



Date Created: 20-06-2023



**Australian Government**



**Workplace  
Gender Equality  
Agency**





Date Created: 20-06-2023

# 2022 - 23 Gender Equality Reporting

## Submitted By:

P&N Recruitment Pty Ltd 85637912488

Police & Nurses Limited 69087651876

# #Workplace Overview

## Policies and Strategies

1. Do you have a formal policy and/or formal strategy in place that specifically supports gender equality in the following areas?

**Recruitment:** Yes

Policy

**Retention:** Yes

Strategy

**Performance management processes:** Yes

Policy

**Promotions:** Yes.

Policy

**Talent identification/identification of high potentials:** YesStrategy

**Succession planning:** Yes

Policy

**Training and development:** Yes

Strategy

**Key performance indicators for managers relating to gender equality:** YesStrategy

2. Do you have a formal policy and/or formal strategy in place that supports gender equality overall?

YesStrategy

4. If your organisation would like to provide additional information relating to your gender equality policies and strategies, please do so below.

Board and Executive are provided with visibility of PNL's gender pay gaps by level and division bi-annually. Upon review of the gaps identified each year, the organisation endeavours to eliminate such gaps through our cyclical remuneration review and talent acquisition processes.

Where recruitment for an Executive position is triggered, all shortlists and interview panels are to be gender diverse. We have also been focusing on implementing this for other positions within the organisation where a gender imbalance is present.

## Governing Bodies

**Organisation:** Police & Nurses Limited

**1.Name of the governing body:** Police & Nurses Limited Board

**2.Type of the governing body:** Board of Directors

**Number of governing body chair and member by gender:**

Chair
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	Female (F)	Male (M)	Non-Binary
	0	1	0
<b>Member</b>			
	Female (F)	Male (M)	Non-Binary
	2	3	0

**4. Formal section policy and/or strategy:** Yes

**Selected value:** Strategy

**Other value:**

**6. Target set to increase the representation of women:** Yes

**Selected value:**

**7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?**

Yes

**Selected value:** Strategy

**Organisation:** P&N Recruitment Pty Ltd

**1. Name of the governing body:** P&N Recruitment Pty Ltd Board

**2. Type of the governing body:** Board of Directors

**Number of governing body chair and member by gender:**

Chair	Female (F)	Male (M)	Non-Binary
	0	1	0
<b>Member</b>			
	Female (F)	Male (M)	Non-Binary
	1	1	0

**4. Formal section policy and/or strategy:** No

**Selected value:** Not aware of the need; Other

**Other value:** Governing body has a gender balance (i.e., 40% women / 40% men / 20% either). Not aware of the need.

**6. Target set to increase the representation of women: No**

**Selected value:** Governing body has gender balance (i.e. 40% women / 40%men / 20% any gender)

**7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?**

No

**Selected value:** Not aware of the need

**2. If your organisation would like to provide additional information relating to your gender equality policies and strategies, please do so below.**

Diversity demographics (most notably gender), are captured and presented annually as part of the organisation's Board Performance Assessment process. This data is used to inform future Board member recruitment to maintain gender balance as much as possible.

The responses captured for our Police & Nurses Limited Board is a more accurate and true reflection of the organisation's gender equality efforts concerning our governing body and more represents our 'true' board.

# #Action on gender equality

## Gender Pay Gaps

**1. Do you have a formal policy and/or formal strategy on remuneration generally?**

Yes

Policy; Strategy

**1.1 Are specific pay equality objectives included in your formal policy and/or formal strategy?**

Yes

To achieve gender pay equity; To ensure no gender bias occurs at any point in the remuneration review process (for example at commencement, at annual salary reviews, out-of-cycle pay reviews, and performance reviews); To be transparent about pay scales and/or salary bands; To implement and/or maintain a transparent and rigorous performance assessment process

**2. What was the snapshot date used for your Workplace Profile?**

26/02/2023

**4. If your organisation would like to provide additional information relating to gender pay gaps in your workplace, please do so below.**

Our DEI strategy is designed to consider ways in which we can improve our systems, processes and approach to mitigate any gender bias and drive change.

We also look at how data can help to shine a light on actions we need to take to support gender equity, for example by looking at areas like gender pay gap, gender diversity in leadership roles, and how many employees take up flexible working opportunities.

We have begun examining this data as part of the implementation of our DEI strategy.

## Employer action on pay equality

**1. Have you analysed your payroll to determine if there are any remuneration gaps between women and men (e.g. conducted a gender pay gap analysis)?**

Yes

**1.1 When was the most recent gender remuneration gap analysis undertaken?**

Within the last 12 months

**1.2 Did you take any actions as a result of your gender remuneration gap analysis?**

Yes

Identified cause/s of the gaps; Analysed performance pay to ensure there is no gender bias (including unconscious bias); Analysed performance ratings to ensure there is no gender bias (including unconscious bias); Reported pay equity metrics (including gender pay gaps) to the governing body; Reported pay equity metrics (including gender pay gaps) to the executive; Reported pay equity metrics (including gender pay gaps) to all employees

**1.3 What type of gender remuneration gap analysis has been undertaken?**

A like-for-like gap analysis; A by-level gap analysis; An overall organisation-wide gender pay gap

**3. If your organisation would like to provide additional information relating to employer action on pay equity in your workplace, please do so below.**

## Employee Consultation

Date Created: 20-06-2023

**1. Have you consulted with employees on issues concerning gender equality in your workplace during the reporting period?**

Yes

**1.1 How did you consult employees?**

Exit interviews; Survey

**1.2 Who did you consult?**

ALL staff

**2. Do you have a formal policy and/or formal strategy in place on consulting employees about gender equality?**

No

**3. On what date did your organisation share your last year's public reports with employees and shareholders?**

**Employees:**

Yes

Date:01/06/2022

**Shareholder:**

Yes

Date:01/06/2022

**4. Have you shared previous Executive Summary and IndustryBenchmark reports with the governing body?**

Yes

**5. If your organisation would like to provide additional information relating to employee consultation on gender equality in your workplace, please do so below.**

# #Flexible Work

## Flexible Working

**1. Do you have a formal policy and/or formal strategy on flexible working arrangements?**

Yes

Policy

**1.1. Please indicate which of the following are included in your flexible working arrangements strategy or policy:**

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**A business case for flexibility has been established and endorsed at the leadership level**

Yes

**The organisation's approach to flexibility is integrated into client conversations**

No

**Employees are surveyed on whether they have sufficient flexibility**

Yes

**Employee training is provided throughout the organisation**

Yes

**The impact of flexibility is evaluated (e.g. reduced absenteeism, increased employee engagement)**

Yes

**Flexible working is promoted throughout the organisation**

Yes

**Targets have been set for engagement in flexible work**

No

**Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body**

No

**Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel**

No

Not a priority

**Leaders are held accountable for improving workplace flexibility**

No

**Leaders are visible role models of flexible working**

Yes

**Manager training on flexible working is provided throughout the organisation**

No

Other

**Other:** Resource guides, processes etc. are provided instead of formal training.

**Targets have been set for men's engagement in flexible work**

No

**Team-based training is provided throughout the organisation**

Yes

**Other:** No

**2. Do you offer any of the following flexible working options to MANAGERS in your workplace?**

**Carer's leave:** Yes

SAME options for women and men Formal options are available

**Compressed working weeks:** Yes

SAME options for women and men Formal options are available; Informal options are available

**Flexible hours of work:** Yes

SAME options for women and men Formal options are available; Informal options are available

**Job sharing:** Yes

SAME options for women and men

Formal options are available

**Part-time work:** Yes

SAME options for women and men Formal options are available

**Purchased leave:** Yes

SAME options for women and men Formal options are available

**Remote working/working from home:** Yes

SAME options for women and men Formal options are available; Informal options are available

**Time-in-lieu:** Yes

SAME options for women and men

Formal options are available; Informal options are available

**Unpaid leave:** Yes

SAME options for women and men Formal options are available; Informal options are available

**3. Are your flexible working arrangement options for NON-MANAGERS the same as the options for managers above?**

Yes

**5. Did you see an increase, overall, in the approval of FORMAL flexible working arrangements for your workforce between the 2021-22 and the 2022-23 reporting periods?**

Yes, women and men

**7. If your organisation would like to provide additional information relating to flexible working and gender equality in your workplace, please do so below.**

Over the last five years PNL has evolved towards a hybrid work model, which is defined as the blending of in-office and remote work at an individual and / or organisational level.

Flexible work arrangements may not always be possible due to operational or other limitations. Leaders and employees of PNL are encouraged to be open to discussing and considering a range of flexible work options including work from home.

Those employees who may be working remotely must be treated equitably (fairly), as distinct from equally (the same). This means it is incumbent upon leaders to bridge any gap created by remote work through defining and shaping relevant actions to ensure a fair assessment of the outputs of all employees. For example, more intentional virtual catch ups might be required with remote employees than those regularly physically proximate to the leader. Making sure that work is distributed fairly and considering any proximity biases that leaders may hold in designating tasks or assessing performance based on presenteeism are also important factors. Resources and guides are provided to leaders in relation to this to further support this level of thought across the organisation.

# #Employee Support

## Paid Parental leave

**1. Do you provide employer-funded paid parental leave in addition to any government-funded parental leave scheme?**

Yes, we offer employer funded parental leave using the primary/secondary carer definition

**1.1. Do you provide employer funded paid parental leave for primary carers in addition to any government funded parental leave scheme?**

Yes

**1.1.a. Please indicate whether your employer-funded paid parental leave for primary carers is available to:**

All, regardless of gender

**1.1.b. Please indicate whether your employer-funded paid parental leave for primary carers covers:**

Birth; Adoption; Surrogacy; Stillbirth

**1.1.c. How do you pay employer funded paid parental leave to primary carers?**

Paying the employee's full salary

**1.1.d. Do you pay superannuation contribution to your primary carers while they are on parental leave?**

Yes, on employer funded parental leave; Yes, on unpaid parental leave

**1.1.e. How many weeks (minimum) of employer funded paid parental leave for primary carers is provided?**

12

**1.1.f. What proportion of your total workforce has access to employer funded paid parental leave for primary carers, including casuals?**

81-90%

**1.1.g. Do you require primary carers to work for the organisation for a certain amount of time (a qualifying period) before they can access employer funded parental leave?**

Yes

How long is the qualifying period (in months)?

**1.1.h. Do you require primary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth?**

Yes

Within 12 months

**1.2. Do you provide employer funded paid parental leave for secondary carers in addition to any government funded parental leave scheme?**

Yes

**1.2.a. Please indicate whether your employer-funded paid parental leave for secondary carers is available to:**

All, regardless of gender

**1.2.b. Please indicate whether your employer-funded paid parental leave for secondary carers covers:**

Birth; Adoption; Surrogacy; Stillbirth

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**1.2.c. How do you pay employer funded paid parental leave to Secondary carers?**

Paying the employee's full salary

**1.2.d. Do you pay superannuation contribution to your secondary carers while they are on parental leave?**

Yes, on employer funded parental leave

**1.2.e. How many weeks (minimum) of employer funded paid parental leave for secondary carers is provided?**

3

**1.2.f. What proportion of your total workforce has access to employer funded paid parental leave for secondary carers, including casuals?**

91-100%

**1.2.g. Do you require secondary carers to work for the organisation for a certain amount of time (a qualifying period) before they can access employer funded parental leave?**

No

**1.2.h. Do you require secondary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth?**

Yes

Within 12 months

**2. If your organisation would like to provide additional information relating to paid parental leave and gender equality in your workplace, please do so below.**

## Support for carers

**1. Do you have a formal policy and/or formal strategy to support employees with family or caring responsibilities?**

Yes

Policy

**2. Do you offer any of the following support mechanisms for employees with family or caring responsibilities?**

**2.1. Employer subsidised childcare**

No

**2.2. Return to work bonus (only select if this bonus is not the balance of paid parental leave)**

Yes

Available at ALL worksites

**2.3. Breastfeeding facilities**

Yes

Available at SOME worksites

**2.4. Childcare referral services**

No

**2.5. Coaching for employees on returning to work from parental leave**

No

**2.6. Targeted communication mechanisms (e.g. intranet/forums)**

Yes

Available at ALL worksites

**2.7. Internal support networks for parents**

Yes

Available at ALL worksites

**2.8. Information packs for new parents and/or those with elder care responsibilities**

Yes

Available at ALL worksites

**2.9. Parenting workshops targeting fathers**

No

**Other:** Have a 'Working Parents Group' which is designed to support working parents, through sharing ideas and offering advice.

**2.10. Parenting workshops targeting mothers**

No

**Other:** Have a 'Working Parents Group' which is designed to support working parents, through sharing ideas and offering advice.

**2.11. Referral services to support employees with family and/or caring responsibilities**

Yes

Available at ALL worksites

**2.12. Support in securing school holiday care**

No

**2.13. On-site childcare**

No

**2.14. Other details: No**

3. If your organisation would like to provide additional information relating to support for carers in your workplace, please do so below.

## Sexual harassment, harassment on the grounds of sex or discrimination

1. Do you have a formal policy and/or formal strategy on the prevention and response to sexual harassment, harassment on the grounds of sex or discrimination?

Yes

Policy

- 1.3 Do you provide a grievance process in your sexual harassment policy and/or strategy?

Yes

2. Do you provide training on the prevention of sexual harassment, harassment on the ground of sex or discrimination to the following groups?

All Managers:

Yes

At induction

Annually

9. If your organisation would like to provide additional information relating to measures to prevent and response to sexual harassment, harassment on the grounds of sex or discrimination, please do so below.

PNL is committed to providing a safe, flexible, and respectful environment for employees and members, free from all forms of workplace harassment, bullying, vilification and victimisation. Any employee who bullies, harasses, vilifies or victimises another person, irrespective of position or length of service will face disciplinary action which may include termination of employment.

All Management and staff in supervisory positions are accountable for preventing bullying and harassment and promoting a positive and harmonious workplace.

All employees are required to complete Bullying and Harassment eLearning upon commencement and refreshers every two years.

A new Respect @ Work program has been developed and is currently underway with the aim to improve our policies and processes to ensure our employees are protected and empowered to address unlawful sexual harassment in the workplace.

## Family or domestic violence

1. **Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?**

Yes

Policy

2. **Other than a formal policy and/or formal strategy, do you have the following support mechanisms in place to support employees who are experiencing family or domestic violence?**

**A domestic violence clause is in an enterprise agreement or workplace agreement**

Yes

**Confidentiality of matters disclosed**

Yes

**Protection from any adverse action or discrimination based on the disclosure of domestic violence**

Yes

**Employee assistance program (including access to psychologist, chaplain or counsellor)**

Yes

**Emergency accommodation assistance**

No

**Provision of financial support (e.g. advance bonus payment or advanced pay)**

Yes

**Flexible working arrangements**

Yes

**Offer change of office location**

Yes

**Access to medical services (e.g. doctor or nurse)**

No

**Training of key personnel**

No

**Referral of employees to appropriate domestic violence support services for expert advice**

Yes

**Workplace safety planning**

Yes

**Access to paid domestic violence leave (contained in an enterprise/workplace agreement)**

Yes

**Is the leave period unlimited?**

No

**How many days are provided?**

15

**Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)**

Yes

**Is the leave period unlimited?**

No

**How many days are provided?** 15

**Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)**

No

Other

**Provide Details:** Access to leave without pay as approved by the relevant Senior Manager/Executive.

**Access to unpaid leave**

No

Other

**Provide Details:** Access to leave without pay as approved by the relevant Senior Manager/Executive.

**Other:** No

**Provide Details:**

**2. If your organisation would like to provide additional information relating to family and domestic violence affecting your workplace, please do so below**

PNL recognises that employees may face situations of violence or abuse in their personal life that may affect their attendance or performance at work, or their health and safety. PNL is committed to providing support to employees who experience family and domestic violence (FDV).

Employees who are affected by FDV are entitled to 15 days per year of paid Special Leave for activities relating to FDV. In addition to the above Special Leave, employees are also able to access other accrued leave entitlements such as Personal Leave, Annual Leave and Long Service Leave.

An employee who supports an immediate family member or a member of the employee's household who is experiencing family and domestic violence will have access to 10 days paid special leave per year for the purpose of providing support in relation to activities.

# Workforce Management Statistics Table

Industry: All Industries

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
1. How many employees were promoted?	Full-time	Permanent	CEO, KMPs, and HOBs	0		0
			Managers	5	4	9
			Non-managers	17	8	25
		Fixed-Term Contract	Managers	4	7	11
			Non-managers	3	4	7
	Part-time	Permanent	Non-managers	2	1	3
2. How many employees (including partners with an employment contract) were internally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs	0		0
			Managers	6	4	10
			Non-managers	36	22	58
		Fixed-Term Contract	Managers	4	7	11
			Non-managers	8	6	14
	Part-time	Permanent	Non-managers	5	1	6
		Fixed-Term Contract	Non-managers	2		2
3. How many employees (including partners with an employment contract) were externally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs	1		1
			Managers	7	12	19
			Non-managers	64	59	123
		Fixed-Term Contract	Managers		2	2
			Non-managers	10	6	16
	Part-time	Permanent	Non-managers	19		19
		Fixed-Term Contract	Non-managers	1		1
	N/A	Casual	Non-managers	1	1	2

\* Total employees includes Non-binary

# Workforce Management Statistics Table

Industry: All Industries

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
4. How many employees (including partners with an employment contract) voluntarily resigned?	Full-time	Permanent	CEO, KMPs, and HOBs	0	3	3
			Managers	3	11	14
			Non-managers	39	31	71
		Fixed-Term Contract	Non-managers	3	1	4
	Part-time	Permanent	Non-managers	11	3	14
			Fixed-Term Contract	Non-managers	2	
	N/A	Casual	Non-managers	2		2
5. How many employees have taken primary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	CEO, KMPs, and HOBs	0		0
			Managers	3	2	5
			Non-managers	18		18
	Part-time	Permanent	Managers	1		1
			Non-managers	4		4
6. How many employees have taken secondary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	CEO, KMPs, and HOBs	0		0
			Managers		2	2
			Non-managers		6	6

\* Total employees includes Non-binary

# Workforce Management Statistics Table

Industry: All Industries

Question	Contract Type	Employment Type	Manager Category	Female	Total*
7. How many employees ceased employment before returning to work from parental leave, regardless of when the leave commenced?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0
			Non-managers	2	2
	Part-time	Permanent	Non-managers	1	1

\* Total employees includes Non-binary

# Workforce Management Statistics Table

Industry: Finance

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
1. How many employees were promoted?	Full-time	Permanent	Managers	5	4	9
			Non-managers	17	8	25
		Fixed-Term Contract	Managers	4	7	11
			Non-managers	3	4	7
	Part-time	Permanent	Non-managers	2	1	3
2. How many employees (including partners with an employment contract) were internally appointed?	Full-time	Permanent	Managers	6	4	10
			Non-managers	36	22	58
		Fixed-Term Contract	Managers	4	7	11
			Non-managers	8	6	14
	Part-time	Permanent	Non-managers	5	1	6
		Fixed-Term Contract	Non-managers	2		2
3. How many employees (including partners with an employment contract) were externally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs	1		1
			Managers	7	12	19
			Non-managers	64	59	123
		Fixed-Term Contract	Managers		2	2
			Non-managers	10	6	16
	Part-time	Permanent	Non-managers	19		19
		Fixed-Term Contract	Non-managers	1		1
N/A	Casual	Non-managers	1	1	2	

\* Total employees includes Non-binary

# Workforce Management Statistics Table

Industry: Finance

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
4. How many employees (including partners with an employment contract) voluntarily resigned?	Full-time	Permanent	CEO, KMPs, and HOBs		3	3
			Managers	3	11	14
			Non-managers	39	31	71
		Fixed-Term Contract	Non-managers	3	1	4
	Part-time	Permanent	Non-managers	11	3	14
		Fixed-Term Contract	Non-managers	2		2
	N/A	Casual	Non-managers	2		2
5. How many employees have taken primary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	Managers	3	2	5
			Non-managers	18		18
	Part-time	Permanent	Managers	1		1
			Non-managers	4		4
6. How many employees have taken secondary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	Managers		2	2
			Non-managers		6	6

\* Total employees includes Non-binary

# Workforce Management Statistics Table

Industry: Finance

Question	Contract Type	Employment Type	Manager Category	Female	Total*
7. How many employees ceased employment before returning to work from parental leave, regardless of when the leave commenced?	Full-time	Permanent	Non-managers	2	2
	Part-time	Permanent	Non-managers	1	1

\* Total employees includes Non-binary

# Workforce Management Statistics Table

Industry: Administrative Services

Question	Contract Type	Employment Type	Manager Category	Female	Total*
1. How many employees were promoted?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0
2. How many employees (including partners with an employment contract) were internally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0
3. How many employees (including partners with an employment contract) were externally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0

\* Total employees includes Non-binary

# Workforce Management Statistics Table

Industry: Administrative Services

Question	Contract Type	Employment Type	Manager Category	Female	Total*
4. How many employees (including partners with an employment contract) voluntarily resigned?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0
5. How many employees have taken primary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0
6. How many employees have taken secondary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0

\* Total employees includes Non-binary

# Workforce Management Statistics Table

Industry: Administrative Services

Question	Contract Type	Employment Type	Manager Category	Female	Total*
7. How many employees ceased employment before returning to work from parental leave, regardless of when the leave commenced?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0

\* Total employees includes Non-binary

# Workplace Profile Table

Industry: All Industries

Occupational category*	Employment status	No. of employees		Number of apprentices and graduates (combined)		Total employees**
		F	M	F	M	
Managers	Full-time permanent	54	60	0	0	114
	Full-time contract	0	1	0	0	1
	Part-time permanent	3	0	0	0	3
Professionals	Full-time permanent	72	72	0	0	144
	Full-time contract	5	5	0	0	10
	Part-time permanent	16	3	0	0	19
	Casual	0	1	0	0	1
Technicians And Trades Workers	Full-time permanent	1	3	0	0	4
	Full-time contract	1	0	0	0	1
Clerical And Administrative Workers	Full-time permanent	122	49	0	0	171
	Full-time contract	2	0	0	0	2
	Part-time permanent	81	5	0	0	86
	Casual	0	2	0	0	2
Sales Workers	Full-time permanent	29	24	0	0	53
	Full-time contract	0	1	0	0	1
	Part-time permanent	3	0	0	0	3
Labourers	Part-time permanent	1	0	0	0	1

\* Categorized using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

\*\* Total employees includes Non-binary

# Workplace Profile Table

Industry: All Industries

Manager category	Employment status	No. of employees		
		F	M	Total*
CEO	Full-time permanent	0	1	1
KMP	Full-time permanent	3	3	6
GM	Full-time permanent	2	6	8
	Full-time contract	0	1	1
SM	Full-time permanent	15	21	36
	Part-time permanent	2	0	2
OM	Full-time permanent	34	29	63
	Part-time permanent	1	0	1

\* Total employees includes Non-binary

# Workplace Profile Table

Industry: Finance

Occupational category*	Employment status	No. of employees		Number of apprentices and graduates (combined)		Total employees**
		F	M	F	M	
Managers	Full-time permanent	38	41	0	0	79
	Part-time permanent	2	0	0	0	2
Professionals	Full-time permanent	45	60	0	0	105
	Full-time contract	5	4	0	0	9
	Part-time permanent	14	2	0	0	16
	Casual	0	1	0	0	1
Technicians And Trades Workers	Full-time permanent	1	1	0	0	2
	Full-time contract	1	0	0	0	1
Clerical And Administrative Workers	Full-time permanent	71	36	0	0	107
	Full-time contract	2	0	0	0	2
	Part-time permanent	43	3	0	0	46
	Casual	0	2	0	0	2
Sales Workers	Full-time permanent	19	14	0	0	33
	Part-time permanent	2	0	0	0	2

\* Categorized using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

\*\* Total employees includes Non-binary

# Workplace Profile Table

Industry: Finance

Manager category	Employment status	No. of employees		
		F	M	Total*
CEO	Full-time permanent	0	1	1
KMP	Full-time permanent	2	3	5
GM	Full-time permanent	2	5	7
SM	Full-time permanent	12	17	29
	Part-time permanent	2	0	2
OM	Full-time permanent	22	15	37

\* Total employees includes Non-binary

# Workplace Profile Table

Industry: Administrative Services

Occupational category*	Employment status	No. of employees		Number of apprentices and graduates (combined)		Total employees**
		F	M	F	M	
Managers	Full-time permanent	16	19	0	0	35
	Full-time contract	0	1	0	0	1
	Part-time permanent	1	0	0	0	1
Professionals	Full-time permanent	27	12	0	0	39
	Full-time contract	0	1	0	0	1
	Part-time permanent	2	1	0	0	3
Technicians And Trades Workers	Full-time permanent	0	2	0	0	2
Clerical And Administrative Workers	Full-time permanent	51	13	0	0	64
	Part-time permanent	38	2	0	0	40
Sales Workers	Full-time permanent	10	10	0	0	20
	Full-time contract	0	1	0	0	1
	Part-time permanent	1	0	0	0	1
Labourers	Part-time permanent	1	0	0	0	1

\* Categorized using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

\*\* Total employees includes Non-binary

# Workplace Profile Table

Industry: Administrative Services

Manager category	Employment status	No. of employees		
		F	M	Total*
KMP	Full-time permanent	1	0	1
GM	Full-time permanent	0	1	1
	Full-time contract	0	1	1
SM	Full-time permanent	3	4	7
OM	Full-time permanent	12	14	26
	Part-time permanent	1	0	1

\* Total employees includes Non-binary