



Occupation codes of practice for Tier 2

This section has the codes of practice for skilled occupations under Tier 2 of the points-based system. The information on related job titles and examples of job tasks is taken from Standard Occupational Classification (SOC) 2000 and may not be fully up-to-date.

Section P: Education

This page gives the SOC codes for the education sector.

Choose the SOC code that is most relevant to the job you are looking to fill, and then you will be taken to a page giving you more information on the skill level, appropriate salary rate and how to meet the resident labour market test.

Appropriate salary rates are based on a 37½ hour working week, unless otherwise stated. This can be considered as working during term time only where appropriate. Salaries should be pro-rated for other working patterns.

From 31 March 2009 all jobs in this sector **must** be advertised in Jobcentre Plus (or JobCentre Online for jobs in Northern Ireland) and **at least one other** listed method to pass the resident labour market test.

1. Skilled jobs

All jobs in these occupations are at NVQ or SVQ level 3 or above. Sponsors can issue certificates of sponsorship for any jobs in these occupations:

SOC Code	SOC code description	Related job titles	Examples of job tasks
2311	Higher education teaching professionals	Lecturer (<i>higher education, university</i>) Polytechnic lecturer Professor (<i>university</i>) Reader University lecturer	<ul style="list-style-type: none"> • prepares, delivers and directs lectures, seminars and tutorials • prepares, administers and marks examinations, essays and other assignments • advises students on academic matters and encourages independent research • participates in decision making processes regarding curricula, budgetary, departmental and other matters • directs the work of postgraduate students

			<ul style="list-style-type: none"> • undertakes research, writes articles and books and attends conferences and other meetings
2312	Further education teaching professionals	College lecturer Lecturer Lecturer (<i>further education</i>) Teacher (<i>further education</i>)	<ul style="list-style-type: none"> • prepares, delivers and directs lectures, seminars and tutorials • prepares, administers and marks examinations, essays and other assignments • arranges instructional visits and periods of employment experience for students • assists with the administration of teaching and the arranging of timetables • liaises with other professional and commercial organisations to review course content
2313	Education officers, school inspectors	Curriculum development officer Director of education Education inspector Education officer HM Inspector of Schools	<ul style="list-style-type: none"> • advises on all aspects of education and ensures that all statutory educational requirements are being met • plans and advises on the provision of special schools for the physically and mentally handicapped • appoints and controls teaching staff • verifies that school buildings are adequately maintained • arranges for the provision of school medical and meals services • observes teaching, assesses learning level and discusses any apparent faults with teachers, heads of department and head teachers • prepares reports on schools concerning teaching standards, educational standards being achieved, the spiritual, moral and social development of pupils, resource management etc
2314	Secondary education teaching professionals	Head teacher (<i>secondary school</i>) Secondary school teacher Teacher (<i>secondary school</i>)	<ul style="list-style-type: none"> • prepares courses in accordance with curriculum requirements and teaches one or more subjects • prepares, assigns and corrects exercises and examinations to record and evaluate students' progress • supervises any practical work and maintains classroom discipline • discusses progress with student, parents and/or other education professionals • assists with or plans and develops curriculum and rota of teaching duties
2315	Primary and nursery education teaching professionals	Head teacher (<i>primary/middle school</i>) Infant teacher Junior school teacher Nursery school teacher	<ul style="list-style-type: none"> • prepares courses and teaches a range of subjects • prepares, assigns and corrects exercises to record and evaluate students progress • supervises students in classroom and maintains discipline

		Primary school teacher	<ul style="list-style-type: none"> teaches simple songs and rhymes and reads stories to promote language development discusses progress with student, parents and/or other education professionals
2316	Special needs education teaching professionals	Head teacher (<i>special school</i>) Special needs teacher Teacher (<i>special school</i>)	<ul style="list-style-type: none"> assesses student's abilities and needs and devises curriculum and rota of teaching duties accordingly gives instruction, using techniques appropriate to the student's handicap encourages the student to develop self-help skills to circumvent the limitations imposed by their disability prepares, assigns and corrects exercises to record and evaluate students progress supervises students in classroom and maintains discipline discusses student's progress with parents and other staff
2317	Registrars and senior administrators of educational establishments	Bursar Registrar (<i>educational services</i>) University administrator	<ul style="list-style-type: none"> considers staffing, financial, material and other short and long term needs arranges for evaluation of management, accounting, information storage and retrieval and other facilities controls administrative aspects of student registration and admission acts as secretary to statutory and other bodies/ committees associated with the educational establishment organises examinations, necessary invigilations and any security procedures required arranges for the preparation, publication and despatch of syllabuses and other official documents
2319	Teaching professionals not elsewhere classified	Examiner (<i>examination board</i>) Nursery manager (<i>day nursery</i>) Owner (<i>children's nursery</i>) Principal (<i>dancing school/evening institute</i>) Private tutor Teacher of English as a foreign language TEFL	<ul style="list-style-type: none"> inspects and advises on the work of educational, training and similar establishments designs and implements methods of assessing the performance of students, co-ordinates and undertakes the evaluation of assessments and awards grades of merit based upon performance co-ordinates the activities of private music and dancing schools, training centres and similar establishments provides private academic, vocational and other instruction to individuals or groups teaches English as a foreign language and assists in the tuition of foreign languages
3563	Vocational and industrial trainers and instructors	Staff trainer Technical instructor Training consultant Training instructor	<ul style="list-style-type: none"> assesses training requirements and prepares lectures, demonstrations and study aids supervises trainee development,

		Training officer	<p>assists trainees with difficulties and prepares regular progress reports on each trainee for management</p> <ul style="list-style-type: none"> • arranges work experience and instructional visits for trainees • plans curriculum and rota of staff duties and updates or amends them in light of developments • advises on training programmes and discusses progress or problems with staff and trainees • devises general and specialised training courses in response to particular needs
3564	Careers advisers and vocational guidance specialists	Careers adviser Careers officer Placement co-ordinator Placement officer	<ul style="list-style-type: none"> • uses an interview, questionnaire and/or psychological or other test to determine the aptitude, preferences and temperament of the client • advises on appropriate courses of study or avenues into employment • visits educational and other establishments to give talks and distribute information regarding careers • liaises with employers to determine employment opportunities and advises schools, colleges or individuals accordingly • organises careers forums and exhibitions and establishes and maintains contact with local employers and/or training organisations and TECs • monitors progress and welfare of young people in employment and advises them on any difficulties

2. Borderline jobs

The following occupations are borderline. This means that some jobs in each occupation are at NVQ or SVQ level 3 or above, and some jobs are below this level. The codes of practice explain which jobs in each occupation are at NVQ or SVQ level 3 or above, and which sponsors can issue certificates of sponsorship for. Sponsors cannot issue certificates of sponsorship for any other jobs in these occupations:

SOC Code	SOC code description	Related job titles	Examples of job tasks
6121	Nursery nurses	Crèche assistant Nursery assistant Nursery nurse	<ul style="list-style-type: none"> • baths, dresses, prepares feed for and feeds babies • changes babies clothing whenever necessary • supervises young children at mealtimes • organises games and other activities and supervises children's play
6123	Playgroup leaders / assistants	Play leader Playgroup assistant Playgroup leader	<ul style="list-style-type: none"> • supervises children's games and encourages the development of physical, social and language skills

			<ul style="list-style-type: none"> • prepares paints, glue, paper, toys, etc for children's activities • organises and supervises children on excursions • organises and supervises children's activities in accordance with Health and Safety regulations • puts away equipment and cleans premises after use
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3. Lower-skilled jobs

The following occupation does not contain any jobs at NVQ or SVQ level 3 or above. There is no code of practice for this occupation. Sponsors cannot issue certificates of sponsorship for any jobs in this occupation:

SOC Code	SOC code description	Related job titles	Examples of job tasks
6124	Educational assistants	Classroom helper Education care officer Non-teaching assistant School helper Special needs helper	<ul style="list-style-type: none"> • assists teacher with preparation or clearing up of classroom • looks after lesson materials such as paper, pencils and crayons • assists children with washing or dressing for outdoor and similar activities • makes simple teaching aids and constructs thematic displays of educational material or children's work • works with individual children as directed by the class teachers or other senior member of staff

2311 Higher education teaching professionals

This page explains the skill level and appropriate salary rate for higher education teaching professionals, and tells you how to meet the resident labour market test.

Sponsors should select the most appropriate SOC code for the job they are offering. Please see [Section M – professional, scientific and technical activities](#) to view the codes of practice for the following occupations:

- 2321 Scientific researchers
- 2322 Social science researchers
- 2329 Researchers not elsewhere classified

1. Skill level

All jobs in this occupation code are at or above NVQ or SVQ level 3.

2. Appropriate salary rate

The job must be paid the minimum salary below, which is derived either from the Annual Survey of Hours and Earnings (ASHE) or, where alternative salary data is available, from an alternative code of practice.

Annual Survey of Hours and Earnings: No
Other code of practice: Yes

Minimum rate: £23,449 per annum

[Source: Universities Colleges Employers Association (UCEA) Pay Spine]

3. Resident labour market test

Jobcentre Plus (or JobCentre Online for jobs in Northern Ireland): Yes

National newspapers: Yes

Professional journals: Yes, in the following publication:

- Times Higher Educational Supplement

Milkround: Yes, for jobs for new graduates or internships only.

You do not need to advertise the post in Jobcentre Plus if you have carried out a milkround provided you have also used at least one other method in the code **and** you have advertised on one of the following specific websites:

- www.jobs.ac.uk
- www.milkround.com

- www.prospects.ac.uk

Internet:

Yes, on any one of the following websites:

- www.jobs.ac.uk
- www.timeshighereducation.co.uk
- www.schoolsrecruitment.dcsf.gov.uk
- www.reed.co.uk
- www.totaljobs.com
- www.monster.co.uk
- www.jobserve.com
- www.jobsite.co.uk
- www.fish4.co.uk/iad/jobs
- jobs.guardian.co.uk
- jobs.independent.co.uk
- jobs.telegraph.co.uk
- jobs.timesonline.co.uk
- www.theeducationjob.com

Head-hunters (without national advertising): Yes, for jobs where the annual salary is at least £40,000

You can use recruitment agencies and head-hunters to help you. The agency or headhunter may carry out a resident labour market test on your behalf, as specified in this code of practice.

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2312 Further education teaching professionals

This page explains the skill level and appropriate salary rate for further education teaching professionals, and tells you how to meet the resident labour market test.

1. Skill level

This occupation code refers to further education teaching professional posts that require registration with the Institute for learning in England.

All jobs in this occupation code are at or above NVQ or SVQ level 3.

2. Appropriate salary rate

The job must be paid the minimum salary below, which is derived either from the Annual Survey of Hours and Earnings (ASHE) or, where alternative salary data is available, from an alternative code of practice.

Annual Survey of Hours and Earnings: Yes (Scotland only)

Other code of practice: Yes (England, Wales and Northern Ireland)

Minimum rates:

England

- Unqualified lecturer £18,030
- Qualified lecturer £22,857
- Advanced teaching and training lecturer £34,587

[Source: The University and College Union 2008]

Scotland

- £15.03 per hour

[Source: Annual Survey of Hours and Earnings 2008]

Wales

- Instructor, demonstrator and associate lecturer £16,932
- Main grade lecturer £20,257
- Upper pay spine lecturer £31,875

[Source: The University and College Union 2007]

Northern Ireland

- Lecturer £21,072
- Senior lecturer £30,552
- Principal lecturer £37,662

[Source: The University and College Union 2007]

3. Resident labour market test

Jobcentre Plus (or JobCentre Online for jobs in Northern Ireland): Yes

National newspapers: Yes

Professional journals: Yes, in the following publication:

- Times Educational Supplement

Milkround: Yes, for jobs for new graduates or internships only.

You do not need to advertise the post in Jobcentre Plus if you have carried out a milkround provided you have also used at least one other method in the code **and** you have advertised on one of the following specific websites:

- www.jobs.ac.uk
- www.milkround.com
- www.prospects.ac.uk

Internet: Yes, on any one of the following websites:

- www.fecareers.co.uk
- www.fejobs.com
- www.jobs.ac.uk
- www.teachFE.com
- www.tes.co.uk
- www.reed.co.uk
- www.totaljobs.com
- www.monster.co.uk
- www.jobserve.com
- www.jobsite.co.uk
- www.fish4.co.uk/iad/jobs
- jobs.guardian.co.uk
- jobs.independent.co.uk
- jobs.telegraph.co.uk
- jobs.timesonline.co.uk
- www.theeducationjob.com

Head-hunters (without national advertising): Yes, for jobs where the annual salary is at least £40,000

You can use recruitment agencies and head-hunters to help you. The agency or headhunter may carry out a resident labour market test on your behalf, as specified in this code of practice.

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2313 Education officers, school inspectors

This page explains the skill level and appropriate salary rate for education officers and school inspectors, and tells you how to meet the resident labour market test.

1. Skill level

All jobs in this occupation code are at or above NVQ or SVQ level 3.

2. Appropriate salary rate

The job must be paid the minimum salary below, which is derived either from the Annual Survey of Hours and Earnings (ASHE) or, where alternative salary data is available, from an alternative code of practice.

Annual Survey of Hours and Earnings: Yes (for posts not listed below)

Other code of practice: Yes

Minimum rates:

- | | |
|--|-----------------|
| • School inspector in England | £58,169 |
| • School inspector in Scotland (grade C2) | £43,094 |
| • School inspector in Wales (grade 6) | £51,500 |
| • School inspector in Northern Ireland (grade 6) | £46,400 |
| • Other posts | £14.46 per hour |

[Sources: Ofsted, The Scottish government pay scales, Northern Ireland civil service pay scale, Estyn, Annual Survey of Hours and Earnings 2008. School inspector in England salary is based on a 36 hour working week. School inspector in Scotland, Wales and Northern Ireland salaries are based on a 37 hour working week]

3. Resident labour market test

Jobcentre Plus (or JobCentre Online for jobs in Northern Ireland): Yes

National newspapers: Yes

Professional journals: Yes, in any one of the following publications:

- The Times Educational Supplement
- Golwg - National Welsh publication

Milkround: Yes, for jobs for new graduates or internships only.

You do not need to advertise the post in Jobcentre Plus if you have carried out a milkround provided you have also used at least one other method in the code **and** you have advertised on one of the following specific websites:

- www.jobs.ac.uk
- www.milkround.com
- www.prospects.ac.uk

Internet:

Yes, on any one of the following websites:

- www.tes.co.uk
- www.jobsgopublic.com
- www.lgjobs.com/
- www.careers.civil-service.gov.uk/
- www.scotland.gov.uk
- publicjobswales.co.uk
- www.reed.co.uk
- www.totaljobs.com
- www.monster.co.uk
- www.jobserve.com
- www.jobsite.co.uk
- www.fish4.co.uk/iad/jobs
- jobs.guardian.co.uk
- jobs.independent.co.uk
- jobs.telegraph.co.uk
- jobs.timesonline.co.uk
- www.theeducationjob.com

Head-hunters (without national advertising): No

You can use recruitment agencies and head-hunters to help you. The agency or headhunter may carry out a resident labour market test on your behalf, as specified in this code of practice.

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2314 Secondary education teaching professionals

This page explains the skill level and appropriate salary rate for secondary education teaching professionals, and tells you how to meet the resident labour market test.

1. Skill level

This occupation code refers to teachers and head teachers in secondary education.

All jobs in this occupation code are at or above NVQ or SVQ level 3.

2. Appropriate salary rate

The job must be paid the minimum salary below, which is derived either from the Annual Survey of Hours and Earnings (ASHE) or, where alternative salary data is available, from an alternative code of practice.

Annual Survey of Hours and Earnings: No
Other code of practice: Yes

Minimum rates:

Inner London

- Unqualified teacher £19,007
- Qualified teacher £25,000
- Head teacher, other school leader £42,559

Outer London

- Unqualified teacher £17,953
- Qualified teacher £24,000
- Head teacher, other school leader £38,634

London fringe

- Unqualified teacher £16,106
- Qualified teacher £21,619
- Head teacher, other school leader £36,781

Elsewhere in England and Wales

- Unqualified teacher £15,113
- Qualified teacher £20,627
- Head teacher, other school leader £35,794

Scotland

- Probationer £20,427
- Unpromoted teacher £24,501
- Chartered teacher £33,588
- Principal teacher £35,523

- Head teacher, deputy head teacher £40,290

Northern Ireland

- Qualified teacher £20,627
- Leadership Group £35,794

These salary rates are based the following definitions of a full time teacher:

- **England, Wales and Northern Ireland:** Full time teachers are expected to work 195 days a year (190 of these must be working with pupils).
- **Scotland:** Full time teachers are expected to work 35 hours a week, 195 days a year over 39 weeks, with 5 days for in-service training

[Source: DCSF and devolved administrations in Scotland, Wales and Northern Ireland]

3. Shortage occupation details

Only the following jobs in this occupation code are currently on the United Kingdom shortage occupation list:

- Secondary education teachers in the subjects of maths and pure sciences (physics, chemistry, biology and any combinations of these)

A resident labour market test is not mandatory for shortage occupations.

All other jobs in this occupation code are not currently on the shortage occupation list and a resident labour market test may be required.

4. Resident labour market test

Jobcentre Plus (or JobCentre Online for jobs in Northern Ireland): Yes

National newspapers: Yes

Professional journals: Yes, in the following publication:

- Times Educational Supplement

Milkround: Yes, for jobs for new graduates or internships only.

You do not need to advertise the post in Jobcentre Plus if you have carried out a milkround provided you have also used at least one other method in the code **and** you have advertised on one of the following specific websites:

- www.jobs.ac.uk
- www.milkround.com
- www.prospects.ac.uk

Internet: Yes, on any one of the following websites:

- www.eteach.com
- www.schoolsrecruitment.dcsf.gov.uk
- www.tes.co.uk
- www.reed.co.uk
- www.totaljobs.com
- www.monster.co.uk
- www.jobserve.com
- www.jobsite.co.uk
- www.fish4.co.uk/iad/jobs
- jobs.guardian.co.uk
- jobs.independent.co.uk
- jobs.telegraph.co.uk
- jobs.timesonline.co.uk
- www.theeducationjob.com

Head-hunters (without national advertising): No

You can use recruitment agencies and head-hunters to help you. The agency or headhunter may carry out a resident labour market test on your behalf, as specified in this code of practice.

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2315 Primary and nursery education teaching professionals

This page explains the skill level and appropriate salary rate for primary and nursery education teaching professionals, and tells you how to meet the resident labour market test.

1. Skill level

This occupation code refers to nursery school teachers, infant school teachers, junior school teachers and head teachers

All jobs in this occupation code are at or above NVQ or SVQ level 3.

2. Appropriate salary rate

The job must be paid the minimum salary below, which is derived either from the Annual Survey of Hours and Earnings (ASHE) or, where alternative salary data is available, from an alternative code of practice.

Annual Survey of Hours and Earnings: No
Other code of practice: Yes

Minimum rates:

Inner London

- Unqualified teacher £19,007
- Qualified teacher £25,000
- Head teacher, other school leader £42,559

Outer London

- Unqualified teacher £17,953
- Qualified teacher £24,000
- Head teacher, other school leader £38,634

London fringe

- Unqualified teacher £16,106
- Qualified teacher £21,619
- Head teacher, other school leader £36,781

Elsewhere in England and Wales

- Unqualified teacher £15,113
- Qualified teacher £20,627
- Head teacher, other school leader £35,794

Scotland

- Probationer £20,427
- Unpromoted teacher £24,501
- Chartered teacher £33,588
- Principal teacher £35,523

- Head teacher, deputy head teacher £40,290

Northern Ireland

- Qualified teacher £20,627
- Leadership Group £35,794

These salary rates are based the following definitions of a full time teacher:

- **England, Wales and Northern Ireland:** Full time teachers are expected to work 195 days a year (190 of these must be working with pupils).
- **Scotland:** Full time teachers are expected to work 35 hours a week, 195 days a year over 39 weeks, with 5 days for in-service training

[Source: DCSF and devolved administrations in Scotland, Wales and Northern Ireland]

3. Resident labour market test

Jobcentre Plus (or JobCentre Online for jobs in Northern Ireland): Yes

National newspapers: Yes

Professional journals: Yes, in the following publication:

- Times Educational Supplement

Milkround: Yes, for jobs for new graduates or internships only.

You do not need to advertise the post in Jobcentre Plus if you have carried out a milkround provided you have also used at least one other method in the code **and** you have advertised on one of the following specific websites:

- www.jobs.ac.uk
- www.milkround.com
- www.prospects.ac.uk

Internet: Yes, on any one of the following websites:

- www.eteach.com
- www.schoolsrecruitment.dcsf.gov.uk
- www.tes.co.uk
- www.reed.co.uk
- www.totaljobs.com
- www.monster.co.uk
- www.jobserve.com
- www.jobsite.co.uk
- www.fish4.co.uk/iad/jobs
- jobs.guardian.co.uk
- jobs.independent.co.uk
- jobs.telegraph.co.uk
- jobs.timesonline.co.uk
- www.theeducationjob.com

Head-hunters (without national advertising): No

You can use recruitment agencies and head-hunters to help you. The agency or headhunter may carry out a resident labour market test on your behalf, as specified in this code of practice.

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2316 Special needs education teaching professionals

This page explains the skill level and appropriate salary rate for special needs education teaching professionals, and tells you how to meet the resident labour market test.

1. Skill level

This occupation code refers to teachers and head teachers in special needs schools, and special needs teachers in compulsory and further education. (There will be very few special needs education teaching posts in further education).

Special needs teachers must comply with the registration requirements of the country in which they will be working as well as other legal requirements such as the vetting and barring scheme.

All jobs in this occupation code are at or above NVQ or SVQ level 3.

2. Appropriate salary rate

The job must be paid the minimum salary below, which is derived either from the Annual Survey of Hours and Earnings (ASHE) or, where alternative salary data is available, from an alternative code of practice.

Annual Survey of Hours and Earnings: Yes, for further education posts in Scotland

Other code of practice: Yes

Minimum rates:

Compulsory education - Inner London

- Unqualified teacher £19,007
- Qualified teacher £25,000
- Head teacher, other school leader £42,559

Compulsory education - Outer London

- Unqualified teacher £17,953
- Qualified teacher £24,000
- Head teacher, other school leader £38,634

Compulsory education - London fringe

- Unqualified teacher £16,106
- Qualified teacher £21,619
- Head teacher, other school leader £36,781

Compulsory education - Elsewhere in England and Wales

- Unqualified teacher £15,113
- Qualified teacher £20,627
- Head teacher, other school leader £35,794

Compulsory education - Scotland

- Probationer £20,427
- Unpromoted teacher £24,501
- Chartered teacher £33,588
- Principal teacher £35,523
- Head teacher, deputy head teacher £40,290

Compulsory education - Northern Ireland

- Qualified teacher £20,627
- Leadership Group £35,794

The salary rates above are based the following definitions of a full time teacher:

- **England, Wales and Northern Ireland:** Full time teachers are expected to work 195 days a year (190 of these must be working with pupils).
- **Scotland:** Full time teachers are expected to work 35 hours a week, 195 days a year over 39 weeks, with 5 day for in- service training

[Sources: DCSF and devolved administrations in Scotland, Wales and Northern Ireland]

Further education - England

- Unqualified lecturer £18,030
- Qualified lecturer £22,857
- Advanced teaching and training lecturer £34,587

[Source: The University and College Union 2008]

Further education - Scotland

- All posts £15.03 per hour

[Source: Annual Survey of Hours and Earnings 2008]

Further education - Wales

- Instructor, demonstrator and associate lecturer £16,932
- Main grade lecturer £20,257
- Upper pay spine lecturer £31,875

[Source: The University and College Union 2007]

Further education - Northern Ireland

- Lecturer £21,072
- Senior lecturer £30,552
- Principal lecturer £37,662

[Source: The University and College Union 2007]

3. Shortage Occupation details

ONLY the following jobs in this occupation code are currently on the United Kingdom shortage occupation list:

- all teaching posts in special schools

A resident labour market test is not mandatory for shortage occupations.

Special needs teaching posts that are not based in special schools are not currently on the shortage occupation list and a resident labour market test may be required.

4. Resident labour market test

Jobcentre Plus (or JobCentre Online for jobs in Northern Ireland): Yes

National newspapers: Yes

Professional journals: Yes, in the following publication:

- Guardian Educational Supplement
- Times Educational Supplement

Milkround: Yes, for jobs for new graduates or internships only.

You do not need to advertise the post in Jobcentre Plus if you have carried out a milkround provided you have also used at least one other method in the code **and** you have advertised on one of the following specific websites:

- www.jobs.ac.uk
- www.milkround.com
- www.prospects.ac.uk

Internet: Yes, on any one of the following websites:

- www.eteach.com
- www.schoolsrecruitment.dcsf.gov.uk
- www.tes.co.uk
- www.scotsman.com
- www.theherald.co.uk/jobs
- www.reed.co.uk
- www.totaljobs.com
- www.monster.co.uk
- www.jobserve.com
- www.jobsite.co.uk
- www.fish4.co.uk/iad/jobs
- jobs.guardian.co.uk
- jobs.independent.co.uk
- jobs.telegraph.co.uk
- jobs.timesonline.co.uk
- www.theeducationjob.com

Head-hunters (without national advertising): No

You can use recruitment agencies and head-hunters to help you. The agency or headhunter may carry out a resident labour market test on your behalf, as specified in this code of practice.

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2317 Registrars and senior administrators of educational establishments

This page explains the skill level and appropriate salary rate for registrars and senior administrators of educational establishments, and tells you how to meet the resident labour market test.

1. Skill level

All jobs in this occupation code are at or above NVQ or SVQ level 3.

2. Appropriate salary rate

The job must be paid the minimum salary below, which is derived either from the Annual Survey of Hours and Earnings (ASHE) or, where alternative salary data is available, from an alternative code of practice.

Annual Survey of Hours and Earnings: Yes

Other code of practice: No

Minimum rate: £13.02 per hour

3. Resident labour market test

Jobcentre Plus (or JobCentre Online for jobs in Northern Ireland): Yes

National newspapers: Yes

Professional journals: Yes, in the following publication:

- Times Higher Education Supplement

Milkround: Yes, for jobs for new graduates or internships only.

You do not need to advertise the post in Jobcentre Plus if you have carried out a milkround provided you have also used at least one other method in the code **and** you have advertised on one of the following specific websites:

- www.jobs.ac.uk
- www.milkround.com
- www.prospects.ac.uk

Internet: Yes, on any one of the following websites:

- www.jobs.ac.uk
- www.schoolsrecruitment.dcsf.gov.uk
- www.timeshighereducation.co.uk
- www.reed.co.uk

- www.totaljobs.com
- www.monster.co.uk
- www.jobserve.com
- www.jobsite.co.uk
- www.fish4.co.uk/iad/jobs
- jobs.guardian.co.uk
- jobs.independent.co.uk
- jobs.telegraph.co.uk
- jobs.timesonline.co.uk
- www.theeducationjob.com

Head-hunters (without national advertising): No

You can use recruitment agencies and head-hunters to help you. The agency or headhunter may carry out a resident labour market test on your behalf, as specified in this code of practice.

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2319 Teaching professionals not elsewhere classified

This page explains the skill level and appropriate salary rate for teaching professionals not elsewhere classified, and tells you how to meet the resident labour market test.

1. Skill level

All jobs in this occupation code are at or above NVQ or SVQ level 3.

2. Appropriate salary rate

The job must be paid the minimum salary below, which is derived either from the Annual Survey of Hours and Earnings (ASHE) or, where alternative salary data is available, from an alternative code of practice.

Annual Survey of Hours and Earnings: Yes

Other code of practice: No

Minimum rate: £13.22 per hour

3. Resident labour market test

Jobcentre Plus (or JobCentre Online for jobs in Northern Ireland): Yes

National newspapers: Yes

Professional journals: No

Milkround: Yes, for jobs for new graduates or internships only.

You do not need to advertise the post in Jobcentre Plus if you have carried out a milkround provided you have also used at least one other method in the code **and** you have advertised on one of the following specific websites:

- www.jobs.ac.uk
- www.milkround.com
- www.prospects.ac.uk

Internet: Yes, on any one of the following websites:

- www.reed.co.uk
- www.schoolsrecruitment.dcsf.gov.uk
- www.totaljobs.com
- www.monster.co.uk
- www.jobserve.com
- www.jobsite.co.uk

- www.fish4.co.uk/iad/jobs
- jobs.guardian.co.uk
- jobs.independent.co.uk
- jobs.telegraph.co.uk
- jobs.timesonline.co.uk
- www.theeducationjob.com

Head-hunters (without national advertising): No

You can use recruitment agencies and head-hunters to help you. The agency or headhunter may carry out a resident labour market test on your behalf, as specified in this code of practice.

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3563 Vocational and industrial trainers and instructors

This page explains the skill level and appropriate salary rate for vocational and industrial trainers and instructors, and tells you how to meet the resident labour market test.

1. Skill level

All jobs in this occupation code are at or above NVQ or SVQ level 3.

2. Appropriate salary rate

The job must be paid the minimum salary below, which is derived either from the Annual Survey of Hours and Earnings (ASHE) or, where alternative salary data is available, from an alternative code of practice.

Annual Survey of Hours and Earnings: Yes

Other code of practice: No

Minimum rate: £10.44 per hour

3. Resident labour market test

Jobcentre Plus (or JobCentre Online for jobs in Northern Ireland): Yes

National newspapers: Yes

Professional journals: No

Milkround: Yes, for jobs for new graduates or internships only.

You do not need to advertise the post in Jobcentre Plus if you have carried out a milkround provided you have also used at least one other method in the code **and** you have advertised on one of the following specific websites:

- www.jobs.ac.uk
- www.milkround.com
- www.prospects.ac.uk

Internet: Yes, on any one of the following websites:

- www.reed.co.uk
- www.totaljobs.com
- www.monster.co.uk
- www.jobserve.com
- www.jobsite.co.uk
- www.fish4.co.uk/iad/jobs

- jobs.guardian.co.uk
- jobs.independent.co.uk
- jobs.telegraph.co.uk
- jobs.timesonline.co.uk

Head-hunters (without national advertising): Yes, for jobs where the annual salary is at least £40,000

You can use recruitment agencies and head-hunters to help you. The agency or headhunter may carry out a resident labour market test on your behalf, as specified in this code of practice.

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3564 Careers advisers and vocational guidance specialists

This page explains the skill level and appropriate salary rate for careers advisers and vocational guidance specialists, and tells you how to meet the resident labour market test.

1. Skill level

All jobs in this occupation code are at or above NVQ or SVQ level 3.

2. Appropriate salary rate

The job must be paid the minimum salary below, which is derived either from the Annual Survey of Hours and Earnings (ASHE) or, where alternative salary data is available, from an alternative code of practice.

Annual Survey of Hours and Earnings: Yes

Other code of practice: No

Minimum rate: £11.90 per hour

3. Resident labour market test

Jobcentre Plus (or JobCentre Online for jobs in Northern Ireland): Yes

National newspapers: Yes

Professional journals: No

Milkround: Yes, for jobs for new graduates or internships only.

You do not need to advertise the post in Jobcentre Plus if you have carried out a milkround provided you have also used at least one other method in the code **and** you have advertised on one of the following specific websites:

- www.jobs.ac.uk
- www.milkround.com
- www.prospects.ac.uk

Internet: Yes, on any one of the following websites:

- www.reed.co.uk
- www.totaljobs.com
- www.monster.co.uk
- www.jobserve.com
- www.jobsite.co.uk
- www.fish4.co.uk/iad/jobs

- jobs.guardian.co.uk
- jobs.independent.co.uk
- jobs.telegraph.co.uk
- jobs.timesonline.co.uk

Head-hunters (without national advertising): Yes, for jobs where the annual salary is at least £40,000

You can use recruitment agencies and head-hunters to help you. The agency or headhunter may carry out a resident labour market test on your behalf, as specified in this code of practice.

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6121 Nursery nurses

This page explains the skill level and appropriate salary rate for nursery nurses, and tells you how to meet the resident labour market test.

1. Skill level

The following jobs in this occupation code are **at or above** NVQ or SVQ level 3:

- Nursery nurse / practitioner
- Nursery supervisor
- Nursery room leader
- Montessori teacher

A Qualifications List for those delivering the Early Years Foundation Stage (learning, development and care from birth to five) is available on the Children's Workforce Development Council website: www.cwdcouncil.org.uk

The following job in this occupation code are **below** NVQ or SVQ level 3:

- Nursery assistant

2. Appropriate salary rate

The job must be paid the minimum salary below, which is derived either from the Annual Survey of Hours and Earnings (ASHE) or, where alternative salary data is available, from an alternative code of practice.

Annual Survey of Hours and Earnings: Yes

Other code of practice: No

Minimum rate: £6.00 per hour

3. Resident labour market test

Jobcentre Plus (or JobCentre Online for jobs in Northern Ireland): Yes

National newspapers: Yes

Professional journals: Yes, in the following publication:

- Nursery World

Milkround: Yes, for jobs for new graduates or internships only.

You do not need to advertise the post in Jobcentre Plus if you have carried out a milkround provided you have also used at least one other method in the code **and** you have advertised on one of the following specific websites:

- www.jobs.ac.uk
- www.milkround.com
- www.prospects.ac.uk

Internet:

Yes, on any one of the following websites:

- www.cypnowjobs.co.uk
- www.lgjobs.com
- www.nurseryworldjobs.co.uk
- www.reed.co.uk
- www.totaljobs.com
- www.monster.co.uk
- www.jobserve.com
- www.jobsite.co.uk
- www.fish4.co.uk/iad/jobs
- jobs.guardian.co.uk
- jobs.independent.co.uk
- jobs.telegraph.co.uk
- jobs.timesonline.co.uk

Head-hunters (without national advertising): No

You can use recruitment agencies and head-hunters to help you. The agency or headhunter may carry out a resident labour market test on your behalf, as specified in this code of practice.

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6123 Playgroup leaders / assistants

This page explains the skill level and appropriate salary rate for playgroup leaders and assistants, and tells you how to meet the resident labour market test.

1. Skill level

The following jobs in this occupation code are **at or above** NVQ or SVQ level 3:

- Playgroup leader
- Playgroup supervisor

A Qualifications List for those delivering the Early Years Foundation Stage (learning, development and care from birth to five) is available on the Children's Workforce Development Council website: www.cwdcouncil.org.uk

The following job in this occupation code are **below** NVQ or SVQ level 3:

- Playgroup assistant

2. Appropriate salary rate

The job must be paid the minimum salary below, which is derived either from the Annual Survey of Hours and Earnings (ASHE) or, where alternative salary data is available, from an alternative code of practice.

Annual Survey of Hours and Earnings: No

Other code of practice: Yes

Minimum rate: £6.90 per hour

[Source: Childcare and Early years providers 2007]

3. Resident labour market test

Jobcentre Plus (or JobCentre Online for jobs in Northern Ireland): Yes

National newspapers: Yes

Professional journals: Yes, in the following publication:

- Nursery World

Milkround: Yes, for jobs for new graduates or internships only.

You do not need to advertise the post in Jobcentre Plus if you have carried out a milkround provided you have also used at least one other method in the code **and** you have advertised on one of the following specific websites:

- www.jobs.ac.uk
- www.milkround.com
- www.prospects.ac.uk

Internet:

Yes, on any one of the following websites:

- www.cypnowjobs.co.uk
- www.lgjobs.com
- www.nurseryworldjobs.co.uk
- www.reed.co.uk
- www.totaljobs.com
- www.monster.co.uk
- www.jobserve.com
- www.jobsite.co.uk
- www.fish4.co.uk/iad/jobs
- jobs.guardian.co.uk
- jobs.independent.co.uk
- jobs.telegraph.co.uk
- jobs.timesonline.co.uk

Head-hunters (without national advertising): No

You can use recruitment agencies and head-hunters to help you. The agency or headhunter may carry out a resident labour market test on your behalf, as specified in this code of practice.

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