

Generic Job Titles, Descriptions and Job Codes

Summaries of generic job titles, descriptions and job codes for Class 4 Casual, Class 4 Seasonal, and Class 3 Short-term Temporary appointments are available to assist you when hiring temporary employees. As part of this process you will need to identify the appropriate job code for the employee category you select. For each of these job codes we have provided the corresponding generic titles and descriptions representing typical functions covering a wide range of duties, within each job title. Using the generic descriptions as a starting point, you have the opportunity to clarify and expand the job duties that are specific to the position requirements.

The job codes and corresponding titles will be required when completing the appropriate classification and recruitment form. The generic job titles, descriptions and job codes are available for:

- [Class 4 Casual](#)
- [Class 4 Seasonal](#)
- [Class 3 Short-Term Temporary Appointment](#)