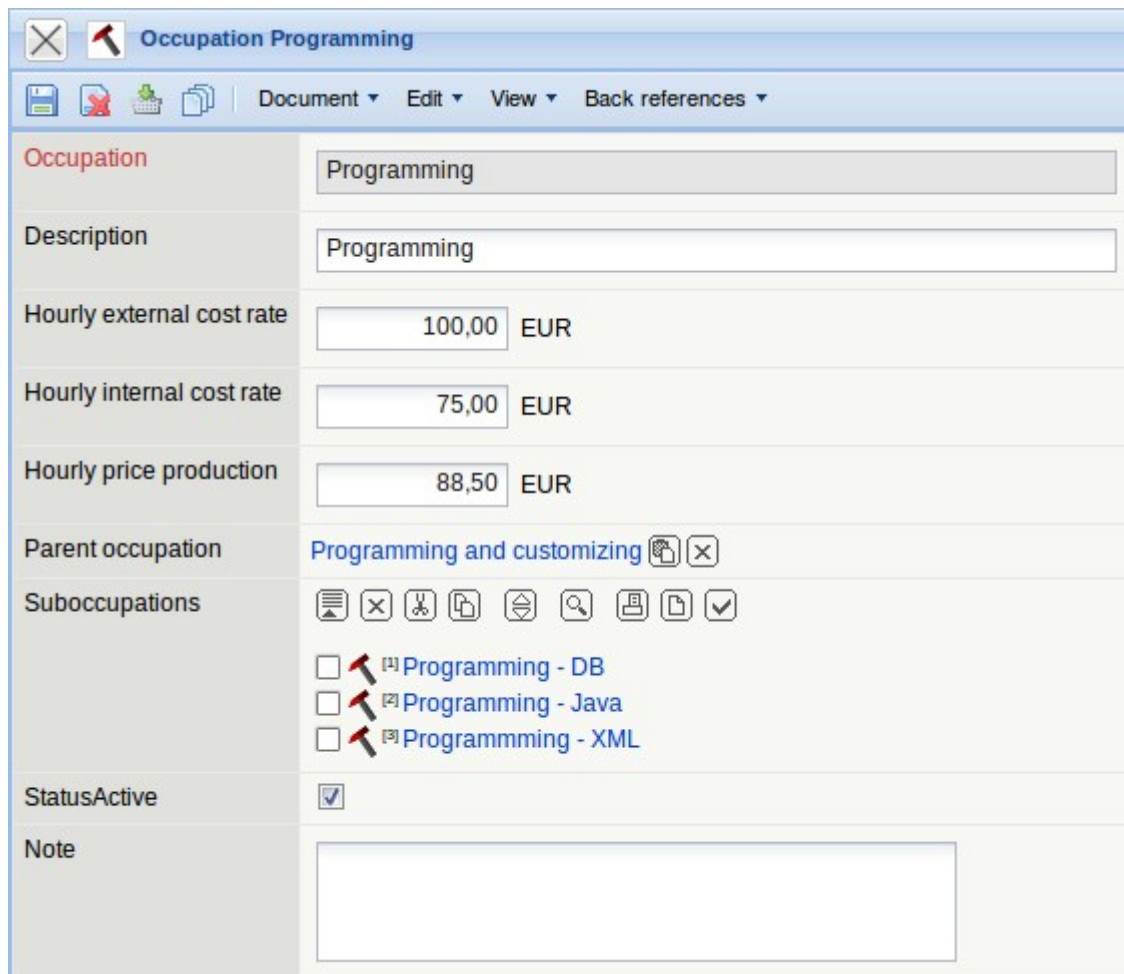


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3.11.05 Occupation Administration

The occupations in Projectile are the basis for staff planning, internal accounting and billing. As a basis for determining the internal costs and billable services are the charging rates which are assigned to these occupations. This definition applies to the entire installation.

For project-related differences in [pricing](#) and [costing](#), these billing rates can be modified for each project.



Occupation	Programming
Description	Programming
Hourly external cost rate	100,00 EUR
Hourly internal cost rate	75,00 EUR
Hourly price production	88,50 EUR
Parent occupation	Programming and customizing
Suboccupations	☐ Programming - DB ☐ Programming - Java ☐ Programming - XML
StatusActive	☒
Note	

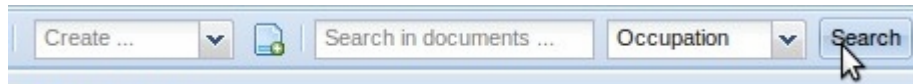
Required fields: Occupation, Description (when using the skill-matrix chart)

Characteristics:

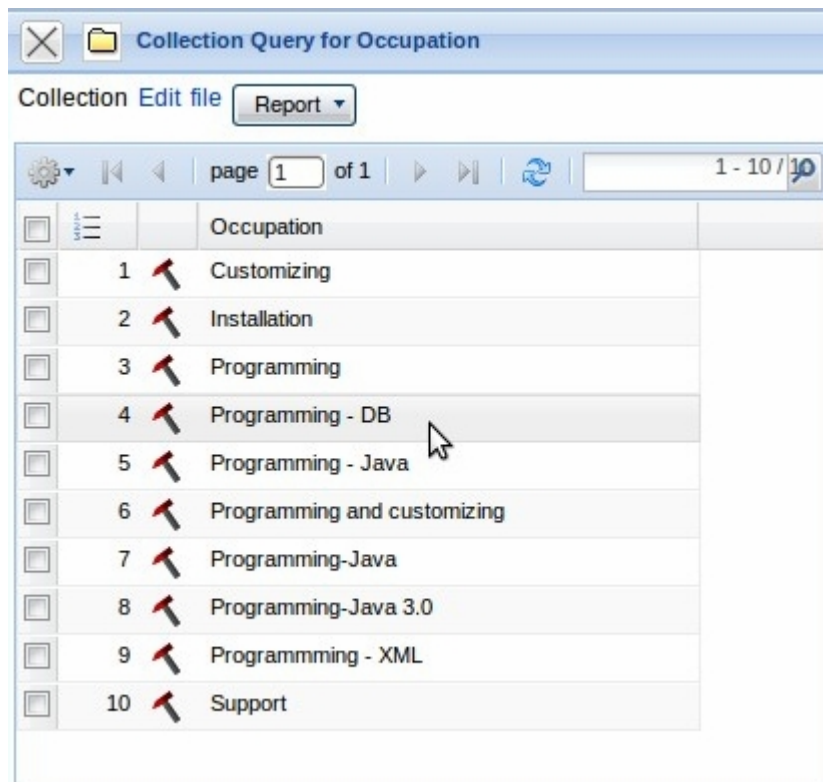
- The cost rates for billing of services are used only for projects where there is no customer rates, project rates or employee rates have been defined (see also document types [customer](#) and [project](#)).
- The internal cost rates will only be used if no entry for the internal charge rate for the employee (or the [2.01.25 employment contract](#)) is stored.
- The production costs can be used with certain accounting of the company; in the standard version of these rates are not used in cost accounting.

Data Management

If an existing occupation is to be extended or modified, the relevant documents can be searched in the [search engine](#) ...



... and displays the appropriate search results.



After activating the link, the selected document is opened and the changes or modifications can be made. In the following example, the occupation “Programming - DB” is divided into three sub-occupations. First, “New Document” in the element sub-occupation is activated.

Occupation Programming - DB

Document Edit View Back references

Occupation: Programming - DB

Description: Programming - DB

Hourly external cost rate: 100,00 EUR

Hourly internal cost rate: 75,00 EUR

Hourly price production: 88,50 EUR

Parent occupation: Programming

Suboccupations: New document

StatusActive: ☒

Note:

The system creates a new document of the type “occupation” and pre-populates the document with the cost rates automatically.

Occupation

Document Edit View

Save the document

Occupation: Programming - MySQL

Description: Programming - MySQL

Hourly external cost rate: 110,00 EUR

Hourly internal cost rate: 60,00 EUR

Hourly price production: EUR

Parent occupation: Programming - DB

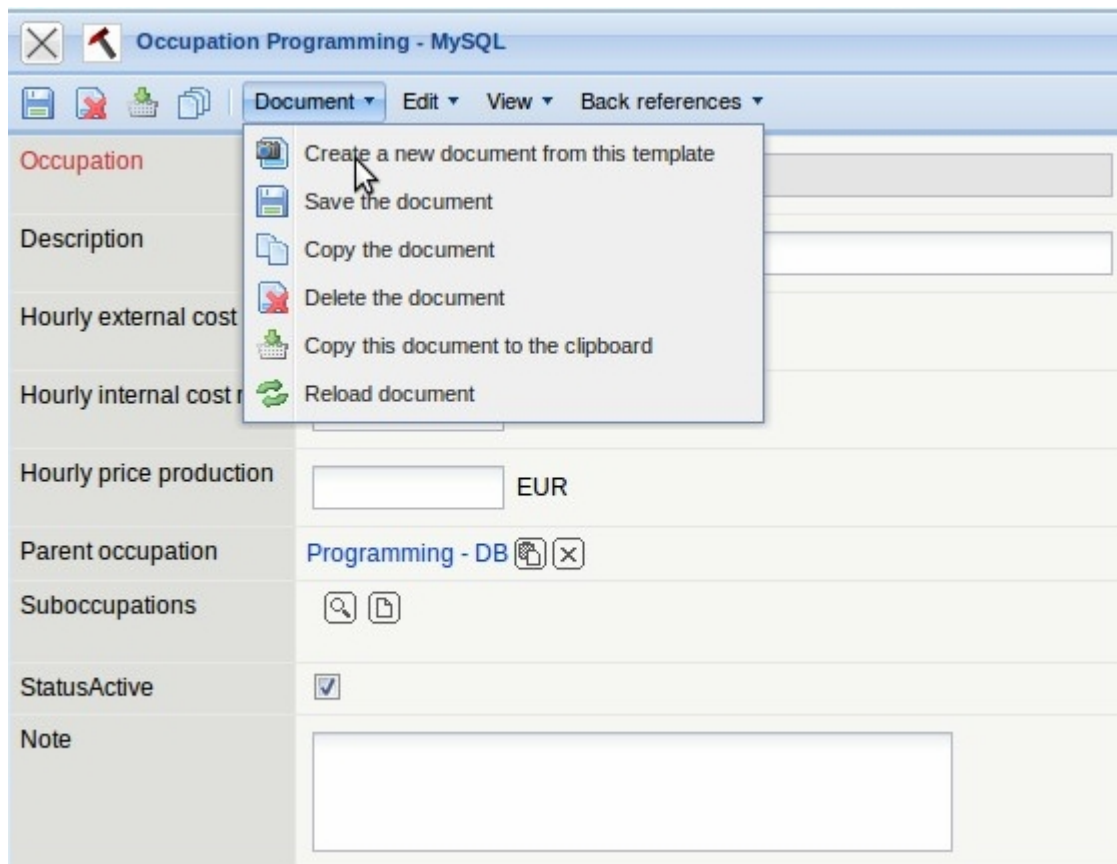
Suboccupations:

StatusActive: ☒

Note:

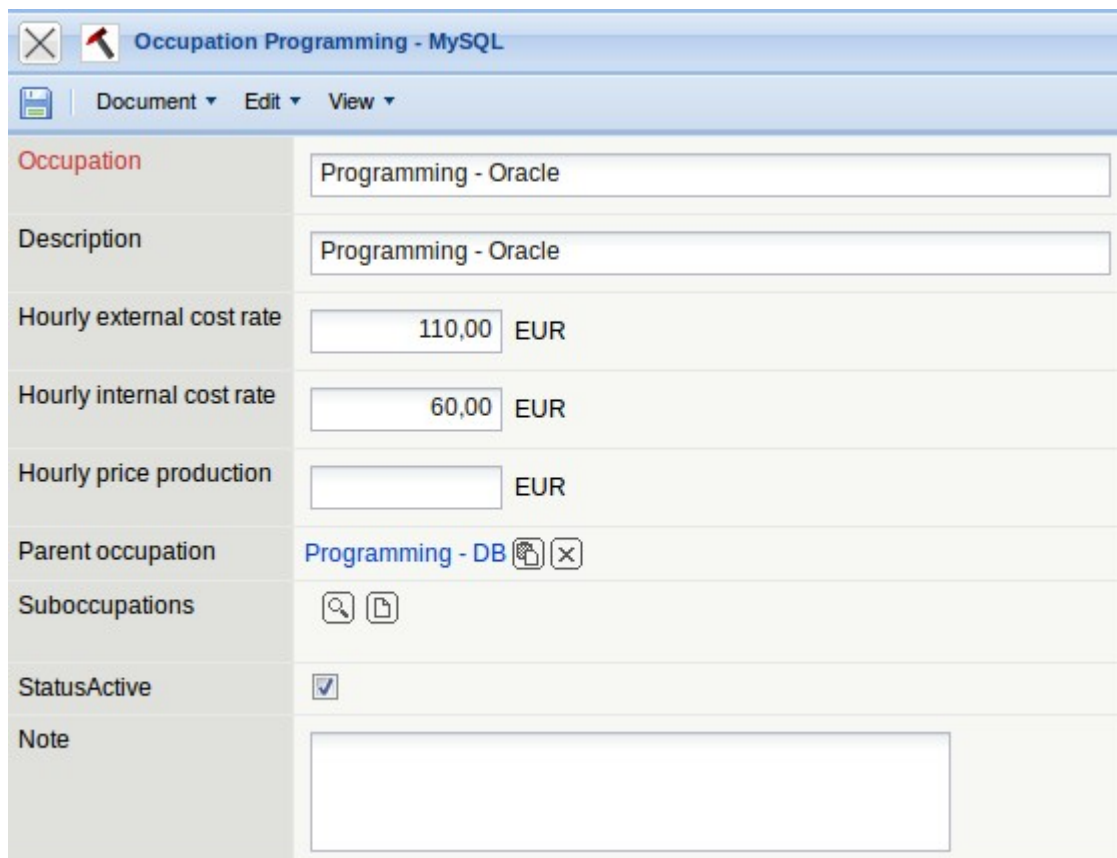
Then, the remaining entries are defined and the the document is saved.

Further sub-occupations can be copied, modified and saved using “Create new document from this template” ...



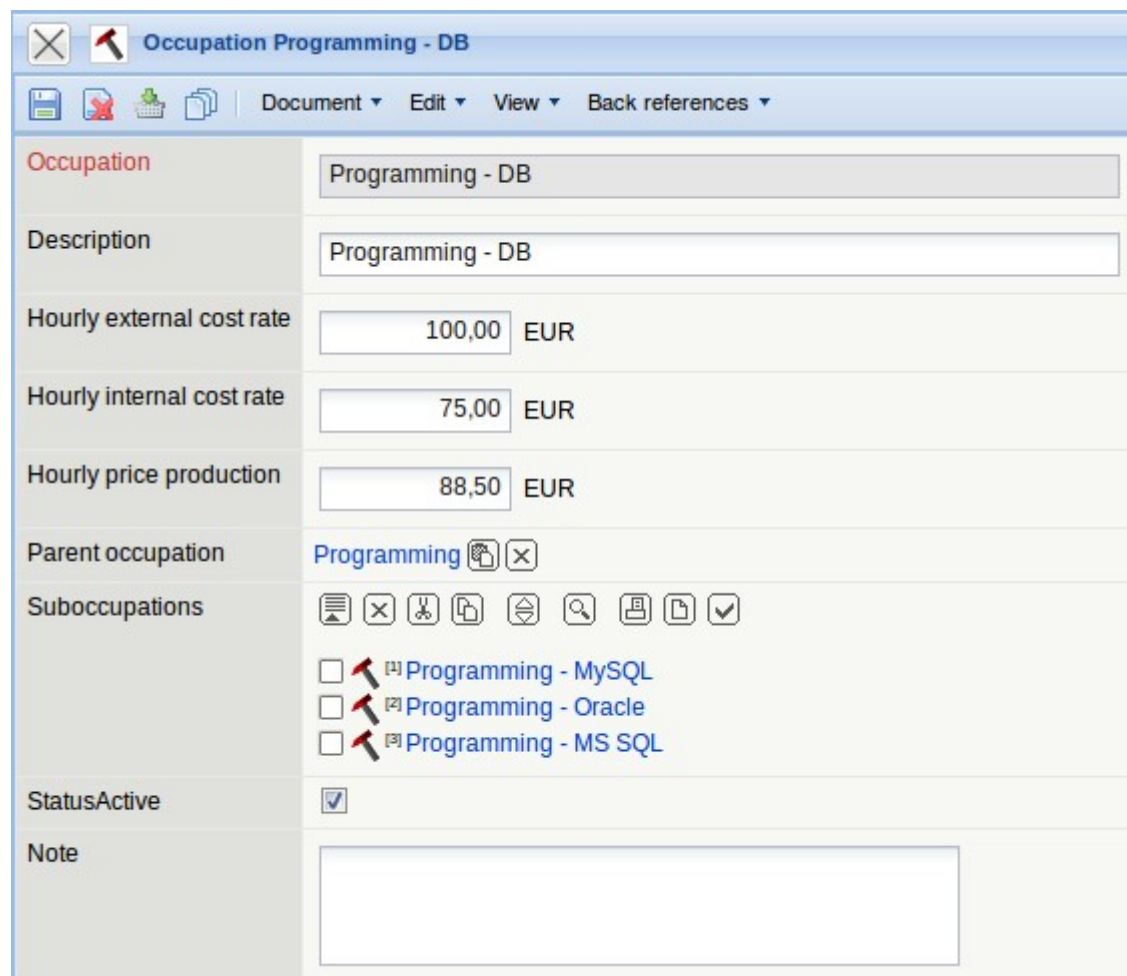
The screenshot shows a web application window titled "Occupation Programming - MySQL". The interface has a sidebar on the left with labels: "Occupation", "Description", "Hourly external cost", "Hourly internal cost", "Hourly price production", "Parent occupation", "Suboccupations", "StatusActive", and "Note". The main area on the right contains input fields for these labels. A "Document" menu is open, showing the following options: "Create a new document from this template", "Save the document", "Copy the document", "Delete the document", "Copy this document to the clipboard", and "Reload document". The "Occupation" field is currently empty. The "Parent occupation" field shows "Programming - DB" with a search icon and a close icon. The "StatusActive" field has a checked checkbox.

In the example, the occupations Programming - Oracle and ...



The screenshot shows the same web application window, but now the "Occupation" field is filled with "Programming - Oracle". The "Description" field is also filled with "Programming - Oracle". The "Hourly external cost rate" field is filled with "110,00" and the "Hourly internal cost rate" field is filled with "60,00". The "Hourly price production" field is empty. The "Parent occupation" field shows "Programming - DB" with a search icon and a close icon. The "Suboccupations" field has a search icon and a document icon. The "StatusActive" field has a checked checkbox. The "Note" field is empty.

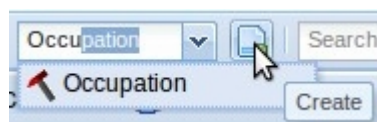
... Programming - MS SQL are generated. The sub-occupations are then automatically transferred to the parent occupation.



Occupation	Programming - DB
Description	Programming - DB
Hourly external cost rate	100,00 EUR
Hourly internal cost rate	75,00 EUR
Hourly price production	88,50 EUR
Parent occupation	Programming
Suboccupations	☐ Programming - MySQL ☐ Programming - Oracle ☐ Programming - MS SQL
StatusActive	☒
Note	

Defining New Occupations

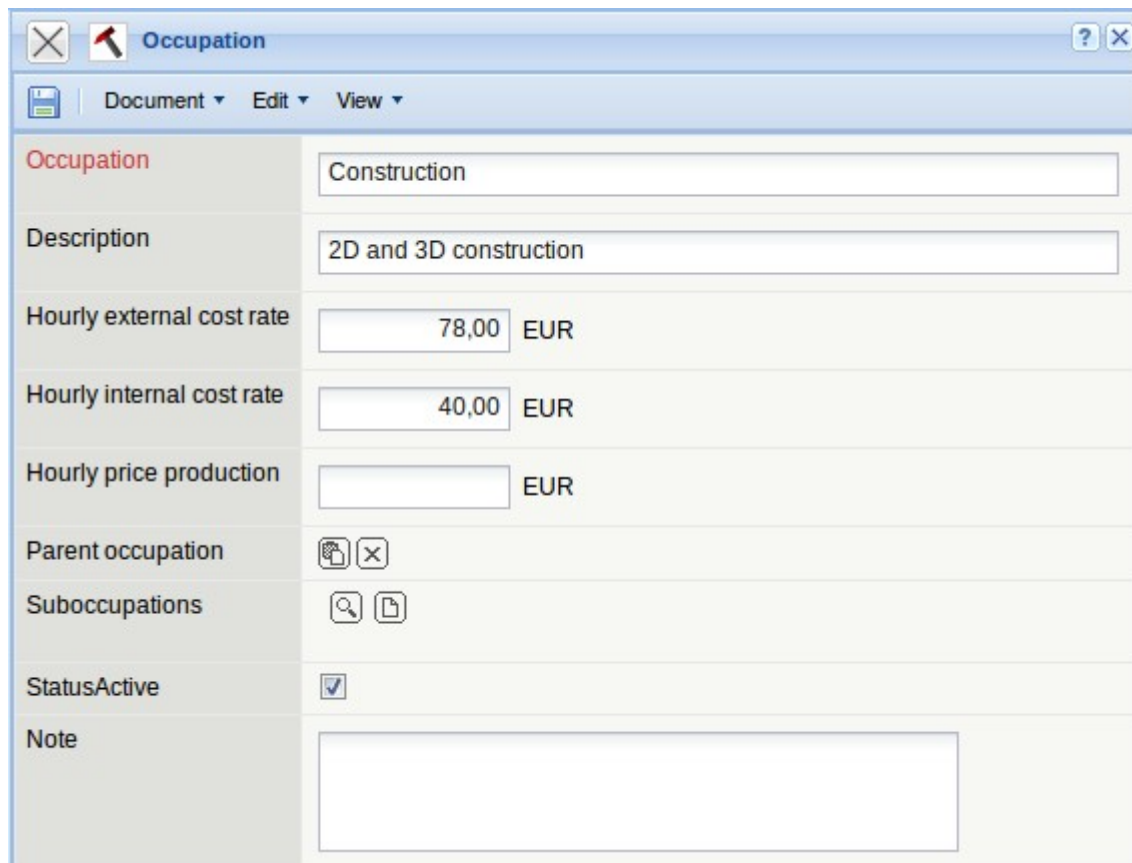
To define a new occupation, the functionality "Create" with the document type "occupation" is used.



After clicking the create, a new document is generated.

After all the information is entered, the document is then saved using 

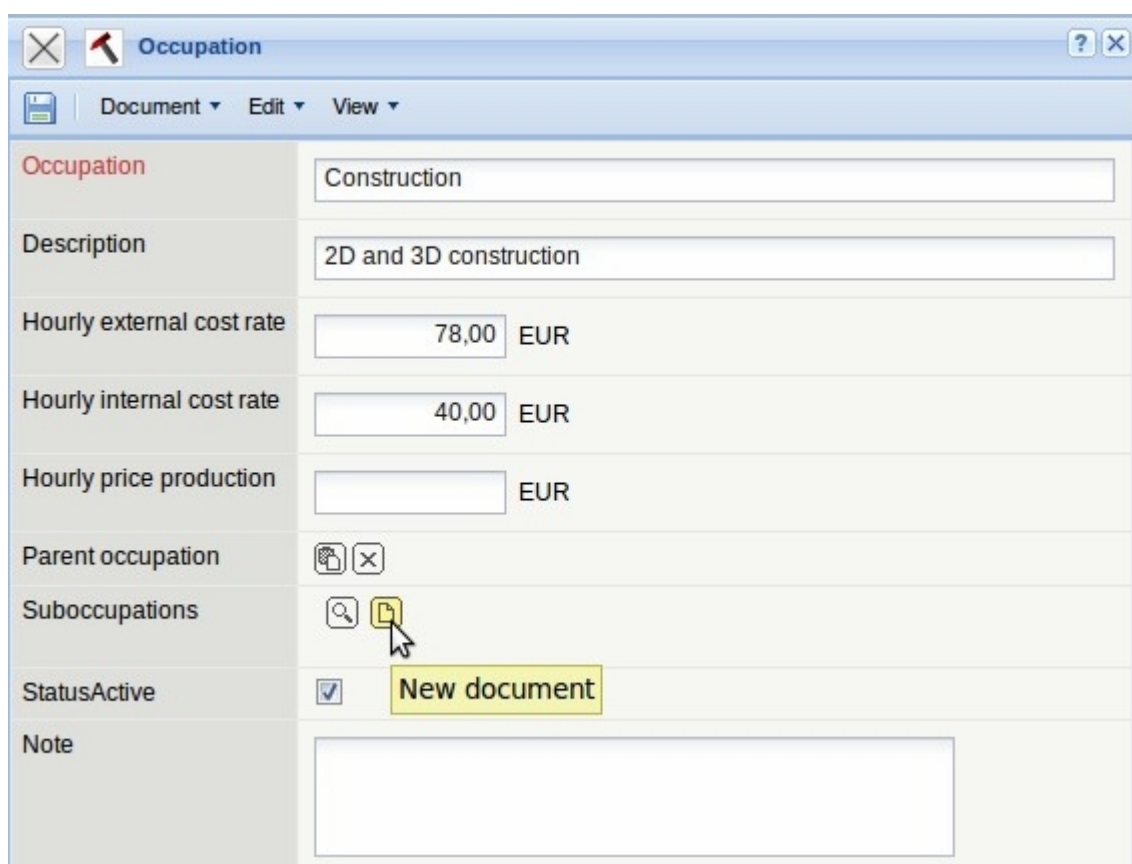
In the example, a new occupation “Construction” has been created.



The screenshot shows a web application window titled "Occupation". It contains a form with the following fields:

Occupation	Construction
Description	2D and 3D construction
Hourly external cost rate	78,00 EUR
Hourly internal cost rate	40,00 EUR
Hourly price production	EUR
Parent occupation	 
Suboccupations	 
StatusActive	☒
Note	

This occupation can be divided into sub-occupations as described above.



This screenshot is identical to the one above, but with a yellow box highlighting the "New document" button in the Suboccupations field. The button is located below the Suboccupations field, which contains a magnifying glass icon and a document icon.

...continued

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