

Global Job Catalog



JOB CATALOG

- **The Job Catalog is made up of four components, which can be thought of in terms of a file cabinet.**



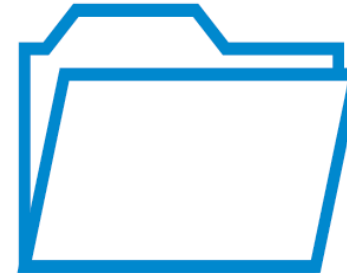
JOB FAMILY GROUP

- A collection of Job Families
- Cannot have the same name as a Job Family – each group must have a unique name



JOB FAMILY

- A group of related Job Profiles
- Facilitates customer reporting
- Simplifies job profile selection and navigation
- Can be in **only one** Job Family Group



JOB PROFILE

- A collection of Job Details
- Assigned to a position
- Can be in **more than one** Job Family



JOB DETAILS

- Job descriptions
- Job level
- Skills & competencies
- Compensation grade
- Other basic job characteristics

JOB CATALOG

An Example:



THIS JOB FAMILY GROUP...

- Supply Chain and Logistics



CONTAINS THIS JOB FAMILY...

- Logistics Planning



WHICH CONTAINS THIS JOB PROFILE...

- Logistics Planner - SYGMA - US



WHICH INCLUDES THESE JOB DETAILS.

- Job Code: 32000458
- Compensation Grade: 102
- Job Profile Summary
- Job Posting (Job Summary, Responsibilities & Qualifications)

Visit [Workday](#) for a full list of Job Families and Groups.

SYSCO JOB CATALOG

➤ **How Job Profile Titles are named**

- When job titles are specific to a company, they will include the company name in the title. Otherwise, job titles are generic.
- Managers can see jobs not in their own organization, but they won't be able to view compensation for them.

➤ **Missing or incorrect job descriptions**

- Work with the HRBP to get a description
- Email the job description to HR Operations (AskHROps@sysco.com) so they can upload it