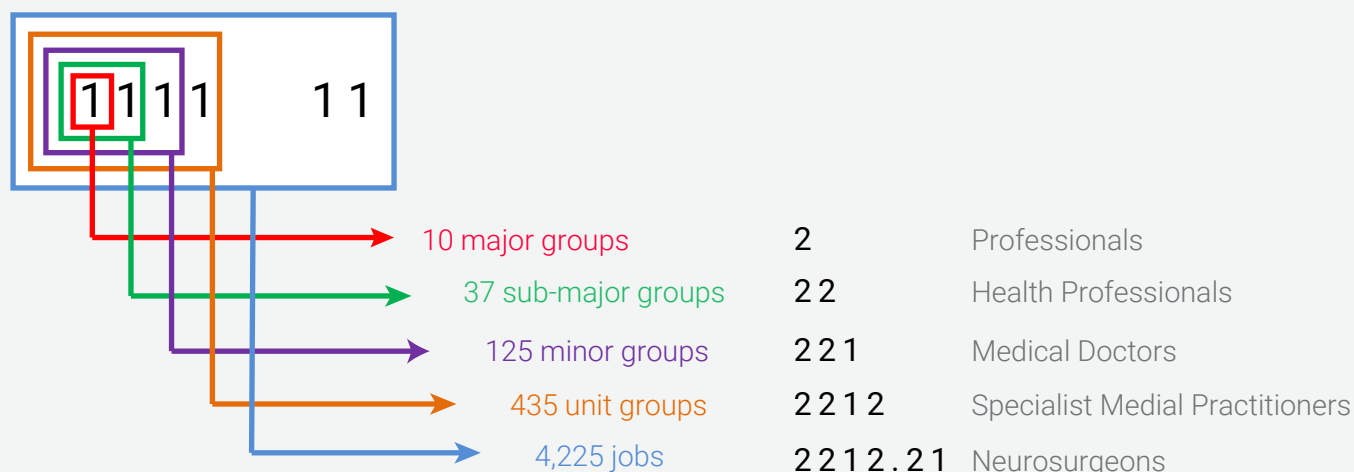


Background Information on Albania's System of Classification of Occupations

The International Standard Classification of Occupations 2008 (ISCO-08) is a system for classifying and aggregating occupational information obtained by means of statistical censuses and surveys, as well as from administrative records. It is a four level hierarchically structured system that allows all jobs to be classified in unit groups. These groups are further aggregated in minor groups, sub-major groups and major groups, based on their similarity in terms of the skill level and skill specialization required for the jobs. It provides a basis for international reporting, comparison and exchange of statistical and administrative information about occupations, as well as useful model for developing national classifications.

Albania established its index of occupational titles in 2009 through a Decision of the Council of Ministers (no. 627, dated 11.06.2009). Based on ISCO-08, Albania's classification of occupations organizes 4,225 jobs in 435 unit groups, 125 minor groups and 37 sub-major groups (*see figure below*). The aim of the classification system is to facilitate dialogue between the labour market and the education and training sector, boost skills-based job matching, and allow for international comparison across occupations. Beyond the index of occupational titles, the National Agency for Vocational Education and Training and Qualifications (NAVETQ) has embarked on developing the descriptive component of the classification system. The latter consists of descriptions of the tasks and duties as well as other aspects of the jobs which belong to each of the defined groups, including goods and services produced, skill level and specialization, occupations included and excluded, entry restrictions, etc. To date, descriptions have been elaborated for almost all sub-major groups, and selected minor and unit groups (see *table page 2*).

Figure 1. Classification of Occupations - Example



National List of Occupations

Occupational Descriptions

TECHNICAL BRIEF

Major Groups	Major Group Description	Descriptions developed			Descriptions to be developed		
		Sub-major Groups	Minor Groups	Unit Groups	Sub-major Groups	Minor Groups	Unit Groups
Group 1	Managers	3	10	-	-	-	31
Group 2	Professionals	6	3	6	-	22	81
Group 3	Technicians and Associate Professionals	5	2	16	-	18	65
Group 4	Clerical Support Workers	2	4	3	-	3	21
Group 5	Services and Sales Workers	2	12	11	-	-	25
Group 6	Skilled Agricultural, Forestry and Fishery Workers	3	9	15	-	-	7
Group 7	Craft, Artisans and Related Trades Workers	5	11	55	-	4	17
Group 8	Plant and Machine Operators and Assemblers	3	2	12	-	11	29
Group 9	Elementary Occupations	6	11	7	-	-	21
Group 0	Armed Forces Occupations	-	-	-	2	3	13
	TOTAL	35	64	125	2	61	310

Since 2009, 35 sub-major groups, 64 small groups and 125 unit groups have been described. 2 sub-major groups, 61 small groups and 310 unit groups still remain to be elaborated. Whereas methodological aspects in the process of formulating occupational descriptions are addressed to a certain extent, there is a need for unifying different perceptions and interpretations of the occupational terminology and coming up with a unique format, as well as rapidly progressing with the elaboration of remaining occupational descriptions.

UNDP, in the frame of the Swiss funded Skills Development for Employment (SD4E) programme, is supporting NAVETQ in the process of elaborating occupational descriptions both through securing inter-institutional collaboration, and outreach to the private sector throughout the country. Whereas ISCO-08 sets the basis for defining all occupations, it is necessary that the descriptions capture the realities of the Albanian labour market.

Biznes Albania, an independent organization of employers and business associations, has been entrusted with ensuring that the structure of the classification system reflects private sector needs, and with the elaboration of over 270 occupational descriptions linked to the private sector.