

Report 1 - Current Staff List

Date: 24/04/2018

Office	Job Title	Grade	Post (Line Manager)	Grade
Legislation Office	Committee Adviser to the SLSC x 4	HL8	Deputy Head - Legislation Office	SB1
	Assistant Counsel to the Chairman of Committees x 2	SB1	Counsel to the Chairman of Committees	SB2
	Change Manager	HL7	Legislation Clerk	HL8
	Clerk of Legislation	SB2	Clerk Assistant	SB3
	Committee Assistant to the DPRRC	HL5	Private and Hybrid Legislation Manager	HL7
	Committee Assistant to the SLSC x 2	HL5	Committee Adviser to the SLSC	HL8
	Counsel to the Chairman of Committees	SB2	Clerk of the Parliaments	JG4
	Deputy Counsel to the Chairman of Committees	SB1	Counsel to the Chairman of Committees	SB2
	Deputy Head - Legislation Office	SB1	Clerk of Legislation	SB2
	Legislation Clerk x 2	HL8 and HL8/AF S	Clerk of Legislation	SB2
	Legislation Document Manager	HL6	Public Bill Office Manager	HL7
	Public Bill Office Manager	HL7	Legislation Clerk	HL8
	Public Bill Officer	HL5	Public Bill Office Manager	HL7
	Private and Hybrid Legislation Manager	HL7	Deputy Head - Legislation Office	SB1
Hansard	Administrative Assistant	HL4	Managing Editor	HL8
	Deputy Editor of Debates	HL9	Editor of Debates	SB1
	Editor of Debates	SB1	Clerk Assistant	SB3
	Freelance Reporters x26	HL6	Deputy Editor of Debates	HL9
	Managing Editor x8	HL8	Deputy Editor of Debates	HL9
	Production Support Manager x2	HL5	Managing Editor	HL8
	Production Support Officer	HL5	Managing Editor	HL8
	Reporter x12	HL7	Managing Editor	HL8
	Sub-Editing Reporters x9	HL7	Managing Editor	HL8
Communications	Communications Manager (R&R Programme)	HL8	Programme Director of R&R	SCS1A
	Content Manager	HL6	Head of Marketing Communications	HL8
	Digital Manager	HL7	Head of Marketing Communications	HL8
	Director of Communications	SB1	Reading Clerk	SB2
	Enquiry Service Assistant	HL4	Head of Enquiry Service	HL6
	Enquiry Service Officer X2	HL5	Head of Enquiry Service	HL6
	Events and Office Manager	HL5	Director of Communications	SB1
	Head of Enquiry Service	HL6	Director of Communications	SB1

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	Head of Marketing Communications	HL8	Director of Communications	SB1
	Head of Press and Media	HL8	Director of Communications	SB1
	Head of Internal Communications	HL8	Director of Communications	SB1
	Internal Communications Officer	HL5	Head of Internal Communications	HL8
	Marketing Communications Manager	HL6	Head of Marketing Communications	HL8
	Press and Media Officer X3	HL6	Head of Press and Media	HL8
	Senior Communications Officer	HL7	Head of Press and Media	HL8
	Senior Communications Officer x2	HL7	Communications Manager (R&R Programme)	HL8
	Senior Internal Communications Officer	HL6	Head of Internal Communications	HL8
	Committee Office	Clerk of Committees	SB2	Clerk Assistant
Liaison Committee Research Assistant		HL6	Clerk of Committees	SB2
Principal Clerk of EU Committee		SB1A	Clerk of Committees	SB2
Clerk of Select Committees x 2		SB1	Clerk of Committees	SB2
Legal Adviser to EU Committee x 2		SB1	Principal Clerk of EU Committee	SB1A
Committee Assistant		HL5	Legal Adviser	SB1
National Parliament Representative		HL8	Principal Clerk of EU Committee	SB1A
EU Documents Office x 2		HL5	Clerk	HL8
Clerk x 8		HL8	Principal Clerk of EU Committee	SB1A
Clerk x 8		HL8	Clerk of Select Committees	SB1
Clerk x 2		A3	Clerk of Select Committees	SB1
Policy Analyst x 14		HL7	Clerk	HL8
Policy Analyst x 2		HL7	Clerk	A3
Committee Assistant x 14		HL5	Clerk	HL8
Committee Assistant x 2		HL5	Clerk	A3
Change and Development Manager		HL6	Clerk of Committees	SB2
Committee Assistant		HL5	Change and Development Manager	HL6
Head of Digital Committee Services		HL7	Clerk of Committees	SB2
Committee Technology Officer x 3		HL5	Head of Digital Committee Services Committee Technology Unit	HL7
Human Resources Office		Apprentice	HLAPP	HR Adviser
	Contracts Manager	HL6	Deputy Director of HR	SB1
	Deputy Director of HR	SB1	Director of Human Resources	SB2
	Director of Human Resources	SB2	Clerk of the Parliaments	JG4
	Head of Diversity and Inclusion	HL7	Deputy Director of HR	SB1

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Office	Exec and Admin Support Officer BP and ER	HL5	Head of Business Partnering & ER	HL7
	Head of Business Partnering & ER	HL7	Deputy Director of HR	SB1
	Head of HR Operations	HL7	Deputy Director of HR	SB1
	Head of Learning and Development	HL7	Deputy Director of HR	SB1
	HR Adviser x3	HL5	Head of HR Operations	HL7
	HR Assistant	HL4	Head of HR Operations	HL7
	HR Business Partner	HL6	Head of Business Partnering & ER	HL7
	HR Officer	HL5	Head of HR Operations	HL7
	HR Systems & Information Manager	HL7	Deputy Director of HR	SB1
	Learning & Development Adviser	HL5	Head of Learning and Development	HL7
	Pensions Manager	HL7	Deputy Director of HR	SB1
	Catering & Retail Services	Assistant Manager x2	HL5	River Restaurant Manager
Accounts Clerk		HL4	Income Ledger Clerk	HL5
Assistant Restaurant Manager		HL5	Manager - Peers Dining Room	HL6
Banqueting Bookings Administrator		HL4	Banqueting Manager	HL7
Banqueting Co-ordinator x2		HL4	Banqueting Manager	HL7
Banqueting Duty Manager		HL4	Banqueting Manager	HL7
Banqueting Manager		HL7	Commercial Services Manager	HL8
Banqueting Operations Manager		HL6	Banqueting Manager	HL7
Banqueting Operations Manager		HL5	Banqueting Manager	HL7
Bar Assistant x3		HL3	Assistant Restaurant Manager	HL5
Bar Assistant x4		HL3	Assistant Manager	HL5
Business Change Manager-CRS ICT Projects		HL7	Head of Catering Services	SB1
Cashier		HL4	Income Ledger Clerk	HL5
Cashier x2		HL2	Assistant Manager	HL5
Cashier - Barry Room		HL3	Assistant Restaurant Manager	HL5
Catering Assistant x6		HL2	Head Porter	HL5
Catering Assistant MBH x2		HL2	Assistant Manager	HL5
Cellar Controller		HL3	Food and Beverage Controller	HL6
Chef de Partie x13		HL4	Sous Chef	HL5
Commercial Services Manager		HL8	Head of Catering Services	SB1
Commis Chef x10		HL3	Sous Chef	HL5
Contracts Compliance Officer		HL5	Executive Chef	HL8
CRS Variable Hours 2		HL1	Head Porter	HL5

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	CRS Variable Hours 2	HL2	Food and Beverage Controller	HL6
	CRS Variable Hours Bar Assistant	HL2	River Restaurant Manager	HL6
	CRS Variable Hours Chef De Partie x5	HL4	Sous Chef	HL5
	CRS Variable Hours Doorkeeper x5	HL4	Banqueting Manager	HL7
	CRS Variable Hours Kitchen Porter/ Catering Assistant x6	HL1	Head Porter	HL5
	CRS Variable Hours Retail Assistant	HL2	Gift Shop Retail Manager	HL6
	CRS Variable Hours Waiting Staff x12	HL2	Banqueting Operations Manager	HL6
	Executive Chef	HL8	Head of Catering Services	SB1
	Food & Beverage Administration Officer x2	HL4	Food and Beverage Controller	HL6
	Food and Beverage Controller	HL6	Commercial Services Manager	HL8
	General Catering Assistant x5	HL2	Assistant Manager	HL5
	Gift Shop Retail Manager	HL6	Head of Catering Services	SB1
	Head Chef	HL7	Executive Chef	HL8
	Head of Catering Services	SB1	Director of Facilities	SB2
	Head of Waiting Staff - Long Table	HL4	Manager - Peers Dining Room	HL6
	Head Porter	HL5	Head Chef	HL7
	Head Storekeeper	HL4	Food and Beverage Controller	HL6
	Income Ledger Clerk	HL5	Catering Accountant	HL7
	Invoice/Payments Clerk	HL4	Income Ledger Clerk	HL5
	Kitchen Porter x10	HL1	Head Porter	HL5
	Manager - Barry Room	HL6	Commercial Services Manager	HL8
	Manager - Peers Dining Room	HL6	Commercial Services Manager	HL8
	Marketing & Communications Co-ordinator	HL5	Commercial Services Manager	HL8
	Millbank House Catering Manager	HL5	River Restaurant Manager	HL6
	River Restaurant Manager	HL6	Commercial Services Manager	HL8
	Secretarial Administrator	HL4	Banqueting Manager	HL7
	Senior Retail Assistant - Gift Shop	HL4	Gift Shop Retail Manager	HL6
	Servery Assistant	HL2	Assistant Restaurant Manager	HL5
	Sous Chef x5	HL5	Head Chef	HL7
	Storeperson	HL2	Food and Beverage Controller	HL6
	Waiting Staff x3	HL2	Banqueting Operations Manager	HL6
	Waiting Staff x9	HL2	Assistant Restaurant Manager	HL5
	Waiting Staff	HL2	Banqueting Operations Manager	HL5
	Waiting Staff	HL3	Manager - Barry Room	HL6

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	Waiting Staff x2	HL2	Assistant Manager	HL5
	Waiting Staff - Barry Room x3	HL3	Manager - Barry Room	HL6
	Wine Waiter	HL3	Assistant Restaurant Manager	HL5
	Wine Waiter PDR	HL3	Assistant Restaurant Manager	HL5
Property & Office Services	Accommodation Manager	HL7	Head of Property & Office Services	HL9
	Administration Officer	HL4	PS to Director of Facilities	HL5
	Assistant Facilities Manager	HL5	Facilities Manager - Palace	HL6
	Attendant x10	HL3	Principal Attendant	HL5
	Attendant - Stores & Committee Corridor x2	HL3	Senior Attendant - Stores & Committee Corridor	HL4
	Director of Facilities	SB2	Clerk of the Parliaments	JG4
	Facilities Manager - Outbuildings	HL6	Senior Facilities Manager	HL8
	Facilities Manager - Palace	HL6	Senior Facilities Manager	HL8
	Facilities Manager - Personnel/Training	HL6	Senior Facilities Manager	HL8
	Finance & Planning Manager	HL6	Senior Facilities Manager	HL8
	Head Housekeeper	HL4	Facilities Manager - Personnel/Training	HL6
	Head of Property & Office Services	HL9	Director of Facilities	SB2
	Housekeeper x18	HL1	Head Housekeeper	HL4
	Housekeeper (Team Leader) x6	HL3	Head Housekeeper	HL4
	Office Supplies Manager	HL5	Finance & Planning Manager	HL6
	PA to Head of POS	HL4	PS to Director of Facilities	HL5
	Principal Attendant - Outbuildings	HL5	Facilities Manager - Outbuildings	HL6
	Principal Attendant - Palace x2	HL5	Facilities Manager - Palace	HL6
	Senior Attendant x3	HL4	Principal Attendant	HL5
	Senior Attendant - Committee Corridor	HL4	Facilities Manager - Palace	HL6
	Senior Attendant - Stores	HL4	Office Supplies Manager	HL5
	Senior Facilities Manager x2	HL8	Head of Property & Office Services	HL9
	PS to Director of Facilities	HL5	Head of Property & Office Services	HL9
Clerk of the Parliaments Office	Apprentice	HLAPP	Assistant Private Secretary to the CoP	HL6
	Assistant Head - International Relations	HL6	Reading Clerk	SB2
	Assistant Private Secretary to the CoP	HL6	PS to the Clerk of the Parliaments	HL8
	Assistant PS to the Lord Speaker	HL5	Private Secretary to the Lord Speaker	HL8
	Assistant PS to the Lord Speaker	HL6	Private Secretary to the Lord Speaker	HL8
	Assistant PS to the Senior Deputy Speaker	HL6	PS to the Senior Deputy Speaker	HL8
	Business Development Manager	SB1	Reading Clerk	SB2

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	Change Manager	SB1	Reading Clerk	SB2
	Clerk Assistant	SB3	Clerk of the Parliaments	JG4
	Clerk of the Parliaments	JG4	HR System Admin	
	Diary Secretary to CoP	HL5	Assistant Private Secretary to the CoP	HL6
	Diary Secretary to the Lord Speaker	HL5	Assistant PS to the Lord Speaker	HL6
	Executive Assistant to the Convenor	HL5	PS to the Convenor of Crossbench Peers	HL7
	Executive Officer X4	HL5	Assistant Private Secretary to the CoP	HL6
	Finance and Services Committee Clerk	HL8	Clerk Assistant	SB3
	Governance Support Officer	HL7	Finance and Services Committee Clerk	HL8
	Head of Information Compliance	HL8	Change Manager	SB1
	Head of Internal Audit	HL9	Reading Clerk	SB2
	Information Compliance Manager	HL7	Head of Information Compliance	HL8
	Private Secretary to the Lord Speaker	HL8	Reading Clerk	SB2
	PS to the Clerk of the Parliaments	HL8	Clerk of the Parliaments	JG4
	PS to the Convenor of Crossbench Peers	HL7	PS to the Clerk of the Parliaments	HL8
	PS to the Senior Deputy Speaker	HL8	Clerk Assistant	SB3
	Reading Clerk	SB2	Clerk of the Parliaments	JG4
	Secretary to the Management Board	HL8	Reading Clerk	SB2
	Senior Internal Auditor X3	HL7	Head of Internal Audit	HL9
Journal Office	Apprentice	HLAPP	Legislation Document Manager	HL6
	Assistant Registrar of Lords' Interests	HL6	Registrar of Lords' Interests	SB1
	Business Development Manager	HL8	Clerk of the Journals	SB1A
	Clerk of the Journals x2 (job share)	SB1A	Clerk Assistant	SB3
	Clerk of the Printed Paper Office	HL8	Clerk of the Journals	SB1A
	Clerk of the Table Office	HL8	Clerk of the Journals	SB1A
	Head of Business Data	HL6	Registry Clerk	HL8
	PPO Front Desk Assistant x2	HL4	PPO Front Desk Manager	HL5
	PPO Front Desk Manager	HL5	Clerk of the Printed Paper Office	HL8
	Print Production Assistant x3	HL3	Reprographics Unit Manager	HL6
	Procedural Centre Manager	HL8	Registrar of Lords' Interests	SB1
	Publishing Executive X2	HL6	Publishing Manager	HL7
	Publishing Manager	HL7	Clerk of the Printed Paper Office	HL8
	Registrar of Lords' Interests	SB1	Clerk of the Journals	SB1A
	Registry Clerk	HL8	Registrar of Lords' Interests	SB1

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	Registry Officer x3	HL5	Head of Business Data	HL6
	Reprographics Unit Manager	HL6	Clerk of the Printed Paper Office	HL8
	Table Officer x2	HL6	Table Office Clerk	HL8
Library	Assistant Librarian	HL5	Collections Project Manager	HL7
	Assistant Librarian	HL5	Resources & Collections Librarian	HL7
	Executive Assistant to the Librarian	HL5	Director of Library Services & Librarian	SB1A
	Collections Project Manager	HL7	Head of Information Management	HL8
	Director of Library Services & Librarian	SB1A	Clerk Assistant	SB3
	Head of Information Management	HL8	Director of Library Services & Librarian	SB1A
	Head of Research Services	HL9	Director of Library Services & Librarian	SB1A
	Library Administrator	HL4	Executive Assistant to the Librarian	HL5
	Library Assistant x3	HL3	Senior Assistant Librarian	HL6
	Library Clerk x5	AFS	Senior Library Clerk	HL8
	Library Production Manager	HL5	Senior Library Clerk	HL8
	Library Research & Information Support Manager	HL5	Senior Library Clerk	HL8
	Reference Enquiries Manager	HL7	Head of Research Services	HL9
	Research Assistant (current affairs) x3	HL5	Senior Library Clerk	HL8
	Researcher (Economics)	HL7	Senior Library Clerk	HL8
	Resources & Collections Librarian	HL7	Head of Information Management	HL8
	Senior Assistant Librarian	HL6	Reference Enquiries Manager	HL7
	Senior Assistant Librarian	HL6	Collections Project Manager	HL7
	Senior Assistant Librarian	HL6	Head of Information Management	HL8
	Senior Assistant Librarian x6	HL6	Technical Services Librarian	HL7
	Senior Assistant Librarian	HL6	Director of Library Services & Librarian	SB1A
	Senior Assistant Librarian x2	HL6	Resources & Collections Librarian	HL7
	Senior Library Assistant	HL4	Senior Assistant Librarian	HL6
	Senior Library Clerk x6	HL8	Head of Research Services	HL9
Technical Services Librarian	HL7	Head of Information Management	HL8	
Finance Department	Assistant Management Accountant	HL5	Management Accountant	HL7
	Assistant Resource Accountant	HL5	Resource Accountant	HL7
	Assistant Systems Accountant	HL5	Systems Accountant	HL7
	Business Support Officer	HL5	Commercial and Financial Data Manager	HL7
	Catering Accountant	HL7	Head of Financial Accounting	HL8
	Commercial and Financial Data Manager	HL7	Head of Governance	HL8

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	Continuous Improvement Coordinator	HL6	Finance Director	SB2
	Corporate Accountant	HL8	Head Of Finance	SB1
	Head of Financial Operations x1	HL8	Head Of Finance	SB1
	Head of Management Accounting x1			
	Director of PPCS	SB1	Finance Director	SB2
	Finance Director	SB2	Clerk of the Parliaments	JG4
	Financial Information Manager	HL6	Head Of Finance	SB1
	Financial Information Officer	HL5	Financial Information Manager	HL6
	Head Of Finance	SB1	Finance Director	SB2
	Head of Financial Accounting	HL8	Head Of Finance	SB1
	ICT Category Manager	HL8	Director of PPCS	SB1
	Management Accountant	HL7	Head of Management Accounting	HL8
	Members Finance Clerk x3	HL4	Members' Finance Supervisor	HL5
	Members' Finance Supervisor	HL5	Members' Finance Manager	HL6
	Members' Finance Manager	HL6	Head of Financial Operations	HL8
	PA to Finance Director and Office Manager	HL5	Finance Director	SB2
	Payroll and Financial Operations Manager	HL6	Head of Financial Operations	HL8
	Payments Clerk x2	HL4	Payments Supervisor	HL5
	Payments Supervisor	HL5	Payroll and Financial Operations Manager	HL6
	Payroll Supervisor	HL5	Payroll and Financial Operations Manager	HL6
	Payroll Clerk	HL4	Payroll Supervisor	HL5
	Head of Governance	HL8	Director of PPCS	SB1
	Procurement Officer (ICT)	HL6	Senior Procurement Officer (ICT)	HL7
	Procurement Officer (S & S)	HL6	Senior Procurement Officer (S & S)	HL7
	Resource Accountant	HL7	Head of Financial Accounting	HL8
	Senior Procurement Officer (ICT)	HL7	ICT Category Manager	HL8
	Senior Procurement Officer (Works) x2	HL7	Works Category Manager	HL8
	Systems Accountant	HL7	Head Of Finance	SB1
	Works Category Manager	HL8	Director of PPCS	SB1
Black Rod's Office	2nd Principal Doorkeeper	HL5	Principal Doorkeeper	HL6
	Doorkeeper x12	HL4	Senior Doorkeeper	HL5
	Doorkeeper x5	HL4	2nd Principal Doorkeeper	HL5
	Executive Officer	HL5	Senior Personal Secretary	HL5
	Higher Personal Secretary	HL5	Yeoman Usher of the Black Rod	HL9

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	Lady Usher Of The Black Rod	SB1	Clerk Assistant	SB3
	Principal Doorkeeper	HL6	Yeoman Usher of the Black Rod	HL9
	Senior Doorkeeper x4	HL5	Principal Doorkeeper	HL6
	Senior Personal Secretary	HL5	Lady Usher Of The Black Rod	SB1
	Verger (CSMU) and Admin Assistant	HL4	Senior Personal Secretary	HL5
	Yeoman Usher of the Black Rod	HL9	Lady Usher Of The Black Rod	SB1
Parliamentary Archives	Archives Officer	HL5	Senior Archivist (Outreach)	HL7
	Assistant Archives Officer x2	HL4	Archives Officer	HL5
	Cataloguer x2	HL4	Project Manager (AAP)	HL8
	Collection Care Assistant x2	HL4	Conservator	HL6
	Collections Care Assistant	HL4	Project Manager (AAP)	HL8
	Collections Care Manager	HL7	Head of Preservation & Access	HL8
	Conservator	HL6	Collections Care Manager	HL7
	Conservator	HL5	Collections Care Manager	HL7
	Corporate Records Manager x4	HL6	Senior Corporate Records Manager	HL7
	Corporate Records Manager (Office365) x2	HL6	Senior Corporate Records Manager	HL7
	Digital Imaging Technician x2	HL5	Archivist	HL6
	Director of Parliamentary Archives	SB1	Reading Clerk	SB2
	Head of Information & Records Management	HL8	Director of Parliamentary Archives	SB1
	Head of Preservation & Access	HL8	Director of Parliamentary Archives	SB1
	Head of Public Services & Outreach	HL8	Director of Parliamentary Archives	SB1
	Outreach Archivist	HL6	Senior Archivist (Outreach)	HL7
	Project Manager (AAP)	HL8	Archives Accommodation Programme Director	SB1
	Records Management Assistant	HL4	Corporate Records Manager	HL6
	Senior Archivist (Outreach)	HL7	Head of Public Services & Outreach	HL8
	Senior Corporate Records Manager x2	HL7	Head of Information & Records Management	HL8
	Senior Digital Archivist	HL7	Head of Preservation & Access	HL8
	Accommodation Programme Director	SB1	Reading Clerk	SB2
	Trainee Assistant Archivist	HL4	Senior Archivist (Outreach)	HL7
	Senior Archivist (Preservation & Access)	HL7	Head of Preservation & Access	HL8
	Archivist	HL6	Senior Archivist (Preservation & Access)	HL8
	Assistant Records Manager	HL5	Corporate Records Manager	HL6
	Digital Preservation Trainee	HL4	Senior Digital Archivist	HL7
	Digital Archivist	HL6	Senior Digital Archivist	HL8

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	Strategy Manager	HL8	Director of Parliamentary Archives	SB1
	Programme Support Manager	HL7	Programme Manager	HL8
	Programme Manager	HL8	Archives Accommodation Programme Director	SB1