

## AMUSEMENT, EVENTS AND RECREATION AWARD 2010

### WAGE INCREASES EFFECTIVE FROM 1 JULY 2013

Wage increases for the Amusement, Events and Recreation Award 2010 arising from the Annual Wage Review by the Full Bench of the Fair Work Commission and effective from the first full pay period on or after 1 July 2013.

The Full Bench increased the weekly wages by 2.6% for employees whose work is covered by this award.

These increases can be absorbed into over award payments.

If you need any clarification then please contact John on 0417 552 801 or e-mail on [johntamplin@iprimus.com.au](mailto:johntamplin@iprimus.com.au).

<b>Classification level of employee</b>	<b>Minimum weekly rate as of 1 July 2013</b>
Introductory level employee	\$622.20
Grade 1	\$640.20
Grade 2	\$664.80
Grade 3	\$687.60
Grade 4	\$724.50
Grade 5	\$747.20
Grade 6	\$769.80
Grade 7	\$790.50
Grade 8	\$830.60
Grade 9	\$919.70

### **Classification Structure**

#### **A.1 Introductory Level Employee**

Introductory level employee means an employee who enters the industry and who has not demonstrated the competency requirements of a Grade 1 employee. An employee at this level will undergo training for up to three months before progressing to Grade 1.

#### **A.2 Grade 1**

A.2.1 An employee at this level is an employee who has completed at least three months training which will include successfully undertaking accredited courses of study or on-the-job training in all of the relevant day-to-day

operating processes so as to enable the employee to perform work within the scope of this level.

- A.2.2 An employee at this level performs work above and beyond the skills of an employee at Introductory level and to the level of their skills, competence and training.
- A.2.3 An employee at this level may include a Cleaner, Maintenance person, Gardener, Handyperson, Animal attendant, Ride attendant, Tour guide, Customer Service Officer, Meet and Greet/Concierge, Photography Attendant, Host/Presenter, Car park attendant, Parking attendant (not handling cash), Door attendant, General attendant, Admissions/Entrance attendant level 1, Gateperson (not on major gates), Bowling attendant, Usher and Event day attendant.
- A.2.4 Such an employee will possess the following skills and may be required to perform the following duties:
- (a) Performs tasks under direct supervision or in accordance with strictly defined procedures.
  - (b) Is trained in and applies basic customer service skills as required by the section/department.
  - (c) Is required to show minimal judgment.
  - (d) Performs routine functions requiring an understanding of clear procedures or guidelines and may require basic manual skills across work areas within the business.
  - (e) Applies basic communication and interpersonal skills in dealing with customers and other workers.
  - (f) Requires basic health and safety knowledge.
  - (g) Generally performs a limited range of tasks of limited complexity and skill.
  - (h) Undertakes general cleaning duties, issuing costumes, grooming, cleaning of animal enclosures, mowing lawns, basic gardening and labouring tasks including operation of simple machinery, laundry duties, brush-cutting, basic labouring including assisting with animal care, basic repairs to clothing, food preparation, ushering, basic preparation of ingredients, assisting employees who are cooking, basic cooking and kitchen attending.

### **A.3 Grade 2**

- A.3.1 An employee at this level is an employee who has completed an appropriate level of training so as to enable the employee to perform work within the scope of this level.
- A.3.2 An employee at this level performs work above and beyond the skills of an employee at Grade One and to the level of their skills, competence and training. An employee at this level may in addition to the roles in Grade 1

may also include an Assistant to construction technician and/or erector (including persons engaged in maintenance and utility duty) Ticket seller, Counter attendant, Security Officer, Receptionist, Programme seller, Cashier, General hand (exhibition employees) and Game warden.

A.3.3 Such an employee will possess the following skills and may be required to perform the following duties:

- (a) Is responsible for the quality of their own work subject to routine supervision.
- (b) Works under routine supervision either individually or in a team environment.
- (c) Performs tasks under general supervision, exercising limited discretion within defined procedures.
- (d) Performs work which is subject to final checking and, as required, progress checking.
- (e) Is trained in and applies basic quality/service requirements relating to own work and may be required to give general inquiry assistance to the customer.
- (f) Applies good interpersonal and communication skills in dealing with customers and other workers.
- (g) Has a good working knowledge of health and safety at this level.
- (h) May assist in on-the-job training of employees of a lower level.
- (i) May require basic technical skills to perform the work.
- (j) A person not qualified in any trade, engaged in or in connection with the in-house preparation, loading or unloading, marking out, carpet laying, fabrication, installation, erection or dismantling of exhibition stands.
- (k) Food preparation, attending counter, handling cash, specific cleaning duties, animal care, ordering stock, hosting duties, operate rides, EFTPOS transactions, basic record keeping, taking bookings and reservations, telephone and switchboard operations, grooming, handling and feeding animals, presentations, operate cash register, beer reticulation, general gardening including operation of machinery, process invoices, drive forklift, stock control, pruning, irrigation, bar attending, waitering, attending snack bar, non-specialised cooking duties, operate games/amusement rides, ground controller/basic security and general park maintenance including maintenance of enclosures.

#### **A.4 Grade 3**

A.4.1 An employee at this level is an employee who has completed an appropriate level of training so as to enable the employee to perform work within the scope of this level.

- A.4.2 An employee at this level performs work above and beyond the skills of a Grade 2 employee to the level of their skills, competence and training.
- A.4.3 An employee at this level includes Supervisors and Operators (where four or more are employed).
- A.4.4 Such an employee will possess the following skills and may be required to perform the following duties:
- (a) Works from complex instructions and procedures.
  - (b) Assists in the provision of on-the-job training.
  - (c) Can perform a greater variety of tasks competently in accordance with the established procedures within their work classification.
  - (d) Can provide assistance for problem solving and work direction.
  - (e) Is trained in and can apply a higher level of quality control and customer service.
  - (f) Performs work which is the subject of final checking only.
  - (g) Has good health and safety knowledge.
  - (h) Works individually under general supervision while having the ability to co-ordinate work within a small team environment.
  - (i) Communicates effectively with other workers in their work section.
  - (j) Rigs steel or timber components and/or erects or dismantles same on any site or location either as a temporary or permanent structure and includes the preparation, painting and greasing or otherwise lubricating any structural part either fixed or moving either in the employer's workshops or on the site where the stand or fixture or structure is to be erected, dismantled and/or operated.
  - (k) Operates a passenger vehicle, handles animals, grades garments, maintenance, pattern making, animal health management, basic stable/animal compound management, operate games/amusement rides, specialised animal care, assistance with animal training, preparation of animal feed and animal care, animal management, maintenance of enclosures and gardens including pruning and irrigation, tour guide duties and presentations to the public, international host required to speak a second language, cocktail or specialised waiter, non-trade cooking, operate a food outlet, bookings and reservations, ordering stock and stock control, basic lifeguarding, security officer monitoring and operating CCTV systems.

## **A.5 Grade 4**

- A.5.1 An employee at this level is an employee who has completed appropriate training or has acquired equivalent competency so as to perform work within the scope of this level. Work performed at this level will be trade level or equivalent.

A.5.2 An employee at this level includes:

- (a) An employee who holds a trade certificate or tradespersons rights certificate as an:
  - Engineering tradesperson (electrical/electronic)—Level I;
  - Engineering tradesperson (mechanical)—Level I;
  - Engineering tradesperson (fabrication)—Level I, or equivalent;
- (b) Technical/ Trade Qualified maintenance person;
- (c) Craftsperson;
- (d) Exhibition technician; and
- (e) Interpreter.

A.5.3 Such an employee will possess the following skills and may be required to perform the following duties:

- (a) Is able to exercise the skills and knowledge of the engineering trade so as to enable the employee to perform work within the scope of this level or possesses the skills, experience, knowledge, responsibility, expertise and competency to perform work at the trade level.
- (b) Understands and applies quality control techniques.
- (c) Exercises good interpersonal and communications skills.
- (d) Exercises higher level keyboard skills.
- (e) Exercises discretion within the scope of this classification level.
- (f) Performs work under limited supervision either individually or in a team environment.
- (g) Performs non-trade tasks incidental to their work.
- (h) Performs work that while primarily involving the skills of the employee's 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.
- (i) A person qualified in a trade required by the employer engaged in or in connection with in-house preparation, loading or unloading, marking out, carpet laying, fabrication, installation, erection or dismantling.
- (j) Works from complex instructions and procedures and has a thorough understanding of the employer's internal policies and procedures relating to their department.

- (k) Is able to provide training for other employees within their specific area of responsibility for skill development.
- (l) Is able to co-ordinate work in a team environment or work individually under general supervision.
- (m) Is accountable for their own work at trade level or equivalent.
- (n) Has a thorough knowledge of the health and safety procedures relating to work within their department.
- (o) Is able to exercise good interpersonal and communication skills in dealing with other workers.
- (p) Performs lower level tasks incidental to their work or which facilitate the completion of the whole task. Such incidental or peripheral work would not require additional formal technical training.
- (q) Has worked or studied in a relevant field for a significant time to ensure competence to undertake and advise on a full range of normal requirements for the work and has the ability to perform a variety of activities involving special or unusual features of the work.
- (r) Trade qualified cooking, food production, senior security officer, trade qualified maintenance (i.e. plumbing, spray painting, construction work) designs costumes and production, liaise with agencies, staff recruitment, menu planning, animal training, medication of animals, plantation management, animal education duties, management of a food outlet, cleaning operators, projectionist, bar supervisor, maitre d', greenkeeping, specialised performers and advanced lifeguarding.

#### **A.6 Grade 5**

An employee at this level is an employee who in addition to being a technician, tradesperson or equivalent is required to supervise staff, general hands technicians, and/or generally supervise projects including basic administration.

#### **A.7 Grade 6**

An employee at this level may include a Head technician maintenance person, Restoration officer, Museum technician, and Senior animal attendant or trainer.

#### **A.8 Grade 7**

A.8.1 An employee at this level is an employee who has completed appropriate training and is capable of applying skills learned to the work. An employee may have specific supervisory duties and the authority to direct other staff; however, the greater percentage of their time need not be spent on management functions.

A.8.2 An employee at this level performs work of a greater complexity because of one or more of the following factors:

- (a) Level of responsibility and/or management, e.g. administrative, financial, project coordination, technical or post trade, etc.
- (b) Such an employee will possess the following skills and may be required to perform the following duties:
  - (i) Would have studied or worked in a relevant area to develop a specialised skill in a particular profession, technical or service field above trade level or its equivalent;
  - (ii) Is accountable and responsible for workplace output and can work under pressure;
  - (iii) Generally works without supervision;
  - (iv) Understands all operations relevant to their job role and department;
  - (v) Plans training and establishment development in conformity with employer guidelines;
  - (vi) Has excellent knowledge of health and safety requirements;
  - (vii) Co-ordinates, supervises and directs the work of others in a team environment.
- (c) Financial reporting, operational reporting, specialised supervision/direction of five or more staff, specialised maintenance or technical skills.

#### **A.9 Grade 8**

An employee at this level is an employee who possesses qualifications or experience such as advanced engineering or technical skills or post trade or diploma level or who undertakes duties of a more advanced or complex level.

#### **A.10 Grade 9**

A.10.1 An employee appointed to this level undertakes three or more of the following duties:

- (a) Responsible for implementation of all major turf projects for the facility according to the course architects design.
- (b) Responsible for the development of an annual work program for all outdoor staff that incorporates both further development and continued maintenance.
- (c) Responsible for supervision of all outdoor staff.
- (d) Responsible for the operation and maintenance of all turf equipment.

- (e) Responsible for all occupational health and safety management in outdoor areas.
- (f) Responsible for purchasing within the limits imposed by policy and the budget.
- (g) Responsible for ensuring that all administrative systems are complied with by the staff under their direction.

### **Who Can I Contact for More Information and Assistance?**

If you would like to discuss any concerns you may have in relation to issues of employment or any other employment related issues you may have, please contact:

#### **John Tamplin**

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Or go to our website at <http://www.johntamplinconsulting.com.au>

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Remember to call us if you need some help, we do not normally charge for phone advice.