Singapore Standard Occupational Classification (SSOC)
Based on SSOC 2015 (Version 2018)
Overview

- 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
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

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??
Structure of Classification
Structure

- **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)
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)
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

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

Major Group 2
Professionals

SUB-MAJOR GROUPS

21  22  23  24  25  26  29

SCIENCE AND ENGRG PROF  HEALTH PROF  TEACHING AND TRAINING PROF  BUSINESS AND ADMIN PROF  INFO AND COMM TECH PROF  LEGAL, SOCIAL AND CULTURAL PROF  OTHER PROF NOT ELSEWHERE CLASSIFIED

Introduction  Major Groups  Application of Principles
Structure

Sub-Major Group 22

Health Professionals

MINOR GROUP 221
Medical Doctors

MINOR GROUP 222
Nursing Professionals

MINOR GROUP 223
Traditional and Complementary Medicine Professionals

MINOR GROUP 225
Veterinarians

MINOR GROUP 226
Other Health Professionals

Introduction  Major Groups  Application of Principles
Minor Group 221
Medical Doctors

UNIT GROUP 2211
Generalist Medical Practitioners

UNIT GROUP 2212
Specialist Medical Practitioners (Medical)

UNIT GROUP 2213
Specialist Medical Practitioners (Surgical)

UNIT GROUP 2214/2215
Specialist Medical Practitioners (Other Specialisations)
## Structure

**SSOC 22121 - Cardiologist**

<table>
<thead>
<tr>
<th>Groups</th>
<th>Title</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Major</strong></td>
<td>Professionals</td>
<td>2</td>
</tr>
<tr>
<td><strong>Sub-major</strong></td>
<td>Health Professionals</td>
<td>22</td>
</tr>
<tr>
<td><strong>Minor</strong></td>
<td>Medical Doctors</td>
<td>221</td>
</tr>
<tr>
<td><strong>Unit</strong></td>
<td>Specialist Medical Practitioners (Medical)</td>
<td>2212</td>
</tr>
<tr>
<td><strong>Occupation</strong></td>
<td>Cardiologist</td>
<td>22121</td>
</tr>
</tbody>
</table>

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**Application of Principles**
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
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

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:

<table>
<thead>
<tr>
<th>Skill level</th>
<th>Tasks requiring</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>4th</strong></td>
<td>University/postgraduate university degree or equivalent</td>
</tr>
<tr>
<td><strong>3rd</strong></td>
<td>Tertiary education leading to an award not equivalent to a first university degree</td>
</tr>
<tr>
<td><strong>2nd</strong></td>
<td>Sec or post sec education</td>
</tr>
<tr>
<td><strong>1st</strong></td>
<td>Primary or no education</td>
</tr>
</tbody>
</table>
### Concept of Classification

<table>
<thead>
<tr>
<th>Major Group</th>
<th>Skill level</th>
<th>Tasks requiring</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>NA</td>
<td>Not applicable</td>
</tr>
<tr>
<td>2</td>
<td>4&lt;sup&gt;th&lt;/sup&gt;</td>
<td>University/postgraduate university degree or equivalent</td>
</tr>
<tr>
<td>3</td>
<td>3&lt;sup&gt;rd&lt;/sup&gt;</td>
<td>Tertiary education leading to an award not equivalent to a first university degree</td>
</tr>
<tr>
<td>4</td>
<td>2&lt;sup&gt;nd&lt;/sup&gt;</td>
<td>Sec or post sec education</td>
</tr>
<tr>
<td>5</td>
<td>2&lt;sup&gt;nd&lt;/sup&gt;</td>
<td>Sec or post sec education</td>
</tr>
<tr>
<td>6</td>
<td>2&lt;sup&gt;nd&lt;/sup&gt;</td>
<td>Sec or post sec education</td>
</tr>
<tr>
<td>7</td>
<td>2&lt;sup&gt;nd&lt;/sup&gt;</td>
<td>Sec or post sec education</td>
</tr>
<tr>
<td>8</td>
<td>2&lt;sup&gt;nd&lt;/sup&gt;</td>
<td>Sec or post sec education</td>
</tr>
<tr>
<td>9</td>
<td>1&lt;sup&gt;st&lt;/sup&gt;</td>
<td>Primary or no education</td>
</tr>
<tr>
<td>X</td>
<td>NA</td>
<td>Not applicable</td>
</tr>
</tbody>
</table>
Features of the SSOC 2015 (Version 2018) Classification
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)

- 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

<table>
<thead>
<tr>
<th>Alphabetical Index</th>
<th>SSOC 2015 (Version 2018)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td></td>
</tr>
<tr>
<td>29011</td>
<td>Administrator of trade association</td>
</tr>
<tr>
<td>83502</td>
<td>Administrator of trade union</td>
</tr>
<tr>
<td>73149</td>
<td>Administrator of workers' organisation</td>
</tr>
<tr>
<td>73149</td>
<td>Administrator, arts</td>
</tr>
<tr>
<td>81819</td>
<td>Administrator, computer systems</td>
</tr>
<tr>
<td>73120</td>
<td>Administrator, database</td>
</tr>
<tr>
<td>73120</td>
<td>Administrator, government</td>
</tr>
<tr>
<td>24111</td>
<td>Administrator, network</td>
</tr>
<tr>
<td>24111</td>
<td>Adventure training instructor</td>
</tr>
<tr>
<td>33130</td>
<td>Advertisement painter (sign writing)</td>
</tr>
<tr>
<td>24112</td>
<td>Advertising accounts executive</td>
</tr>
<tr>
<td>24111</td>
<td>Advertising copywriter</td>
</tr>
<tr>
<td>24111</td>
<td>Advertising illustrator</td>
</tr>
<tr>
<td>24111</td>
<td>Advertising manager</td>
</tr>
<tr>
<td>24111</td>
<td>Advertising photographer</td>
</tr>
<tr>
<td>24111</td>
<td>Advertising representative</td>
</tr>
<tr>
<td>24111</td>
<td>Advertising salesman</td>
</tr>
<tr>
<td>24111</td>
<td>Adviser, education methods</td>
</tr>
<tr>
<td>24111</td>
<td>Adviser, teaching methods</td>
</tr>
<tr>
<td>24113</td>
<td>Advisory services, consultant, business</td>
</tr>
<tr>
<td>72333</td>
<td>Advocate &amp; Solicitor (practising)</td>
</tr>
<tr>
<td>44199</td>
<td>Advocate (practising)</td>
</tr>
<tr>
<td>12111</td>
<td>Aerial erector (radio and television)</td>
</tr>
</tbody>
</table>
## Structure of Classification

### Major Group 3: Associate Professionals and Technicians

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

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Policy manager</td>
<td>12131</td>
<td>12130</td>
<td>p</td>
<td>Policy and planning manager</td>
</tr>
<tr>
<td>Strategic planning manager</td>
<td>12132</td>
<td>12130</td>
<td>p</td>
<td>Policy and planning manager</td>
</tr>
<tr>
<td>Premises and facilities maintenance manager (excluding building security manager)</td>
<td>12191</td>
<td>12191</td>
<td>p</td>
<td>Premises and facilities maintenance manager (including building security manager)</td>
</tr>
<tr>
<td>Landscape operations manager</td>
<td>12192</td>
<td>12192</td>
<td></td>
<td>Landscape operations manager</td>
</tr>
<tr>
<td>Working proprietor (business services and administrative services)</td>
<td>12193</td>
<td>12193</td>
<td></td>
<td>Working proprietor (business services and administrative services)</td>
</tr>
<tr>
<td>Building security manager</td>
<td>12194</td>
<td>12191</td>
<td>p</td>
<td>Premises and facilities maintenance manager (including building security manager)</td>
</tr>
<tr>
<td>Other business services and administration managers n.e.c.</td>
<td>12199</td>
<td>12199</td>
<td></td>
<td>Other business services and administration managers n.e.c.</td>
</tr>
</tbody>
</table>
Major Group 1 – Legislators, Senior Officials & Managers
Major Group 1 – Legislator, Senior Officials & Managers

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

Occupations in Public Sector/ Organisation

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)

Occupations in Private Sector

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

Introduction | Major Groups | Application of Principles
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

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

- Company Director
- Legislator
- General Manager
- School Principal
- Restaurant Manager
- Sales and Marketing Manager
- Business Development Manager
- Working Proprietors
Major Group 2 – Professionals
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

## Sub-major groups in Group 2

<table>
<thead>
<tr>
<th>SCIENCE &amp; ENGINEERING PROFESSIONALS</th>
<th>HEALTH PROFESSIONALS</th>
<th>TEACHING &amp; TRAINING PROFESSIONALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSINESS AND ADMIN PROFESSIONALS</td>
<td>ICT PROFESSIONALS</td>
<td>LEGAL, SOCIAL AND CULTURAL PROFESSIONALS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OTHER PROFESSIONALS NOT ELSEWHERE CLASSIFIED</td>
</tr>
</tbody>
</table>

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

### Skill Level

- Usually requires skill at the 4\(^{th}\) skill level (requiring tertiary education leading to a university or postgrad degree)
Examples of Occupations in Group 2

- Chemist
- Statistician
- Civil Engineer
- Cardiologist
- Dentist
- Registered Nurse
- University Lecturer
- Primary School Teacher
- Auditor
- Lawyer
- Journalist
Major Group 3 – Associate Professionals and Technicians
Major Group 3 – Associate Professionals and Technicians

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
Sub-major groups in Group 3

<table>
<thead>
<tr>
<th>PHYSICAL &amp; ENGINEERING SCIENCE ASSOCIATE PROFESSIONALS</th>
<th>HEALTH ASSOCIATE PROFESSIONALS</th>
<th>BUSINESS AND ADMIN ASSOCIATE PROFESSIONALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>LEGAL, SOCIAL, CULTURAL AND RELATED ASSOCIATE PROFESSIONALS</td>
<td>INFORMATION AND COMMUNICATIONS TECHNICIANS</td>
<td>TEACHING ASSOCIATE PROFESSIONALS</td>
</tr>
<tr>
<td>OTHER ASSOCIATE PROFESSIONALS NOT ELSEWHERE CLASSIFIED</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

Skill Level
- Usually requires skill at the 3\textsuperscript{rd} skill level (requiring tertiary education leading to an award not equivalent to a first university degree)
## Difference Between Major Group 2 and 3

<table>
<thead>
<tr>
<th>Tasks Performed</th>
<th>Group 2 - Professionals</th>
<th>Group 3 – Assoc Professionals</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• High level of specialised knowledge</td>
<td>• Technical knowledge and ability</td>
</tr>
<tr>
<td></td>
<td>• Apply scientific &amp; artistic concepts &amp; theories to the solution of problems in work</td>
<td>• Technical work connected with the application of concepts &amp; operational methods</td>
</tr>
</tbody>
</table>

| Skill Level | 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

Examples:

<table>
<thead>
<tr>
<th>Group 2 - Professionals</th>
<th>Group 3 – Assoc Professionals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Curator</td>
<td>Museum Technician</td>
</tr>
<tr>
<td>Executive Search Consultant</td>
<td>Employment Agent</td>
</tr>
<tr>
<td>Pharmacist</td>
<td>Pharmaceutical Technician</td>
</tr>
</tbody>
</table>
Examples of Occupations in Group 3

- Chemistry Technician
- Mechanical Draughtsman
- Air Traffic Controller
- Landscape Operations Officer
- Fire and Safety Inspector
- Paramedic
- Broadcasting Operations Technician
Major Group 4 – Clerical Support Workers
Major Group 4 – Clerical Support Workers

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

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 2nd skill level (requiring secondary or post secondary education)
Examples of Occupations in Group 4

- Office Clerk
- Secretary
- Bank Teller
- Receptionist
- Telephone Operator
- Bookkeeper
- Production Planning Clerk
- Legal Clerk
Major Group 5 – Service and Sales Workers
Major Group 5 – Service and Sales Workers

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

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

<table>
<thead>
<tr>
<th>51 PERSONAL SERVICE WORKERS</th>
<th>52 SALES WORKERS</th>
<th>53 PERSONAL CARE WORKERS</th>
<th>54 PROTECTIVE SERVICE WORKERS</th>
<th>59 SERVICE WORKERS N.E.C.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travel Attendants</td>
<td>Stall sales workers</td>
<td>Childcare workers</td>
<td>Firefighter</td>
<td></td>
</tr>
<tr>
<td>Chefs and cooks</td>
<td>Cashiers and ticket clerks</td>
<td>Healthcare assistants</td>
<td>Prison officer</td>
<td></td>
</tr>
<tr>
<td>Waiters and Bartenders</td>
<td></td>
<td></td>
<td>Park rangers</td>
<td></td>
</tr>
</tbody>
</table>

Skill Level
- Usually requires skill at the 2nd skill level (requiring secondary or post secondary education)
Examples of Occupations in Group 5

- Cabin Attendant
- Tour Guide
- Waiter
- Postman
- Beautician
- Shop Sales Assistant
- Babysitter
- Lifeguards
- Police Officer
Major Group 6 – Agricultural and Fishery Workers
**Major Group 6 – Agricultural and Fishery Workers**

**Brief description and main tasks:**

<table>
<thead>
<tr>
<th>Grow and harvest field or tree and shrub crops</th>
<th>Breed or tend animals</th>
<th>Produce a variety of animal husbandry products</th>
</tr>
</thead>
<tbody>
<tr>
<td>[Image of wheat and ears]</td>
<td>[Image of pigs]</td>
<td>[Image of eggs and eggs]</td>
</tr>
<tr>
<td>Cultivate, conserve and exploit forests</td>
<td>Breed or catch fish</td>
<td>Cultivate or gather other forms of aquatic life</td>
</tr>
<tr>
<td>[Image of trees]</td>
<td>[Image of koi fish]</td>
<td>[Image of oysters]</td>
</tr>
</tbody>
</table>

➤ as a source of food or income for themselves and their households
Major Group 6 – Agricultural and Fishery Workers

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\textsuperscript{nd} skill level (requiring secondary or post secondary education.)
### Difference Between Group 6 and Minor Group 921

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

- Hydroponic Farm Worker
- Nursery Worker
- Livestock Worker
- Aquarium Fish Farm Worker
- Crocodile Farm Worker
Major Group 7 – Craftsmen and Related Trade Workers
Major Group 7 – Craftsmen and Related Trade Workers

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

• 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

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\(^{nd}\) skill level (requiring secondary or post secondary education)
## Introduction

### Major Groups

- **Major Group 7 – Craftsmen and Related Trade Workers**

## Sub-major groups in Group 7

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

### Table of Sub-major Groups

<table>
<thead>
<tr>
<th>Sub-major Group</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>71</td>
<td>Building and Related Trades Workers, Excluding Electricians</td>
</tr>
<tr>
<td>72</td>
<td>Metal, Machinery and Related Trades Workers</td>
</tr>
<tr>
<td>73</td>
<td>Precision, Handicraft, Printing &amp; Related Trades Workers</td>
</tr>
<tr>
<td>74</td>
<td>Electrical and Electronic Trades Workers</td>
</tr>
<tr>
<td>75</td>
<td>Food Processing, Woodworking, Garment, Leather and Other Craft and Related Trades Workers</td>
</tr>
</tbody>
</table>

---

**Source:** Department of Statistics, Singapore

**Page:** 62
Examples of Occupations in Group 7

- Carpenter
- Building Painter
- Goldsmith
- Pottery Worker
- Glass engraver
- Electrician
- Baker
- Tailor
- Shoemaker
Major Group 8 – Plant and Machine Operators and Assemblers
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

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 2nd 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

<table>
<thead>
<tr>
<th></th>
<th><strong>831/832 – MRT Train Operators/Car &amp; Light Goods Vehicles Drivers</strong></th>
<th><strong>315 – Ship and Aircraft Controllers and Technicians</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tasks Performed</strong></td>
<td>• Hands on operation of machinery</td>
<td>• Mainly command/navigate/supervise transport service operations</td>
</tr>
<tr>
<td><strong>Skill Level</strong></td>
<td>2nd skill level (requiring secondary and post secondary education)</td>
<td>3rd skill level (requiring tertiary education leading to an award not equivalent to a first university degree)</td>
</tr>
</tbody>
</table>
### Difference Between Major Groups 7 and 8

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

- 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
Major Group 9 – Cleaners, Labourers and Related Workers
Major Group 9 – Cleaners, Labourers and Related Workers

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

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 1st skill level (requiring primary or no education)
Major Group 9 – Cleaners, Labourers and Related Workers

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

- Office Cleaner
- Grass Cutter
- Mover
- Dish Washer
- Building Construction Labourer
- Bellboy
- Watchman
- Leaflet and Newspaper Distributor
Major Group X
Major Group X – Workers Not Elsewhere Classified

- 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
Application of Principles
Assigning a Code
Information Collected

Info Collected

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

Assign an occupational code from SSOC (Occupation Coding)
Information Collected

(1) What is the person’s occupation?

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

Describes the occupation
### Example

<table>
<thead>
<tr>
<th>Occupation</th>
<th>HR Executive</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tasks</td>
<td>Develop and implement programmes to enhance employee satisfaction and morale, formulate training plans, organise training courses</td>
</tr>
</tbody>
</table>

**Assigned SSOC = 33451**
(Personnel/Human resource officer)
Information Collected

However, in practice, more information is required for proper coding of a person’s occupation.
Information Needed for Proper Coding

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

<table>
<thead>
<tr>
<th>Job Title</th>
<th>Technician</th>
</tr>
</thead>
<tbody>
<tr>
<td>Main Duties</td>
<td>Repair and install air-conditioners</td>
</tr>
<tr>
<td>Industry</td>
<td>Retail sale of air-conditioners</td>
</tr>
<tr>
<td>Qualification</td>
<td>Primary 6</td>
</tr>
<tr>
<td>Salary</td>
<td>$1,800 per month</td>
</tr>
</tbody>
</table>

Assigned SSOC = 71272  
(Air-conditioning/Refrigeration plant installer)
Occupations with Multiple Tasks and Duties
Application

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

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

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

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

**Example**

Occupation  = Bakery assistant

Tasks  = Bakes & sells breads

SSOC  = 75122 (Bread baker)

Instead of 52202 (Shop sales assistant)