

# Schedule 7 Work Level Standards

Work Level Standard	Qualifications	Autonomy	Influence	Complexity	Business Skills
<b>Level 5</b>	Hold specific qualifications (Doctorals or above) degree relevant to the area(s) of specialisation or similarly regarded qualification or have extensive relevant experience of more than 20 years. A Level 5 may hold professional body certification in area(s) of specialisation.	Fully accountable for actions taken and decisions made, both by themselves and other personnel in the delivery of assigned work. A Level 5 may oversee the work of a Level 4 and Level 3 Professional Contractors.	Inspires the organisation, and influences developments within the industry at the highest levels. Advances the knowledge and/or exploitation of technology within one or more organisations. Is considered a national or international expert in their field of specialisation. Makes decisions.	Fully responsible for the delivery of all aspects of the highly complex multifaceted work activities. Oversee the formulation and implementation of strategy. Employ the highest level of leadership skills. Has an in-depth knowledge of the industry and the implications of emerging technologies for the wider business environment.	Have a profound understanding of their own specialisation(s) and a full range of strategic management and leadership skills. In-depth understanding, be able to explain, and be able to present multifaceted and complex concepts to audiences at all levels in a persuasive and convincing manner. Has broad and deep business knowledge, including the activities and practices of other organisations. Communicates the potential impact of emerging practices and technologies on organisations and individuals and assesses the risks of using or not using such practices and technologies. Assesses the impact of legislation, and actively promotes compliance.

<b>Level 4</b>	Hold specific qualifications (Masters or above) degree relevant to the area(s) of specialisation or similarly regarded qualification or have extensive relevant experience of between 15+ and 20 years. A Level 4 may hold professional body certification in area(s) of specialisation.	Fully accountable for actions taken and decisions made, both by themselves and other personnel in the delivery of assigned work. A Level 4 may oversee the work of a Level 3 and Level 2 Professional Contractors.	Inspires the organisation, and influences developments within the industry at the highest levels. Advances the knowledge and/or exploitation of technology within one or more organisations. Is considered a national or international expert in their field of specialisation. Makes decisions.	Fully responsible for the delivery of all aspects of the highly complex work activities. Leads on the formulation and implementation of strategy. Applies the highest level of leadership skills. Has a deep understanding of the industry and the implications of emerging technologies for the wider business environment.	Deep understanding of their own specialisation(s) and a full range of strategic management and leadership skills. Understands, explains, and presents complex ideas to audiences at all levels in a persuasive and convincing manner. Has broad and deep business knowledge, including the activities and practices of other organisations. Communicates the potential impact of emerging practices and technologies on organisations and individuals and assesses the risks of using or not using such practices and technologies. Assesses the impact of legislation, and actively promotes compliance.
<b>Level 3</b>	Holds a Bachelor Honours degree relevant to the area(s) of specialisation or similarly regarded qualification or substantial relevant experience of between 10+ and 15 years. May hold professional body certification in area(s) of specialisation.	Fully responsible for meeting allocated tasks and is responsible for the assignment of tasks and/or responsibilities in the delivery of the Ordered Services. A Level 3 may oversee the work of a Level 2 and Level 1 Professional Contractors.	Influences policy and strategy formulation. Initiates influential relationships with internal and external customers, suppliers, and partners at senior management level, including industry leaders. Makes decisions which impact the work of employing organisations, achievement of organisational objectives and financial performance.	Performs an extensive range and variety of work activities within their own area(s) of specialisation. Contributes to the implementation of policy and strategy. Creatively applies a wide range of technical and/or management principles.	Absorbs complex information and communicates effectively at all levels to both technical and non-technical audiences. Manages and mitigates risk. Understands the implications of new technologies. Demonstrates clear leadership. Understands and communicates industry developments, and the role and impact of technology in the employing organisation. Promotes compliance with relevant legislation.

<b>Level 2</b>	Holds a Bachelor degree relevant to the area(s) of specialisation or similarly regarded qualification or substantial relevant experience of between 5+ and 10 years. May be a member of a professional body in area(s) of specialisation.	Works under broad direction. Work is often self-initiated. Is fully responsible for meeting allocated technical and/or project/supervisory objectives. Establishes milestones and has a significant role in the assignment of tasks and/or responsibilities. A Level 2 may oversee the work of a Level 1 Professional Contractors.	Influences organisation, customers, suppliers, partners and peers on the contribution of own specialism. Has significant influence over the allocation and management of resources appropriate to given assignments. Builds appropriate and effective business relationships. Makes decisions which impact the success of assigned work, i.e. results, deadlines and budget.	Performs an extensive range and variety of complex technical or professional work activities. Undertakes work which requires the application of fundamental principles in a wide and often unpredictable range of contexts. Understands the relationship between own specialism and wider customer/organisational requirements.	Advises on the available standards, methods, tools, and applications relevant to own specialism and can make appropriate choices from alternatives. Analyses, designs, plans, executes, and evaluates work to time, cost and quality targets. Assesses and evaluates risk. Communicates effectively- demonstrates leadership, facilitates collaboration, and takes all requirements into account when making proposals. Analyses requirements and advises on scope and options for continuous operational improvement.
<b>Level 1</b>	Holds a Bachelor degree or similarly regarded qualification or adequate relevant experience of up to 4 years.	Under general direction and within a clear framework of accountability for their area of responsibility. A Level 1 uses their own discretion when resolving minor problems or external enquiries. A Level 1 may have their work overseen by a Level 2, 3 or Level 4 Professional Contractors.	Influences customers, and suppliers at account level. Makes decisions which influence the success of projects and team objectives. May have some responsibility for the work of others. Participates in external activities related to own specialisation.	Work includes a broad range of complex technical or professional work, in a variety of contexts. Investigates, defines, and resolves complex issues.	Communicates with influence, can present complex information to both technical and non-technical audiences. Facilitates collaboration between stakeholders. Plans, schedules, and monitors work to meet time and quality targets.