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## **Latest release**

**Sub-major Group**

# **12 Chief Executives, General Managers and Legislators**

## **OSCA - Occupation Standard Classification for Australia**

Reference period: 2024, Version 1.0

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Released 6/12/2024

## **12 Chief Executives, General Managers and Legislators**

Plan, organise, direct, control and review the overall operations and day-to-day functions of organisations and their major programs, and represent constituencies in parliaments and local government authorities.

Chief Information Officers and Chief Information Security Officers are excluded from this sub-major group. Chief Information Officers are included in Occupation 113131 Chief Information Officer. Chief Information Security Officers are included in Occupation 113132 Chief Information Security Officer.

### **OSCA skill level**

The occupations in this sub-major group have a skill level corresponding to the qualifications and experience below.

- Skill Level 1: Bachelor Degree, higher qualification, or at least five years of relevant experience

**Minor Group**

## **121 Chief Executives, General Managers and Legislators**

Plan, organise, direct, control and review the overall operations of organisations and their major programs, and represent constituencies in parliaments and local government authorities.

Chief Information Officers and Chief Information Security Officers are excluded from this minor group. Chief Information Officers are included in Occupation 113131 Chief Information Officer. Chief Information Security Officers are included in Occupation 113132 Chief Information Security Officer.

### **OSCA skill level**

The occupations in this minor group have a skill level corresponding to the qualifications and experience below.

- Skill Level 1: Bachelor Degree, higher qualification, or at least five years of relevant experience

#### **Unit Group**

## **1211 Chief Executives and Managing Directors**

Determine, formulate and review the general policy program and the overall direction of organisations within the framework established by boards of directors and similar governing bodies.

Chief Information Officers and Chief Information Security Officers are excluded from this unit group. Chief Information Officers are included in Occupation 113131 Chief Information Officer. Chief Information Security Officers are included in Occupation 113132 Chief Information Security Officer.

### **OSCA skill level**

The occupations in this unit group have a skill level corresponding to the qualifications and experience below.

- Skill Level 1: Bachelor Degree, higher qualification, or at least five years of relevant experience

#### **Occupation**

## **121131 Chief Executive or Managing Director**

Determines, formulates and reviews the general policy program and the overall direction of an organisation within the framework established by a board of directors or similar governing body.

### Alternative title

- Chief Executive Officer

### Specialisations

- Director-General
- Executive Director
- Secretary (Government Department)

### Skill level: 1

### Main tasks

- Determines objectives, strategies, policies and programs for organisations
- Provides overall direction and management to organisations
- Authorises material, human and financial resources to implement organisational policies and programs
- Monitors and evaluates performance of the organisation against organisational objectives and strategies
- Consults with senior staff and reviews recommendations and reports
- Approves and presents reports, budgets and forecasts to major stakeholders, such as governing bodies and boards of directors
- Represents the organisation at official events, in negotiations, at conventions, seminars, public hearings and forums
- Selects or approves the selection of senior staff

#### Unit Group

## 1212 General Managers and Defence Force Senior Officers

Plan, organise, direct, control and review the strategic directions, day-to-day operations and major functions of commercial, industrial, government and defence organisations through departmental managers and subordinate executives and officers.

### OSCA skill level

The occupations in this unit group have a skill level corresponding to the qualifications and experience below.

- Skill Level 1: Bachelor Degree, higher qualification, or at least five years of relevant experience

### Occupation

## 121231 Corporate General Manager

Plans, organises, directs, controls and reviews the day-to-day operations and major functions of a commercial, industrial, governmental or other organisation through departmental managers and subordinate executives.

### Alternative title

- Chief Operating Officer

### Specialisations

- Assistant Commissioner (Police)
- Hospital Administrator
- Hotel General Manager
- Managing Editor
- Trade Union Secretary

### Skill level: 1

### Main tasks

- Plans policies and sets standards and objectives for organisations
- Provides day-to-day direction and management of organisations
- Directs and endorses policies to fulfil objectives, achieve specific goals, and maximise profit and/or efficiency
- Consults and liaises with departmental heads on matters such as finance, sales and human resources
- Implements and oversees organisational policies and programs
- Selects senior staff and manages their performance
- Ensures and encourages compliance with organisational policies and protocols, and relevant legislation
- Represents the organisation at official occasions, in negotiations, at conventions, seminars, public hearings and forums
- May prepare or arrange for the preparation of reports, budgets and forecasts

### Occupation

# 121232 Defence Force Senior Officer

Plans, organises, directs, controls and reviews the strategic direction, day-to-day operations, and major functions of organisational units of the Australian Defence Force through subordinate officers.

This occupation includes the following ranks:

- Navy: Admiral, Vice Admiral, Rear Admiral, Commodore, Captain
- Army: General, Lieutenant General, Major General, Brigadier, Colonel
- Air Force: Air Chief Marshal, Air Marshal, Air Vice-Marshall, Air Commodore, Group Captain.

**Skill level: 1**

## Main tasks

- Provides strategic direction and management, and develops operational plans for the Defence Force
- Consults with other senior officers and directs subordinate officers to organise and coordinate the deployment of personnel and resources for Defence Force operations
- Assesses situations, reviews recommendations and reports, and responds accordingly by issuing commands and directives to subordinate officers
- Reviews and evaluates the performance of subordinate officers and Defence Force units, and directs and oversees the training and development of personnel
- Decides or approves Defence Force appointments
- Represents the Defence Force at negotiations and official events or engagements, and liaises with external stakeholders

### Unit Group

## 1213 Legislators

Represent the interests of people in constituencies as elected members of national, state and territory parliaments and local government authorities.

### OSCA skill level

The occupations in this unit group have a skill level corresponding to the qualifications and experience below.

- Skill Level 1: Bachelor Degree, higher qualification, or at least five years of relevant experience

### Occupation

# 121331 Local Government Legislator

Represents the interests of people in a constituency as their elected member of a local government authority.

## Alternative titles

- Alderman
- Councillor

## Specialisation

- Mayor

## Skill level: 1

## Main tasks

- Develops local government policy, and formulates, amends and repeals legislation and by-laws
- Represents the interests of constituents and advocates for their needs and concerns
- Introduces proposals for government action and represents public and electoral interests
- Issues policy directions to local government departments and exercises control over local government authorities
- Collaborates with officials to develop and implement policies and programs
- Attends community events and meetings to provide service to the community, gauge public opinion, and provide information on local government plans
- May present petitions on behalf of concerned groups

## Occupation

# 121332 Member of Parliament

Represents the interests of people in a constituency as their elected member to national, state or territory parliament.

## Alternative title

- Parliamentarian

## Specialisations

- Chief Minister
- Government Minister
- Member of the Legislative Assembly

- Member of the Legislative Council
- Premier
- Prime Minister
- Senator

### **Skill level: 1**

### **Main tasks**

- Represents constituents in parliament
- Attends and participates in parliamentary sessions
- Votes on legislation and policies
- Researches and analyses issues
- Meets with constituents
- Advocates for constituents in committees
- Collaborates with other members on legislation
- Represents political party or coalition
- Engages in public communication
- Stays informed on current events

### **Occupation**

## **121399 Legislators nec**

This occupation group covers Legislators not elsewhere classified.

### **Skill level: 1**

### **Occupations in this group include:**

- Aboriginal Community Council Member
- Councillor, Aboriginal Land Council