# Understanding the National Occupational Classification

National Workshop on ISET
Program Data and Performance

October 9th, 2019

# Overview of the presentation

- Background

- Structure of the classification
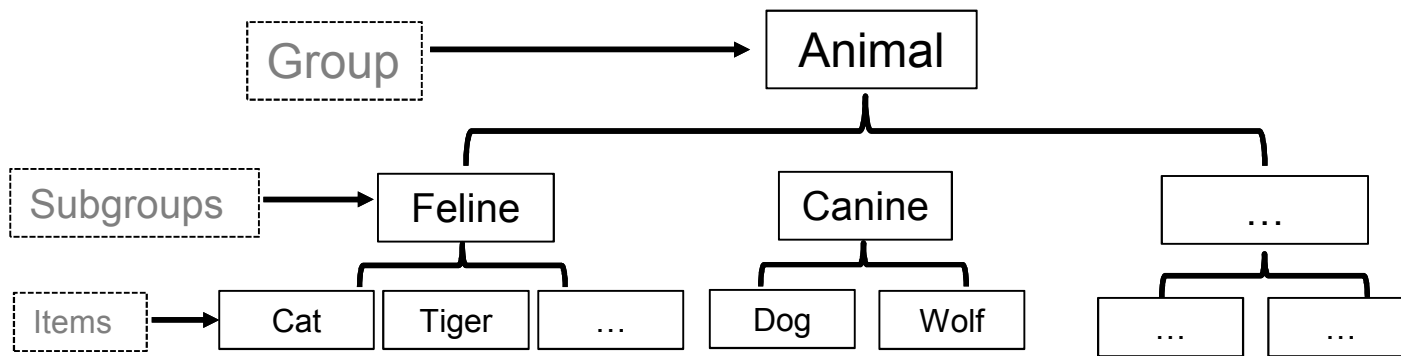
- Description of the NOC profiles

- Questions and answers

# National Occupational Classification 101

## What is a classification?

A classification is a systematic grouping of values that a variable can take, often providing a hierarchical structure for aggregating data, so as to facilitate analysis and interpretation.

## In other words…

A classification is a set of groups and sub-groups under which items associated to a common element can be classified

# Background

# What is the National Occupational Classification?

The NOC is a standardized framework used to describe and classify all occupations in Canada

It is used to design programs, collect data, analyse the labour market and extract career information.

It supports various resources about the labour market published by the Government of Canada.

# How often is the NOC updated?

Since the early 90s the NOC has undergone two major revisions.

Content changes in the NOC have been updated annually since 2017.

The NOC ensures that the statistics are collected and assembled in a standard way that will be meaningful to users.

# Structure

# What are the guiding principles of the NOC?

◉ The basic principle of classification of the NOC is the kind of work performed.

  ◉ An occupation is defined as a collection of jobs, sufficiently similar in work performed.

  ◉ A job, in turn, encompasses all the tasks carried out by a particular worker to complete their duties.
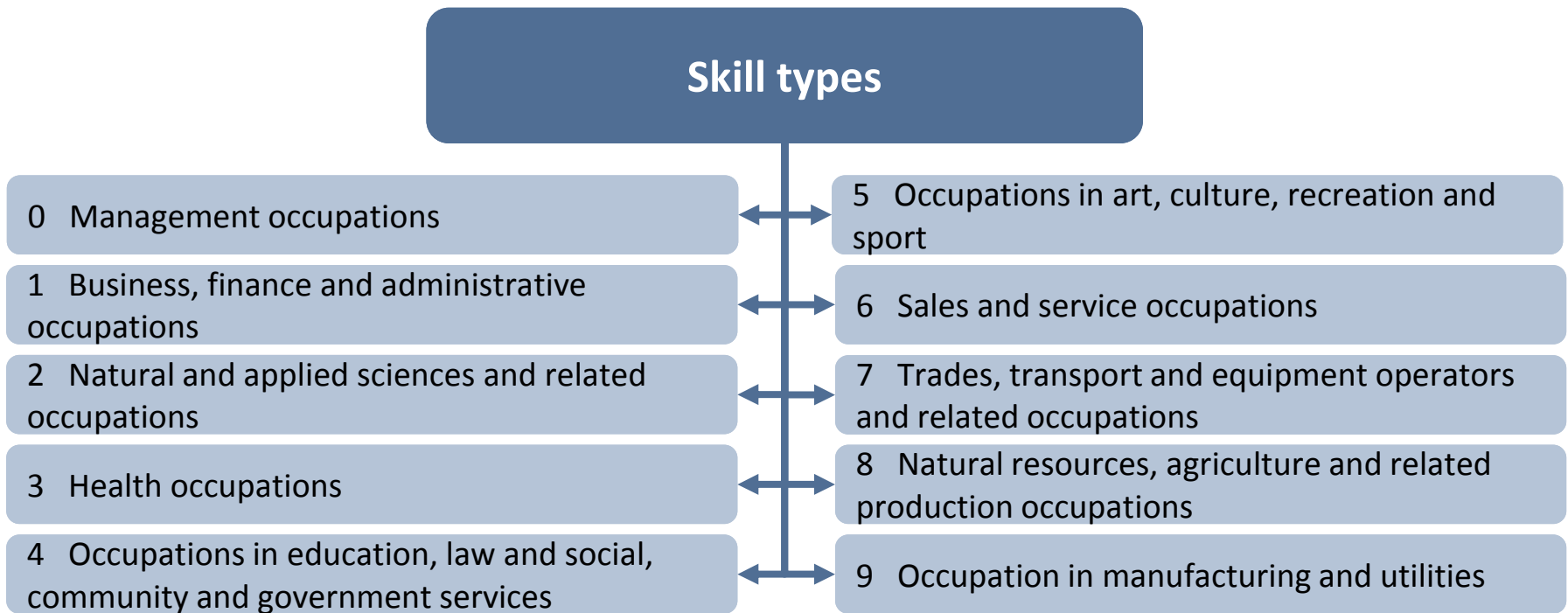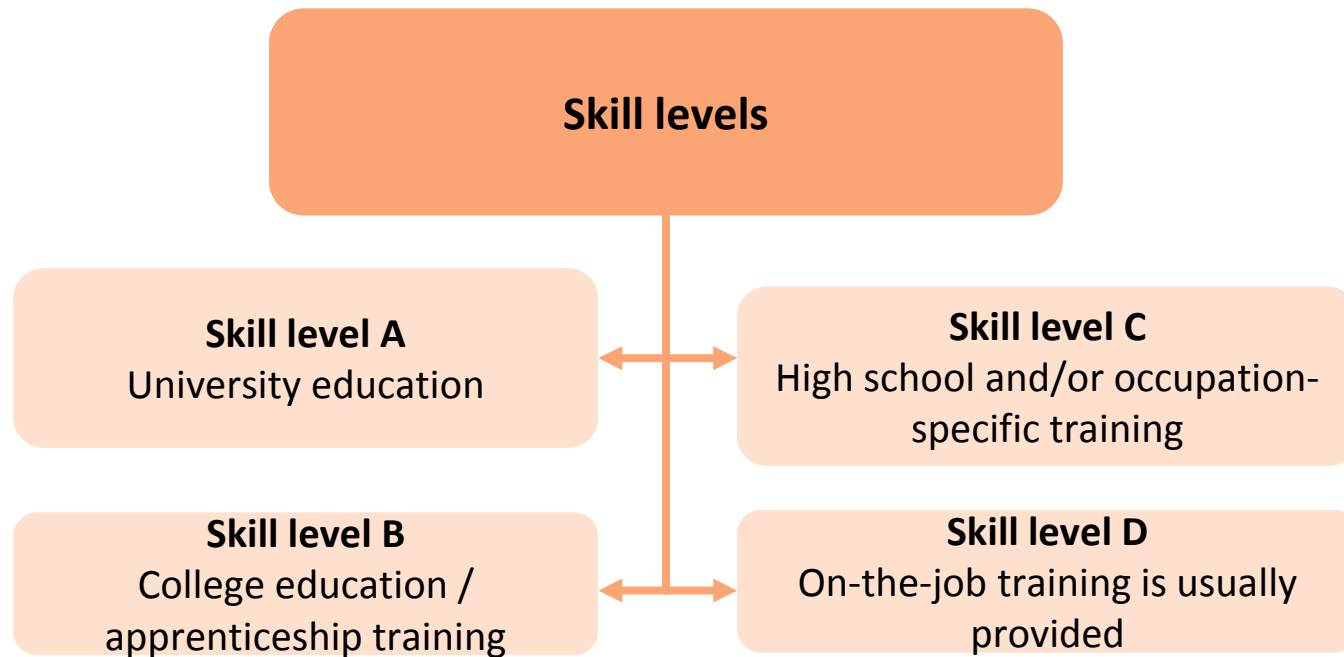
# How are occupations classified in the NOC?

◉ The two major attributes of jobs used as classification criteria in developing the NOC are Skill type and Skill level.

- ◉ Skill type is defined as the type of work performed based on, notably, the field of study required for entry into an occupation and the industry of employment.

- ◉ Skill level is mainly defined by the amount and type of education and training required to enter and perform the duties of an occupation. It also takes into consideration the experience required and the complexity of responsibilities involved in the work.

# What are the Skill types in the NOC?

**Skill types**

0 Management occupations

1 Business, finance and administrative occupations

2 Natural and applied sciences and related occupations

3 Health occupations

4 Occupations in education, law and social, community and government services

5 Occupations in art, culture, recreation and sport

6 Sales and service occupations

7 Trades, transport and equipment operators and related occupations

8 Natural resources, agriculture and related production occupations

9 Occupation in manufacturing and utilities

# What are the Skill levels in the NOC?

**Skill levels**

**Skill level A**
University education

**Skill level C**
High school and/or occupation-specific training

**Skill level B**
College education / apprenticeship training

**Skill level D**
On-the-job training is usually provided

# How are the occupations coded in the NOC?

- The NOC codification is a 4-digit system that reads as follows:

  - the first digit represents the Skill <u>type</u>;

  - the second digit is associated with the Skill <u>level</u>;

  - the first two digits represent the <u>major group</u>;

  - the first three digits represent the <u>minor group</u>; and

  - the four-digit code is the <u>unit group</u>.

# An example of 4-digit NOC code

- For instance, for the NOC code 4031 - Secondary school teachers:

  - ☐ The first digit "4" is associated with the Skill type "education, law and social, community and government services";

  - ☐ the second digit "0" is associated with Skill level A (occupation usually requiring university education);

  - ☐ the first two digits "40" represent the major group: "Professional occupations in education services";

  - ☐ the first three digits "403" represent the minor group: "Secondary and elementary school teachers and educational counsellors" and;

  - ☐ **the four digits "4031" represent the unit group: "Secondary school teachers".**

# What is the NOC matrix?

| NOC structure | Broad occupational category | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | **1** Business, finance and administration occupations | **2** Natural and applied sciences and related occupations | **3** Health occupations | **4** Occupations in education, law and social, community and government services | **5** Occupations in art, culture, recreation and sport | **6** Sales and service occupations | **7** Trades, transport and equipment operators and related occupations | **8** Natural resources, agriculture and related production occupations | **9** Occupations in manufacturing and utilities |
| **0** Management occupations (Skill level A) | ► 00 | | | | | | | | |
| | ► 01 | ► 02 | ► 03 | ► 04 | ► 05 | ► 06 | ► 07 | ► 08 | ► 09 |
| **A** Occupations usually require university education | | | ► 30 | ► 40 | | | | | |
| | ► 11 | ► 21 | ► 31 | ► 41 | ► 51 | | | | |
| **B** Occupations usually require college education or apprenticeship training | ► 12 | ► 22 | ► 32 | ► 42 | ► 52 | ► 62 | ► 72 | ► 82 | ► 92 |
| | ► 13 | | | ► 43 | | ► 63 | ► 73 | | |
| **C** Occupations usually require secondary school and/or occupation-specific training | ► 14 | | ► 34 | ► 44 | | ► 64 | ► 74 | ► 84 | ► 94 |
| | ► 15 | | | | | ► 65 | ► 75 | | ► 95 |
| **D** On-the-job training is usually provided for occupations | | | | | | ► 66 | ► 76 | ► 86 | ► 96 |
| | | | | | | ► 67 | | | |

Skill level

# What is the NOC matrix?

| NOC structure | Broad occupational category | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | 1 Business, finance and administration occupations | 2 Natural and applied sciences and related occupations | 3 Health occupations | 4 Occupations in education, law and social, community and government services | 5 Occupations in art, culture, recreation and sport | 6 Sales and service occupations | 7 Trades, transport and equipment operators and related occupations | 8 Natural resources, agriculture and related production occupations | 9 Occupations in manufacturing and utilities |
| 0 Management occupations (Skill level A) | ▶ 00 | | | | | | | | |
| | ▶ 01 | ▶ 02 | ▶ 03 | ▶ 04 | ▶ 05 | ▶ 06 | ▶ 07 | ▶ 08 | ▶ 09 |
| A Occupations usually require university education | | | ▶ 30 | ▶ 40 | | | | | |
| | ▶ 11 | ▶ 21 | ▶ 31 | ▶ 41 | ▶ 51 | | | | |
| B Occupations usually require college education or apprenticeship training | ▶ 12 | ▶ 22 | ▶ 32 | ▶ 42 | ▶ 52 | ▶ 62 | ▶ 72 | ▶ 82 | ▶ 92 |
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| D On-the-job training is usually provided for occupations | | | | | | ▶ 66 | ▶ 76 | ▶ 86 | ▶ 96 |
| | | | | | | ▶ 67 | | | |

*Skill level*

Here are the 10 Skill types
(Broad occupational categories)

Here are the 4 Skill levels

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| **0** Management occupations (Skill level A) | ► 00 | | | | | | | | |
| | ► 01 | ► 02 | ► 03 | ► 04 | ► 05 | ► 06 | ► 07 | ► 08 | ► 09 |
| **A** Occupations usually require university education | | | ► 30 | ► 40 | | | | | |
| | ► 11 | ► 21 | ► 31 | ► 41 | ► 51 | | | | |
| **B** Occupations usually require college education or apprenticeship training | ► 12 | ► 22 | ► 32 | ► 42 | ► 52 | ► 62 | ► 72 | ► 82 | ► 92 |
| | ► 13 | | | ► 43 | | ► 63 | ► 73 | | |
| **C** Occupations usually require secondary school and/or occupation-specific training | ► 14 | | ► 34 | ► 44 | | ► 64 | ► 74 | ► 84 | ► 94 |
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Skill level

This is major group 40 Professional occupations in education services

# What is the NOC matrix?

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| **0** Management occupations (Skill level A) | ► 00 | | | | | | | | |
| | ► 01 | ► 02 | ► 03 | ► 04 | ► 05 | ► 06 | ► 07 | ► 08 | ► 09 |
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*Skill level* (vertical axis label)

▼ 40

**Professional occupations in education services**
**401** University professors and post-secondary assistants

**402** College and other vocational instructors

**403** Secondary and elementary school teachers and educational counsellors

These are the 3 unit groups included under minor group 403

4031 Secondary school teachers

4032 Elementary school and kindergarten teachers

4033 Educational counsellors

# Description of the
# NOC profiles

# What is included in a NOC profile?

A unit group has a unique 4-digit code and consists of:

· **LEAD STATEMENT** provides a general description of the content and main activities.

· **EXAMPLE TITLES** presents a list of job titles commonly used in the labour market.

· **MAIN DUTIES** lists some of the tasks or duties performed in the jobs associated to the unit group.

· **EMPLOYMENT REQUIREMENTS** describes the type/level of formal education; specific training; experience; etc. required to perform the duties in occupations in this group.

· **CLASSIFIED ELSEWHERE** identifies related unit groups and similar occupations classified elsewhere.

· **ADDITIONAL INFORMATION** provides information on the progression to other occupations; mobility patterns; trends; etc.

# How to select the proper NOC code? (1/2)

- When looking for a NOC code for a given occupation, keep in mind:
  - the job title;
  - the main duties;
  - the education and work experience required; and
  - the type of establishment.

- It is possible to browse the classification via <u>quick search </u>or <u>complex search</u>.

# How to select the proper NOC code? (2/2)



National Occupational Classification 2016

- Search the NOC...
- Welcome to NOC
- About the NOC
- New @ NOC
- Occupational Structure
- Matrix
- Tutorial
- Career Handbook
- FAQ
- Contact Us
- Related Sites
- NOC Code List
- Job Bank

## Welcome to the National Occupational Classification 2016

### Quick Search

* Enter a 4-digit NOC code or your job title (Required).

The NOC 2011 Web site and the NOC 2006 Web site are also available.

**Participate in the consultation on occupations**

The National Occupational Classification (NOC) 2016 is the authoritative resource on occupational information in Canada providing a standard taxonomy and framework for dialogue on Labour Market Information. It gathers more than 30,000 occupational titles into 500 Unit Groups, organized according to skill levels and skill types.

Ongoing research and updates to the NOC ensure that it continues to reflect occupational changes in the Labour Market. The NOC 2016 revision brought changes to 314 NOC occupational Unit Groups, added 204 new occupational titles, and modified another 21 titles in English. The review of the classification structure was not part of this revision.

Please visit:
http://noc.esdc.gc.ca/English/noc/welcome.aspx?ver=16

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Click here for a quick search of the NOC (if you are looking for a specific unit group or job title)

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Or click Search the NOC for a more complex research (specific word to identify main duties, employment requirements, etc.)

# How to select the proper NOC code? (2/2)

## Search The National Occupational Classification

### Quick Search

**\* Enter a 4-digit NOC code or your job title (Required).**

**Need help?**

**\* Please select a search type from the drop-down list below** (required)

Select Search type ▼ → Click here and select Complex Search

Next

Date modified: 2019-06-06

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# Tips for finding the proper NOC code (1/2)

- The more information about the occupation available, the better.
- Apprentices are coded in the same group as qualified workers.
- Residents and articling students are coded in their respective professional groups.
- Supervisors of professionals are usually classified within the occupational group they supervise, in Skill Level A.
- Supervisors of other occupations are usually classified in specific unit groups at Skill Level B within the same Skill Type as those supervised.
- Self-employed construction contractors and supervisors are usually classified as Skill Level B.
- Management occupations start with 0, and for middle and other management occupations, the second digit (1 to 9) of the major group classification indicates the Skill Type, rather than Skill Level.

# Tips for finding the proper NOC code (2/2)

- In certain cases, you may consider the wage that a person is making to help you code their occupation. For example, a person may indicate that they work as a manager in a retail store. Comparing their salaries may indicate that the occupation is supervisory rather than managerial.

- There is no simple formula for determining whether an occupational title/description is equivalent to the title/description in the NOC. However, the more comprehensive the information obtained, the easier it will be to obtain the appropriate classification.

- Lists of Example titles are not exhaustive, nor are they intended to be. It is important to keep in mind that occupational titles that are defined by any given source, or a specific employer, do not always coincide with the NOC titles.

# Questions and answers

# Key contacts

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**819-654-3597**

# Thank you !