

Job Families – Description and Typical Jobs

Job Family	Description	Typical Jobs within Family (not full list examples only)
Business Support BS	Support, advice and professional services to enable and control the business	<ul style="list-style-type: none"> • Marketing Officers • Finance Officers • HR Business Partners • Business Analysts • Personal Assistants
Clerical Admin CA	Delivery of support and administrative services to internal and external customers	<ul style="list-style-type: none"> • Administration Hub • Customer Service Advisers • Box Office Clerks • Clerical Assistants
Community Facility User Support CFUS	Enabling the effective and safe use of premises, facilities and associated equipment	<ul style="list-style-type: none"> • Assistant Managers (Sport/Venue/Museum) • Community Services Supervisor • Duty Officer • Gallery Assistant • Glasgow Life Assistant • Glasgow Life Attendant • Retail Assistant
Leadership LDR	Roles that have significant contribution to the strategic direction and the tactical implementation of the Company's aspirations	<ul style="list-style-type: none"> • Directorate • Heads of Service • Senior Managers e.g. Corporate, Sport, Museums & Libraries
Physical & Environmental Services PES	General maintenance and development of premises and outside facilities	<ul style="list-style-type: none"> • Housekeepers
Social Renewal, Learning & People Development SR	Direct development of people to build their personal capacity	<ul style="list-style-type: none"> • Sport and Physical Activity Coaches • Curators • Health & Fitness Development Officers • Learning Assistants • Learning Tutors • Librarians • MacMillan Services and Volunteering Staff • Producers (Arts & Music)

Technical Services TS	Provision of technical services to internal and external customers	<ul style="list-style-type: none">• Archivists• Conservators• Technicians (Venue/Museum)• Project Managers• Facilities Management Officers
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