JOB OPPORTUNITIES AND UNEMPLOYMENT

IN THE SOUTH AFRICAN LABOUR MARKET

2012 - 2013

The Department of Labour is alive to its mandate of ensuring that there is decent work pursued under conditions of freedom, equity, security and dignity labour

Department:
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REPUBLIC OF SOUTH AFRICA

JOB OPPORTUNITIES AND UNEMPLOYMENT

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2012 - 2013

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INTRODUCTION

Amongst quite a number of tried and tested policies and strategies, high unemployment still appears to be persistent in the South African labour market. This is not only as the result of the challenges that are created domestically but also as a result of the continuing global economic crisis, in particular in the Euro-Zone which affects the level of foreign direct investment in the South African economy. (It is understood that the lack of investment injection could reduce the overall economic growth as it could also affect employment opportunities in the country).

There are various arguments about the cause of unemployment in South Africa. As reported, South Africa's poor education system and lack of productivity is costing jobs[1]. High unemployment in South Africa is likely to persist for the foreseeable future as domestic growth forecasts continue to be revised downward[2]. Despite all these arguments, this annual report is meant to reflect on the job opportunities, e.g., vacancies created by the South African economy in line with the prospect of sectoral skills needed[3] as against available skills in the country. The data used to analyse and measure these situations is collected through various newspapers covering all the provinces, administrative data, and the Department of Labour's Quarterly Labour Force Survey.

It is noted that the South African economy is faced with the triple challenge of unemployment, inequality and poverty. But amongst the three challenges, high unemployment (25.2% in quarter one of 2013) coincides with low economic growth (0.9% in quarter one of 2013). Within the Department, about R4 billion from the UIF was lent to businesses through the Industrial Development Corporation (IDC) to save or create jobs. It is reported[4] that 21 234 jobs were created and 20 161 saved for the period up to 31 March 2013. The UIF continues to play a pivotal role in the area of job creation.

The main purpose of this report is to assess the job opportunities, job losses and the skills gaps in the country during the financial year 2012/13, in order to inform policy makers on the changes of skills supplied and demanded, then draw some suggestions on how policy makers can intervene and minimise the risks associated with unemployment. As previously noted, solutions to the critical challenge of unemployment will include, amongst others, well drafted and sound economic policies that need to be coordinated, implemented and monitored by all parties: Government, Organised Business and Organised Labour. A common understanding, strong partnership, minimum degree of agreement and accountability must be considered as critical stimulus to advance the agenda of halving the unemployment rate by 15% in 2020. The National Development Plan (including the National Growth Path) is our blueprint document that will guide us through this challenging task. Thus, there is a need for a strategic shift and the introduction of a number of projects for the country to realise this goal.

The layout of this annual report comprises of the following sections: following this introduction, Section Two covers the overview of the South African labour force. It presents the trends in the SA labour market looking mainly at the Unemployment Insurance Fund data, e.g., claims on unemployment benefits to ordinary unemployed received and processed within the Department that reflect the level of job losses in the country from April 2012 to March 2013.

Section Three provides an analysis on the job opportunities created or advertised during the same period. In other words, what occupational skills were in demand, opportunities created per industry, opportunities created per province as well as the types of vacancies created, whether full/part-time or contract. Section Four concludes by remarking on the challenges of unemployment in the South African economy during the financial year 2012/13 and also recommends possible solutions to these challenges, as discussed in various research papers.

1 Abraham Edwards (AECI's CEO), Business News, Thursday, 26 July 2012

2 The Bureau for Economic Research (BER), Unemployment to persist as SA faces slower growth, Business News, Friday, 27 July 2012

3 In her budget vote, the Minister of Labour stressed the following: "Alongside our sister departments, we realise the shortage of skills in our economy and are working to make a difference in this field. To this end, we have partnered with South African Maritime Safety Association to enable them to tap into our system for the cadets they want to put through the paces of training. We have also agreed to work with the DoHET to have these cadets placed at FET colleges. As you will hear later, we have also partnered with SETAs to provide training for youth and unemployed people."

4 Minister of Labour (Hon. M.N. Oliphant, Budget vote, 22 May 2013).

2. OVERVIEW OF THE LABOUR FORCE TRENDS IN SOUTH AFRICA

In his 2013 budget speech[5], the Minister of Finance stressed that there are signs of improvement in the world economy, though the outlook remains troubled. Growth is still muted in the United States and Japan and much of Europe is in recession. Furthermore, he reminded South Africans that South Africa's economy is growing at a slower rate than projected at the time of the 2012 budget. GDP is projected to grow at 2.7% in 2013. This might indicate slow employment growth in the country if one considers the correlation between growth and employment.

Looking at the official employment statistics, the first quarter of 2013 QLFS results show that about 44 000 jobs were created between the fourth quarter of 2012 and the first quarter of 2013. This represents an increase of 0.3% between the two quarters. Both Agriculture and Private Household's sectors recorded an increase of 83 000 jobs between quarter four of 2012 and quarter one of 2013. On an annual basis, the employment statistics have grown by 1.5% where 199 000 jobs were created between quarter one of 2012 and quarter one of 2013. Furthermore, although the 0.9% GDP increase was recorded in the first quarter of 2013, it was not high enough to support the overall employment and development targets as outlined in the NGP or NDP.

These results prove the belief that the economy is not creating enough jobs and there are also concerns about the quality of the jobs being created recently. More and more economically active people are becoming discouraged and leaving the labour market altogether, which could have lasting devastating effects, especially amongst youth and women. According to StatsSA[6], unemployment amongst 15-24 year olds (52.9%) remains the highest among all age groups and has been on the increase. Statistical data also reflect that there is a lot that needs to be done in as far as gender equality is concerned. 49.1% of the unemployed are women.

While the percentage change of those who lost hope to actively search for jobs in the economy increased by 3.2% between quarter one of 2013 and quarter four of 2012, it declined year-on-year by 5% in March 2013. Yet the challenge is to absorb the surplus unskilled labour from earlier years as well as new entrants towards halving the unemployment rate by 2020.

It is also reported that 65.3% of the unemployed are long-term unemployed and have been looking for work for a period of one year or longer. On one hand, this might be as a result of people who are looking for employment lack certain required skills and experience but on the other hand this might also be as a result of the economy of the country that does not have enough employment opportunities to cater for everyone looking for employment, as close to two-thirds (59.4%) of the job seekers did not have matric. In other words, firms may be unwilling to hire recent school leavers because they need training to build skills and once trained (at some expense), the skilled workers may leave for other jobs[7].

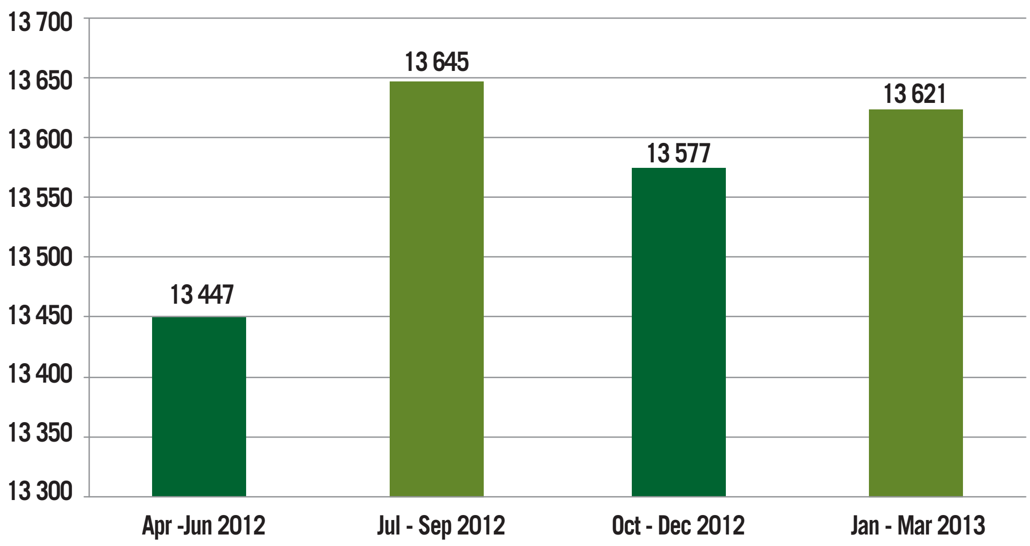
5 Minister of Finance (Hon. G. Pravin), Budget Vote to Parliament, 2013
6 Statistics South Africa, Quarterly Labour Force Survey Press Statement, 14 May 2013
7 Levingsohn. J.,(2007), Two Policies to Alleviate Unemployment in South Africa, Ford School of Public Policy, University of Michigan and NBER, 28 August 2007.

2.1. Labour market information based on survey data

This section provides an in-depth analysis regarding the trends on key labour market indicators as published by Statistics South Africa. For the purpose of this report, only a few labour market indicators are presented in order to align them to the vacancies time series data collected by the Department of Labour. Caution should be taken when one strictly compares the survey and administrative trends as the two sets of data results complement one another for a better understanding of the South African labour market.

A summary of the latest South African labour market status according to the "official statistics" released by Statistics South Africa (Stats SA) is provided below. It is observed that unemployment remains high at an average of 25.2% in March 2013. Ling (2013) said that South Africa's high unemployment rate requires a far more complete and bolder solution, that has the role of the private sector firmly at its core, supported by appropriate infrastructure development[8].

Figure 1: Total number of employed people, April-June 2012 to January-March 2013 ('000)

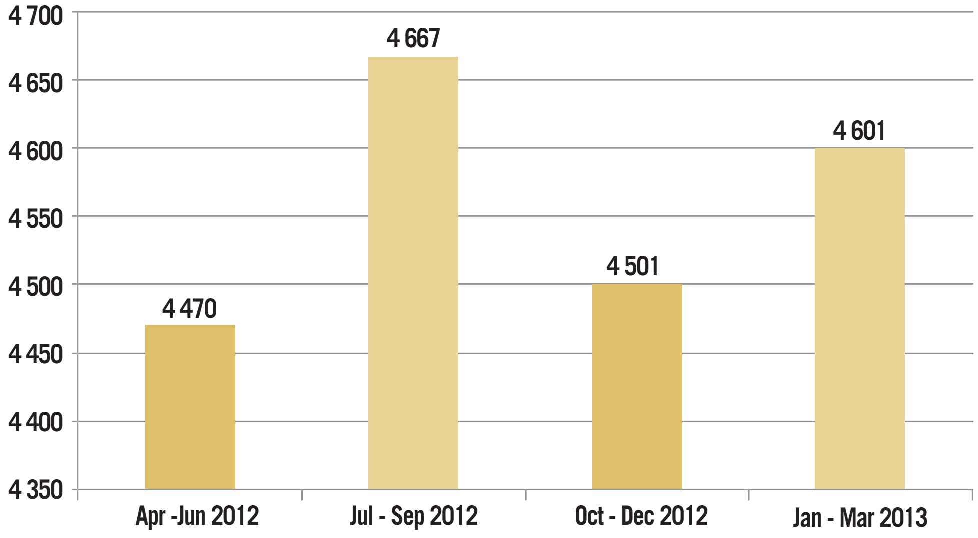


Source: Stats S.A, Quarterly Labour Force Survey (QLFS), own calculations

According to **Figure 1** above, the percentage of people employed fluctuates between quarters in the financial year 2012/13. It is noted that there is a positive employment growth between quarter three and two of 2012, also between quarter one of 2013 and quarter four of 2012, but it declined between quarter four and quarter three of 2012. Overall, the employment growth rate during the financial year under review, averaged around 0.4%.

8 Ling. K., (Chief Economist at Stanlib), Business report, 07 May 2013.

Figure 2: Total number of unemployed people, April-June 2012 to January-March 2013 ('000)



Source: Stats S.A, Quarterly Labour Force Survey (QLFS), own calculations

South African's uneven unemployment figures may also reflect a different kind of business cycle. It is often expected that every year between quarter three and quarter four in the financial year, the unemployment rate will increase because of seasonal employment growth during December. From **Figure 2**, unemployment increased by 4.4% between quarter three and two of 2012, decreased by 3.6% between quarter four and three of 2012 and then increased by 2.2% between quarter four of 2012 and quarter one of 2013. Surprisingly, the unemployment rate during the financial year under review averaged at 25.2% in March 2013 which was also recorded in March 2012. On the other hand, in September 2012, the unemployment rate was at 25.5% associated with 1.2% increase on quarter to quarter changes in the real GDP at market prices. However, it is observed that the links between growth and jobs are not instantaneous. It takes time for disappointing growth to translate into weak employment because employers hesitate to fire people[9].

Considering the population group and gender distribution, between quarter four of 2012 and quarter one of 2013, the unemployment rate increased among the black African population by 0.3%. However, there is an indication that unemployment has also increased for the White population group at 1.6%. Unemployment rates for Indian/Asian and Coloured population has decreased by 0.7% and 0.2% respectively. Although the rate of unemployment difference between men and women has narrowed from 6.6% to 4.1% from quarter one of 2008 to quarter one of 2013, this gap still remains higher than the national unemployment average.

9 The Economist, April 2013, p.51.

Table 1: Employment by occupation April 2012 to March 2013 ('000)

Main Occupation	Apr - Jun 2012	Jul - Sep 2012	Oct - Dec 2012	Jan - Mar 2013
Manager	1 062	1 135	1 075	1 115
Professional	816	798	805	870
Technician	1 577	1 523	1 503	1 504
Clerk	1 406	1 390	1 443	1 435
Sales and services	1 956	2 062	1 996	1 951
Skilled agriculture	67	67	60	70
Craft and related trade	1 581	1 662	1 660	1 573
Plant and machine operator	1 111	1 150	1 139	1 222
Elementary	2 957	2 982	3 034	3 004
Domestic worker	913	876	861	877
Total	**13 446**	**13 645**	**13 576**	**13 621**

Source: Stats S.A, Quarterly Labour Force Survey (QLFS), own calculations

Table 1 shows that there is a growing need for qualified and skilled people in the South African labour market. In both quarter four of 2012 and quarter one of 2013 or year-end March 2012 to year-end March 2013 changes, employment was created in plant and machine operators, professionals and managers occupational categories. For example, between quarter four of 2012 and quarter one of 2013, jobs were mostly created in the plant and machine operators category, that is 83 000 jobs from 1 139 000 to 1 222 000; Professionals, that is 65 000 jobs from 805 000 to 870 000 and Managers, that is 40 000 jobs from 1 075 000 to 1 115 000.

Employment has decreased in the semi-skilled and less skilled occupations. There was a decrease in craft and related trade category by 87 000 jobs from 1 660 000 to 1 573 000, sales and services by 45 000 jobs from 1 996 000 to 1 951 000, and elementary by 30 000 jobs from 3 034 000 to 3 004 000, as well as clerical by 8 000 jobs from 1 443 000 to 1 435 000 over the same quarter during the financial year 2012/13.

Table 2: Educational level of the unemployed April 2012 to March 2013 ('000)

Highest level of education of the unemployed	Apr - Jun 2012	Jul - Sep 2012	Oct - Dec 2012	Jan - Mar 2013
No schooling	66	73	66	68
Less than primary completed	294	319	319	287
Primary completed	196	208	201	169
Secondary not completed	2 096	2 246	2 171	2 209
Secondary completed	1 498	1 531	1 447	1 547
Tertiary	280	276	280	295
Other	40	15	17	26
Total	**4 470**	**4 668**	**4 501**	**4 601**

Source: Stats S.A, Quarterly Labour Force Survey (QLFS), own calculations

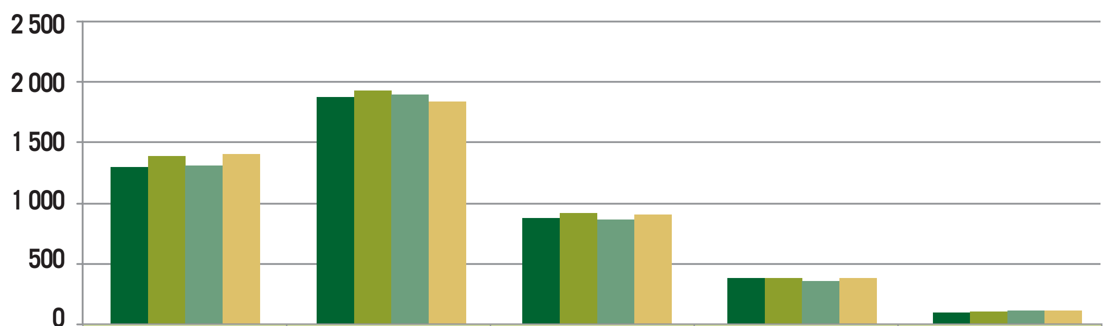
The results presented in **Table 1** above are also influenced by the outcomes that are reflected in **Table 2**. The SA labour market has shown a decrease in the number of those unemployed with less than primary school and primary school completed, either in quarter four of 2012 to quarter one of 2013 or year-end March 2012 to year-end March 2013 changes. Surprisingly, the number of those unemployed with tertiary education remained the same.

The results reflect a very disturbing picture, in particular for those who are actively searching for work, in light of a very low absorption rate of 41% in the country, as compared to international standards where it is above 60%. For example, the unemployment rate in Singapore (1.8%), Hong Kong (3.5%) and Norway (3.6%) had remained below 5% over time with higher labour absorption rates.

In South Africa, lack of education and suitable skills have characterised most of the unemployed people, which limit their chances to be absorbed in the three occupational categories mentioned above: Plant and Operators, Professional and Managers. The Star newspaper reported that the graduation rate among undergraduates in SA's 23 public universities is 15%. The rate for Masters' students is 20% and for doctoral students 12%. These figures are contained in the Department of Higher Education and Training's first annual statistical report. The reasons for these low rates are said to include financial constraint where students enrol for courses but don't have the funding to see them through, lack of academic preparedness and students not getting enough support from their universities. The highest failure rates were in the maths and science programmes, technology and business studies. Students who hopped from one course to another also contributed to low graduation rates[10].

Despite the argument that graduates struggle to find jobs, the truth of the matter is that the most required qualification in the job market is a tertiary qualification and that graduates have shown the lowest percentage of unemployment against low levels of education of the active population in the labour market.

Figure 3: Unemployment level by age group, April-June 2012 to Jan-March 2013 ('000)



	15-24 yrs	25-34 yrs	35-44 yrs	45-54 yrs	55-64 yrs
Apr - Jun 2012	1 291	1 870	864	364	80
Jul - Sep 2012	1 386	1 921	908	368	85
Oct - Dec 2012	1 308	1 893	851	348	100
Jan - Mar 2013	1 402	1 849	887	366	98

Source: Stats S.A, Quarterly Labour Force Survey (QLFS), own calculations

It is clear that unemployed young people comprise a large number of those with less than primary school, primary school completed and some had tertiary education as noted in **Table 2** above. This is a big challenge, as the South African Government has prioritised job creation towards 2020. So far, the trends have shown that employment increased in community and social services where the public sector has maintained a positive trend regarding job creation. On the other hand, the private sector (firms) remained cautious of expanding capacity and employing more people as they argue because of the current economic challenges, e.g. labour unrest, EuroZone economic crisis etc. Thus, employment is likely to be driven by the public sector's infrastructure programme in the future.

Figure 3 show that the highest age group that was mostly affected by unemployment in all the quarters is 25-34 years with 1 870 000, 1 921 000, 1 893 000 and 1 849 000 for quarter two, three, four of 2012 and quarter one of 2013, respectively. This trend follows the very same trend from the previous financial years. The following age group which is also affected by high level of unemployment is 15-24 years with 1 291 000, 1 386 000, 1 893 000 and 1 402 000, respectively. The age group of 45-65 years seems to be less affected by the unemployment crisis in the country.

10 South African Labour News, Tuesday, 11 June 2013

2.2. Labour market information based on administrative data

The Department of Labour collects a range of statistical data including the Unemployment Insurance Fund (UIF) and the Job vacancies data. This section provides information to monitor and evaluate the Department's performance and progress in implementing the labour laws, and also to monitor the skills that are in demand in the South African Labour Market. These statistics can also assist decision makers with planning and making informed decisions when reviewing the labour laws and policies.

The Unemployment Insurance Fund (UIF) provides short-term financial assistance, aimed to assist and protect people who are financially distressed due to unemployment, maternity, illness, adoption and death. Out of these five types of benefits, unemployment benefits are the most relevant indicator to measure job losses in the Labour Market. The reasons that qualifies claimants for unemployment benefits are dismissals, end of contract, business closure and retrenchments.

Table 3: Number of ordinary claims created by province, April 2012 to March 2013

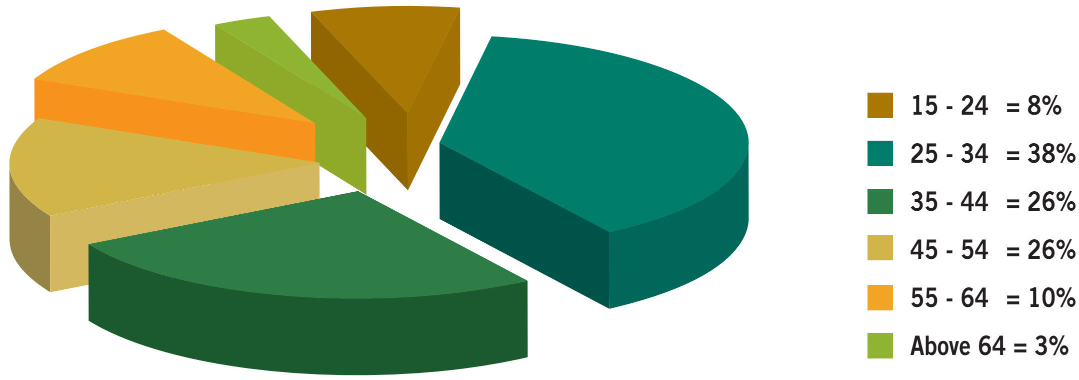
Province	Apr - Jun 2012	Q to Q change	Jul - Sep 2012	Q to Q change	Oct - Dec 2012	Q to Q change	Jan - Mar 2013
Eastern Cape	13 249	**-886**	12 363	**4 854**	17 217	**-2 363**	14 854
Free State	7 494	**-7**	7 487	**-790**	6 697	**664**	7 361
Gauteng	40 024	**-189**	39 835	**-1 600**	38 235	**2 363**	40 598
KwaZulu Natal	27 388	**-1 827**	25 561	**-3 472**	22 089	**4 891**	26 980
Limpopo	11 338	**317**	11 655	**3 278**	14 933	**-4 548**	10 385
Mpumalanga	10 800	**691**	11 491	**2 299**	13 790	**-1 185**	12 605
North West	5 483	**-1 433**	4 050	**38**	4 088	**2 878**	6 966
Northern Cape	6 661	**-587**	6 074	**-232**	5 842	**-997**	4 845
Western Cape	27 135	**1 003**	28 138	**-3 712**	24 426	**-2 911**	21515
Total	**149 572**	**-2 918**	**146 654**	**663**	**147 317**	**-1 208**	**146 109**

Source: Department of Labour, UIF Data 2012/13, own calculations

Looking at the number of ordinary claims received in the financial year 2012/13, **Table 3** shows that most of the ordinary claims were received in Gauteng, followed by KwaZulu-Natal and the Western Cape in all quarters.

Provinces that experienced the lowest decrease during quarter two to quarter three of 2012, were Northern Cape, followed by the Free State and Gauteng. However, overall, the number of ordinary claims decreased between quarter one and two of 2012/13 financial year by 2 918 claims then increased between quarter two and three of 2012/13 by 663 claims and declined again between quarter four and quarter one of 2012/13 by 1 208 claims.

Figure 4: Ordinary unemployment claims by age group, from April 2012 to March 2013

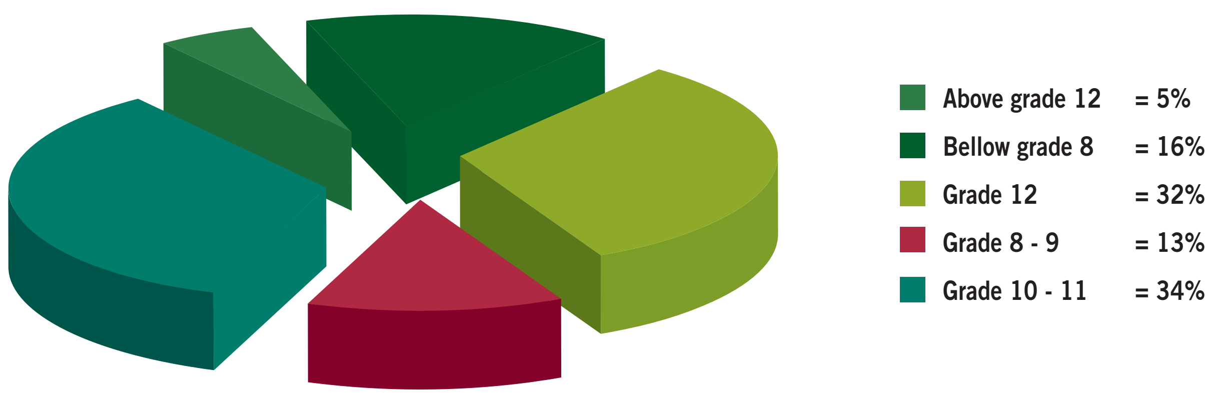


Source: Department of Labour, UIF Data 2012/2013, own calculations

Figure 4 illustrates the percentage distribution of ordinary claims received by age group. Young people (15-34 years) constitute about 46% of the total ordinary claims received during the financial year 2012/13. The lowest level of ordinary claims applications are seen at the age of 66 plus. There is an indication that this age group is less affected by job losses for consecutive years.

As in the QLFS results, the problem of youth has been getting worse for several years in the South African labour market. One of the critical issues to be improved is that of the relationship between education and the labour market. Government efforts can be applauded to address the matching between job seeker skills and opportunities registered in the Public Employment Services (PES) but private companies should also improve their responsibility in investing in the youth.

Figure 5: Educational level of Ordinary unemployment claims, from April 2012 to March 2013

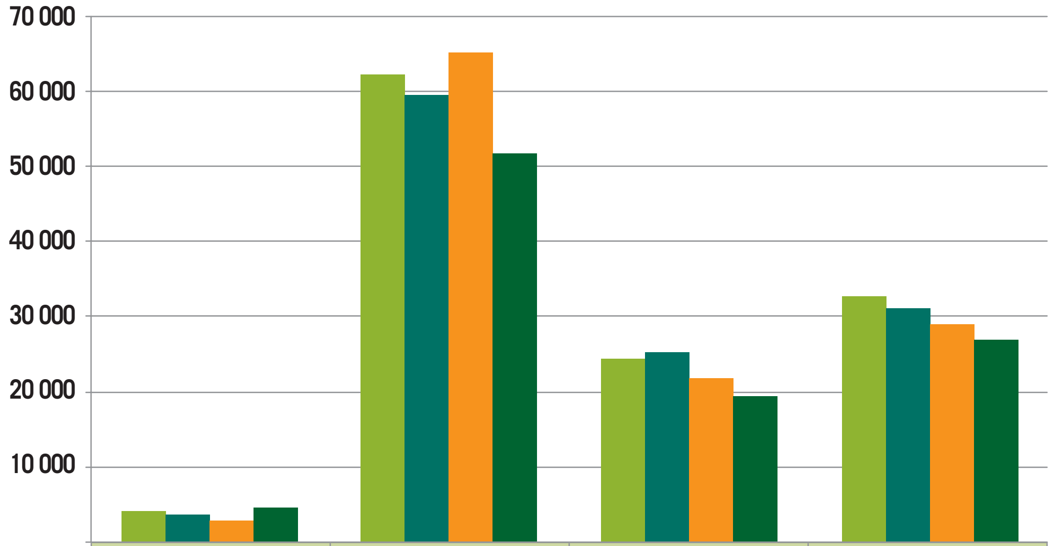


Source: Department of Labour, UIF data 2012/2013, own calculations, excluding unspecified

As shown in **Figure 5** above, people with above grade 12 qualifications (5%) were less affected by job losses. This is also reflected across the OECD[11] where the statistics show that people who left school at the earliest opportunity are twice as likely to be unemployed as university graduates. On the opposite, people who have not yet completed their matric are mostly affected by job losses as they represented the highest percentage category (grade 10-11) at 34% amongst those who submitted claims for ordinary benefits.

11 The Economist, April 27th 2013.

Figure 6: Reasons for termination in commercial employment, from April 2012 to March 2013



	Business closed	Contract ended	Retrenched	Dismissed
Apr - Jun 2012	3 904	62 349	24 167	32 476
Jul - Sep 2012	3 541	59 473	24 983	30 916
Oct - Dec 2012	2 711	65 204	21 803	28 852
Jan - Mar 2013	4 383	51 701	19 301	26 891

Source: Department of Labour, UIF data 2012/2013, own calculations

Figure 6 attempts to provide the reasons for terminations of employment as captured on the UIF database per quarter in the financial year 2012/13, e.g., ordinary unemployment claims. "Contract ended" was the most prominent cause of job losses in the country as in this type of employment there is no guarantee of continuity. However, when looking at each reason per quarter, "business closed" recorded 4 383 or 30.1% of the total number in quarter four, "contract ended" was 65 204 or 27.3% of the total number in quarter three, "retrenchment" recorded 24 983 or 27.7% of the total number in quarter two and "dismissal" amounted 32 476 or 27.3% of the total applications in quarter one of the financial year 2012/13.

More contracts were ended during October to December 2012. This is the period when the SA economy was affected as a result of continued industrial actions in sectors like mining, agriculture and transport.

3. TREND ANALYSIS OF JOB VACANCIES

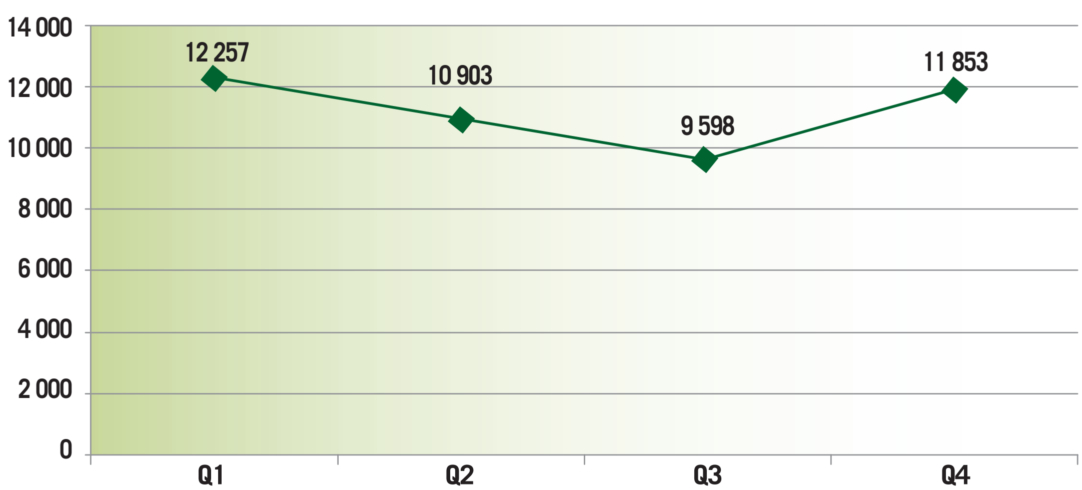
3.1 Job vacancies by Organising Framework of Occupation (OFO)

The Job Opportunities Index (JOI) measures the number of jobs advertised in the major newspapers covering all the provinces of South Africa. This type of analysis assists in developing a time series data of skills in demand in the South African Labour Market. This information helps decision-makers, work-seekers, researchers and all other stakeholders in making informed decisions for policies, employment creation and opportunities.

Advertised jobs have been coded according to the Occupational Framework of Occupations (OFO) version 09. However, it is worth noting that OFO does not accommodate all job titles especially the newly introduced ones. The OFO is a skills–based coded classification system that encompasses all occupations in the South African context. The classification of occupations is based on a combination of job titles, tasks, experience, skill levels and specifications. Therefore, the purpose of OFO is to enable broad discussions on labour market trends based on a common language of the classification system.

This section reports on job vacancies advertised by employers as extracted from the JOI data base.

Figure 7: Total number of job vacancies in the financial year 2012/13



Source: Department of Labour, Job Opportunity Index database 2012/13

The total number of job vacancies declined from quarter two until quarter three then it began to recover during quarter four of the 2012/13 financial year. According to **Figure 7**, between quarter one and two in the financial year, job vacancies advertised declined by 1 354 from 12 257 to 10 903 followed by another decrease of 1 305 from 10 903 to 9 598 between quarter two and quarter three over the same period. The South African labour market regained momentum by an increase in job opportunities of more than 2 000 from 9 598 to 11 853 vacancies between quarter four and quarter three of 2012/13. In total, 44 611 job opportunities were recorded during the financial year under review (2012/2013). There is a decrease of 15 822 vacancies recorded as compared to the previous financial year 2011/12 where there were 60 433 vacancies recorded in the JOI database.

Table 4: Quarterly number of vacancies by occupational group, from April 2012 to March 2013

	April-June 2012	July-Sept 2012	Oct – Dec 2012	Jan-March 2013	Total
Managers	3 356 (27.4%)	3 656 (33.5%)	2 936 (30.6%)	3 501 (29.5%)	**13 449** (30.1%)
Professionals	4 407 (36.0%)	3 277 (30.1%)	3 260 (34.0%)	3 782 (31.9%)	**14 726** (33.0%)
Technicians and trade workers	1 313 (10.7%)	1 338 (12.3%)	680 (7.1%)	1 097 (9.3%)	**4 428** (9.9%)
Community, social and personal service workers	649 (5.3%)	323 (3.0%)	706 (7.4%)	486 (4.1%)	**2 164** (4.9%)
Clerical and administrative workers	1 537 (12.5%)	1 439 (13.2%)	1 423 (14.8%)	2 025 (17.1%)	**6 424** (14.4%)
Sales workers	540 (4.4%)	546 (5.0%)	331 (3.4%)	416 (3.5%)	**1 833** (4.1%)
Machinery operators and drivers	218 (1.8%)	168 (1.5%)	124 (1.3%)	222 (1.9%)	**732** (1.6%)
Elementary workers	237 (1.9%)	156 (1.4%)	138 (1.4%)	324 (2.7%)	**855** (1.9%)
Total	**12 257**	**10 903**	**9 598**	**11 853**	**44 611**

Source: Department of Labour, Job Opportunity Index database 2012/13

There is an indication of a high demand for managers and professional workers in the South African labour market based on the results above. This indicates the need for a high level of education and skilled labour rather than unskilled and less experienced workers in the country. Surprisingly, there are currently a large number of young people with low educational achievement associated with low skills. Few unemployed people have a tertiary educational qualification and they are not easily absorbed into those occupational categories. One needs to scrutinise also the content of these tertiary qualifications in line with what skills companies are currently absorbing in the labour market. This is a matter of further research in the future.

From **Table 4** results above, the same trends as previously published in the 2011/12 financial year exist in this financial year. What matters is not just the number of vacancies recorded over the years, but the trend in skill in demand in line with the occupational categories. Thus, all vacancies advertised and captured in the Department's database point to high skill occupational categories such as managers and professionals. Clerical and administrative workers adverts have also received a small share of vacancies (above 10%), followed by technicians and trade workers, community and personal service workers, and sales workers across all quarters in 2012/13 financial year. Few vacancies were recorded for the elementary and machinery operators and drivers as a result of limited newspapers considered during the period under review[12].

12 It is also understood that other vacancies were not being accessible because of human resources constraints and others vacancies not published in the community media.

Figure 8: Vacancies by employment type in the financial year 2012/13

Source: Department of Labour, Job Opportunity Index database 2012/13

Decent work is also characterised by sustainability and security of work. Most people would like to have a permanent full-time job in order to plan and sustain their current living conditions. Workers ought not to be idle after the contract has been terminated. **Figure 8** shows that most of the vacancies recorded in the database were full-time employment type (92.4%) as compared to 7.5% of contract employment type in 2012/13 financial year.

Table 5: Distribution of vacancies per provincial office, from April 2012 to March 2013

	April-June 2012	July-Sept 2012	Oct–Dec 2012	Jan-March 2013	Total
Eastern Cape	1 133	1033	663	897	3 726 (8.4%)
Free State	307	270	272	225	1 074 (2.4%)
Gauteng	507	1 043	966	1 615	4 131 (9.3%)
Head Office	6 919	6 145	5 985	6 459	25 508 (57.2%)
KwaZulu Natal	44	64	105	189	402 (0.9%)
Limpopo	174	160	141	313	788 (1.8%)
Mpumalanga	959	580	279	648	2 466(5.5%)
North West	811	290	248	653	2 002 (4.5%)
Northern Cape	269	199	242	270	980 (2.2%)
Western Cape	1 134	1 119	697	584	3 534 (7.9%)
Total	**12 257**	**10 903**	**9 598**	**11 853**	**44 611 (100%)**

Source: Department of Labour, Job Opportunity Index database 2012/13

Table 5 shows that of the total 44 611 vacancies, Head Office has recorded the most number of vacancies amounting to 25 508 (57.2%). Gauteng recorded the second highest number of vacancies amounting to 4 131(9.3%), followed by the Eastern Cape with 3 726 (8.4%) and the Western Cape with 3 534 (8%). The lowest recorded vacancies are reflected in KwaZulu-Natal with 402 (1%) followed by the Northern Cape province with 980 (2.2%).

3.2 Job vacancies by industry (Standard Industrial Classification)

In line with occupational categories above, in this section the industry sectors[13] where vacancies were generated are examined. This trend might also indicate which sector to promote and sustain while the global economic crisis is still affecting the economic growth prospect of the country. There is a need of growth boosting reform which will also stimulate growth in other continents as a result of globalisation linkages. **Table 6** provides, to some degree, how small and big sized firms are responding to investment on employment creation based on the number of vacancies advertised.

Table 6: Number of job vacancies by industry, from April 2012 to March 2013

	April-June 2012	July-Sept 2012	Oct – Dec 2012	Jan-March 2013	Total
Agriculture, hunting, forestry and fishing	53	67	104	96	**320 (0.8%)**
Community, social and personal services	**7 020**	**7 016**	**6 896**	**7 337**	**28 269 (63.4%)**
Construction	200	196	146	243	**785 (1.8%)**
Electricity, gas and water supply	522	208	116	282	**1 128 (2.5%)**
Financial intermediation, insurance, real estate and business services	2 403	1518	1 110	1 781	**6 812 (15.3%)**
Manufacturing	520	521	481	510	**2 032 (4.6%)**
Mining and quarrying	483	406	226	688	**1 803 (4.0%)**
Private households	37	29	18	48	**132 (0.3%)**
Transport, storage and communication	503	435	214	443	**1 595 (3.6%)**
Wholesale and retail trade	516	507	287	425	**1 735 (3.9%)**
Grand Total	**12 257**	**10 903**	**9 598**	**11 853**	**44 611 (100%)**

Source: Department of Labour, Job Opportunity Index database 2012/13
Note: In some cases, job advertisements did not have economic sectors information.

Table 6 indicates that for the financial year 2012/2013, the industry that created more opportunities was community, social and personal services with a total of 28 269 (63.4%). The financial industry was the second industry sector with 6 812 (15.3%) vacancies, followed by manufacturing and mining and the lowest number of vacancies was recorded in the construction (1.8%), agriculture (0.8%) and private households (0.3%) industries. As discussed earlier, it transpired that the public sector which includes the community, social and personal services was the most favourable sector to respond to the call of the South African Government regarding job creation during the period under review. The private sector is slowing the pace of job creation in the economy. The results in **Table 6** are the recipe of strong partnership amongst all key players in the economy - Government, Organised Labour and Business.

13 These industries are classified in accordance with Standard Industrial Classification of All Economic Activities (SIC) (Fifth Edition). SIC was developed with the guide of the International Standard Industrial Classification of All Economic Activities (ISIC) which was adopted since 1948.

4. CONCLUSION

There is a need to wake and tackle the youth unemployment problem in the South African labour market, as they constitute the majority in the working age population group (15-64 years). While some positive trends in employment where recorded in the country, young people are still being exposed to "generation-jobless" as it is the case of the global rise in youth unemployment. Unemployment is a fact in the country and it needs drastic and immediate actions to be taken to heal the situation.

The analysis results in this annual report prove the belief that the economy is not creating enough jobs and there are also concerns about the quality of the jobs being created recently. More and more economically active people are becoming discouraged and leaving the labour market altogether, which could have lasting devastating effects, especially amongst youth and women.

In South Africa, the lack of education and suitable skills have characterised most of the unemployed people. Overall, the results in this annual report demonstrate that all vacancies recorded in the Department's database point to high-skill occupational categories such managers and professionals, and most of these jobs are in the public sector.

After many Government attempts to reduce unemployment through the implementation of various policies, unemployment seems to continue to threaten our democracy. It appears that those who continue to be disadvantaged are those historically disadvantaged groups.

The lack of education and poor levels of skills and experience have made a serious dent on human capital, whereas human capital plays a pivotal role in economic growth and the development of the country. Increasing productivity will see us achieving economic growth, hence achieving unemployment reduction. The achievement of this goal would be by working together as a nation. All players in the economy must support and commit to the new vision as outlined in the National Development Plan (NDP).

4.1. Policy implications to address the challenge of job creation:

- Amongst the Department's initiatives, in June 2012, the Department officially launched the Jobs Fairs and Summits that were conducted in all nine provinces. These Jobs Fairs were intended to provide an opportunity for work seekers to meet prospective employers, in both private and public sectors and other organisations that can assist with placement in different forms of employment or in learning opportunities. This initiative should be applauded and supported in future

- There is a need for a complete and bolder solution in the country. A collaborative partnership between Government, Organised Labour, Business and Civil Society Organisations in building and addressing the high unemployment rate in the country, is strongly recommended

- Both the public and private sector need to be equally involved in the programme of employment creation, in particular with the new infrastructural development projects

- Companies should find young people with the right skills, this in turn implies that Government must improve education with both a new vigour and aim to implement policies that will guarantee students a job while they are still studying or getting experiential training

- Government should take vigorous steps to strengthen public enforcement and fight racial discrimination and promote employment equity.

5. ANNEXURE

5.1. Methodology

The starting point for a structured approach to job vacancy analysis, is the development and maintenance of a Job Opportunity Index (JOI). This Index is composed of the collection of job offers advertised in the national and provincial newspapers. In most cases, newspapers are collected on a weekly basis.

In 2003, the Department of Labour started to capture vacancies from the Star newspaper. The vacancies were captured once per month for a period of 14 months. In April 2004, job vacancies began to be captured from the Careers, a supplement of Sunday Times.

With the changes within the economy, where labour is less needed, due to a technological impact, the need for a more skilled labour force is becoming intense. JOI therefore provide signals for skills that are in high demand within the current economy. These vacancies are classified and presented in terms of occupation and industry.

Why does the Department of Labour collect vacancies data?
South Africa's skills development policies (which were previously the mandate of the Department of Labour) have been formulated on the premise that demand-led skills development is the key to success in the current economic environment. The purpose of these policies is therefore to bring about a commitment to high-quality lifelong learning, building on a number of mechanisms that aim to ensure a clear link between market demand and supply of skills.

These include a stakeholder-driven skills development system and a levy-grant system which allows for decisions to be taken close to the demand for and beneficiaries of skills development. The importance of analysis of labour market demand and skills development needs to improve the match between supply and demand. Thus the following can be noted:

- JOI can be used to improve the way in which labour markets function by pinpointing emerging labour shortages
- JOI could contribute to the formulation of policies that would help to minimise fractional unemployment and reduce structural joblessness
- JOI could also throw additional light on the demand-supply condition in the labour market in relation to changing wage levels.

Intended audience of the JOI:
- Business cycle analysts: determine insufficient aggregate labour demand
- South Africa's skills development policy makers: design training programmes to meet the labour needs of the South African Economy
- Labour organisations: evaluate the demand for the services of their members and to develop their policies on training, apprenticeship and collective bargaining
- Work seekers: improved counselling on where the best job opportunities are for work seekers and new entrants in the labour market
- Sector Education and Training Authorities (SETAs) for their Sector Skills Plans (SSPs)
- The Department of Basic Education (DoE) for curriculum development that is responsive to economic challenges.

JOI data collection method:
Four steps used to collect JOI data. These are:

Step 1:
- Newspapers are collected and 'individual' advertisements numbered (this makes cross referencing and quality control easier). Individual advertisements may comprise of one or more job offers

- The allocation of an occupational code using the Organising Framework for Occupations (OFO) is not done on the basis of the job title. It is vital that the whole advertisement is read, as job titles may be misleading.

Step 2:

- An occupational code is located on the following basis:
  1. What are the educational requirements, major functions and experience, required to perform a job?
  2. The skills required to perform a job. (What do we mean by "skills"? An ability to perform a productive task at a certain level of competence)
  3. Skill specialisation - defined in terms of: range and complexity of the tasks; field of knowledge required; tools or equipment used; materials worked on or information worked with; goods or services provided.

  Skill level - determined by level or amount of formal education and training (amount of previous experience in a related occupation; amount of on-the-job training required to competently perform the set of tasks required for that occupation).

Step 3:

- The allocation of the Sector Industry Code (SIC) is done up to the major division level, 1 digit. In most advertisements no reference is made to the name of the employer.

Step 4:

- Data is captured on a spread sheet. The data is analysed, and a report is produced covering the financial year (April to March)
- It is then published, through the Department of Labour's website for public consumption and distribution of hard copies to other stakeholders.

Table 1: Number of vacancies in managerial occupational group from April 2012 to March 2013

OFO CODE	OCCUPATION	Apr-Jun 2012	Jul-Sep 2012	Oct–Dec 2012	Jan-Mar 2013	TOTAL
1111	Chief Executives and Managing Directors	29	68	51	92	240
1112	General Managers	123	81	62	93	359
1113	Legislators and Elected Leaders	4	1	0	2	7
1114	Senior Government and Local Government Officials	453	691	511	776	2431
1211	Aquaculture/Mariculture Farmers and Farm Managers	0	0	0	2	2
1212	Crop Farmers and farm Managers	2	2	3	2	9
1213	Livestock Farmers and Farm Managers	0	1	2	7	10
1221	Aquaculture/Mariculture Farm Production Managers/ Foremen	0	0	3	1	4
1222	Crop Farm Production Managers	0	4	1	2	7
1223	Livestock Farm Production Managers	2	1	0	0	3
1224	Mixed Crop and Livestock Production Managers / Foremen	1	0	0	0	1
1311	Advertising, Marketing & Sales Managers	172	172	177	205	726
1321	Corporate (Administration & Business) Services Managers	151	182	98	216	647
1322	Finance Managers	413	500	388	351	1 553
1323	Human Resource Managers	217	227	199	179	822
1324	Policy and Planning Managers	113	116	129	91	449
1325	Research and Development Managers	119	51	59	41	270
1326	Contract, Programme and Project Managers	249	253	185	170	857
1331	Construction Managers	70	94	125	73	362
1332	Engineering Managers	122	69	107	130	428
1333	Importers, Exporters and Wholesalers	5	3	4	2	14
1334	Manufacturers	1	4	1	3	9
1335	Production / Operations Managers	122	126	81	147	476
1336	Supply and Distribution Managers	222	137	121	145	625
1337	Production / Operations Managers	67	42	32	56	197
1341	Child Care Centre Managers	1	0	1	1	3
1342	Health and Social Services managers	119	78	110	227	534
1343	Principals	17	51	34	20	122
1344	Other Education Managers	118	294	76	103	591
1351	Information and Communication Technology (ITC) Managers	122	125	120	77	444
1391	Safety and Safety Managers	36	23	18	67	144
1399	Miscellaneous Specialist Managers	151	106	91	75	423
1411	Café (Licensed) and Restaurant Managers	37	22	13	11	83
1412	Caravan Park and camping Ground Managers	1	0	0	0	1
1413	Hotel and Motel managers	3	7	5	6	21
1414	Licensed Club Managers	2	0	1	1	4
1419	Other accommodation and Hospitality Managers	8	7	0	6	21
1421	Retail Managers	78	52	48	63	241
1491	Amusement, Fitness and Sports Centre Managers	1	0	2	1	4
1492	Call or Contact Centre and Customer Service Managers	30	14	19	13	76
1493	Event and Conference managers	9	6	7	11	33
1494	Transport Services Managers	39	17	30	19	105
1495	Financial Services Managers	2	8	2	1	13
1499	Miscellaneous Hospitality, Retail and Service Managers	24	21	20	13	78
		3 356	**3 656**	**2 936**	**3 501**	**13 449**

Table 2: Number of vacancies in professional occupational group from April 2012 to March 2013

OFO CODE	OCCUPATION	Apr-Jun 2012	Jul-Sep 2012	Oct–Dec 2012	Jan-Mar 2013	TOTAL
2112	Music Professionals	1	1	0	2	4
2113	Photographers	1	0	3	1	5
2114	Virtual Arts and Crafts Professionals	1	0	0	8	9
2121	Artistic Directors, and Media Producers and Presenters	1	4	5	0	10
2122	Authors, and Book and Scripts Editors	1	1	2	4	8
2123	Film, Television, Radio and Stage directors	1	1	3	2	7
2124	Journalists, Other Writers and Editors	30	39	18	26	113
2129	Miscellaneous Media Professionals	3	0	0	2	5
2211	Accountants	149	183	118	186	636
2212	Auditors, Company Secretaries and Corporate Treasurers	110	157	107	131	505
2221	Financial brokers	8	6	6	10	30
2222	Financial dealers	9	16	10	6	41
2223	Financial Investment Advisors and Managers	50	18	22	40	130
2231	Human Resource Professionals	209	67	45	99	420
2232	ICT Trainers	3	0	0	0	3
2233	Training and Development Professionals	63	79	129	81	352
2241	Actuaries, Mathematicians and Statisticians	36	38	36	73	183
2242	Archivists, Curators and Record Managers	18	6	13	10	47
2243	Economists	62	37	28	30	157
2244	Intelligence and Policy Analysts	17	5	6	21	49
2245	Land, Property and Assets Economists and Valuers	6	4	8	3	21
2246	Librarians	41	25	32	69	167
2247	management and Organisation Analysts	169	65	81	124	439
2249	Miscellaneous Information and Organisation Professionals	38	6	10	2	56
2251	Advertising and Marketing Professionals	187	32	36	55	310
2252	ICT Sales Professionals	3	4	5	11	23
2253	Public Relations / Communication Management Professionals	93	94	90	83	360
2254	Technical Sales Representatives	33	29	23	48	133
2311	Air Transport Professionals	6	5	4	17	32
2312	Marine Transport Professionals	0	1	0	2	3
2319	Miscellaneous Air and Marine Transport Professionals	1	8	1	3	13
2321	Architects and Landscape Architects	13	19	17	6	55
2322	Cartographers and Surveyors	29	18	10	20	77
2323	Fashion, Industrial and Jewellery Designers	1	1	2	5	9
2324	Graphic and Web Designers, and Illustrators	13	18	9	13	53
2325	Interior Designers	1	0	0	2	3
2326	Urban and Regional Planners	19	29	72	49	169
2331	Chemical, Materials and Metallurgical Engineers and Technologists	37	19	22	34	112
2332	Civil Engineers and Technologists and Quantity Surveyors	179	139	121	156	595
2333	Electrical Engineers and Technologists	74	52	66	59	251
2334	Electronics and Telecommunications Engineers and Technologists	22	7	7	17	53
2335	Industrial and Mechanical Engineers and Technologists	119	65	112	103	399
2336	Mining Engineers and Technologists	20	17	5	31	73
2339	Miscellaneous Engineering Professionals	71	2	1	3	77
2341	Agricultural and Forestry Scientists	29	37	66	48	180
2342	Chemists and Food and Wine Scientists	11	12	8	13	44
2343	Environmental Scientists	70	89	52	95	306
2344	Geologists, Geophysicists and Earth Science Technologists	27	12	15	35	89
2345	Life Scientists	19	24	17	50	110
2346	Medical Laboratory Scientists and Technologists	25	8	21	22	76

OFO CODE	OCCUPATION	Apr-Jun 2012	Jul-Sep 2012	Oct–Dec 2012	Jan-Mar 2013	TOTAL
2347	Veterinarians	4	4	3	11	22
2349	Miscellaneous Natural and Physical Science Professionals	4	13	8	6	31
2411	Early Childhood Development Practitioners	6	4	5	11	26
2412	Foundational Phase School Teachers	33	38	32	18	121
2413	Intermediate and Senior Phase Teachers	31	46	60	23	160
2414	Further Education and Training Teachers and Lecturers	56	81	141	61	339
2415	Special Education Teachers	1	1	3	10	15
2421	Higher Education Lecturers	692	494	604	580	2370
2491	Education and Training Advisors and Reviewers	106	278	51	53	488
2492	Private Tutors and Teachers	3	7	4	5	19
2493	Teachers of English to speakers of the Languages	4	5	12	13	34
2511	Dieticians	8	5	3	0	16
2512	Medical Imaging Professionals	13	6	12	6	37
2513	Occupational and Environmental Health Professionals	109	85	73	126	393
2514	Optometrists and Orthoptists	4	3	5	0	12
2515	Pharmacists	94	85	39	34	252
2519	Miscellaneous Health Diagnostic and Promotion Professionals	6	4	6	2	18
2523	Dental Practitioners	3	2	13	27	45
2524	Occupational Therapists	10	6	26	2	44
2525	Physiotherapists	5	3	9	0	17
2526	Podiatrists	0	0	3	0	3
2527	Speech Professionals and Audiologists	4	0	27	0	31
2529	Miscellaneous Health Therapy Professionals	1	2	0	0	3
2531	Generalists Medical Practitioners	72	49	25	147	293
2532	Anaesthetists	5	3	0	4	12
2533	Internal Medicine Specialists	12	10	10	20	52
2534	Psychiatrists	17	1	0	3	21
2535	Surgeons	15	7	2	23	47
2539	Miscellaneous Medical Practitioners	21	12	4	12	49
2541	Midwives	18	0	0	1	19
2542	Nurse Educators and Researchers	2	0	8	1	11
2543	Nurse Managers	52	12	21	23	108
2544	Registered Nurses	407	110	142	128	787
2611	ICT Business and System Analysts	27	32	21	14	94
2612	Multimedia Specialists and Web Developers	13	2	12	13	40
2613	Software and Applications Programmers	66	69	25	42	202
2621	Database and Systems Administrators, and ICT Security Specialists	58	61	78	39	236
2631	Computer Network Professionals	21	14	17	20	72
2632	ICT Support and Test Engineers	17	7	3	3	30
2633	Telecommunications Engineering Professionals	1	0	0	2	3
2711	Advocates of Barristers	4	1	3	16	24
2712	Judicial and Other Legal Professionals	17	26	18	71	132
2713	Solicitors	117	107	147	106	477
2714	Conveyances and Legal Executives	4	6	3	10	23
2721	Counsellors	12	0	1	6	19
2722	Ministers of Religion	1	2	1	3	7
2723	Psychologists	26	29	35	30	120
2724	Social Professionals	15	15	12	38	80
2725	Social Service Professionals	61	30	66	107	264
2726	Recreation and Community Arts Workers	0	0	2	0	2
2729	Miscellaneous Social Science Professionals	0	1	1	2	4
		4 407	**3 277**	**3 260**	**3 782**	**14 726**

Table 3: Number of vacancies in technician's occupational group from April 2012 to March 2013

OFO CODE	OCCUPATION	Apr-Jun 2012	Jul-Sep 2012	Oct–Dec 2012	Jan-Mar 2013	TOTAL
3111	Agricultural and Forestry Technicians	33	36	28	13	110
3112	Medical Technicians	8	3	4	9	24
3113	Agricultural, Forestry and Primary Products Inspectors	3	5	1	6	15
3114	Chemistry, Food and beverage Technicians	8	10	3	22	43
3115	Agricultural Produce Analysts	0	1	0	0	1
3119	Other Miscellaneous Science Technicians	33	55	25	32	145
3121	Architectural, Building and Surveying Technicians	37	90	107	59	293
3122	Civil Engineering draftspersons and Technicians	90	139	62	118	409
3123	Electrical Engineering draftspersons and Technicians	55	70	26	63	214
3124	Electronic Engineering draftspersons and Technicians	38	21	5	22	86
3125	Mechanical Engineering draftspersons and Technicians	75	29	20	39	163
3126	Safety Inspectors	16	50	12	21	99
3129	Miscellaneous Building and Engineering Draftspersons and Technicians	21	18	25	28	92
3131	ICT Support Technicians	64	57	45	63	229
3132	Telecommunications Technical Specialists	1	1	0	2	4
3141	Manufacturing Technicians	1	4	1	1	7
3142	Power Plant Process Technicians	7	1	0	3	11
3211	Automotive Electricians	33	23	21	26	103
3212	Motor Mechanics	216	130	68	97	511
3221	Metal Casting, Forging and Fishing Trades Workers	1	1	1	1	4
3222	Sheet Metal Trades Workers	6	1	0	1	8
3223	Structural Steel and Welding Trades Workers	49	66	27	57	199
3231	Aircraft Maintenance Technicians	0	15	0	2	17
3232	Metal Fitters and Mechanics Trades Workers	78	128	37	74	317
3233	Precision Metal Trades Workers	3	2	1	2	8
3234	Toolmakers and Engineering Patternmakers	12	4	2	5	23
3235	Millwrights and Mechatronics Trades Workers	60	36	14	25	135
3241	Panel Beaters	6	8	2	3	19
3242	Vehicle Body Builders and Trimmers	4	1	0	1	6
3243	Vehicle Painters	2	1	1	2	6
3311	Bricklayers and Stonemasons	3	2	1	12	18
3312	Carpenters and Joiners	18	20	6	20	64
3321	Floor Finishers	0	1	0	0	1
3322	Painting Trades Workers	12	5	2	7	26
3331	Glaziers	0	10	0	0	10
3332	Plasterers	1	0	0	0	1
3333	Roof Tilers	1	0	0	1	2
3334	Wall and Floor Tilers	0	0	5	0	5
3341	Plumbers	28	13	8	24	73
3411	Electricians	157	129	58	130	474
3421	Air-conditioning and Refrigeration Mechanics	1	6	6	10	23
3422	Electrical distribution Trades Workers	5	6	3	1	15
3423	Electronics Trades Workers	17	9	9	12	47
3511	Bakers and Pastry cooks	1	4	0	1	6
3512	Butchers and Fresh Meat Processors	8	1	1	3	13
3513	Chefs	20	12	3	15	50
3514	Cooks	3	5	1	1	10
3515	Dairymen	2	0	0	0	2
3611	Animal Attendants and Trainers	1	3	2	8	14
3612	Veterinary Nurses	0	2	4	0	6

OFO CODE	OCCUPATION	Apr-Jun 2012	Jul-Sep 2012	Oct–Dec 2012	Jan-Mar 2013	TOTAL
3621	Florists	2	0	0	0	2
3622	Gardeners, Green Keepers and Nurserypersons	20	7	5	16	48
3911	Hairdressers	2	8	0	1	11
3921	Binders and Finishers	2	0	0	0	2
3922	Graphic Pre-Press Trades Workers	0	3	2	0	5
3923	Printers	5	1	2	3	11
3932	Clothing Trades Workers	1	1	6	0	8
3933	Upholsters	2	0	0	1	3
3941	Cabinet Makers	0	3	1	3	7
3942	Wood Machinists and Other Wood Trades Workers	0	6	0	5	11
3991	Boat Builders and Shipwrights	4	2	0	4	10
3992	Chemical, Gas, Petroleum and Power Generation Plant Controllers	2	0	5	1	8
3993	Gallery, Library and Museum Technicians	0	1	1	0	2
3996	Sign Writers	1	1	1	0	3
3997	Machine Setters and Minders	0	6	1	0	7
3998	Operational Process Controllers	4	11	3	2	20
3999	Other Miscellaneous Technicians and Trade Workers	30	54	6	19	109
		1 313	**1 338**	**680**	**1 097**	**4 428**

Table 4: Number of vacancies in community and personal services occupational group from April 2012 to March 2013

OFO CODE	OCCUPATION	Apr-Jun 2012	Jul-Sep 2012	Oct–Dec 2012	Jan-Mar 2013	TOTAL
4111	Ambulance Officers and Paramedics	129	32	439	4	604
4112	Dental Hygienists, Technicians and Therapists	2	0	9	0	11
4114	Enrolled and Mother Craft Nurses	271	24	44	44	383
4116	Message Therapists	0	0	0	1	1
4117	Social Services Support Workers	11	8	57	80	156
4211	Child Carers	2	6	3	2	13
4221	Education Aides	2	5	0	4	11
4232	Dental Assistants	1	1	1	0	3
4233	Nursing Support and Personal care Workers	11	0	8	2	21
4234	Special care Workers	2	1	2	3	8
4311	bar Attendants and Baristas	1	6	0	0	7
4312	Café Workers	5	1	0	6	12
4313	Gaming Workers	0	2	4	2	8
4314	Hotel, Hospitality and Service Managers	3	7	7	9	26
4315	Waiters and bartenders	7	5	8	7	27
4319	Miscellaneous Hospitality Workers	5	2	1	1	9
4412	Fire and Rescue Officers	55	7	20	208	290
4413	Police, Detectives and Traffic Officers	54	28	39	25	146
4421	Prison Officers	0	1	0	0	1
4422	Security Officers	67	153	41	42	303
4511	Beauty Therapists	10	5	4	4	23
4512	Driving Instructors	0	2	0	1	3
4513	Funeral Workers	0	1	0	6	7
4514	Gallery, Museum and Tour Guides	0	0	3	4	7
4515	Personal care Consultants	1	1	1	0	3
4516	Tourism and Travel Advisors	4	6	0	14	24
4517	Travel Attendants	0	5	3	2	10
4518	Civil Celebrant	0	1	0	1	2
4519	Miscellaneous Personal Service Workers	1	3	0	0	4
4521	Fitness Instructors	0	2	1	4	7
4522	Outdoor Adventure Guides	0	1	0	0	1
4523	Sports Coaches, Instructors and Officials	5	1	11	9	26
4524	Sportspersons	0	6	0	1	7
		649	**323**	**706**	**486**	**2 164**

Table 5: Number of vacancies in clerical and administrative workers occupational group from April 2012 to March 2013

OFO CODE	OCCUPATION	Apr-Jun 2012	Jul-Sep 2012	Oct–Dec 2012	Jan-Mar 2013	TOTAL
5111	Contract, Program and Project Administrators	175	273	279	236	963
5112	Office Administrators	112	108	105	175	500
5211	Personal Assistants	81	95	76	88	340
5212	Secretaries	81	111	71	70	333
5311	General Clerks	141	70	109	239	559
5321	Keyboard Operators	54	20	17	43	134
5411	Call or Contact Centre Consultants	68	65	19	337	489
5412	Inquiry Clerks	22	12	23	19	76
5413	Contact centre Support Specialists	2	7	22	3	34
5414	Call or Contact centre Agents	25	82	57	63	227
5421	Receptionists	44	36	18	41	139
5511	Accounting Clerks	134	119	115	128	496
5512	Bookkeepers	47	20	17	38	122
5513	Payroll Clerks	18	12	10	19	59
5521	Bank Workers	24	39	2	24	89
5522	Credit and Loans Officers	24	13	12	17	66
5523	Insurance, Money Market and Statistical Clerks	37	0	6	7	50
5612	Couriers and Postal Deliveries	0	5	2	6	13
5613	Filing and Registry Clerks	17	26	21	31	95
5614	Mail Sorters	0	2	0	1	3
5615	Survey Interviewers	12	5	0	51	68
5616	Switchboard Operators	3	7	3	2	15
5619	Miscellaneous Clerical and Office Support Workers	4	5	0	7	16
5911	Purchasing and Supply Logistics Administrators	159	158	143	150	610
5912	Transport and Dispatch Administrators	10	16	6	10	42
5991	Library Assistants	10	7	23	17	57
5992	Court and Legal Clerks	13	7	128	0	148
5993	Debt Collectors	12	7	12	18	49
5994	Human Resource Clerks	72	67	69	106	314
5995	Inspectors and Regulatory Officers	128	37	52	60	277
5996	Insurance Investigators, Loss Adjusters and Risk Surveyors	3	1	0	0	4
5997	Compliance Inspectors	2	2	0	15	19
5999	Other Miscellaneous Clerical and Administrative Workers	3	5	6	4	18
		1 537	**1 439**	**1 423**	**2 025**	**6 424**

Table 6: Number of vacancies in sales workers occupational group from April 2012 to March 2013

OFO CODE	OCCUPATION	Apr-Jun 2012	Jul-Sep 2012	Oct–Dec 2012	Jan-Mar 2013	TOTAL
6111	Auctioneers, and Stock and Station Agents	0	1	0	1	2
6112	Insurance Agents	18	63	15	104	200
6113	Sales Representatives	258	280	97	152	787
6121	Real Estate Sales Agents	17	22	8	26	73
6122	Real Estate Agency Principals	0	0	10	1	11
6211	Sales Assistant (General)	57	24	62	39	182
6212	ICT Sales Assistants	0	4	1	5	10
6213	Motor Vehicle and Vehicle Parts Salespersons	10	13	18	15	56
6214	Pharmacy Sales Assistants	7	4	1	0	12
6215	Retail Supervisors	14	6	3	6	29
6216	Service Station Attendants	4	1	0	1	6
6217	Street Vendors and Related Salespersons	0	0	1	0	1
6219	Miscellaneous Sales Assistants and Salespersons	5	5	5	5	20
6311	Checkout Operators and Office Cashiers	19	24	13	22	78
6391	Model and Sales Demonstrators	18	1	0	2	21
6392	Retail Buyers	41	11	8	13	73
6393	Telemarketers	66	82	84	13	245
6394	Ticket Salespersons	3	1	0	4	8
6395	Visual Merchandisers	0	1	1	3	5
6399	Other Miscellaneous Sales Support Workers	3	3	4	4	14
		540	**546**	**331**	**416**	**1 833**

Table 7: Number of vacancies in machinery operators and drivers occupational group from April 2012 to March 2013

OFO CODE	OCCUPATION	Apr-Jun 2012	Jul-Sep 2012	Oct–Dec 2012	Jan-Mar 2013	TOTAL
7111	Clay, Concrete, Glass and Stone Processing Machine Operators	2	3	0	3	8
7113	Paper and Wood Processing Machine Operators	0	6	0	0	6
7114	Photographic Developers and Printers	0	2	0	2	4
7115	Plastics and Rubber Production Machine Operators	6	4	0	0	10
7116	Clothing, Textiles, Footwear and Leather Production Operators	2	0	0	1	3
7119	Miscellaneous Machine Operators	13	5	4	6	28
7121	Crane, Host and Lift Operators	5	10	4	9	28
7122	Drillers and Mining Operators	14	10	7	24	55
7123	Engineering Production Systems Workers	8	3	0	5	16
7129	Miscellaneous Stationery Plant Operators	4	15	12	3	34
7211	Agricultural and Forestry Plant Operators	1	1	0	2	4
7212	Earthmoving Plant Operators	21	21	2	21	65
7213	Forklift Drivers	3	1	4	14	22
7219	Other Mobile Plant Operators	2	8	1	1	12
7311	Automobile Drivers	21	13	5	23	62
7312	Bus and Coach Drivers	10	7	13	13	43
7313	Train and Tram Drivers	1	1	1	3	6
7321	Delivery Drivers	53	24	34	38	149
7331	Truck Drivers	38	29	29	39	135
7411	Store Persons	14	5	8	15	42
		218	**168**	**124**	**222**	**732**

Table 8: Number of vacancies in elementary occupational group from April 2012 to March 2013

OFO CODE	OCCUPATION	Apr-Jun 2012	Jul-Sep 2012	Oct–Dec 2012	Jan-Mar 2013	TOTAL
8111	Car and Other Transport Detailers	1	0	0	0	1
8112	Commercial Cleaners	84	32	12	147	275
8113	Domestic Cleaners	0	1	10	2	13
8114	Housekeepers	12	3	11	8	34
8115	Textile and Laundry Workers	22	0	1	0	23
8119	Miscellaneous Cleaners	1	0	0	2	3
8211	Building and Plumbing Workers	4	9	3	8	24
8212	Concreters	1	2	0	1	4
8214	Insulation and Home Improvement Installers	0	1	1	1	3
8215	Paving and Surfacing Workers	0	9	0	0	9
8217	Structural Steel Construction Workers	1	0	1	9	11
8219	Miscellaneous Construction and Mining Workers	35	9	6	6	56
8311	Food and Beverage Factory Workers	2	1	0	1	4
8312	Meat Boners and Slicers, and Slaughterers	0	0	1	0	1
8313	Meat, Poultry and Seafood Process Workers	0	11	0	2	13
8321	Produce Packers and Handlers	15	8	1	1	25
8322	Product Assemblers	0	2	1	4	7
8391	Metal Engineering Process Workers	6	0	0	4	10
8392	Plastics and Rubber Factory Workers	0	0	1	0	1
8393	Product Quality Controllers	5	1	4	3	13
8394	Timber and Wood Process Workers	1	2	1	0	4
8399	Miscellaneous Factory Process Workers	12	3	2	16	33
8411	Aquaculture and Mariculture Farm Workers / Assistants	0	1	0	0	1
8412	Crop Farm Workers / Assistants	0	0	40	0	40
8414	Garden and Nursery Workers	3	2	4	16	25
8415	Livestock Farm Workers / Assistants	1	0	1	0	2
8419	Miscellaneous Farm, Forestry and Garden Workers	0	1	0	5	6
8511	Fast Food Cooks	1	15	0	14	30
8512	Food Trades Assistants	1	6	8	2	17
8513	kitchen Hands	0	1	2	2	5
8911	Freight and Furniture Handlers	0	1	1	4	6
8912	Shelf Fillers	0	6	3	0	9
8991	Caretakers	2	2	4	5	13
8993	Handypersons	19	12	7	37	75
8994	Motor vehicle Parts and Accessories Fitters	2	10	1	3	16
8995	Printing Assistants and Table Workers	0	0	1	2	3
8996	Recycling and Rubbish Collectors	0	0	0	1	1
8997	Vending Machine Attendants	0	0	0	12	12
8998	Event Assistants (Skill Level 1)	1	1	1	0	3
8999	Other Miscellaneous Workers	5	4	9	6	24
		237	**156**	**138**	**324**	**855**