

## Casual Professional Staff – [The University of Queensland Enterprise Agreement 2018-2021](#)

Role Type	Minimum Hours	Maximum Hours	Overtime	Breaks Between Shifts
Casual Professional Staff (HEW 1-10) <ul style="list-style-type: none"> <li>• Administration</li> <li>• Trades &amp; Services</li> <li>• Technical &amp; Scientific</li> <li>• Professional Services</li> <li>• Gardeners/Grounds               <ul style="list-style-type: none"> <li>• Cleaners</li> </ul> </li> </ul>	<p><b>Clause 64.1.</b> The minimum period of engagement shall be three (3) hours.</p> <p><b>Clause 64.2.</b> In order to meet their personal circumstances, a Casual staff member may request, and the employer may agree, to an engagement for less than the minimum of three (3) hours</p> <p><i>* Refer to exceptions (page 4)</i></p>	<p><b>Clause 69.4. Table 2</b> Maximum of seven (7) hrs 15 mins per day or the standard work day applicable in the work area. Maximum of 36 hrs 15 mins per week.</p>	<p><b>Clause 69.7</b> A Casual staff member shall only be entitled to overtime where hours worked are in excess of 36.25 hours per week or 7.25 hours on any one (1) day (except in cases where the standard working day for the work area exceeds 7.25 hours in which case overtime will be paid in excess of the standard working day).</p>	N/A
Casual Professional Staff (HEW 1-10) <ul style="list-style-type: none"> <li>• Library</li> <li>• Information Technology</li> <li>• Research</li> </ul>	<p><b>Clause 64.1.</b> The minimum period of engagement shall be three (3) hours.</p> <p><b>Clause 64.2.</b> In order to meet their personal circumstances, a Casual staff member may request, and the employer may agree, to an engagement for less than the minimum of three (3) hours</p> <p><i>* Refer to exceptions (page 4)</i></p>	<p><b>Clause 69.4. Table 2</b> Maximum of seven (7) hrs 15 mins per day or the standard work day applicable in the work area. Maximum of 36 hrs 15 mins per week.</p>	<p><b>Clause 69.7</b> A Casual staff member shall only be entitled to overtime where hours worked are in excess of 36.25 hours per week or 7.25 hours on any one (1) day (except in cases where the standard working day for the work area exceeds 7.25 hours in which case overtime will be paid in excess of the standard working day).</p>	N/A
Casual Professional Staff (HEW 1-10) <ul style="list-style-type: none"> <li>• Marketing</li> <li>• (Student Recruitment / Promotion)</li> <li>Graduation attendants</li> <li>• Open day/Expo Uni display attendants               <ul style="list-style-type: none"> <li>• UniSafe Escorts</li> </ul> </li> <li>• Animal and crop attendants</li> <li>• Student vacation program attendants</li> <li>• UQ Centre hospitality and function attendants</li> <li>• Field Work</li> </ul>	<p><b>Clause 64.1.</b> The minimum period of engagement shall be three (3) hours.</p> <p><b>Clause 64.2.</b> In order to meet their personal circumstances, a Casual staff member may request, and the employer may agree, to an engagement for less than the minimum of three (3) hours</p> <p><i>* Refer to exceptions (page 4)</i></p>	<p><b>Clause 69.4. Table 2</b> Maximum of seven (7) hrs 15 mins per day or the standard work day applicable in the work area. Maximum of 36 hrs 15 mins per week.</p>	<p><b>Clause 69.7</b> A Casual staff member shall only be entitled to overtime where hours worked are in excess of 36.25 hours per week or 7.25 hours on any one (1) day (except in cases where the standard working day for the work area exceeds 7.25 hours in which case overtime will be paid in excess of the standard working day).</p>	N/A

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Casual Professional Staff (HEW 1-10) • Examination supervisors	<p><b>Clause 64.1.</b> The minimum period of engagement shall be three (3) hours.</p> <p><b>Clause 64.2.</b> In order to meet their personal circumstances, a Casual staff member may request, and the employer may agree, to an engagement for less than the minimum of three (3) hours</p> <p><i>* Please refer to exceptions</i></p>	<p><b>Clause 69.4. Table 2</b> Maximum of seven (7) hrs 15 mins per day or the standard work day applicable in the work area. Maximum of 36 hrs 15 mins per week.</p>	<p><b>Clause 69.7</b> A Casual staff member shall only be entitled to overtime where hours worked are in excess of 36.25 hours per week or 7.25 hours on any one (1) day (except in cases where the standard working day for the work area exceeds 7.25 hours in which case overtime will be paid in excess of the standard working day).</p>	N/A
School of Veterinary Science - Casual Professional Clinical Staff • Veterinary Reception • Animal Care (e.g. staff engaged as animal attendants) <i>Indicative work:</i> <input type="radio"/> Barn assistants <input type="radio"/> Kennel attendants <input type="radio"/> Behaviourist Veterinary Practice Support (Para-Professional) <i>Indicative work:</i> <input type="radio"/> Assistant Pharmacy / Pharmacy Coordinator <input type="radio"/> Imaging Radiography. • Veterinary Nursing and Veterinary Technician <i>Indicative work/levels:</i> <input type="radio"/> Junior Nurse through to Nurse Manager. <input type="radio"/> Veterinarians (Clinical Work Appointments).	<p><b>Clause 64.1.</b> The minimum period of engagement shall be three (3) hours.</p> <p><b>Clause 64.2.</b> In order to meet their personal circumstances, a Casual staff member may request, and the employer may agree, to an engagement for less than the minimum of three (3) hours</p> <p><i>* Please refer to exceptions</i></p>	<p><b>Schedule 9, Clause 8.2</b> Casual staff will work a maximum of 72.5 hours per fortnight or 10 hours per engagement</p>	<p><b>Schedule 9, Clause 8.6</b> Casual staff will be paid overtime for hours worked in excess of 10 hours per engagement or 72.5 hours per fortnight</p>	<p><b>Schedule 9, Clause 6.7</b> Staff working a Continuous or Non-Continuous shift roster will be entitled to a minimum period of ten hours' break between shifts</p> <p><b>Clause 6.8</b> Except where overtime is worked, a Staff member who rotates from one shift to another:            (i) For the purpose of changing shift rosters; or            (ii) Where a shift worker does not report for duty,            will, unless released from duty for eight consecutive hours upon the completion of their shift, be paid double the prevailing rates until released from duty for such period, and will then be entitled to be absent until they have had eight consecutive hours off duty without loss of pay for ordinary working time occurring during such absence.</p>

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Customs House Hospitality Staff <b>Schedule 10</b>	<b>Schedule 10, Clause 9</b> The Customs House may adjust the hours required to be worked by a Casual staff member, provided that minimum of 2 hours is either worked or paid per engagement.	<b>Schedule 10, Clause 4.2</b> Casual staff employed at Customs House will work a maximum of 76 hours per fortnight or 10 hours per day or, by agreement, 12 hours per day.  <b>Schedule 10, Clause 4.5</b> Casual staff employed at Customs House will be paid overtime for hours worked in excess of 10 hours per day or where agreed, after 12 hours.	<b>Schedule 10, Clause 4.5</b> Casual staff employed at Customs House will be paid overtime for hours worked in excess of 10 hours per day or where agreed, after 12 hours.	<b>Schedule 10, Clause 5.5</b> Staff shall be given a minimum break of 10 hours between the finish of ordinary hours of work on one day and the commencement of ordinary hours of work on the next day. Where there has not been a break of 10 hours: (ii) Casual staff may refuse to work a shift on the basis that there has not been a break of 10 hours; or (iii) At the discretion of the Director, Customs House (or nominee), Casual hours may be reallocated to another staff member
Casual Professional Staff Shift Workers	<b>Clause 64.1.</b> The minimum period of engagement shall be three (3) hours.  <b>Clause 64.2.</b> In order to meet their personal circumstances, a Casual staff member may request, and the employer may agree, to an engagement for less than the minimum of three (3) hours  <i>* Please refer to exceptions</i>	<b>Clause 69.4. Table 2</b> Maximum of seven (7) hrs 15 mins per day or the standard work day applicable in the work area. Maximum of 36 hrs 15 mins per week	<b>Clause 69.7</b> A Casual staff member shall only be entitled to overtime where hours worked are in excess of 36.25 hours per week or 7.25 hours on any one (1) day (except in cases where the standard working day for the work area exceeds 7.25 hours in which case overtime will be paid in excess of the standard working day).	<b>Clause 69.14.e</b> Staff will be entitled to a minimum period of ten (10) hours' break between rosters unless otherwise provided.  <b>Clause 69.15</b> Except where overtime is worked, a shift worker who rotates from one (1) shift to another: a. For the purpose of changing shift rosters; or b. Where a shift worker does not report for duty will, unless released from duty for eight (8) consecutive hours upon the completion of his shift, be paid double the prevailing rates until released from duty for such period, and will then be entitled to be absent until he or she has had eight (8) consecutive hours off duty without loss of pay for ordinary working time occurring during such absence

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<p>* Casual Professional Staff Persons that are <b>students</b> (including post graduate students) who are expected to attend the University on that day in their capacity as students, and persons with a <b>primary occupation elsewhere</b> (or with the University), shall have a minimum engagement of one (1) hour.</p> <p>Without limiting the scope of this clause, for purpose of this clause, a student will be taken as being expected for attendance on any Monday to Friday during the main teaching weeks of the University, other than public holidays as applied at the relevant institution.</p>	<p><b>Clause 64.1.a</b> Minimum engagement of one (1) hour</p>	<p><b>Clause 69.4. Table 2</b> Maximum of seven (7) hrs 15 mins per day or the standard work day applicable in the work area. Maximum of 36 hrs 15 mins per week</p>	<p><b>Clause 69.7</b> A Casual staff member shall only be entitled to overtime where hours worked are in excess of 36.25 hours per week or 7.25 hours on any one (1) day (except in cases where the standard working day for the work area exceeds 7.25 hours in which case overtime will be paid in excess of the standard working day).</p>	N/A
<p>* Casual Professional staff</p> <ul style="list-style-type: none"> <li>(i) Farm staff (including fruit and vegetable workers, pastoral workers);</li> <li>(ii) Crop and animal attendants;</li> <li>(iii) Actors;</li> <li>(iv) Hospitality and Catering staff;</li> <li>(v) Trades and maintenance staff (excluding electricians);</li> <li>(vi) Gardeners and grounds staff;</li> <li>(vii) Dental Assistants;</li> <li>(viii) Nurses; and</li> <li>(ix) Residential Colleges Staff</li> </ul>	<p><b>Clause 64.1.b</b> The minimum engagement shall be two (2) hours</p>	<p><b>Clause 69.4. Table 2</b> Maximum of seven (7) hrs 15 mins per day or the standard work day applicable in the work area. Maximum of 36 hrs 15 mins per week</p>	<p><b>Clause 69.7</b> A Casual staff member shall only be entitled to overtime where hours worked are in excess of 36.25 hours per week or 7.25 hours on any one (1) day (except in cases where the standard working day for the work area exceeds 7.25 hours in which case overtime will be paid in excess of the standard working day).</p>	N/A