

JOB EVALUATION NEWS

ISSUE 12 The newsletter of the CUPE-SEIU-SGEU-SAHO
Joint Job Evaluation Steering Committee

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

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Visit: www.sdh.sk.ca/supportjobevaluation
for information and news about the project!



PROGRESS REPORT Steering Committee

The Steering Committee has a great deal of work to do between now and project completion.

Their to-do list includes:

- ✓ Review the results of the ratings completed by the Job Evaluation Committee.
- ✓ Review the Job Descriptions written by the Job Evaluation Committee.
- ✓ Develop a process to get the project results to over 22,000 employees and their supervisors.
- ✓ Develop a process to provide employees and supervisors the opportunity to provide more information if need be (reconsideration).
- ✓ Determine the needs of the Bargaining Committee and insure that the project satisfies their needs.

Job Evaluation Committee

The Job Evaluation Committee has 2 principle tasks which they perform using Provincial Job Fact Sheets prepared by the Job Analysis Committee after reading individual Job Fact Sheets submitted by over 15, 000 employees.

Note: Every Job fact sheet was read and documented.

- Prepare Job Provincial Job Descriptions for each of about 220 jobs;
- Rate each job against the 11 sub-factors identified by the Steering Committee.

Once their work is complete the Job Evaluation Committee will turn over the results to the Steering Committee for approval.

They have rated about 150 jobs of the 220 that are currently identified and have written about 100 Job Descriptions.

What Are the Committees Doing?

WHY DO JOB EVALUATION?

Now that the CUPE/SEIU/SGEU/SAHO Joint Job Evaluation project is in the final stretch, it might be appropriate to review why we are doing job evaluation.

The primary reason, and the reason why the project is being funded in part, by Government, is “**pay equity**”. You will recall from previous newsletters that **pay equity** is defined as a process for achieving and maintaining wage equity in the workplace. It is based on the principle of equal pay for work of equal value, but is focused on ending gender based wage discrimination resulting in the undervaluation of female dominated jobs. **Pay equity** is the outcome of strategies designed to facilitate the development of equitable compensation practices, and to operationalize the principle of equal pay for work of equal value.

By itself, the principle of pay equity is sufficient to justify job evaluation. There are however, many other important reasons such as:

1. There are many inadequate job descriptions in use throughout the province. Even well written and useful job descriptions come in non standard formats. In some cases, individual districts have different formats. One result of our job evaluation project will be accurate, up to date, useful, and standardized job descriptions for all positions.
2. Despite the efforts of union and employers, there still exists inequities in the wage rates for similar jobs.

Project Expectations

- All of the Job Fact Sheets submitted by over 15,000 employees were read and documented
- Jobs that perform same or similar duties and require the same or similar skills were bundled together even if their job titles was different. Over 1,200 job titles have been bundled into about 220 jobs. **Note: your current job title might disappear.**
- Not everyone will receive a pay increase as a result of this project. Some job salaries will go up, some will go down, and many will remain the same.
- No individual will lose their job or suffer a pay cut as a result of this project.
- Temporary Performance of Higher Duties (TPHD) are not considered.
- Trainee or apprentice jobs will not be evaluated. Their rates of pay will be negotiated between the parties and will likely be paid at a negotiated percentage of the fully qualified pay rate.
- Market adjustments may not be affected by the Job Evaluation project. Once Job Evaluation project pay rates are implemented employers will need to review market adjustment rates to determine if they are needed or if they need to be modified.

Besides establishing pay equity, our job evaluation project will provide for accurate internal equity.

3. There currently exists no effective procedure for accurately and fairly classifying new jobs or significant changes to current jobs.

Our project will provide a method for handling requests for job reclassifications and will ensure ongoing fairness internally.

4. Throughout the health care system, information and understanding of the principles of job evaluation is lacking.

Our joint approach to job evaluation will result in numerous trained employees, union officials, and managers who share a common understanding of the job evaluation system.

Need more copies of Job Evaluation News?

Please leave a message on the InfoLine:

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

Issues of *Job Evaluation News* are available as PDF files at

www.sdh.sk.ca/supportjobevaluation

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