



Employment Services & Solutions Australia
Unit 5, 329 Collier Road
Bassendean WA 6054

Phone: 08 9240 4230
Facsimile: 08 9240 4393
Email: admin@essa.net.au
Web: www.essa.net.au

AWARD SUMMARY SHEET

PROFESSIONAL EMPLOYEES AWARD 2020

The information provided in this Information Sheet is provided on the basis that it is general information for clients and correspondents to inform them of matters relating to current workplace relations issues. It is not provided, nor should it be relied upon as a substitute for professional advice. Employment Services & Solutions Australia Pty Ltd is not responsible for any outcomes to clients based upon the information provided in this Information Sheet and disclaims all liability, including and without limitation in negligence, for all losses, expenses, damages and costs that may be incurred by a client or correspondent as a result of the information provided in this Information Sheet being inaccurate or incomplete in any way.

This is a summary of the award only. A copy of the full award is available at www.fwc.gov.au

A full copy of the National Employment Standards is available at www.fairwork.gov.au

These wage rates are payable from the **first full pay period commencing on or after 1 July 2021**. If you have any queries, please contact Employment Services & Solutions Australia on 08 9240 4230.

Coverage

4.1 This industry and occupational award covers employers throughout Australia as follows:

- (a) Employers throughout Australia with respect to their employees performing professional engineering and professional scientific duties who are covered by the classifications in Schedule A—Classification Structure and Definitions of the award and those employees.
- (b) Employers throughout Australia principally engaged in the information technology industry, the quality auditing industry or the telecommunications services industry and their employees who are covered by the classifications in Schedule A—Classification Structure and Definitions.
- (c) Employers throughout Australia principally engaged as medical research institutes with respect to their employees performing professional medical research duties who are covered by the classifications in Schedule B—Medical Research Employees and those employees.

4.2 The award does not cover employees who are covered by the following awards:

- (a) *Airport Employees Award 2020*;
- (b) *Black Coal Mining Industry Award 2010*;
- (c) *Electrical Power Industry Award 2020*;
- (d) *Nurses Award 2010*;
- (e) *Port Authorities Award 2020*;
- (f) *Rail Industry Award 2020*;

(g) *State Government Agencies Award 2020*; and

(h) *Water Industry Award 2020*.

4.3 The award does not cover employees of a local government covered by another award.

4.4 This award covers any employer which supplies labour on an on-hire basis in the industries set out in clause 4.1 in respect of on-hire employees in classifications covered by this award, and those on-hire employees, while engaged in the performance of work for a business in those industries. Clause 4.4 operates subject to the exclusions from coverage in this award.

4.5 This award covers any employer which supplies on-hire employees in classifications set out in Schedule A—Classification Structure and Definitions and those on-hire employees, if the employer is not covered by another modern award containing a classification which is more appropriate to the work performed by the employee. Clause 4.5 operates subject to the exclusions from coverage in this award.

4.6 This industry and occupational award does not cover:

(a) an employee excluded from award coverage by the Act;

(b) employees who are covered by a modern enterprise award, or an enterprise instrument (within the meaning of the *Fair Work (Transitional Provisions and Consequential Amendments) Act 2009* (Cth)), or employers in relation to those employees; or

(c) employees who are covered by a State reference public sector modern award, or a State reference public sector transitional award (within the meaning of the *Fair Work (Transitional Provisions and Consequential Amendments) Act 2009* (Cth)), or employers in relation to those employees.

4.7 Where an employer is covered by more than one award, an employee of that employer is covered by the award classification which is most appropriate to the work performed by the employee and to the environment in which the employee normally performs the work.

NOTE: Where there is no classification for a particular employee in this award it is possible that the employer and that employee are covered by an award with occupational coverage.

Wage Rates

Adult

Permanent Employees- Full Time and Part Time			
Classification	Minimum Annual Wage	Minimum Weekly Wage	Mon-Fri
Level 1 Graduate Professional Pay Point 1.1 (3 year degree)	\$53,709.00	\$1,029.57	\$27.09
Level 1 Graduate Professional Pay Point 1.1 (4 or 5 year degree)	\$55,085.00	\$1,055.94	\$27.79
Level 1 Graduate Professional Pay Point 1.2	\$56,010.00	\$1,073.67	\$28.25
Level 1 Graduate Professional Pay Point 1.3	\$58,342.00	\$1,118.38	\$29.43
Level 1 Graduate Professional Pay Point 1.4	\$61,297.00	\$1,175.02	\$30.92
Level 2 Experienced professional/quality auditor	\$63,362.00	\$1,214.61	\$31.96
Level 3 Professional/senior (lead) quality auditor	\$69,247.00	\$1,327.42	\$34.93
Level 4 Professional	\$78,100.00	\$1,497.12	\$39.40
Graduate professional medical research employee - level 1 - pay point 1.1 (3 year degree)	\$53,709.00	\$1,029.57	\$27.09
Graduate professional medical research employee - level 1 - pay point 1.1 (4 or 5 year degree)	\$55,085.00	\$1,055.94	\$27.79
Graduate professional medical research employee - level 1 - pay point 1.2	\$56,010.00	\$1,073.67	\$28.25
Graduate professional medical research employee - level 1 - pay point 1.3	\$58,342.00	\$1,118.38	\$29.43
Graduate professional medical research employee - level 1 - pay point 1.4	\$61,297.00	\$1,175.02	\$30.92
Experienced professional medical research employee - level 2	\$63,362.00	\$1,214.61	\$31.96
Experienced medical research employee - level 3	\$69,247.00	\$1,327.42	\$34.93
Experienced medical research employee - level 4	\$78,100.00	\$1,497.12	\$39.40
Experienced medical research employee - level 5	\$94,087.00	\$1,803.58	\$47.46

Casual Employees	
Classification	Mon-Fri
Level 1 Graduate Professional Pay Point 1.1 (3 year degree)	\$33.86
Level 1 Graduate Professional Pay Point 1.1 (4 or 5 year degree)	\$34.74
Level 1 Graduate Professional Pay Point 1.2	\$35.31
Level 1 Graduate Professional Pay Point 1.3	\$36.79
Level 1 Graduate Professional Pay Point 1.4	\$38.65
Level 2 Experienced professional/quality auditor	\$39.95
Level 3 Professional/senior (lead) quality auditor	\$43.66
Level 4 Professional	\$49.25
Graduate professional medical research employee - level 1 - pay point 1.1 (3 year degree)	\$33.86
Graduate professional medical research employee - level 1 - pay point 1.1 (4 or 5 year degree)	\$34.74
Graduate professional medical research employee - level 1 - pay point 1.2	\$35.31
Graduate professional medical research employee - level 1 - pay point 1.3	\$36.79
Graduate professional medical research employee - level 1 - pay point 1.4	\$38.65
Experienced professional medical research employee - level 2	\$39.95
Experienced medical research employee - level 3	\$43.66
Experienced medical research employee - level 4	\$49.25
Experienced medical research employee - level 5	\$59.33

Allowances

Allowances	Rate
Travelling expenses reimbursement	reimbursement for reasonable expenses including accommodation, meals and out-of-pocket expenses incurred when travelling on the employer's business
Travelling time reimbursement	an agreed amount for reasonable excess time spent travelling
Vehicle allowance	\$0.80 per km

Classification Structure

<p>Level 1- Graduate professional engineer, Professional scientist and Information technology employee</p>	<p>An employee at this level undertakes initial professional tasks of limited scope and complexity, such as minor phases of broader assignments, in office, plant, field or laboratory work.</p> <p>Under supervision from higher level Professional engineers, Professional scientists or Professional information technology employees as to method of approach and requirements, the employee performs normal professional work and exercises individual judgment and initiative in the application of principles, techniques and methods.</p> <p>In assisting more senior Professional engineers, Professional scientists or Professional information technology employees by carrying out tasks requiring accuracy and adherence to prescribed methods of professional engineering or professional scientific/information technology analysis, design or computation, the employee draws upon advanced techniques and methods learned during and after the undergraduate course.</p> <p>Training, development and experience using a variety of standard procedures, enable the employee to develop increasing professional judgment and apply it progressively to more difficult tasks at Level 2.</p> <p>Decisions are related to tasks performed, relying upon precedent or defined procedures for guidance. Recommendations are related to solution of problems in connection to the tasks performed.</p> <p>Work is reviewed by higher level Professional engineers, Professional scientists or Professional information technology employees for validity, adequacy, methods and procedures. With professional development and experience, work receives less review, and the employee progressively exercises more individual judgment until the level of competence at Level 2 is achieved.</p> <p>The employee may assign and check work of technical staff assigned to work on a common project.</p>
<p>Graduate professional-appointment and progression</p> <p>Pay Point 1.1</p>	<p>Means the pay point to which a graduate will be appointed where they possess and may be required to utilise a level of professional skill and knowledge based on either the completion of an accredited three or four year tertiary professional technology based qualification in Australia or equivalent.</p>
<p>Pay Point 1.2</p>	<p>Means the pay point to which a graduate will be appointed or will progress from Pay Point 1.1 having been assessed as being competent at Pay Point 1.1, where the graduate possesses and may be required to utilise a level of professional skill and knowledge based on:</p> <p>Training and experience</p> <p>In addition to the experience, skill and knowledge requirements for Pay Point 1.1 not more than one further year of practical professional experience, with supervision as appropriate, and the undertaking of in-service training, subject to its provision by the employer.</p>

	<p>Core competency standards The development of core competency standards in the practice setting/s undertaken since being assessed as competent at Pay Point 1.1 measured against the prescribed performance criteria.</p>
<p>Pay Point 1.3</p>	<p>Means the pay point to which a graduate will be appointed or will progress from Pay Point 1.2 having been assessed as being competent at this Pay Point, where the graduate possesses and may be required to utilise a level of professional skill and knowledge based on:</p> <p>Training and experience In addition to the experience, skill and knowledge requirements for Pay Point 1.2, not more than one further year of practical professional experience, with supervision as appropriate, and the undertaking of in-service training, subject to its provision by the employer.</p> <p>Core competency standards In addition to the core competency standards developed at Pay Point 1.2, the further development of core competency standards in the practice setting/s undertaken since being assessed as competent at Pay Point 1.2 measured against the prescribed performance criteria.</p>
<p>Pay Point 1.4</p>	<p>Means the pay point to which a graduate will be appointed or will progress from Pay Point 1.3 having been assessed as being competent at this Pay Point, where the graduate possesses and may be required to utilise a level of professional skill and knowledge based on:</p> <p>Training and experience In addition to the experience, skill and knowledge requirements for Pay Point 1.3, not more than one further year of practical professional experience, with supervision as appropriate, and the undertaking of in-service training, subject to its provision by the employer.</p> <p>Core competency standards In addition to the core competency standards developed at Pay Point 1.3, the further development of core competency standards in the practice setting/s undertaken since being assessed as competent at Pay Point 1.3 measured against the prescribed performance criteria.</p> <p>Annual review Subject to the requirements of each Pay Point, each graduate will progress on their annual anniversary date from one Pay Point to the next, having regard to the acquisition and utilisation of core competencies through experience in their practice setting/s over such period. Confirmation of the employee's progression to the next Pay Point will be provided by the employer in writing.</p> <p>Deferral Progression from one Pay Point to the next may be deferred or refused by the employer. Such deferral or refusal of progression will not be unreasonably or arbitrarily imposed by the employer. Any decision to defer or refuse progression to the next pay point will be confirmed in writing.</p> <p>Appeal and review An employee may appeal a deferral, provided that where any such appeal results in a revocation of the employer's decision, Pay Point progression will be deemed to operate and be payable from the employee's anniversary date for such progression. An appeal or review, for the purpose of</p>

	<p>this clause, will be undertaken and resolved in accordance with clause 10—Dispute resolution of this award.</p> <p>Accelerated advancement Progression from one Pay Point to the next may be advanced by the employer to occur prior to the annual anniversary date provided that any such advancement is referable to the requirements for each Pay Point.</p>
<p>Level 2- Experienced professional</p>	<p>Following development, the Experienced professional plans and conducts professional work without detailed supervision but with guidance on unusual features and is usually engaged on more responsible assignments requiring substantial professional experience.</p> <p>Quality auditor A candidate has satisfied the criteria and has demonstrated the ability to perform all or any part of a quality management system audit, solo, or as a member of a team to ISO 10011 Part 2, AS 3911 Part 2, NZS 10011 Part 2.</p>
<p>Level 3- Professional</p>	<p>An employee at this level performs duties requiring the application of mature professional knowledge. With scope for individual accomplishment and coordination of more difficult assignments, the employee deals with problems for which it is necessary to modify established guides and devise new approaches.</p> <p>The employee may make some original contribution or apply new professional approaches and techniques to the design or development of equipment or products.</p> <p>Recommendations may be reviewed for soundness of judgement but are usually regarded as technically accurate and feasible. The employee makes responsible decisions on matters assigned, including the establishment of professional standards and procedures. The employee consults, recommends and advises in specialty areas.</p> <p>Work is carried out within broad guidelines requiring conformity with overall objectives, relative priorities and necessary cooperation with other units. Informed professional guidance may be available.</p> <p>The employee outlines and assigns work, reviews it for technical accuracy and adequacy, and may plan, direct, coordinate and supervise the work of other professional and technical staff.</p> <p>Senior (lead) auditor A candidate has satisfied the criteria and has demonstrated the ability to manage an audit team and co-ordinate all aspects of a complete quality management system audit to ISO 10011 Part 2, AS 3911 Part 2, NZS 10011 Part 2.</p>
<p>Level 4- Professional</p>	<p>An employee at this level performs professional work involving considerable independence in approach, demanding a considerable degree of originality, ingenuity and judgement, and knowledge of more than one field of, or expertise (for example, acts as their organisation's technical reference authority) in a particular field of professional engineering, professional scientific/information technology field or professional information technology field.</p>

	<p>An employee at this level:</p> <ol style="list-style-type: none"> i. initiates or participates in short or long range planning and makes independent decisions on professional engineering or professional scientific/information technology policies and procedures within an overall program; ii. gives technical advice to management and operating departments; iii. may take detailed technical responsibility for product development and provision of specialised professional engineering or professional scientific/information technology systems, facilities and functions; iv. coordinates work programs; and v. directs or advises on the use of equipment and materials. <p>An employee at this level makes responsible decisions not usually subject to technical review, decides courses of action necessary to expedite the successful accomplishment of assigned projects, and may make recommendations involving large sums or long range objectives.</p> <p>Duties are assigned only in terms of broad objectives, and are reviewed for policy, soundness of approach, accomplishment and general effectiveness.</p> <p>The employee supervises a group or groups including professionals and other staff, or exercises authority and technical control over a group of professional staff. In both instances, the employee is engaged in complex professional engineering or professional scientific/information technology applications.</p>
<p>Medical Research Employees</p>	<p>For employment involving the performance of professional medical research duties, the following classification definitions apply:</p>
<p>Level 1- Graduate Professional</p>	<p>(a) The employee undertakes initial professional medical research duties of limited scope and complexity that support and contribute to the research efforts of the research unit.</p> <p>(b) Under supervision from higher level Professional medical research employees as to method of approach and requirements, the employee performs normal professional medical research duties and exercises individual judgment and initiative in the application of principles, techniques and methods.</p> <p>(c) In assisting more senior Professional medical research employees by carrying out tasks requiring accuracy and adherence to established research methods, the employee draws upon advanced techniques and methods learned during and after the undergraduate course.</p> <p>(d) Training, development and experience using a variety of standard procedures, enable the employee to develop increasing professional judgment and apply it progressively to more difficult tasks at Level 2.</p> <p>(e) Decisions are related to tasks performed, relying upon precedent or defined procedures for guidance.</p> <p>(f) Work is reviewed by higher level Professional medical research employees for validity, adequacy, methods and procedures. With professional development and experience, work receives less review, and the employee progressively exercises more individual judgment until the level of competence at Level 2 is achieved.</p>

(g) The employee may assign and check work of technical staff assigned to work on a common project.

B.1.2 Graduate professional—appointment and progression

(a) Pay Point 1.1

Means the pay point to which a graduate will be appointed where they possess and may be required to utilise a level of professional skill and knowledge based on either the completion of an accredited 3, 4 or 5 year tertiary qualification in Australia or equivalent.

(b) Pay Point 1.2

Means the pay point to which a graduate will be appointed or will progress from Pay Point 1.1 having been assessed as being competent at Pay Point 1.1, where the graduate possesses and may be required to utilise a level of professional skill and knowledge based on, in addition to the experience, skill and knowledge requirements for Pay Point 1.1, not more than one further year of practical professional experience, with supervision as appropriate.

(c) Pay Point 1.3

Means the pay point to which a graduate will be appointed or will progress from Pay Point 1.2 having been assessed as being competent at this Pay Point, where the graduate possesses and may be required to utilise a level of professional skill and knowledge based on, in addition to the experience, skill and knowledge requirements for Pay Point 1.2, not more than one further year of practical professional experience, with supervision as appropriate.

(d) Pay Point 1.4

Means the pay point to which a graduate will be appointed or will progress from Pay Point 1.3 having been assessed as being competent at this Pay Point, where the graduate possesses and may be required to utilise a level of professional skill and knowledge based on, in addition to the experience, skill and knowledge requirements for Pay Point 1.3, not more than one further year of practical professional experience, with supervision as appropriate.

B.1.3 Annual review

Subject to the requirements of each Pay Point, each graduate will progress on their annual anniversary date from one Pay Point to the next, having regard to the acquisition and utilisation of core competencies through experience in their practice setting/s over such period. Confirmation of the employee's progression to the next Pay Point will be provided by the employer in writing.

B.1.4 Deferral

Progression from one Pay Point to the next may be deferred or refused by the employer. Such deferral or refusal of progression will not be unreasonably or arbitrarily imposed by the employer. Any decision to defer or refuse progression to the next pay point will be confirmed in writing.

	<p>B.1.5 Appeal and review</p> <p>An employee may appeal a deferral, provided that where any such appeal results in a revocation of the employer’s decision, Pay Point progression will be deemed to operate and be payable from the employee’s anniversary date for such progression. An appeal or review, for the purpose of clause B.1.5, will be undertaken and resolved in accordance with clause 26—Dispute resolution of this award.</p> <p>B.1.6 Accelerated advancement</p> <p>Progression from one Pay Point to the next may be advanced by the employer to occur prior to the annual anniversary date provided that any such advancement is referable to the requirements for each Pay Point.</p>
<p>Level 2- Experienced Professional</p>	<p>(a) The Experienced professional plans and conducts professional medical research duties without detailed supervision but with guidance and is usually engaged in more responsible assignments requiring substantial professional experience.</p> <p>(b) An employee at this level:</p> <ul style="list-style-type: none"> (i) contributes to the research outputs of a research group and/or their impact on health and community outcomes; (ii) normally has a greater degree of autonomy and responsibility, including the conduct of components of independent research projects within an overall program, development of more advanced technical skills, and the guidance and support of students or more junior staff with respect of methodology and procedure; (iii) may present at conferences and seminars, and provide input into the preparation of submissions to external funding bodies and other agencies; and (iv) normally undertakes administrative functions in relation to their area of research.
<p>Level 3- Experience Medical Professional</p>	<p>(a) An employee at this level performs duties requiring the application of mature professional knowledge, with scope for individual accomplishment and the oversight of research projects. They should either be receiving or working towards obtaining independent research funding.</p> <p>(b) An employee at this level is expected to:</p> <ul style="list-style-type: none"> (i) contribute to the research direction of a research team, including, where appropriate, overseeing a research team within a research group and within broad guidelines requiring conformity with overall objectives and relative priorities;

	<p>(ii) make independent, original contributions to their area of research and/or its impact on health and community outcomes;</p> <p>(iii) produce research that results in publications or influences health guidelines, health policy or other health advancements, either independently or through collaborations with other researchers, health professionals, policy officers or other relevant professionals;</p> <p>(iv) present at conferences and seminars, and prepare submissions to external funding bodies and other agencies; and</p> <p>(v) supervise support staff and other technical staff and guide the research efforts of more junior Professional medical research employees and Honours or Research Higher Degree students.</p>
<p>Level 4- Experience Medical Professional</p>	<p>(a) An employee at this level is expected to have made a considerable original contribution to their area of research and be acknowledged nationally in their area of expertise. They will generally receive independent research funding.</p> <p>(b) An employee at this level is expected to:</p> <p>(i) play a major role in the research direction of a research group, including, where appropriate, leading a research group or managing research projects;</p> <p>(ii) hold a considerable record of independent, original contributions to an area of research and/or its impact on health and community outcomes;</p> <p>(iii) produce research that results in publications or influences health guidelines, health policy or other health advancements, either independently or through collaborations with other researchers, health professionals, policy officers or other relevant professionals at a national or international level;</p> <p>(iv) present at national and international conferences and seminars;</p> <p>(v) prepare submissions to external funding bodies and other agencies, and play a role in the financial management of funding; and</p> <p>(vi) supervise and advise other research staff, guide the research efforts of more junior Professional medical research employees, and supervise Honours or Research Higher Degree projects and students.</p>
<p>Level 5- Experience Medical Professional</p>	<p>(a) An employee at this level is expected to have achieved recognition as an authority nationally or internationally in their area of research expertise, and play a leading role within the research community. They will oversee a program of research and receive independent research funding.</p> <p>(b) An employee at this level is expected to:</p>

- | | |
|--|---|
| | <ul style="list-style-type: none">(i) lead a research team/unit within their organisation, including conceiving programs and problems to be investigated and determining research strategy and direction;(ii) make responsible decisions on all matters, including ways of attaining research program objectives and financial management of research funding, subject only to overall policy and financial controls;(iii) hold a substantial/major record of independent, original contributions to an area of research and/or its impact on health and community outcomes;(iv) oversee research that results in publications or influences health guidelines, health policy or other health advancements, either independently or through collaborations with other researchers, health professionals, policy officers or other relevant professionals at a national or international level;(v) present at national and international conferences and seminars;(vi) support and guide the research efforts of Professional medical research employees in the research team/unit, direct staff, and supervise Research Higher Degree projects and students. |
|--|---|