



Business Skills Survey

Employment Observatory –
Research Informatics SA

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1st Business Survey (2003)

- Goal: to collect information on labour market demand and skills' shortages and develop training needs
- Importance: it is a key source of labour market information on skill gaps / labour market demand at local level

- Face to face interviews
- 7.336 employers (52 local regions)
- Employers across all sectors of business activity
- Employers = individual establishments
- Sample: All establishments including single-person establishments
- Data: National Statistics Office (Business Register Counts)
- Public Enterprises were excluded
- Response rate: 81%

2nd Business Survey

- Is currently under way - Takes place in 2 phases

1st phase

- We collect data from 1,200 employers from Attica area (about half of Greece)

The sample is constructed using 3 criteria

- Sector
- Employment size
- Geographical identification

Then the sample is enlarged in certain categories:

- Sectors
- Geographical areas
- Employment sizes (medium and large business)

Classifications used:

- NACE
- ISCO
- ISCED

2nd phase

- 400 questionnaires from those businesses:
 - Having vacancies
 - Changes in their occupational structure
 - Facing difficulties in filling vacancies (due to skill shortages)
- Next survey is planned for 2008 – will cover all Greece

Structured questionnaire

- It includes questions about:
 - The characteristics of business
 - Their current employment structure
 - Their expected employment structure in 3 years
 - Vacancies
 - Skills needs

Questions

- Establishment details
 - What is the main business activity at this establishment?
 - How many people are on the payroll at this establishment?
 - Which of them are full-time and part-time staff?
 - Educational level of employees
 - Do you have any vacancies?

- In which specific occupations do you currently have vacancies at this establishment?
- Specify the exact period < or > 6 months for which the vacancies are not filled
- If > 6 months - What are the main causes of having difficulties filling the vacancy
- Does your establishment have a business plan that specifies the recruitment objectives for the next 3 years? Give reasons for your response.
- Can you describe in more detail the job titles or primary roles of your occupations (educational attainment, exact number)?
- Do you foresee any occupational changes at your existing workforce within the next 3 years?

- If yes. Specify the occupations you might need and the necessary educational attainment.
- If no. Specify the occupations you might not need and the necessary educational attainment.
- Over the past 3 years have you arranged or co-arrange with (Greek Manpower Organisation) any job-training programmes for your existing workforce?
- Do you intent to organise a job-training programme within next 3 years?

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- How many vacancies do you have for each occupation?
- Give projections for the number of employees by occupation in 1 year time.
- Give projections for the number of employees by occupation in 3 years time.
- What technical, practical or job-specific skills do candidates for *occupations* particularly tend to have or lack?