

THE SMALL BUSINESS SURVEY

2017 BENCHMARK POSITIONS

Executive	President and Chief Executive Officer (CEO)
Executive	Chief Operating Officer (COO)
Executive	Chief Financial Officer (CFO)
Executive	Top Position Finance and Administration
Executive	Top Position Region (General Manager)
Executive	Top Position Business Unit (Branch)
Executive	Top Position Legal Services
Executive	Top Position Research and Development
Executive	Top Position Engineering
Accounting Services	Controller
Accounting Services	Manager Accounting
Accounting Services	Accountant 2
Accounting Services	Accounting Clerk 2
Accounting Services	Accountant 3
Business Analysis	Business Analyst 2
Communications/ Public Relations	Communications / Public Relations Specialist
Customer Service	Customer Service Representative 2
Financial Services	Finance Executive
Fund Development	Manager Fund Development
Fund Development	Representative Fund Development
Human Resources	Manager Human Resources 1
Human Resources	Human Resources Analyst/Generalist 2
Human Resources	Human Resources Administrator
Human Resources	Payroll Coordinator
Human Resources	Human Resources Advisor
Legal	Lawyer / In-House Counsel 1
Legal	Regulatory Affairs Manager
Management	Top Division Executive
Management	Department / Program Director
Management	Department / Program / Unit Manager
Management	General Manager
Marketing	Marketing Manager
Marketing	Business Development Representative
Marketing	Market Analyst 2
Marketing	Marketing Coordinator
Sales	Account Executive 1
Sales	Account Manager 1
Sales	Sales Support / Coordinator
Sales	Sales Manager
Sales	Sales Representative 3
Sales	Sales Representative 2
Secretarial/ Administrative Services	Executive Assistant
Secretarial/ Administrative Services	Administrative Assistant 3
Secretarial/ Administrative Services	Administrative Assistant 2
Secretarial/ Administrative Services	Administrative Assistant 1
Secretarial/ Administrative Services	Receptionist
Secretarial/ Administrative Services	General Clerk 2
Secretarial/ Administrative Services	Office Manager
Secretarial/ Administrative Services	Data Entry Operator 2
Contracts	Contract Administrator

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2017 BENCHMARK POSITIONS (continued)

Facilities Maintenance	Facilities Manager
Facilities Maintenance	Facilities Maintenance Mechanic
Facilities Maintenance	Maintenance Worker
Facilities Maintenance	Facilities Coordinator
Health and Safety	Safety Manager
Health and Safety	Safety Advisor 1
Operations Admin	Production Planner 2
Operations Admin	Product Development Manager
Plant/Process Operators	Plant/Process Operator 2
Procurement	Procurement Manager, Supply Chain (Revised Title)
Procurement	Buyer 2, Supply Chain (Revised Title)
Procurement	Materials Manager, Supply Chain (Revised Title)
Production	Operations Manager
Production	Director Operations
Production	Production Supervisor (Level 1)
Production	Operator/ Assembler 3
Production	Operator/ Assembler 1
Quality Control	Quality Control Analyst 2
Science	Scientist 3
Science	Scientist 2
Technical Services	Technical Field Advisor
Technologists	Technologist 3
Trades	General Labourer Skilled
Warehousing & Distribution	Shipping/ Receiving Clerk
Warehousing & Distribution	Warehouse Manager
Warehousing & Distribution	Stock Handler 1
Warehousing & Distribution	Logistics Analyst
Warehousing & Distribution	Traffic Supervisor
Warehousing & Distribution	Inventory Manager
Warehousing & Distribution	Order Picker
Warehousing & Distribution	Dispatcher 1
Warehousing & Distribution	Truck Driver – Heavy
Warehousing & Distribution	Truck Driver – Light
Warehousing & Distribution	Fleet Manager
Business Solutions	Proposal Coordinator
Business Systems Analysis	Business Systems Analyst 1
Drafting Designers	Drafting Designer 2
Database Management	Database Administrator 1
Engineering - General	Engineer (Level D)
Engineering - General	Engineer (Level C)
Engineering - General	Engineer (Level B)
Internet/E-Commerce	Web Master 1
Management/ Project Management	Senior Project/ Department Manager
Management/ Project Management	Project Manager
Management/ Project Management	Team/Project Leader 2
Graphic Design	Graphic Designer 2
Quality Assurance	Quality Assurance Manager
Quality Assurance	Quality Assurance Analyst 1
Technical Sales & Support (Pre-Post Sales)	Field Services Technician
Technical Support	Technical Support 4
Technical Support	Technical Support 2
Technical Support	Systems Administrator 2
Technology Solutions	Technology Solutions Architect 1
Technology Solutions	Technology Solutions Analyst 2