

## Requirement 1: Workplace profile

Enter data on the composition of your workforce as instructed below :

1. If needed, additional rows can be added to the workplace profile to reflect accurately the additional/different roles within your organisation.
2. Your workplace profile data should be from no earlier than October 2011 (ie six months prior to the beginning of the 2012-2013 reporting period)
3. Please insert your workplace profile below from:
  - i) our industry-relevant [Microsoft Excel spread sheet which you can obtain from our website](#), or
  - ii) from your own table or spreadsheet (refer table below as a guide).

### Workplace Profile

Category	FEMALES			MALE			TOTAL			%	
	Full Time	Part Time	Casual	Full Time	Part Time	Casual	Female	Male	Total	Female	Male
Senior Executives / Board	2			14			2	14	16	12.50%	87.50%
Managers	35	6		59			41	59	100	41.00%	59.00%
Supervisors	10			10	1		10	11	21	47.62%	52.38%
News	40	4	6	45	1	9	50	55	105	47.62%	52.38%
Corporate	11	4	1	18		1	16	19	35	45.71%	54.29%
Sales, Sales Ops & Marketing	120	8	65	61		47	193	108	301	64.12%	35.88%
Programming	9	1	4	17		8	14	25	39	35.90%	64.10%
Operations	11	1	1	47		1	13	48	61	21.31%	78.69%
Admin & Other	17	10	9			4	36	4	40	90.00%	10.00%
	<b>255</b>	<b>34</b>	<b>86</b>	<b>271</b>	<b>2</b>	<b>70</b>	<b>375</b>	<b>343</b>	<b>718</b>	<b>52.23%</b>	<b>47.77%</b>