VETASSESS

Information sheet

Specialist Managers nec

ANZSCO: 139999

Group B

About this document

- The following Information Sheet is for your reference only and should be used as a guide to assist with your Skills Assessment application to VETASSESS. This information is subject to change.
- Please note that a Skills Assessment of the qualification involves assessment of both the qualification level and content. Qualifications are assessed according to the guidelines published by the Australian Government Department of Education.
- The employment assessment involves determining the skill level and relevance of the tasks undertaken.
- Integrity checks may be conducted to verify the qualification and employment claims made in an application.

Job description

Specialist Managers plan, organise, direct, control and coordinate special functions within organisations such as advertising and sales, financial, human resources, production and distribution, education, health and welfare, and ICT.

This occupation group covers Specialist Managers not elsewhere classified.

Occupations considered suitable under this ANZSCO code:

- Airport Manager
- Ambulance Services Manager
- Harbour Master
- Security Manager (Non-ICT)

Occupations not considered under this ANZSCO code:

Please note that the ANZSCO specialisations of Ambassador, Archbishop, and Bishop are excluded from VETASSESS' authority and not available for migration skills assessment.

Other Managers classified in ANZSCO Major Group 1 are also excluded from assessment against this occupation, including those in:

- SUB-MAJOR GROUP 11 Chief Executives, General Managers and Legislators
- SUB-MAJOR GROUP 12 Farmers and Farm Managers
- SUB-MAJOR GROUP 13 Specialist Managers
- SUB-MAJOR GROUP 14 Hospitality, Retail and Service Managers

These occupations are classified elsewhere in ANZSCO.

Specialist Managers nec is a VETASSESS Group B occupation

This occupation requires a qualification assessed as comparable to the educational level of an Australian Qualifications Framework (AQF) Bachelor degree or higher.

GROUP B	Criteria for a suitable Skills Assessment			
	Minimum comparable Bachelor or higher degree AQF level	With highly relevant major field of study	Additional highly relevant qualifications	Highly relevant employment duration
1	AQF +	+	N/A +	1 YEAR minimum
2	AQF +	No highly relevant major +	Minimum AQF Diploma level with highly relevant major +	2 YEARS minimum
3	AQF +	No highly relevant major +	No additional highly relevant qualifications +	3 YEARS minimum
Pre-qualification methodology can apply to Group B occupations				
	Highly relevant employment duration	With or without highly relevant major field of study	Additional highly relevant qualifications	Comparable Bachelor degree AQF level
4	5 YEARS minimum + 1 YEAR minimum (Within last 5 years) +	N/A +	N/A +	AQF

Description of Pathways

The information below describes the available pathways for a Skills Assessment under **Group B**. Please note that in order to achieve a suitable Skills Assessment Outcome, a positive assessment for both qualifications and employment is required.

Pathway 1

This pathway requires a qualification assessed as comparable to the education level of an Australian Qualifications Framework (AQF) Bachelor degree or higher degree and in a field highly relevant to the nominated occupation.

Bachelor degree or higher degree includes AQF Master Degree or AQF Doctoral Degree.

In addition, it is essential for applicants to meet the following employment criteria:

- at least **one** year of post-qualification employment at an appropriate skill level, undertaken in the last five years,
- working 20 hours or more per week, and
- highly relevant to the nominated occupation.

Pathway 2

This pathway requires a qualification assessed as comparable to the education level of an Australian Qualifications Framework (AQF) Bachelor degree or higher degree and in a field not highly relevant to the nominated occupation.

Bachelor degree or higher degree includes AQF Master Degree or AQF Doctoral Degree.

An additional qualification in a highly relevant field of study at a minimum AQF Diploma level is required. Additional qualifications in a highly relevant field of study include those comparable to the AQF Diploma or AQF Advanced Diploma or AQF Associate Degree or AQF Graduate Diploma.

In addition, it is essential for applicants to meet the following employment criteria:

- at least **two** years of post-qualification employment at an appropriate skill level, undertaken in the last five years,
- working 20 hours or more per week, and
- highly relevant to the nominated occupation.

For example, an applicant for the occupation Quality Assurance Manager completed a non-relevant AQF Bachelor qualification in April 2024 and later completed an AQF Diploma in Quality Management in May 2026. The applicant commenced employment with the organisation in May 2024 and remains employed there.

Under Pathway 2, the applicant satisfies the minimum educational requirement for a Group B occupation through the AQF Bachelor qualification. Accordingly, employment is counted from the completion date of the Bachelor qualification, meaning employment from May 2024 onwards may be considered toward both the required Qualifying Period (QP) and any remaining eligible period for the points test.

As the later Diploma qualification is highly relevant to the occupation, the applicant may access the reduced employment requirement applicable under Pathway 2. In this case, only two years of QP are required, and that employment may be counted from the post-Bachelor period rather than from the Diploma qualification completion date.

Pathway 3

This pathway requires a qualification assessed as comparable to the education level of an Australian Qualifications Framework (AQF) Bachelor degree or higher degree and in a field not highly relevant to the nominated occupation.

Bachelor degree or higher degree includes AQF Master Degree or AQF Doctoral Degree.

In addition, it is essential for applicants to meet the following employment criteria:

- at least **three** years of post-qualification employment at an appropriate skill level, undertaken in the last five years,
- working 20 hours or more per week, and
- highly relevant to the nominated occupation.

Pathway 4

This pathway requires a qualification assessed as comparable to the education level of an Australian Qualifications Framework (AQF) Bachelor degree or higher degree with or without a highly relevant major field of study to the nominated occupation.

Bachelor degree or higher degree includes AQF Master Degree or AQF Doctoral Degree.

In addition, it is essential for applicants to meet the following employment criteria:

- at least **six** years of employment at an appropriate skill level that includes at least **one** year of highly relevant employment within the last five years before applying,
- working 20 hours or more per week, and
- highly relevant to the nominated occupation.

Qualification

This includes qualifications assessed at AQF Bachelor, Master and Doctoral level.

This occupation requires a qualification in a subject area that is highly relevant to the nec employment.

Employment Tasks

Highly relevant tasks include:

- Developing, implementing and monitoring strategies, policies and plans for their area of control;
- Establishing and directing operational and administrative procedures;
- Directing and coordinating the allocation of resources;
- Monitoring work progress and performance, and adjusting processes and resources to keep goals on track;
- Controlling budget planning and report preparation, and monitoring and controlling expenditure for their area of control;
- Controlling selection, training and performance of staff;
- Representing the organisation in negotiations, and at conventions, seminars, public hearings and forums.

Employment information

Generally speaking, applicants should be able to demonstrate that their role:

- Is at the level of a Manager as described in ANZSCO;
- Requires managing and controlling a specialised function within the organisation;
- Requires specialist knowledge and skills, and;
- Is not elsewhere classified in ANZSCO.

General Managers are classified elsewhere in ANZSCO.

The reporting line must clearly demonstrate the applicant's responsibilities at a strategic level with decision-making authority within the specialised function of the organisation.

While general management roles may occur in specialised and unique contexts, they are not normally considered to meet the requirements of this occupation. In order to meet the requirements, the role should involve the oversight of a specialised organisational function. Roles at managerial level in the areas of risk management and compliance may be considered against this occupation.

Not Elsewhere Classified (nec)

Some occupations assessed by VETASSESS are listed as 'nec' which means 'not elsewhere classified'. If nominating one of these occupations, you must ensure that your qualifications and employment are highly relevant to one of the occupation titles given in the ANZSCO description for the particular occupation.

Other specific occupation titles that cannot be found elsewhere in ANZSCO will be considered on a case-by-case basis as long as they are relevant to the 'nec' codes. In order to be assessed against an 'nec' code, your occupation would generally be described as non-classified, yet specialised or related to its ANZSCO Unit Group description.

Your employment in these nominated occupations should not be a closer match to another ANZSCO code (whether assessed by VETASSESS or not). When considering whether to nominate an 'nec' occupation, you should consider the sub major group description and determine whether your skills best fit this category. VETASSESS conducts a case-by-case assessment to determine whether the employment can be considered highly relevant to the classification. If an applicant's employment is highly relevant to another ANZSCO occupation, the same period of employment cannot be assessed suitably against an 'nec' classification, regardless of whether the occupation is available for migration purposes or not. Applicants should provide a cover letter that justifies the rationale for choosing an 'nec' category.

Supporting material for assessment

Applicants nominating this managerial occupation must submit an organisational chart. An organisational chart should include:

- The company letterhead,
- Your job position,
- The job position of your superiors and subordinates, as well as,
- All positions reporting to your immediate supervisor and to your direct subordinates.

If you are unable to obtain an organisational chart from your employer, please provide a statutory declaration outlining the required information and the reasons why this information cannot be provided.