VETASSESS

Information sheet

Manufacturer

ANZSCO: 133411

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

A Manufacturer plans, organises, directs, controls and coordinates the operations of a small manufacturing establishment.

Occupations not considered under this ANZSCO code:

- Production Managers
- Importers, Exporters and Wholesalers
- Supply, Distribution and Procurement Managers

These occupations are classified elsewhere in ANZSCO or are not at the required skill level.

Production Manager (Manufacturing) 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 or higher.

Applicants can fulfil the assessment criteria for this occupation in four different ways.

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.

Manufacturing is the study of the planning, organisation and operation of manufacturing methods, processes, facilities and systems. Operations Management and Supervision is a program of study which prepares individuals to manage and direct the physical and/or technical functions of a firm or organisation, particularly those relating to development, production, and manufacturing.

Major fields of study which match the employment context are to be accepted for this occupation providing that:

- The employment is highly relevant and assessed positively.

Highly relevant major fields of study include:

- Manufacturing
- Operations Management

Employment Tasks

Highly relevant tasks include, but are not limited to:

- Identifying business opportunities, devising new manufacturing processes and determining products to be manufactured.
- Developing business plans and implementing operational, marketing, human resource and pricing procedures.
- Researching and implementing regulatory and statutory requirements affecting manufacturing operations and the environment.
- Directing the activities of production, warehouse, distribution and other operating units.
- Maintaining quality control systems for manufacturing, waste disposal, delivery and other procedures.
- Coordinating orders for raw materials, supplies and equipment, and arranging packaging, delivery and wholesaling of products.
- Overseeing the coordination of after-sales service.
- Overseeing the provision of quotes for the manufacture of specialised goods and arranging contracts with customers.
- May devise and oversee the implementation of production run schedules..

Employment Information

The act of manufacturing is the conversion of raw materials and resources into finished products.

Applicants for this occupation must demonstrate they have held authority for the overall operations of a manufacturing company. They are expected to oversee the majority if not all the departments of the establishment, including production, finance, marketing and business development. It is common for Manufacturers to be selfemployed or part owners of the establishment. Please refer to 'Supporting Material for Assessment' for documentation requirements relating to self-employed applicants.

Applicants who are limited in their responsibilities to the planning, directing, controlling and coordinating of the production activities within a manufacturing operation are classified elsewhere under the alternative occupation of Production Manager (Manufacturing) (ANZSCO code 133512), and therefore will not be considered relevant to the occupation Manufacturer. Similarly, applicants with roles focused on coordinating supply chain and procurement activities for manufacturing businesses also would not meet the breadth and scope of duties expected for the Manufacturer occupation.

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.

If you are nominating this occupation, and you are self-employed, you are required to provide the following:

- Evidence of self-employment such as sole trading or business registration details and/or official statements issued by your (registered) accountant and/or legal team. The statement from your accountant or solicitor must include the accountant's or solicitor's letterhead, your full name, how long you have been continuously self-employed including official dates in each role, the nature of the business conducted, the signature and contact details of the accountant or solicitor.
- Statutory declaration listing your main duties during self-employment;
- Payment evidence showing regular income from self-employment, such as client invoices together with corresponding bank statements and/or official taxation records;
- Supplementary evidence, such as contracts with clients or suppliers, client testimonials, evidence of projects completed, etc.

To further support your employment claims, you may also wish to provide supplementary documentation including:

- Website links related to the company
- Company Registration
- Any further online information of relevance to your work
- Any other documents relevant to your role.