



## Guidelines for Professional, Practical, Qualification and Experience in the Federal Government

Grade	Point Range	NQA Levels	Qualification	Experience	Qualification	Experience	Professional Qualification	Experience	Qualification	Experience	Professional Qualification	Experience	Qualification	Experience	Professional Qualification	Experience	Qualification	Experience	Professional Qualification	Experience	Qualification	Experience	Professional Qualification	Experience	Qualification	Experience	Professional Qualification	Experience	Qualification	Experience	Professional Qualification	Experience	Qualification	Experience					
Special A	880-1260	10	PhD	4+	Masters	7+	Applied Masters	8+	Higher Academic Diploma	8+	Applied Higher Diploma	9+	Bachelor	10+	Applied Bachelor	11+	Higher Diploma	10+	Advanced Diploma	11+																			
Special B	735-879		PhD	2+	Masters	5+	Applied Masters	6+	Higher Academic Diploma	6+	Applied Higher Diploma	7+	Bachelor	8+	Applied Bachelor	9+	Higher Diploma	8+	Advanced Diploma	9+																			
1	614-734		PhD	0	Masters	3+	Applied Masters	4+	Higher Academic Diploma	4+	Applied Higher Diploma	5+	Bachelor	6+	Applied Bachelor	7+	Higher Diploma	6+	Advanced Diploma	7+																			
2	519-613	9			Masters	1+	Applied Masters	2+	Higher Academic Diploma	2+	Applied Higher Diploma	3+	Bachelor	4+	Applied Bachelor	5+	Higher Diploma	4+	Advanced Diploma	5+	Acedemic Diploma	12+	Professional Diploma	12+															
3	371-518	8			Masters	0	Applied Masters	0	Higher Academic Diploma	0	Applied Higher Diploma	0	Bachelor	2+	Applied Bachelor	3+	Higher Diploma	2+	Advanced Diploma	3+	Acedemic Diploma	9+	Professional Diploma	9+	High School	12+	High School Vocational / Fourth Level Certificate	12+											
4	314-370	7											Bachelor	0	Applied Bachelor	0	Higher Diploma	1+	Advanced Diploma	1+	Acedemic Diploma	5+	Professional Diploma	5+	High School	9+	High School Vocational / Fourth Level Certificate	9+											
5	269-313	6															**Higher Diploma	0	Advanced Diploma	0	Acedemic Diploma	2+	Professional Diploma	2+	High School	5+	High School Vocational / Fourth Level Certificate	5+											
6	228-268	5																			Acedemic Diploma **	0	Professional Diploma	0	High School	2+	High School Vocational / Fourth Level Certificate	2+											
7	161-227	4																							High School	0	High School Vocational / Fourth Level Certificate	0											
8	135-160	3																									Third Level Degree (Vocational)	2+											
9	114-134		0																																				
10	98-113	2																									Second Level Degree (Vocational)	2+											
11	85-97		0																																				
12	73-84	1																									First Level Degree (Vocational)	3+											
13	63-72		1+																																				
14	54-62		0																																				

**Note:** Educational qualifications and years of experience are used as a guidance when preparing job descriptions based on the Job Evaluation and Characterization System in the federal entities

\*It includes the academic certificates or any other equivalent certificates and technical certificates based on the cabinet's decree number 22 for the year 2013 regarding approving for the National Qualification system

\*\*Higher Diploma certificates from HCT is treated as a Bachelor degree based on the previous approved decree

Specialized certificates issued by international organizations and institutions shall be treated based on the assessment from the National Qualifications Authority