

Talent Insight: Record Officer



RECRUITMENT & TECHNOLOGY SOLUTIONS

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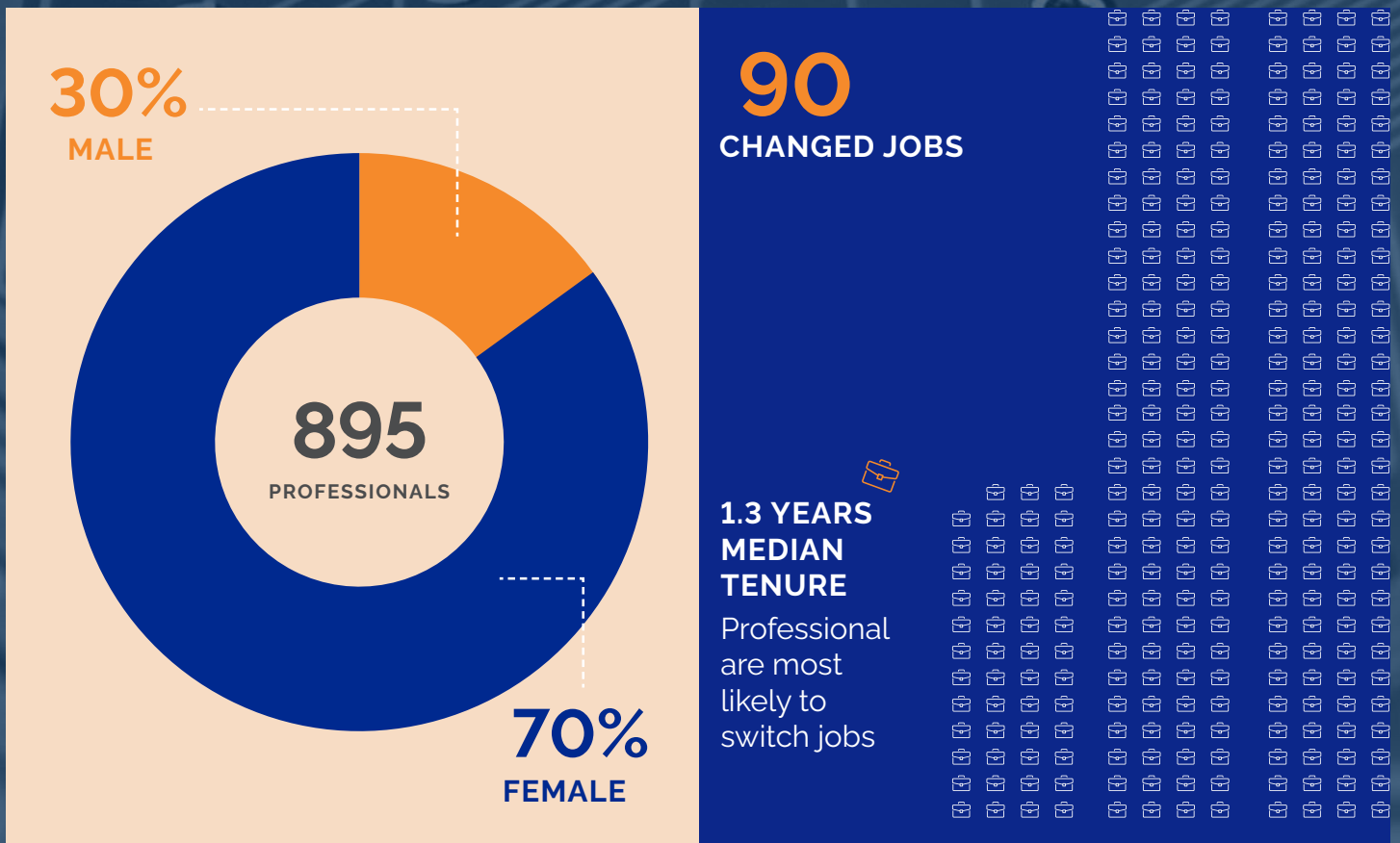
Record Officer

OVERVIEW

- The Record Officer profession in Australia consists of 895 professionals, with a 70% female and 30% male gender distribution.
- Job mobility is high, with a 1.3-year median tenure, indicating frequent career movement within the field.
- Hiring demand is moderate due to digital transformation, reducing traditional roles while creating new opportunities in specialised areas.
- The profession is female-dominated, particularly in healthcare and public administration, with 70% of professionals being women.

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HIRING DEMAND

This talent is **medium on demand**

RECORD OFFICER

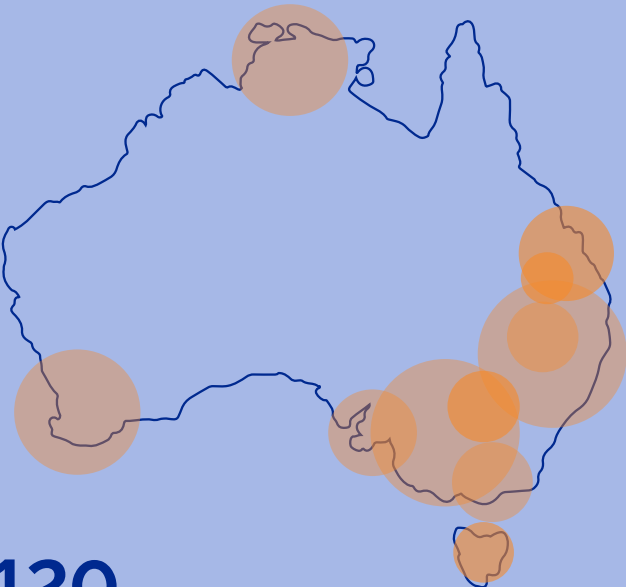
Top Locations in Australia

WHAT ARE THE TOP LOCATIONS FOR THIS TALENT?

- Positive growth in the Greater Brisbane (+7%) and Greater Darwin (+19%) areas is driven by migration, economic diversification, and government investment in infrastructure and public services, creating new opportunities for record officers.
- Declining markets like Greater Sydney (-4%), Greater Melbourne (-3%), and Greater Perth (-4%) face challenges from high living costs, digital transformation, COVID-19 recovery, and reliance on cyclical industries such as mining.
- Smaller markets including Greater Hobart (-10%), Westbrook (-12%), and Greater Newcastle (-15%) are experiencing significant declines due to limited economic diversification, rural challenges, and migration to larger cities.



HIDDEN GEM LOCATIONS



- 120** Greater Perth Area
- 19** Greater Darwin Area
- 11** Greater Newcastle Area

Market Area	Professionals	1 Year Growth
Greater Sydney Area	164	-4%
Greater Melbourne Area	155	-3%
Greater Perth Area	120	-4%
Greater Brisbane Area	92	+7%
Greater Adelaide Area	53	0%
Greater Canberra Area	37	+3%
Greater Darwin Area	19	+19%
Greater Newcastle Area	11	-15%
Greater Hobart Area	9	-10%
Westbrook, QLD	7	-12%

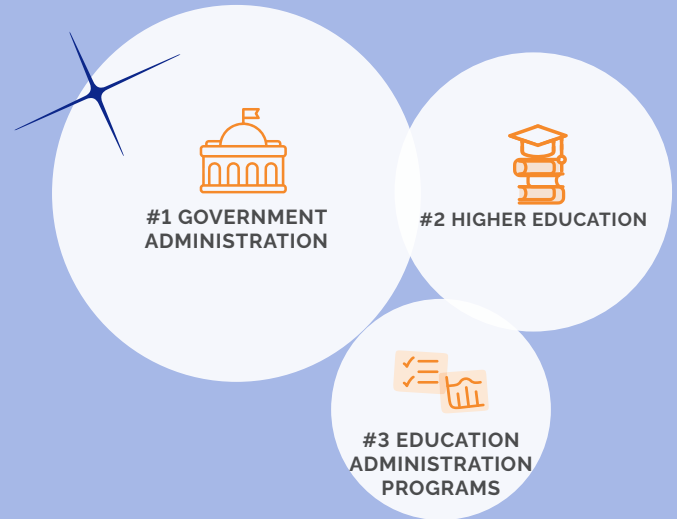
RECORD OFFICER

Industry Sectors

WHAT INDUSTRIES ARE EMPLOYING THIS TALENT?

- Government Administration remains the largest employer but is facing a 10% decline in growth despite high demand, reflecting restructuring efforts.
- Sectors like Education Administration (+38%) and Community Development (+160%) are seeing strong growth, fueled by public service investment, with very high hiring demand.
- Healthcare sectors continue to expand with significant growth in Hospitals (+27%) and Public Health (+12%), driven by ongoing health service demands.

INDUSTRIES WITH TOP NUMBER OF PROFESSIONALS



Industry	Professionals	1y Growth	Hiring Demand	Top Employer
Government Administration	267	-10%	High	Department of Communities WA
Higher Education	69	-1%	High	University of Sydney
Education Administration Programs	51	+38%	Very High	Department of Education
Hospitals and Health Care	42	+27%	Moderate	Queensland Health
Airlines and Aviation	42	+2%	High	Jetstar Airways
Public Health	37	+12%	Moderate	DOJ and Community Safety, Victoria
Law Enforcement	31	+11%	High	NSW Police Force
Law Practice	28	-3%	High	Office of Public Prosecutions, Victoria
Community Development and Urban Planning	26	+160%	Very High	City of Parramatta
IT Services and IT Consulting	26	+44%	Very High	Iron Mountain

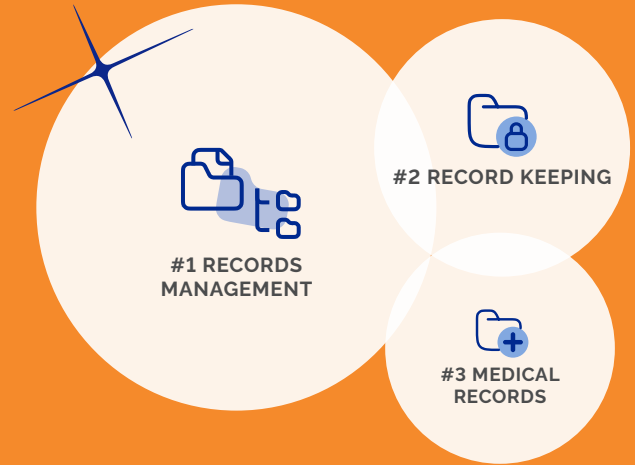
RECORD OFFICER

Industry Skills

WHAT ARE THE MOST COMMON SKILLS AMONG THIS TALENT?

- Records management and record keeping are the dominant skills, encompassing the majority of professionals, reflecting the demand for these core competencies in compliance-driven sectors.
- The profession is female-dominated, with gender gaps ranging from 30% to 46%, particularly in administrative roles like medical and public records management.
- Emerging skills like Information Science and Batch Records are growing in importance as industries adapt to digital transformation, though their presence in the workforce remains limited.

TOP SKILLS OF THIS TALENT



Skills	Professionals	% of Total	Job posts	Female	Male	Gender Gap
Records Management	855	96%	9	70%	30%	40%
Record Keeping	783	87%	0	70%	30%	40%
Medical Records	382	43%	0	73%	27%	46%
Public Records	316	35%	0	70%	30%	40%
Information Management	206	23%	0	67%	33%	34%
Document Management	201	22%	2	70%	30%	40%
Archival Preservation	180	20%	0	67%	33%	34%
Information Science	173	19%	0	65%	35%	30%
Batch Records	168	19%	0	65%	35%	30%
Personnel Records	143	16%	0	67%	33%	34%

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1Y GROWTH

The percentage change in number of professionals in this location compared to the number who were in this location one year ago. Growth rates are not provided if there were no professionals in this location in the prior year.

% OF TOTAL

The percentage of professionals who have this skill listed in the skills section of their LinkedIn profile, divided by the total number of professionals with at least one skill listed on their LinkedIn profile.

HIDDEN GEM LOCATIONS

Locations where the supply of professionals is high relative to hiring demand.

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