

# ADMINISTRATIVE AND SUPPORT SERVICES

## INDUSTRY SNAPSHOT 2018

### THE WORKFORCE

This industry covers a wide range of activities, separated into five groups

-  Building Cleaning, Pest Control and Gardening Services
-  Employment Services
-  Other Administrative Services
-  Travel Agency and Tour Arrangement Services
-  Packaging Services



Over half are employed in Building Cleaning, Pest Control and Gardening Services



28% of workers are aged between 25 and 34 years old



### THE INJURIES

217 injuries across the industry in 2018



43% of injuries over the last ten years resulted in at least one week off work

12.3 serious injuries per million hours worked  
THIRD HIGHEST OF ALL INDUSTRIES  
41% higher than the state average of 8.7

Above the state average  
serious injury frequency rate each year for the last ten years

### THE PEOPLE

Workers aged under 25 reported the highest serious injury frequency rate

Occupations with the Highest Percentage of Serious Injuries



34%

Miscellaneous Labourers



20%

Cleaners and Laundry Workers

68% of serious injuries were reported by Employment Services



Building Cleaning, Pest Control and Gardening Services reported the highest serious injury frequency rate

### THE CAUSES

The most common causes of injury across the industry



Body stressing



Falls, slips and trips



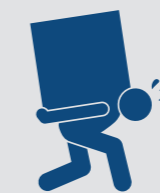
Being hit by moving objects

### ACTION AREAS

Priority conditions and causes identified in the WorkSafe Strategic Plan 2018-2023 relevant to the industry



Musculoskeletal disorders



Hazardous manual tasks



Slips, trips and falls



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Published August 2019  
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