

(LTEP/MTEP/STEP = Long, Medium or Short Term Employment Permits)

| Area of Employment | Job Title (indicative) | Brief Description | Formal Qualifications Needed (indicative) | Experience (indicative) | Permit |
|--|---|--|---|-------------------------------|--------|
| Accountancy | Advisory Manager / Associate / Assistant | Junior / mid-level role on pathway to a senior role | Undergraduate degree; holds or is training towards relevant professional qualification e.g. ACA; ACCA; CPA | 5+ years' relevant experience | LTEP |
| Accountancy | Advisory Partner / Director / Senior Manager | Senior role; strategic importance to business; management responsibility | Undergraduate degree; holds relevant professional qualification e.g. ACA; ACCA; ICAS; ICAI; SAICA; CPA; MBA; CFA; CIMA | 5+ years' relevant experience | LTEP |
| Accountancy | Audit Partner / Director / Senior Manager | Senior role; strategic importance to business; management responsibility | Undergraduate degree; holds relevant professional qualification e.g. ACA; ACCA; ICAS; ICAI; SAICA; CPA | 5+ years' relevant experience | LTEP |
| Accountancy | In House Financial Controller / Finance Director | Senior role; strategic importance to business; management responsibility | Undergraduate degree; holds relevant professional qualification e.g. ACA; ACCA; CPA | 5+ years' relevant experience | LTEP |
| Accountancy | Restructuring Partner / Director / Senior Manager | Senior role; strategic importance to business; management responsibility | Undergraduate degree; holds relevant professional qualification e.g. ACA; ACCA; ICAS; ICAI; SAICA; CPA; JIEB (Insolvency Practitioner) | 5+ years' relevant experience | LTEP |
| Accountancy | Tax Partner / Director / Senior Manager | Senior role; strategic importance to business; management responsibility | Undergraduate degree; holds relevant professional qualification e.g. ACA; ACCA; ICAS; ICAI; SAICA; CPA; CTA | 5+ years' relevant experience | LTEP |
| Accountancy | Advisory Manager / Associate / Assistant | Junior / mid-level role | Undergraduate degree; holds or is training towards relevant professional qualification e.g. ACA; ACCA; CPA | N/A | MTEP |
| Accountancy | Audit Manager / Associate / Assistant | Junior / mid-level role | Undergraduate degree; holds or is training towards relevant professional qualification e.g. ACA; ACCA; ICAS; ICAI; SAICA; CPA; MBA; CFA; CIMA | N/A | MTEP |
| Accountancy | In House Finance Assistant | Junior / mid-level role | Undergraduate degree; holds or is training towards relevant professional qualification e.g. ACA; ACCA; CPA | N/A | MTEP |
| Accountancy | Restructuring Manager / Associate / Assistant | Junior / mid-level role | Undergraduate degree; holds or is training towards relevant professional qualification e.g. ACA; ACCA; ICAS; ICAI; SAICA; CPA; JIEB (Insolvency Practitioner) | N/A | MTEP |
| Accountancy | Tax Manager / Associate / Assistant | Junior / mid-level role | Undergraduate degree; holds or is training towards relevant professional qualification e.g. ACA; ACCA; ICAS; ICAI; SAICA; CPA; CTA | N/A | MTEP |
| Actuarial Services (in an actuarial firm or in a business with actuarial services) | Actuarial Partner / Director / Assistant Director / Senior Manager | Senior role; strategic importance to business; management responsibility | Undergraduate degree; holds relevant professional qualification e.g. ACAS; FCAS; FIA or equivalent | 5+ years' relevant experience | LTEP |
| Actuarial Services (in an actuarial firm or in a business with actuarial services) | Actuarial Manager / Associate / Assistant | Junior / mid-level role | Undergraduate degree; holds or is training towards relevant professional qualification e.g. ACAS; FCAS; FIA or equivalent | 3+ years' relevant experience | MTEP |

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|--|--|---|---|-----------------------------------|--------|
| Banking (domestic) | Domestic banking Director / Assistant Director / Senior Manager | Senior role; strategic importance to business; management responsibility | Undergraduate degree; holds relevant professional qualification e.g. IFA | 5+ years' relevant experience | LTEP |
| Banking (domestic) | Domestic banking Manager / Associate / Assistant | Junior / mid-level role | Undergraduate degree; holds or is training towards relevant professional qualification e.g. IFA | 3+ years' relevant experience | MTEP |
| Banking (international) (private wealth; investment; offshore funds; wealth structuring; captives) | International banking Director / Assistant Director / Senior Manager (inc. Senior Relationship Manager) | Senior role; strategic importance to business; management responsibility | Undergraduate degree; holds relevant professional qualification e.g. Investment Advice Diploma; PCIAM; CISIM Wealth Management; RDR | 5+ years' relevant experience | LTEP |
| Banking (international) (private wealth; investment; offshore funds; wealth structuring; captives) | International banking Manager / Associate / Assistant / (inc. Relationship Manager) | Junior / mid-level role | Undergraduate degree; holds or is training towards relevant professional qualification e.g. Advice Diploma; PCIAM; CISIM Wealth Management; RDR | N/A | MTEP |
| Boat building | Boat building: Electrical engineer / fitter | | Time served | 5+ years relevant experience | MTEP |
| Boat building | Boat building: Joiner | | Time served | 5+ years relevant experience | MTEP |
| Boat building | Boat building: Mechanical engineer / fitter | | Time served | 5+ years relevant experience | MTEP |
| Boat building | Boat building: Pattern maker | | Time served | 5+ years relevant experience | MTEP |
| Compliance / Risk | Anti-Money Laundering (AML) / Compliance Head / Director / Assistant Director | Senior role; strategic importance to business; management responsibility or on a formal senior management development programme | Undergraduate degree; holds relevant professional qualification e.g. ICSA, International Diploma in Compliance / AML | 5+ years' relevant experience | LTEP |
| Compliance / Risk | Risk: Security / IT Director / Head of / Senior Manager | Senior role; strategic importance to business; management responsibility | Undergraduate degree; holds or is working towards relevant professional qualification | 5+ years' relevant experience | LTEP |
| Compliance / Risk | Anti-Money Laundering (AML) / Compliance Compliance Officer / Assistant | Junior / mid-level role | Undergraduate degree; holds or is working towards relevant professional qualification e.g. ICSA, International Diploma in Compliance / AML | N/A | MTEP |
| Compliance / Risk | Risk: Security / IT Compliance Officer / Assistant | Junior / mid-level role | Undergraduate degree; holds or is working towards relevant professional qualification | 3+ years' relevant experience | MTEP |
| Construction | Contracts Manager | Responsible for several simultaneous contracts; contact point for clients, site managers & contractors | Degree or Industry trained equivalent to Chartered standard e.g. CIOB | 5+ years in a similar senior role | LTEP |
| Construction | Designer | | Degree or Industry trained equivalent to Chartered standard e.g. RIBA | 5+ years in a similar senior role | LTEP |

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| Construction | Director | Senior management position in a large construction company | Degree or Industry trained equivalent to Chartered standard e.g. IoD or CMI | 5+ years in a similar senior role | LTEP |
| Construction | Estimator | | Degree or Industry trained equivalent to Chartered standard e.g. RICS | 5+ years in a similar senior role | LTEP |
| Construction | Quantity Surveyor | | Degree or Industry trained equivalent to Chartered standard e.g. RICS | 5+ years in a similar senior role | LTEP |
| Construction | Senior Site Manager | Overall responsibility for large construction sites | Degree or CIOB/CITB awarded qualification. | 5+ years in a similar senior role | LTEP |
| Construction | Specialist Senior Manager | | Degree or Industry trained equivalent to Chartered standard e.g. CIBSE | 5+ years in a similar senior role | LTEP |
| Construction | Structural Engineer | | Degree or Industry trained equivalent to Chartered standard e.g. MICE | 5+ years in a similar senior role | LTEP |
| Construction | Assistant Surveyor | | Higher National Certificate/ Diploma / CITB awarded qualification / Level 6 NVQ Diploma in Construction Contracting Operations Management / RICS | 3+ years in a similar role | MTEP |
| Construction | Coded Welder | for specialist projects e.g. pressurised pipelines / pipes carrying carbon fuels | Certified to carry out specific job / weld configurations e.g. pipelines | 3+ years in a similar role | MTEP |
| Construction | Contracts Manager | Manages multiple simultaneous projects | CIOB / CITB awarded qualification | 3+ years in a similar role | MTEP |
| Construction | Finishing Foreman | Oversees the quality and timeliness of construction works | CITB awarded qualification | 3+ years in a similar role | MTEP |
| Construction | Project Manager | Leads a team on high value projects | CIOB / CITB awarded qualification | 3+ years in a similar role | MTEP |
| Construction | Setting Out Engineer | Main technical adviser on a construction site | Higher National Certificate / Diploma / CITB awarded qualification / Level 6 NVQ Diploma in Construction Contracting Operations Management | 3+ years in a similar role | MTEP |
| Construction | Site Manager | Overall responsibility for small construction sites or part of a larger site | CIOB/CITB awarded qualification | 3+ years in a similar role | MTEP |
| Construction | Stonemason Foreman / Trades | Responsible for site supervision | Time served craftsman | 5+ years in a similar role | MTEP |
| Construction | Trade Foreman | Responsible for specific trade activity on construction sites | CITB awarded qualification | 3+ years in a similar role | MTEP |
| Construction | Labourer | Contract-specific | None | Any | STEP |
| Construction | Small Works / Site / Engineer | Project / contract specific and duration limited to contract | Time served or city & guilds apprenticeship completed | Any | STEP |
| Construction | Stonemason | Specialist craftsman | Time served craftsman | 2+ years in a similar role | STEP |

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Updated 30-04-2018

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| Construction | Trades: Electrician / Carpenter / Joiner / Plumber / Dryliner / Ceiling Fixer / Concrete Finisher / Ventilation Installer / Window fitter / Blocklayer / Roofer / Steel Fixer / Drainage / Plant Operative / Welder / Ground worker / Plasterer / Shuttering | Project / contract specific and duration limited to contract | Time served or city & guilds apprenticeship completed | Time served experience & training to relevant level | STEP |
| Digital development / Creative | Cyber Security Specialist Director / Senior Manager / strategic | Specialist responsible for implementing Cyber Security systems; potentially developing a Cyber Security business. Sectors including E-Gambling | CCIE Cisco Certified Infrastructure Engineer qualification or similar | May manage a team; 5+ years' relevant experience | LTEP |
| Digital development / Creative | IT Infrastructure Consultant | Highly experienced IT Infrastructure specialists | CCIE Cisco Certified Infrastructure Engineer qualification or similar | 8+ years relevant experience in this field | LTEP |
| Digital development / Creative | IT Specialist Director / Senior Manager | Experienced senior manager working in IT systems or Software project development, including E-Gambling | Appropriate relevant IT qualifications (specialism specific) | Managing a team; 5+ years relevant experience | LTEP |
| Digital development / Creative | Manager / Senior Business Analyst | Experienced business analyst; managers others; capable of taking a lead role in high profile projects | BCS International Diploma in Business Analysis / Certified Business Analysis Professional (CBAP) | 5+ years relevant experience. Able to work on major projects. | LTEP |
| Digital development / Creative | Manager / Senior Communications Specialist | IT; Telecoms Specialists | Specific product or service related qualifications | 5+ years relevant experience; a proven track record and experience | LTEP |
| Digital development / Creative | Manager / Senior Games Developer | 2D/3D system engineers; Games Designers; Animation Software Developers; Shader Writers; e-Gambling games / manages others | Experience and ability rather than qualifications | 5+ years relevant experience | LTEP |
| Digital development / Creative | Manager / Senior Software Developer; Coder | Experienced software developer / coder | Relevant computer science degree | 5+ years relevant experience | LTEP |
| Digital development / Creative | Manager / Senior UX Designer | Experienced designers with 'User Experience' expertise in web design | NFTS MA; Experience and ability rather than qualifications | 5+ years experience in this field and a proven track record and experience | LTEP |
| Digital development / Creative | Manager / Senior Video and Digital Producer (Production Company or similar) | Experienced producers of promotional video for use on web/TV | NFTS MA; Experience and ability rather than qualifications | 5+ years experience in this field and a proven track record and experience | LTEP |
| Digital development / Creative | Manager / Senior Web Developer | Web Developer / Graphic Designer | Experience and ability rather than qualifications | 5+ years relevant experience | LTEP |

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| Digital development / Creative | Senior Project Manager (major projects with significant IT component) | Experienced project manager; Capable of taking the lead role on major, high profile projects. Sectors including E-Gambling | PMI Project Management Professional (PMP) / APM Project Management Qualification (PMQ) / Prince 2 Practitioner | 5+ years relevant experience. Able to work on major projects. | LTEP |
| Digital development / Creative | Business Analyst | Experienced business analysts - all sectors | Certification of Capability in Business Analysis (CCBA) | 3+ years relevant experience | MTEP |
| Digital development / Creative | Communications Specialist | IT; Telecoms Specialists | Specific product or service related qualifications | 3+ years experience in this field and a proven track record and experience | MTEP |
| Digital development / Creative | Games Developer | 2D/3D system engineers; Games Designers; Animation Software Developers; Shader Writers / e-Gambling games | Experience and ability rather than qualifications | 2+ years relevant experience | MTEP |
| Digital development / Creative | Project Manager | Experienced project managers | MAPM; Prince 2 Practitioner | 3+ years relevant experience | MTEP |
| Digital development / Creative | Software Developer; Coder | Experienced software developer/coder | Relevant computer science degree | 3+ years relevant experience | MTEP |
| Digital development / Creative | Video and Digital Producer (Production Company or similar) | Experienced producers of promotional video for use on the web and TV | NFTS MA; Experience and ability rather than qualifications | 3+ years experience in this field and a proven track record and experience | MTEP |
| Digital development / Creative | Web Developer / on-line publisher / creative | Web Developer / Graphic Designers | Experience and ability rather than qualifications | 3+ years relevant experience | MTEP |
| Education (Further Education) | Faculty Director / Programme Manager/Leader | | Undergraduate degree; professional teaching qualification e.g. PGCE (FE); DTLLS; PG Cert | 8+ years experience in a post-16 environment | LTEP |
| Education (Further Education) | Lecturer Early Years / Health & Social Care / Engineering / Construction / Access / Functional Skills | | Teaching qualification post-16 education sector e.g. Certificate in Education, PGCE (FE), DTLLS, PG Cert. / Graduate qualification in vocational area / professional qualification at a higher level | Experience in a post-16 environment | LTEP |
| Education (Further Education) | Principal / Vice Principal | | Undergraduate degree; professional teaching qualification e.g. PGCE; ITT; NPQH; NPQSL; NPQML | 15+ years experience (Principal) 10+ years experience (VP) in a post-16 environment | LTEP |
| Education (Further Education) | Lecturer Trowel Vocations - Wet trades / Motor mechanics / Business / ICT & Administration / Sport & Public Services / Hair & Beauty / Business & Finance / Hospitality & Catering / Creative Art & Media | | Teaching qualification post-16 education sector e.g. Certificate in Education, PGCE (FE), DTLLS, PG Cert. / Graduate qualification in vocational area / professional qualification at a higher level | Any | MTEP |

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| Education (Music Service) | Head of Music Service / Woodwind / Strings | Senior manager, responsibility for strategic service development and all-age/ability teaching | Undergraduate degree in music; relevant instrument(s) playing skills at diploma level | 5+ years experience and experience directing & rehearsing ensembles | LTEP |
| Education (Music Service) | Teacher (Music service) | All-age/ability teaching | Undergraduate degree in music / relevant instrument(s) playing skills at diploma level | Experience directing & rehearsing ensembles | MTEP |
| Education (Primary) | Headteacher / Deputy Headteacher / Assistant Headteacher | Strategic leadership role | Undergraduate degree; professional teaching qualification e.g. PGCE; ITT; NPQH; NPQSL; NPQML | 15+ years experience (Head) 10+ years experience (Deputy) 8+ years experience (Assistant) | LTEP |
| Education (Primary) | Class Teacher | | Undergraduate degree; professional teaching qualification e.g. PGCE; ITT | Any | MTEP |
| Education (Secondary) | Head of Department / Faculty All subjects | Strategic leadership role | Undergraduate degree; professional teaching qualification e.g. PGCE; ITT | 8+ years experience | LTEP |
| Education (Secondary) | Head of Work Related Learning / Careers | | Undergraduate degree; professional teaching qualification e.g. PGCE; ITT | 5+ years experience | LTEP |
| Education (Secondary) | Headteacher / Deputy Headteacher / Assistant Headteacher | Strategic leadership role | Undergraduate degree; professional teaching qualification e.g. PGCE; ITT; NPQH; NPQSL; NPQML | 15+ years experience (Head) 10+ years experience (Deputy) 8+ years experience (Assistant) | LTEP |
| Education (Secondary) | Second in Department English / Maths / Science / MFL | | Undergraduate degree; professional teaching qualification e.g. PGCE; ITT | 5+ years experience | LTEP |
| Education (Secondary) | Sixth Form Director / Assistant Sixth Form Director / | Strategic leadership role | Undergraduate degree; professional teaching qualification e.g. PGCE; ITT; NPQH; NPQSL; | 5+ years experience | LTEP |
| Education (Secondary) | Teacher English / Maths / Biology / Chemistry / Physics / General Science | | Undergraduate degree; professional teaching qualification e.g. PGCE; ITT | Any | LTEP |
| Education (Secondary) | Second in Department ICT / RE - Philosophy - PSHE / Geography / History / D & T / Psychology / Business Studies | | Undergraduate degree; professional teaching qualification e.g. PGCE; ITT | 5+ years experience | MTEP |
| Education (Secondary) | Subject Leader Drama / Resistant Materials/ Home Economics / Graphics / Photography | | Undergraduate degree; professional teaching qualification e.g. PGCE; ITT | 5+ years experience | MTEP |
| Education (Secondary) | Teacher MFL / Latin / Classics / ICT / RE - Philosophy - PSHE / Citizenship / Geography / History / Drama / D & T, Resistant Materials, Home Economics / PE / Art / Psychology / Music / Business Studies / Creative Arts / Economics / Citizenship / Computer Science / Photography | | Undergraduate degree; professional teaching qualification e.g. PGCE; ITT | Any | MTEP |

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| Education (Services) | Education Development Officers | Provide advice, support, monitoring & challenge to schools & education services to promote continuous educational improvements | Honours degree; QTLS | 10+ years experience | LTEP |
| Education (Services) | Educational Psychologist | | Honours degree in Psychology; recognised qualification in professional Educational Psychology; British Psychological Society Chartered status | 1+ years experience | LTEP |
| Education (Services) | Head of Careers Service | Strategic leadership role | Undergraduate degree; career guidance/development qualification | 10+ years experience | LTEP |
| Education (Services) | Head of Service Communication and Autism / Hearing Impairment / Vision Impairment | Strategic & operational responsibility for service area | Honours degree; QTLS; advanced qualification in specialist area | 10+ years experience | LTEP |
| Education (Services) | Principal Education Psychologist | Strategic & operational responsibility for service area | Honours degree in Psychology; recognised qualification in professional Educational Psychology; British Psychological Society Chartered status | 5+ years experience | LTEP |
| Education (Services) | Careers Advisor | | Career guidance/development qualification | 1+ years experience | MTEP |
| Education (Special Educational Needs) | Behaviour Coordinator (BECO) | | Undergraduate degree; professional teaching qualification e.g. PGCE; ITT | 5+ years experience | LTEP |
| Education (Special Educational Needs) | Consultant Primary / Secondary | Senior teacher in an SEBD / SEN setting | Undergraduate degree; professional teaching qualification e.g. PGCE; ITT | 8+ years experience; including 4+ in an SEBD setting | LTEP |
| Education (Special Educational Needs) | Headteacher/ Executive Headteacher | | Undergraduate degree; professional teaching qualification e.g. PGCE; ITT; NPQH; NPQSL; | 15+ years experience (Head) 10+ years experience | LTEP |
| Education (Special Educational Needs) | Special Educational Needs Coordinator (SENCO) | | Undergraduate degree; professional teaching qualification e.g. PGCE; ITT | 5+ years experience | LTEP |
| Education (Special Educational Needs) | Specialist / In Charge Teacher | Senior teacher in an SEBD / SEN setting | Undergraduate degree; professional teaching qualification e.g. PGCE; ITT | 8+ years experience; including 4+ in an SEBD / SEN setting | LTEP |
| Education (Special Educational Needs) | Teacher in as SEN/SEBD setting | | Undergraduate degree; professional teaching qualification e.g. PGCE; ITT | Any | MTEP |
| Education (Special Educational Needs) | SEN Learning Support Assistant | | Foundation Degree or Level 5 equivalent | 1+ years experience of working with SEN students | STEP |
| E-Gambling | E-Gambling Director / Senior Management | Senior management position; may be an equity holder; responsible for maintaining existing and developing a new business, managing and developing the skills of a team. | Experience and ability rather than qualifications | Senior management experience normally in eGambling generally or in an eGambling support function. | LTEP |

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| E-Gambling | Business Analytics / data mining | Big Data, data mining of large quantity of data on customer activities, preferences, in sectors including E-Gambling | Experience and ability rather than qualifications | E3+ years experience of gambling business analysis and/or managing a business analysis team | MTEP |
| E-Gambling | E-gambling Anti Fraud / Payment Handling | Experienced anti-fraud/payment handling managers experienced in E-Gambling | Experience and ability rather than qualifications | Experience of anti fraud / payment handling in a gambling environment and/or managing an anti fraud / payment handling team. | MTEP |
| E-Gambling | E-gambling Customer Relationship Manager | Experienced CRM; preferably in E-Gambling | Experience and ability rather than qualifications | Team leading dealing with general customers (e.g. at a "call centre") or on a one to one basis with key clients | MTEP |
| E-Gambling | Responsible Gambling / AML / CFT | Regulatory role in an e-Gambling business | Experience and ability rather than qualifications | 5+ years relevant industry experience | MTEP |
| Facilities / Utilities | Business Intelligence Analyst (Utilities / services sector) | Responsibility for the provision of business intelligence to the business in line with the strategy of the Business Intelligence Team | Relevant undergraduate degree | 5+ years relevant analytical experience | LTEP |
| Facilities / Utilities | Chief Executive Officer (utilities) | Reports to board directors; responsible for the delivery of the financial and operational targets | Relevant Masters Degree | 10+ years utility-based senior management experience | LTEP |
| Facilities / Utilities | Head of Product (utilities) | Responsible for developing and implementing Product strategies and solutions | Relevant undergraduate degree | 10+ years relevant experience | LTEP |
| Facilities / Utilities | Head of Facilities (Utilities / business with extensive property portfolio) | Manages the day to day activities of the Procurement, Logistics and Facilities, responsible for the procurement, storage, supply and distribution of all supplies in support of the business | Membership of relevant professional body e.g. BIFM | 5+ years experience in a similar procurement, supply chain and/or facilities management environment. | MTEP |
| Facilities / Utilities | Senior Engineers in a trade e.g. Lifts, Building Management Systems (BMS), telecoms, air conditioning, specific | Servicing, repairing and diagnosing faults, etc. | Formal qualifications relevant to specific trade | 2+ years relevant experience | MTEP |
| Facilities / Utilities | Soft Service supervisor / manager | Manages day to day operations in soft services sector | Tri-lingual | Relevant soft services back ground with evidence based supervisory training | MTEP |
| Facilities / Utilities | ***Cleaning Operative | Cleaner of domestic & commercial premises | N/A | Any | STEP |
| Facilities / Utilities | Laundry Assistant | Laundry assistant in & commercial premises | N/A | Any | STEP |
| Facilities / Utilities | Production Assistant / Machine Operator | Manufacturing | N/A | Any | STEP |

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| Facilities / Utilities | Recycling Operative / Yard Hand | Waste / recycling separation / sorting in a commercial setting / sorting plant operator | N/A | Any | STEP |
| Fiduciary Services (including trust and corporate service providers) | Fiduciary Services Director / Assistant / Director | Senior role; strategic importance to business; management responsibility | Undergraduate degree; holds or is training towards relevant professional qualification e.g. STEP Certificate or Diploma; ICSA; ACCA; CIMA; ACA | 5+ years' relevant experience | LTEP |
| Fiduciary Services (including trust and corporate service providers) | Fiduciary Services Manager / Associate / Officer / Assistant | Junior / mid-level role | Undergraduate degree; holds or is training towards relevant professional qualification e.g. STEP Certificate or Diploma; ICSA; ACCA; CIMA; ACA | 3+ years' relevant experience | MTEP |
| Fund Services (fund management & administration including private equity; investments; securities; custodianship; stockbroking) | Fund Services Director / Assistant / Director / Senior Manager | Senior role; strategic importance to business; management responsibility | Undergraduate degree; holds relevant professional qualification e.g. ICSA | 5+ years' relevant experience | LTEP |
| Fund Services (fund management & administration including private equity; investments; securities; custodianship; stockbroking) | Investment Consultants / Management Director / Assistant / Director / Senior Manager | Senior role; strategic importance to business; management responsibility | Undergraduate degree; holds relevant professional qualification e.g. IMC; ACA; ACCA; CPA | 5+ years' relevant experience | LTEP |
| Fund Services (fund management & administration including private equity; investments; securities; custodianship; stockbroking) | Fund Services Associate / Assistant | Junior role | Undergraduate degree; holds or is training towards relevant professional qualification e.g. ICSA | 3+ years' relevant experience | MTEP |
| Fund Services (fund management & administration including private equity; investments; securities; custodianship; stockbroking) | Investment Consultants / Management Manager / Associate / Assistant | Junior / mid-level role | Undergraduate degree; holds or is training towards relevant professional qualification e.g. IMC; ACA; ACCA; CPA | N/A | MTEP |
| Health & Social Care | General Practitioner (GP) | Working in a registered setting; supervises unregistered and newly qualified staff | Relevant degree (MRCGP; MBChB); GMC registration; specialist training relevant to service area | 3+ years' relevant experience | LTEP |
| Health & Social Care | Audiological Scientist (Band 8a) | Working in a registered setting; line management of Assistant Audiologist | BSc (Hons) Audiology level (or equivalent) with evidence of M level study and continuous professional development; professional registration (RCCP / HCPC) / BSA / BAA membership | 3+ years' relevant experience | LTEP |
| Health & Social Care | Biomedical Scientist | Working in a registered setting; supervises unregistered and newly qualified staff / diagnosis assessments / specimen analysis | Relevant degree; HCPC registration | Any | LTEP |
| Health & Social Care | Clinical Physiologist | Working in a registered setting; supervises unregistered and newly qualified staff | Relevant degree; RCCP registration | Any | LTEP |

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|----------------------|--|--|--|--|--------|
| Health & Social Care | Consultant / Associate Specialist Anaesthetist / Physician / Paediatrician / Obstetrician Gynaecologist / Ophthalmologist / Orthopaedic Surgeon / General Surgeon / Otorhinolaryngology's Head & Neck Surgeon / Radiologist / Pathologist / Psychiatrist / Emergency Department | Working in a registered setting; sub-speciality to complement existing skills of colleagues | Specialist / GMC registration (or entry expected within 6 months of interview) / licence to practice / relevant specialist registration, or within 6 months of CCT | Clinical training & experience equivalent to that required for gaining UK CCT in specialism / experience at Consultant / Associate level | LTEP |
| Health & Social Care | Dietitian advise on diets on basis of medical condition/disorder | Working in a registered setting; supervises unregistered and newly qualified staff | Relevant degree; HCPC registration | Any | LTEP |
| Health & Social Care | Health / Social Care Service Director / Assistant Director | Manages a group of health / social care services | Relevant Masters degree; management qualification; relevant professional registration | 5+ years' relevant experience | LTEP |
| Health & Social Care | Health Visitor (Band 5+) | Working in a registered setting | Relevant degree; NMC registration | Any | LTEP |
| Health & Social Care | Midwife (Band 5+) | Working in a registered setting | Relevant degree; NMC registration | Any | LTEP |
| Health & Social Care | Osteopath | Working in a registered setting; | BSC (Honours) Osteopathy or M.Ost; professional registration | 2+ years' relevant experience | LTEP |
| Health & Social Care | Positive Behaviour Analyst - package of care/support for people with recognised behavioural / learning difficulties and their families | Working in a registered setting; supervises unregistered and newly qualified staff | Relevant degree; BACB registration | Any | LTEP |
| Health & Social Care | Psychological Therapist | Working in a registered setting; supervises unregistered and newly qualified staff | Relevant degree; HCPC registration | Any | LTEP |
| Health & Social Care | Psychologist | Working in a registered setting; supervises unregistered and newly qualified staff | Relevant degree; HCPC registration | 2+ years' relevant experience | LTEP |
| Health & Social Care | Radiographer / Sonographer | Working in a registered setting; supervises unregistered and newly qualified staff images | Relevant degree; HCPC registration | Any | LTEP |
| Health & Social Care | Registered Nurse (Band 5+) | Working in a registered setting | Relevant degree; NMC registration | Any | LTEP |
| Health & Social Care | Residential / Nursing Home Assistant Practitioner | Working in a registered setting; supervises staff / accountable for care home standards compliance | Overseas Nursing Registration / Level 4 VQ / full mandatory / dementia training | 2+ years' relevant experience | LTEP |

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Updated 30-04-2018

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|----------------------|--|--|---|-------------------------------|--------|
| Health & Social Care | Residential / Nursing Home Healthcare Assistant (HCA) | Team leader responsible for supervising carers and ensuring plans of care are followed; Responsible for development of staff / supervision of students / accountable for ordering and assessments of essential healthcare products for residents | Hold or working towards VQ Level 3 / full mandatory training / dementia training | 3+ years' relevant experience | LTEP |
| Health & Social Care | Residential / Nursing Home Senior Carer | Working in a registered setting; responsible for supervising Carers and ensuring plans of care are followed and reported / oversees and undertakes completion of documentation detailing all aspects of care in the home | Holds or working towards VQ Level 2 / full mandatory training / dementia training | Any | LTEP |
| Health & Social Care | Senior Physiotherapist | Working in a registered setting; management responsibility / providing clinical supervision to junior staff | Relevant degree; HCPC registration | 5+ years relevant experience | LTEP |
| Health & Social Care | Social Worker | Working in adult / youth / children / community / mental health / justice / family proceedings services | Relevant degree; HCPC registration | Any | LTEP |
| Health & Social Care | Speech and Language Therapist Band 6+ | Working in a registered setting; management responsibility / providing clinical supervision to junior staff | Relevant degree; HCPC registration | 3+ years' relevant experience | LTEP |
| Health & Social Care | Superintendent Pharmacist / Pharmacy Manager / Hospital Pharmacist | Senior dispenser in a community Pharmacy / management responsibility /Dispensing / manufacturing medicines / supervises junior staff | Relevant degree; GPHC registration | Any | LTEP |
| Health & Social Care | Family / Residential Support Worker / Team Leader | support for children in residential care / via family support centres | Level 3 VQ or equivalent | Any | MTEP |
| Health & Social Care | Occupational Therapist | Develops and implements programmes to maintain or regain independence & daily living skills; advises on work/home adaptations; manages own caseload; | Relevant degree; HCPC registration | Any | MTEP |
| Health & Social Care | Pharmacist | Dispensing / manufacturing medicines / supervises junior staff | Registered with GPHC | Any | MTEP |

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| Health & Social Care | Pharmacy Technician | Dispensing / manufacturing medicines under supervision of Pharmacist | Registered with GPHC | Any | MTEP |
| Health & Social Care | Physiotherapist | Working in a registered setting; management responsibility | Relevant degree; HCPC registration | Any | MTEP |
| Health & Social Care | Psychological Wellbeing Practitioner | Working in a registered setting; supervises unregistered and newly qualified staff | BTech or VQ 3 | Any | MTEP |
| Health & Social Care | Speech and Language Therapist (Band 5) | Working in a registered setting identifies speech & language disorders; develops treatment programmes; manages own caseload | Relevant degree; professional registration | 1+ years' relevant experience | MTEP |
| Health & Social Care | Residential / Nursing Home Carers | Working in a registered setting; responsible for carrying out plans of care; key worker for at least two Residents | Holds or working towards Care Certificate | Any | STEP |
| Health & Social Care | Residential / Nursing Home Domestic Supervisors / Assistants / Catering Assistants | Working in a registered setting; | Food Hygiene Certificate; Infection Control Training | Any | STEP |
| Health & Social Care / Dentistry | Clinical Dental Technician (generally a business owner) | Independent function supporting dental profession. Able to perform minor procedures. | Diploma in Clinical Dental Technology and registration with the GDC | CPD and post graduate training | LTEP |
| Health & Social Care / Dentistry | Dental Technician (generally a business owner) | As above but without the ability to perform minor procedures | HNC or B Tech in Dental Technology and registration with GDC. | CPD and post graduate training | LTEP |
| Health & Social Care / Dentistry | Partner or Associate | Working in a registered setting; supervising unregistered and newly qualified staff | Degree and registration with the GDC; Some Specialist Registrations e.g. in orthodontics | 5+ years relevant experience CPD and post graduate training | LTEP |
| Health & Social Care / Dentistry | Hygienist | Integral part of the provision of dental services | Diploma and registration with the GDC | CPD and post graduate training | MTEP |
| Health & Social Care/Occupational Therapy/Physical Health | Band 6 Specialist Occupational Therapist (Community/Hospital) | Working in a registered setting; managing caseload in variety of settings to maintain or regain independence & daily living skills; advises on work/home adaptations; providing clinical supervision to unregistered staff and students | Relevant degree; HCPC registration | 2+ years relevant experience | LTEP |

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|---|---|--|---|---|--------|
| Health & Social Care/Occupational Therapy/Physical Health | Band 7 Advanced Practitioner Occupational Therapist (Adult Disability/Hospital) | Working in a registered setting; managing complex caseload maintain or regain independence & daily living skills; advises on work/home adaptations; generally lone practitioners providing clinical leadership, service development and improvement. | Relevant degree; HCPC registration | 5+ years relevant experience | LTEP |
| Health & Social Care/Occupational Therapy/Physical Health | Band 7 Clinical Lead Occupational Therapist (Community/Hospital) | Working in a registered setting; managing complex caseload maintain or regain independence & daily living skills; advises on work/home adaptations; management responsibility / providing clinical supervision to junior staff | Relevant degree; HCPC registration | 5+ years relevant experience | LTEP |
| Health & Social Care/Occupational Therapy/Physical Health | Band 5 Occupational Therapist (Community/Hospital) | Develops and implements programmes to maintain or regain independence & daily living skills; advises on work/home adaptations; manages own caseload; | Relevant degree; HCPC registration | Any/New graduate | MTEP |
| Horticulture / Agriculture | Foreman / Senior Supervisor Production / Dispatch | Supervisor / trainer of a team of horticultural / agricultural workers; skilled at identifying crop / animal-related issues; manages productivity levels | Works to audited standard (ISO or similar); Bi-lingual | 5+ years experience in 4+ crop / animal types / significant plant /animal health & variety knowledge | LTEP |
| Horticulture / Agriculture | Veterinary | | Relevant degree; RCVS registration | 3+ years experience | MTEP |
| Horticulture / Agriculture | Agricultural Worker | Operative working in agricultural setting | N/A | Any | STEP |
| Horticulture / Agriculture | Gardener / landscape gardener | Working for established business | N/A | 2+ years relevant experience | STEP |
| Horticulture / Agriculture | Horticultural Worker / Nursery Production Assistant | Operative working in horticultural setting | N/A | Any | STEP |
| Hospitality | Assistant Manager Hotel / Assistant Manager Restaurant or Bar / Assistant Manager Public House or Bar | A senior hospitality professional, with responsibility for the entire operating business in the managers absence For Long Term Employment Permit: post holder must be part of a tangible succession plan into a more senior role | Institute of Hospitality professional qualification / Higher National Certificate / Higher National Diploma | Qualification and 1+ years experience in a similar role or 2+ years experience in a similar role and 2+ years experience in the hospitality sector | LTEP |

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|--------------------|--|--|--|--|--------|
| Hospitality | Executive Head Chef | A senior kitchen professional employed to run/head up multiple catering offers in very large establishments, or a number of sites in a business which operates multiple businesses. This position would normally have a number of head chefs reporting to it | City & Guilds Level 3 Advanced Professional Cookery / City & Guilds 706-1 & 706-2 / Level 3 Food Hygiene Cert (or working towards) / or time served chef / and Level 3 Food Hygiene Cert (or working towards) | Qualification and 2+ years experience in a similar role and 8+ years experience in various chef kitchen roles, including 4+ years at head chef level or no qualification and 15+ years kitchen experience, 5+ as head chef | LTEP |
| Hospitality | Executive Housekeeper / Head Housekeeper | A senior hospitality professional responsible for the management of the servicing of guest accommodation, or the management of a staff accommodation block | N\A | 4+ years experience in related roles, including 2+ years in similar role or current employee with 2+ years housekeeping experience | LTEP |
| Hospitality | Food & Beverage Manager | A senior hospitality professional with responsibility for the food & beverage areas within a hotel or event complex, including the kitchen | Institute of Hospitality professional qualification / Higher National Certificate / Higher National Diploma | Qualification and 1+ years experience in a similar role or 2+ years experience in a similar role and 2+ years experience in the hospitality sector | LTEP |
| Hospitality | Front of House Manager / Reception Manager / Head Receptionist | A senior hospitality professional who is responsible for the management of all aspects of the reception department of a hotel | Bailiwick Ambassador Accreditation (or working towards) | 4+ years experience in a reception role, including 2+ years experience in similar role or current employee and 2+ years experience in reception role | LTEP |
| Hospitality | General Manager Hotel / General Manager Restaurant or Bar / General Manger Public House or Bar | A senior hospitality professional with responsibility for the entire operating business | Institute of Hospitality professional qualification / Higher National Certificate / Higher National Diploma | Qualification and 2+ years experience in a similar role or 3+ years experience in a similar role and 3+ years experience in the hospitality sector | LTEP |
| Hospitality | Guest Services Manager | A senior hospitality professional with responsibility for overseeing a concierge team and the provision of general guest services | University, College or City and Guilds hospitality qualification, or equivalent, or time served in a similar position | Qualification and 1+ years in a similar position in the hospitality sector. Or no qualification and 3+ years in a similar position in the hospitality sector. | LTEP |
| Hospitality | Head Chef | A senior kitchen professional employed to run/head up a commercial kitchen | City & Guilds Level 3 Advanced Professional Cookery / City & Guilds 706-1 & 706-2 / or time served chef / and Level 2 Food Hygiene Cert (or working towards) | Qualification and 2+ years experience in a similar role and 4+ years experience in various chef kitchen roles or no qualification and 8+ years kitchen experience, 3+ as head chef | LTEP |

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|--------------------|--|--|--|---|--------|
| Hospitality | Night Manager | A senior hospitality professional with responsibility for the premises, guest safety and security overnight and for overseeing a night team | N\A | 3+ years experience in related roles, including 2 years in similar role or current employee with 2+ years relevant experience | LTEP |
| Hospitality | Reservations Manager / Revenue Manager | A senior hospitality professional who is responsible for the management of all room reservations, normally within a large hotel business | N\A | 4+ years experience in a related role, including 2+ years in a similar role or current employee with 2+ years experience in a reception role | LTEP |
| Hospitality | Senior Sous Chef / Sous Chef / Second Chef | A senior kitchen professional employed as a deputy to a head chef, capable of covering the head chef role and assisting with training of more junior chef roles. For Long Term Employment Permit: post holder must be part of a tangible succession plan into a more senior role | City & Guilds Level 3 Advanced Professional Cookery / City & Guilds 706-1 & 706-2 / or time served chef / and Level 2 Food Hygiene Cert (or working towards) | Qualification and 2+ years experience in a similar role and 4+ years experience in various chef kitchen roles or no qualification and 4+ years kitchen experience, 2+ in similar role | LTEP |
| Hospitality | Assistant Housekeeper | A senior hospitality professional responsible for the management of the servicing of guest accommodation, in the absence of the department manager | N/A | 2+ years experience in related roles or current employee with 1+ years housekeeping experience | MTEP |
| Hospitality | Bar Manager | A hospitality professional with responsibility for running a bar within a hotel or other larger business | Institute of Hospitality professional qualification / Higher National Certificate / Higher National Diploma / or time served bar manager | Qualification and 1+ years experience in a similar role and 1+ years experience in the hospitality sector or no qualification and 1+ years experience in a similar role and 2+ years experience in the hospitality sector | MTEP |
| Hospitality | Cocktail Bar Tender | A hospitality bar professional who specialises in the production and service of cocktails | City & Guilds Professional Bartending (Cocktails) / or time served cocktail bar tender | Qualification and 1+ years experience in a similar role and 2+ years experience as general bar tender or no qualification and 2+ years experience in a similar role and 2+ years experience as general bar tender | MTEP |

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| Hospitality | Conference & Events Sales / Operations Manager | A senior hospitality professional responsible for the booking and booking management or operational execution of conferences, events, banquets and other functions | N/A | 4+ years experience in related roles including 2+ years in similar role or current employee with 2+ years relevant experience | MTEP |
| Hospitality | Front of House Manager / Reception Manager / Head Receptionist | A senior hospitality professional who is responsible for the management of all aspects of the reception department of a hotel | Bailiwick Ambassador Accreditation (or working towards) | 4+ years experience in a reception role, including 2+ years experience in similar role or current employee and 2+ years experience in reception role | MTEP |
| Hospitality | Head Housekeeper | A senior hospitality professional responsible for the management of the servicing of guest accommodation, or the management of a staff accommodation block | N/A | 4+ years experience in related roles including 2+ years in similar role or current employee with 2+ years housekeeping experience | MTEP |
| Hospitality | Junior Sous Chef / Senior Chef de Partie / Chef de Partie | A kitchen professional | City & Guilds Level 3 Advanced Professional Cookery / City & Guilds 706-1 & 706-2 / or time served chef / and Level 2 Food Hygiene Cert (or working towards) | Qualification and 3+ years experience various chef kitchen roles or no qualification and 4+ years kitchen experience, 1+ in similar role or Commis Chef for employer and 1+ years experience | MTEP |
| Hospitality | Night Manager | A senior hospitality professional with responsibility for the premises and guest safety and security overnight | N/A | 2+ years experience in related roles or current employee with 2+ years relevant experience | MTEP |
| Hospitality | Pastry Chef | A hospitality kitchen professional specialising in the pastry section | City & Guilds Level 3 Advanced Professional Cookery & City & Guilds (minimum Level 2) Patisserie & Confectionery / or time served pastry chef / and Level 2 Food Hygiene Cert (or working towards) | Qualification and 2+ years experience in patisserie role or no qualification and 5+ years kitchen experience, 2+ in similar role | MTEP |
| Hospitality | Receptionist / Spa Receptionist | A hospitality professional who provides a principle point of contact for guests, with experience in guest check in/check out, room reservations and guest service and satisfaction | Bailiwick Ambassador Accreditation (or working towards) | 2+ years experience in related roles or current employee with 2+ years relevant experience | MTEP |

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| Hospitality | Reservations Manager / Revenue Manager | A senior hospitality professional who is responsible for the management of all room reservations, normally within a large hotel business | N/A | 4+ years experience in a related role, including 2+ years in a similar role or current employee with 2+ years experience in a reception role | MTEP |
| Hospitality | Restaurant Manager | A hospitality professional with responsibility for running a restaurant within a hotel or other larger business | Institute of Hospitality professional qualification / Higher National Certificate / Higher National Diploma / or time served restaurant manager | Qualification and 1+ years experience in a similar role and 1+ years experience in the hospitality sector or no qualification and 1+ years experience in a similar role and 2+ years experience in the hospitality sector | MTEP |
| Hospitality | Spa Manager | A senior hospitality professional who is responsible for the management of all aspects of a hotel or stand alone Spa\Wellness Centre | City & Guilds Level 3 Diploma in Body & Spa Therapy | 4+ years experience in a related role, including 2+ years experience in Body & Spa Therapy roles or current employee and 2+ years experience in spa therapy | MTEP |
| Hospitality | Spa Therapist / Beautician | Provides therapies and treatments within a Spa/Wellness Centre | City & Guilds Level 3 Diploma in Body & Spa Therapy | 1+ years experience in a similar role | MTEP |
| Hospitality | ***Apprentice Chef | Trainee chef, likely to be attending part-time college course | Level 2 Food Hygiene Cert (or working towards) | Any | STEP |
| Hospitality | ***Bar & Waiting Staff | Flexible position as bar person or as waiting staff, depending on the needs of the business | N/A | Any | STEP |
| Hospitality | ***Bar / Restaurant Supervisor | Supervises the service of food and drinks to a customer | N/A | 2+ years relevant experience | STEP |
| Hospitality | ***Bar Person | Provides service of drinks to a customer | N/A | Any | STEP |
| Hospitality | ***Barista | Produces and serves coffee and related products | N/A | Any | STEP |
| Hospitality | ***Breakfast Chef | A hospitality kitchen professional | Level 2 Food Hygiene Cert (or working towards) | 1+ years relevant experience | STEP |
| Hospitality | ***Cleaner | Cleans both public and back of house areas | N/A | Any | STEP |
| Hospitality | ***Commis Chef | A hospitality kitchen professional | Level 2 Food Hygiene Cert (or working towards) | 1+ years relevant experience | STEP |
| Hospitality | ***Concierge / Hall Porter (may include driver duties) | An employee providing guest portering and driver services | N/A | 2+ years relevant experience | STEP |
| Hospitality | ***Counter Assistant / Cook & Counter Assistant | Provides production and/or service of food and drinks to customers in a café / tearoom / takeaway | Assistant - N/A Cook - Level 2 Food Hygiene Cert (or working towards) | Any | STEP |

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| Hospitality | ***Head Concierge / Head Porter | Professional responsible for the porters department | N/A | 2+ years relevant experience | STEP |
| Hospitality | ***Junior Chef de Partie | A hospitality kitchen professional | Level 2 Food Hygiene Cert (or working towards) | 2+ years relevant experience | STEP |
| Hospitality | ***Kitchen Assistant | Provides basic kitchen task support to the chef team, may also part cover Kitchen Porter duties | Level 2 Food Hygiene Cert (or working towards) | Any | STEP |
| Hospitality | ***Kitchen Porter | Provides pot wash and general portering duties in a kitchen | Level 2 Food Hygiene Cert (or working towards) | Any | STEP |
| Hospitality | ***Night Porter | Responsibility for the premises and guest safety and security overnight | N/A | Any | STEP |
| Hospitality | ***Room Attendant / Chambermaid | Services guest accommodation | N/A | Any | STEP |
| Hospitality | ***Waiting Staff / Waiter / Waitress | Provides service of food and drinks direct to customer, or at customers' table | N/A | Any | STEP |
| Hospitality | Handyman / Maintenance Person | Carries out maintenance tasks | N/A | 1+ years relevant experience | STEP |
| Hospitality | Laundry Operative / Linen Porter | operates laundering, drying & pressing equipment / replenishes linen stores | N/A | Any | STEP |
| Hospitality | Tour Guide / Interpreter | | Bi-lingual; Level 2+ Institute of Tourist Guiding | 2+ years relevant experience | STEP |
| Insurance Services (insurance company management; insurance broker; commercial insurance; reinsurance) | Insurance: Director / Senior Manager | Senior role; strategic importance to business; management responsibility | Undergraduate degree; holds professional qualification e.g. ACII; CMIRM | 5+ years' relevant experience | LTEP |
| Insurance Services (insurance company management; insurance broker; commercial insurance; reinsurance) | Insurance: Client Manager | Responsible for providing and advising on insurance service to a client portfolio | Undergraduate degree; holds or is training towards professional qualification e.g. ACII; CMIRM | 3+ years' relevant experience | MTEP |
| Journalism | Broadcast Journalist | Mid-level role | Undergraduate degree, holds relevant professional qualification | Qualification and 2 + years' experience in similar role | MTEP |
| Journalism | Digital Journalist | Mid-level role | Undergraduate degree, holds relevant professional qualification | Qualification and 2 + years' experience in similar role | MTEP |
| Journalism | Senior Broadcast Journalist | Middle management broadcasting role | Undergraduate degree, holds relevant professional qualification | Qualification and 2 + years' experience in similar role | MTEP |
| Journalism | Video Journalist | Mid-level broadcasting role | Undergraduate degree, holds relevant professional qualification | Qualification and 2 + years' experience in similar role | MTEP |
| Journalism | Broadcast Assistant | Junior role | None required | None required | STEP |
| Law Enforcement | Detective Sergeant / Constable Economic Crime | | Completion of Probationary Police Constable training / professional or recognised financial services qualification | 5+ years' experience investigating money laundering / financial crime cases; experience of working in the financial services sector | LTEP |

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| Law Enforcement | Forensic Support Manager | | Completion of extensive Scenes of Crime Forensic Training Programme; Accreditation as a Crime Scene Manager; Expert Witness status | 4+ years' experience managing forensic science budgets and a team of specialist investigators | LTEP |
| Law Enforcement | Hi-Tech Crime Investigator | | Completion of Probationary Police Constable / GBA Officer training, Foundation course in Forensic computing; vendor specific courses for EnCase and Access Data FTK, hi-tech Managers course | Proven Hi-Tech crime investigative experience; thorough understanding of numerous operative system platforms and hardware infrastructure used in computer based technology | LTEP |
| Law Enforcement | Police Constable Accredited Firearms Officer (AFO) | | Completion of Probationary Police Constable training; qualified and accredited firearms officer (armed responsible vehicle officer standard/advanced response driver) | 4+ years' experience as Police Constable; proven ability as a firearms officer | LTEP |
| Law Enforcement | Police Sergeant (Specialism) | Line management of a shift of Police Officers | Completion of Probationary Police Constable training | 3+ years' experience in specialist area; experience of managing police investigations | LTEP |
| Law Enforcement | Police Sergeant Custody | Ensures safe and secure detention in custody suite; supervises police investigations | Completion of Probationary Police Constable training | 3+ years' relevant experience working with PACE / PPACE Legislation. | LTEP |
| Law Enforcement | Probation Officer | Operational level with responsibility for supervising offenders | Relevant professional qualification (degree level Diploma. SW Probation Qualification, or CQSW) | 5+ years' relevant experience | LTEP |
| Law Enforcement | Dedicated Financial / Asset Recovery / Economic Crime Investigator | | Experience of financial services, supported by professional or industry recognised qualifications / previous experience within Law Enforcement / Experience of Asset recovery and confiscation | 4+ years experience in investigation of money laundering / financial crime; experience of working in the financial services sector; experience and knowledge of asset tracing, confiscation; able to utilise proceeds of crime / civil forfeiture legislation | MTEP |
| Law Enforcement | Police Constable | | Completion of Probationary Police Constable training | 5+ years' relevant experience | MTEP |
| Law firm (Amendment to) | Partner / Group Partner / Counsel / Managing Associate / Senior Associate / Associate | Senior role; strategic importance to business; management responsibility; or associate on pathway to senior role | Advocate of Royal Court / Solicitor or Barrister in England and Wales, Scotland, Northern Ireland or equivalent from Commonwealth jurisdiction; Professional membership of Law Society of England and Wales or equivalent body. | 5+ years' relevant experience | LTEP |

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| Legal Services | In House: Head of Legal / Legal Director | Senior role; strategic importance to business; management responsibility | Advocate of Royal Court / Solicitor or Barrister in England and Wales, Scotland, Northern Ireland or equivalent from Commonwealth jurisdiction; Professional membership of Law Society of England and Wales or Society of England and Wales or equivalent body | 5+ years' relevant experience | LTEP |
| Legal Services | Law Firm: Partner / Group Partner / Counsel / Managing Associate / Senior Associate | Senior role; strategic importance to business; management responsibility | Advocate of Royal Court / Solicitor or Barrister in England and Wales, Scotland, Northern Ireland or equivalent from Commonwealth jurisdiction; Professional membership of Law Society of England and Wales or Society of England and Wales or equivalent body | 5+ years' relevant experience | LTEP |
| Legal Services | In House: Counsel / Lawyer / Legal Assistant | Junior / mid-level role | Advocate of Royal Court / Solicitor or Barrister in England and Wales, Scotland, Northern Ireland or equivalent from Commonwealth jurisdiction; Professional membership of Law Society of England and Wales or Society of England and Wales or equivalent body | N/A | MTEP |
| Legal Services | Law Firm: Associate / Assistant | Junior / mid-level role | Advocate of Royal Court / Solicitor or Barrister in England and Wales, Scotland, Northern Ireland or equivalent from Commonwealth jurisdiction; Professional membership of Law Society of England and Wales or Society of England and Wales or equivalent body | N/A | MTEP |
| Marketing & Sales Manager | Manager | Staff who have experience and/or expertise in all or some of the full spectrum of marketing channels exploited by eGambling to maintain existing and develop new business and train up local staff and/or experience in Affiliate Management (a marketing arrangement by which an operator pays commission to an external website for traffic or sales generated from its referrals) and which could require specialist country and/or language expertise. | | 3+ years online eGambling experience at Management level and a proven track record of developing business. | LTEP |

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| Area of Employment | Job Title (indicative) | Brief Description | Formal Qualifications Needed (indicative) | Experience (indicative) | Permit |
|---------------------------|--|--|---|--|--------|
| Marketing & Sales Manager | Manager | Staff who have experience and/or expertise in all or some of the full spectrum of marketing channels exploited by eGambling to maintain existing and develop new business and train up local staff and/or experience in Affiliate Management (a marketing arrangement by which an operator pays commission to an external website for traffic or sales generated from its referrals) and which could require specialist country and/or language expertise. | | 3+ years online eGambling experience at Management level and a proven track record of developing business. | MTEP |
| Marketing / Product | Country / Regional Managing Director | Strategic & overall responsibility for managing multiple retail outlets | Relevant professional body membership / qualification | 8+ years relevant experience in an international business | LTEP |
| Marketing / Product | Director / Senior Manager international supply chain / warehousing | Strategic responsibility for product storage / distribution | Relevant professional body membership / qualification | 8+ years relevant experience in an international business | LTEP |
| Marketing / Product | Director / Senior Manager Product / Development | Strategic responsibility for product development and merchandising | Relevant professional body membership / qualification - Chartered Institute of Purchasing | 8+ years relevant experience in an international business | LTEP |
| Marketing / Product | Director Marketing / Sales | Strategic & overall responsibility for marketing and sales in a large business distributing beyond Guernsey | Qualified by experience | 8+ years relevant experience | LTEP |
| Marketing / Product | Senior Manager Product / Development | Strategic responsibility for product development, marketing and business growth | 8 years minimum relevant experience in marketing, business development and client relationship or CIM Diploma in professional marketing | 8 years minimum in services sector and management level | LTEP |
| Marketing / Product | Manager Marketing / Sales | Senior sales executive in a business distributing beyond Guernsey | Qualified by experience | 3+ years relevant experience | MTEP |
| Marketing / Product | Product Development Specialist | Specialist overseeing product design / development | Relevant degree and professional body membership / qualification | 3+ years relevant experience | MTEP |
| Marketing / Product | Purchasing / procurement Manager | Negotiates with multiple international suppliers | Professional membership of the Chartered Institute of Purchasing | 5+ years relevant international experience | MTEP |
| Marketing / Product | Senior Manager, retail / customer services | Responsibility for customer experience and complaints resolution across multiple retail outlets | Relevant professional body membership / qualification | 5+ years relevant international experience | MTEP |
| Planning | Planning / Building Control Officer | | Member of Royal Town Planning Institute (RTPI) / Royal Institute of Chartered Surveyors (RICS) | 5+ years' relevant experience | MTEP |

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|---|---|---|---|---|--------|
| Retail / Warehouse | Retail store supervisor / assistant manager / trainer | Delivery of Specialist Services, staff management to large retail store | Level 3 professional qualification or equivalent / ILM Certification / technical skills specific to role | 2+ years relevant experience | MTEP |
| Retail / Warehouse | Store \ Branch Managers (retail generic) | accountable for high level management of retail stores / branches | Level 5 Professional qualification, ILM diploma or equivalent | 5+ years relevant experience | MTEP |
| Retail / Warehouse | General Sales Assistant (retail) | Working for established business / brand | N/A | 2+ years relevant experience | STEP |
| Retail / Warehouse | Shop fitter | Retail premises refurbishment | N/A | Relevant brand experience | STEP |
| Retail / Warehouse | Warehouse Dispatch Operator / Stock Processor | Operative working in warehouse dispatch | N/A | Any | STEP |
| Service industries & Retail | Senior Managers (retail generic) | Senior Manager to manage and develop entire operational business | Technical skills specific to role applied for, Level 6 Professional qualification, ILM diploma or equivalent | Relevance based on operational role applied for. 8 years minimum experience | LTEP |
| Service industries & Retail | Services Divisional head (generic) | Senior manager responsibility for services division delivery | Technical skills specific to role applied for, Level 3 Professional qualification, ILM diploma or equivalent | 5 years minimum in services sector and management level | LTEP |
| Service industries & Retail | Soft Services Divisional head | Senior manager responsibility for services division delivery | BICSc licence to practice (LTP) and demonstrate time served in industry. Competent Bi-lingual in both language and writing. | 8 years minimum in services sector and management level | LTEP |
| Service industries & Retail | Soft Services Divisional Manager | Assistant manager responsibility for services division delivery | BICSc licence to practice (LTP) and demonstrate time served in industry. Competent Bi-lingual in both language and writing. | 5 years minimum in services sector and management level | LTEP |
| Service industries & Retail | General Supervisor | Services sector supervisor | Qualification based on relevant role and 5 years minimum experience | 5 years minimum experience and training based on relevant role | MTEP |
| Sport Betting Trader, Casino, Peer to Peer gambling executive | Executive | Individuals who have expertise and/or experience of managing risk (e.g. odds setting) in gambling systems relating to sports, casino/bingo and peer to peer | | 2+ years experience of managing risk in an eGambling environment | MTEP |
| Transport | Air Traffic Control Officer | | ATCO licence in accordance with EU Regulation & Valid ADI and APS Endorsements | Extensive operational ATCO experience | LTEP |
| Transport | Aircraft Engineer | Undertakes base and line maintenance | B1 (mechanical) / B2 (avionics) rated | Experience levels should be based on type rating of aircraft. | LTEP |
| Transport | Airline Auditor/Operations Manager | Ensures all operational activity complies with CAA regulations | Approved by the CAA | 10+ years aviation experience, 4+ in similar role | LTEP |

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Employment Permit Policy: Employers are able to make an online application from any job on the list §
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Updated 30-04-2018

| Area of Employment | Job Title (indicative) | Brief Description | Formal Qualifications Needed (indicative) | Experience (indicative) | Permit |
|-------------------------------|---|--|--|---|--------|
| Transport | Airline Station Manager | Ensures that adequate staff and resources are in place for safe operation of Station | Approved by the CAA | 10+ years aviation experience, 2+ in similar role | LTEP |
| Transport | Commercial aircraft pilot (Captain / First Officer) | | Commercial Pilots Licence; Air Transport Pilots Licence; relevant type rating; demonstrates training levels appropriate to aircraft type | Experience levels should be based on type rating of aircraft | LTEP |
| Transport | Quality Assurance Manager (Aviation) | Accountability to the CAA | Trained to EASA Ops, part 145 and Part M recognised | 5+ years aviation experience in similar role | LTEP |
| Transport | Deputy Ground Operations Manager | | Approved by the CAA | 2+ years aviation experience in similar role | MTEP |
| Transport | Flight Network & Rostering Manager | | Qualified and compliant with FDTL (Flight Duty Time Limitations) and FTL (Flight Time Limitations) policies | 2+ years aviation experience in similar role | MTEP |
| Transport | Quality Assurance Auditor | | Trained to EASA Ops, part 145 and Part M recognised | 2+ years aviation experience in similar role | MTEP |
| Transport | Bus Driver | Professional carrying fare \ non-fare passengers | PCV Qualification and demonstration of ability to navigate the Islands roads | 5+ years driving experience / demonstrable ability to navigate the Island's roads | STEP |
| Transport | HGV Driver | | HGV licence | 1+ years experience | STEP |
| 3rd Sector / Church / Charity | Minister / Vicar / Priest, Pastor | Most senior leader in a main stream denomination / established independent Church | Post Graduate Diploma in Theology / Degree equivalent | 2+ years' relevant experience | LTEP |
| 3rd Sector / Church / Charity | Associate / Youth Pastor | In a main stream denomination / established independent Church | Post Graduate Diploma in Theology / Degree equivalent (or studying towards) | Any | MTEP |
| 3rd Sector / Church / Charity | Sports Development Officer | Working for Sports Commission | Professional player / coach of relevant sport at national / international level | 3+ years' relevant experience | MTEP |
| 3rd Sector / Church / Charity | Youth worker | Working for Youth Commission / registered charity | Holds or working towards degree in Community Education & Youth Work or equivalent | Any | MTEP |
| Misc. (all sectors) | HR Director / Deputy Director HR / Senior HR Practitioner | Senior role; strategic importance to business; management responsibility | Holds relevant professional qualification e.g. CIPD qualification | 8 years' relevant experience | LTEP |
| Miscellaneous | Au Pair | Living as part of a host family as a domestic assistant from a foreign country | N/A | N/A | STEP |
| Miscellaneous (pan-sector) | Chief Executive / Operating Officer / Managing Director | Overall strategic / operational responsibility for a large business | Relevant professional body membership / qualification | 8+ years' relevant experience | LTEP |

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|----------------------------|---------------------------------------|---|---|---|--------|
| Miscellaneous (pan-sector) | Chief Information Officer | Strategic responsibility & accountability for creating robust and scalable IT strategy | Relevant professional body membership / qualification | 8+ years' relevant experience | LTEP |
| Miscellaneous (pan-sector) | Team Manager Consultant / Change lead | Oversees change programmes that will ultimately up skill local managers and improve staff stability at Team manager level | Formal professional qualification relevant to project | Evidence of coaching and mentoring / change management skills | STEP |

§ Where an employer considers there is a need to vary the content of the Employment Permit Policy, then they are encouraged to contact the Population Employment Advisory Panel - details below:

Where an employer wishes to recruit to a role which does not appear in this Policy then they can make an application for an 'out of policy' Employment Permit. Our tariff details the fees payable for all types of Employment Permit.

Any 'out of policy' application would need to include information to evidence that the necessary skill-set and/or labour is in short supply locally. This should include evidence of recruitment efforts i.e. advertisements, contact with the job centre and any other initiatives taken in an effort to first recruit locally.

We encourage all employers contact us for further guidance, prior to applying for an 'out of policy' Employment Permit.

Population Employment Advisory Panel (PEAP)

The Population Employment Advisory Panel PEAP provides up to date information to the Committee for Home Affairs about the Island's dynamic employment market, and the current and future needs of the Island's employers.

| Sector | Member | Email |
|---|----------------|--|
| Chairman | Peter Gillson | chairman.peap@gov.gg |
| Finance & Professional Services | Elaine Gray | finance.peap@gov.gg or elaine.gray@careyolsen.com |
| Tourism & Hospitality | Kenrick Brooks | tourism&hospitality.peap@gov.gg |
| Construction/Infrastructure/Utilities | Larry Granger | construction.peap@gov.gg |
| Public Sector (also representing health/education in the private sector and the 3rd Sector) | Tim Langlois | health&education.peap@gov.gg or Tim.Langlois@gov.gg |
| Service Industries and Retail | Mark Edgar | serviceindustry&retail.peap@gov.gg |
| E-industry and new/potential sectors | Tony Brassell | tony@startup.gg |

For a quick guide to Employment Permits

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To apply

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