

JOB EVALUATION NEWS

ISSUE 16 The newsletter of the **CUPE-SEIU-SGEU-SAHO Joint Job Evaluation Reconsideration Steering Committee**

March 2005

JE Info Line : 1-877-855-3240 (in Regina call 525-4174)

Call for a Project Update or to leave a message

Visit: www.working-for-health.ca/supportjobevaluation

job descriptions and other information and news
about the project



RECONSIDERATION COMMITTEE COMPLETES ITS WORK

On February 24, 2005 the Reconsideration Committee turned over its final report to the Steering Committee. This culminates a process that began on March 8, 2004.

A joint committee consisting of CUPE, SEIU, SGEU and Employer representative read the 2349 Reconsideration Requests received as well the accompanying Comment Sheets.

Their terms of reference consisted of, but were not limited by the following.

- Record all the Reconsideration Requests in a data base
- Read and absorb all information received
 - Reconsideration Requests
 - Comment sheets
 - Clarification of information resulting from phone and other enquiries
- Confirm employee information with managers
- Confirm managers information with employees
- Revise job descriptions based on information received
- Create new job descriptions based on information received
- Determine if incumbents should be moved to a different provincial job
- Advise employees and employers of any movement between jobs
- Revise ratings of existing jobs or rate the new jobs based on information received
- Provide rationale for each revised or new rating
- Provide a Provincial Job Fact Sheet for each provincial job

WHAT'S NEXT?

- Based on the findings of the Reconsideration Committee jobs will be placed in the appropriate pay band
- The Steering Committee will review the Reconsideration Committee final report
- The Steering Committee will send an informational letter to all reconsideration participants.
- They will resolve any outstanding issues
- They will prepare a report for employees, employers and unions
- They will establish a procedure for employers and unions to release information to employees
- They will ensure that information is released to all employees at the same time

NOTIFICATION OF THE RECONSIDERATION RESULTS?

- A letter has or will be sent to employees and employers advising them of any movement between jobs
- The Steering Committee will prepare packages of information for release to employees, employers and unions. The following will be released:
 - Revised Job Descriptions
 - Job Descriptions for newly created Provincial jobs
 - Revised ratings
 - Revised Rating Rationales
 - Revised Job Fact Sheets for each job
 - Pay bands for each job

HOW WILL I BE NOTIFIED?

- You will be notified by your employer at your workplace
- Union and employer representatives will have all of the information
- All of the information will be posted on the project web site (www.working-for-health.ca/supportjobevaluation/)

SEIU members may call:

1-800-772-9724 (ext.226)
Or their Local Union Office.
Local 299 (Moose Jaw) 1-800-563-5900; 693-7922
Local 333 (Saskatoon) 1-800-772-9724 (ext. 226); or 652-1011 (ext. 226)
Local 336 (Swift Current) 1-888-999-7348; 773-2536

CUPE members may call:

Regional Office 1-306-382-8262
Local 3967 (757-7925)
Local 4777 (922-0600)
Local 4980 (783-6883)
Local 5111 (445-6433)
Local 5999 (842-1559)

SGEU members may call:

Regina 1-800-667-5221
Prince Albert 1-800-667-9355 Gary Bartley

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1-877-855-3240 or 525-4174 In Regina.

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**[www.working-for-health.ca/
supportjobevaluation](http://www.working-for-health.ca/supportjobevaluation)**

Regina Health District employees can find the newsletter on the district's intranet in the human resources section.