>	Mainly need to know how to operate <u>machinery and equipment</u>
Usually produce <u>non-standard</u> products or services	Usually involves the mass production of <u>standardised</u> items
Assembler of precision equipment (7311) – non-standardised product	Assembler of electrical equipment (8212) – standardised product
Worker who cut textile/make tailored clothing (753)	Worker operates machine to manufacture standardised clothing (8153)

# Examples of Occupations in Group 8

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- Concrete Pump Operator
- Metal Rolling Mill Worker
- Printing Machine Operator
- Electronic Component Assembler
- MRT Train Operator
- Taxi Driver
- Crane Operator
- Packing/Bottling/Labelling Machine Operator



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# Major Group 9 – Cleaners, Labourers and Related Workers



# Major Group 9 – Cleaners, Labourers and Related Workers

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## Brief description and main tasks:

- Perform **simple and routine** tasks
- (Usually) **physical effort** is required with **minimal judgment**
- May require the use of **hand-held tools**



# Major Group 9 – Cleaners, Labourers and Related Workers

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## Sub-major groups in Group 9

- 5 sub-major groups
- Performance of different types of manual and routine tasks e.g.
  - Cleaning
  - Washing
  - Food preparation,
  - Delivering goods, carrying luggage

## Skill Level

- Usually requires skill at the 1<sup>st</sup> skill level (requiring primary or no education)
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# Major Group 9 – Cleaners, Labourers and Related Workers

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**91** CLEANERS AND RELATED WORKERS



**92** AGRICULTURAL, FISHERY AND RELATED LABOURERS



**93** LABOURERS AND RELATED WORKERS



**94** FOOD PREPARATION AND KITCHEN ASSISTANTS



**96** WASTE AND RECYCLABLES COLLECTION WORKERS AND OTHER ELEMENTARY WORKERS

# Examples of Occupations in Group 9

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- Office Cleaner
- Grass Cutter
- Mover
- Dish Washer
- Building Construction Labourer
- Bellboy
- Watchman
- Leaflet and Newspaper Distributor



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# Major Group X



# Major Group X – Workers Not Elsewhere Classified

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- Information on job duties are difficult to obtain
  - **X1000** - Workers reporting inadequately described occupations
  - **X2000** - Workers not reporting any occupation
  - **X3000** - Singapore Armed Forces personnel
  - **X4000** - Foreign armed forces personnel stationed in Singapore
  - **X5000** - Foreign diplomatic personnel stationed in Singapore

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# Application of Principles



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# Assigning a Code

# Information Collected

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## Info Collected

- (1) Occupation/Kind of Work
- (2) Main Tasks/Duties

Assign an occupational code from SSOC  
(Occupation Coding)

# Information Collected

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(1) What is the person's occupation?

(2) What are the person's **main** tasks/duties?



*Describes the occupation*

# Example

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<b>Occupation</b>	HR Executive
<b>Tasks</b>	Develop and implement programmes to enhance employee satisfaction and morale, formulate training plans, organise training courses

Assigned SSOC = 33451  
(Personnel/Human resource officer)

# Information Collected

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However, in practice, more information is required for proper coding of a person's occupation.



# Information Needed for Proper Coding

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- Job title
- Description of main tasks and duties
- Qualification/ Field of Study
- Income
- Industry
- Occupational Status
- Age (for verification)

# Example

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<b>Job Title</b>	Technician
<b>Main Duties</b>	Repair and install air-conditioners
<b>Industry</b>	Retail sale of air-conditioners
<b>Qualification</b>	Primary 6
<b>Salary</b>	\$1,800 per month

Assigned SSOC = 71272  
(Air-conditioning/Refrigeration plant installer)

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# Occupations with Multiple Tasks and Duties

# Application

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## i. Multiple Tasks and Duties

Two priority rules if the respondent reported multiple tasks:

**Rule 1** – Rule of “Highest Skill Level”

**Rule 2** – Rule of “Production Taking Precedence”

# Rule 1 – Highest Skill Level

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## Rule 1

Where a job has **multiple tasks** requiring different skill levels, the job is classified according to the tasks which require the **highest skill level**

# Rule 1 – Highest Skill Level

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## Example

Occupation = Delivery Driver

Tasks = Drive van to deliver goods

SSOC = 83223 (Van driver)

Instead of 93339 (Other material and freight handling workers)

# Rule 2 – Production Taking Precedence

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## Rule 2

Where a job has **multiple tasks** associated with **different stages** of production and distribution, the job is classified according to the tasks related to **production** which take precedence over those related to sales or transportation

# Rule 2 – Production Taking Precedence

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## Example

Occupation = Bakery assistant

Tasks = Bakes & sells breads

SSOC = 75122 (Bread baker)

Instead of 52202 (Shop sales assistant)