

JOB EVALUATION NEWS

ISSUE 10 The newsletter of the **CUPE-SEIU-SGEU-SAHO**
Joint Job Evaluation Steering Committee

February 2001

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

Call for a Project Update or to
leave a message.

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



Project Facts

The jobs of over 22,000 employees are
being evaluated

Information received on over 1,000
different job titles

About 5,000 job fact sheets received from
over 15,000 employees

If all of the pages of data received were
laid end to end it would be over 300
football fields long. *Note: your Job Analysis
Committee has read every page of every
Job Fact Sheet.*

Your Job Analysis Committee has
consolidated the data from Job Fact
Sheets into about 200 provincial jobs.

The Job Evaluation Committee will begin
the rating process on February 14th.

The initial results should be turned over
to the Bargaining Committee and
employees/employers by mid-year.

Employees and supervisors will receive rating
and job information

The Job Evaluation Committee consists of the following employees:

CUPE Representatives

Heather Cugnet	LPN
Ed Engel	Lab. Tech. II
Rhonda Oneschuk	Health Records Tech.

SEIU Representatives

Jan Duguid	Medical Transcriptionist
Marvin Huber	General Maint. Facilitator
Arlene Walker	Radiological Tech

SGEU Representatives

Edna Leathum	Housekeeping
Wendy Simonson	Special Care Aide

Employer Representatives

Irene Bahrey	Admin. Assistant
Deb Barabash	Payroll Officer
Barry Barss	Employment Facilitator
Loretta Fischer	Mgr. Client & Patient Info. Serv
Dale Schwartz	Recruitment/ Classification Officer
Darrell Shipley	Mgr. Maint. & Energy Services
Lori Utley	Coordinator, Org. Hlth & Dev

Evaluating jobs, not performance!

Thank you to the Job Analysis committee for a job well done.

Questions and Answers

Q How do I know if my Job Fact Sheet has been received?

A A report has been sent to each data collection team of all Job Fact Sheets received. If no one has contacted you it likely means that we have your Job Fact Sheet

Q What stage of the project are we at now?

A The Job Analysis Committee made up of union and employer representatives have read all Job Fact Sheets and bundled yours together with other jobs that are the same or similar into provincial jobs. The Job Evaluation Committee made up of union and employer representatives will rate the provincial jobs using the Job Evaluation Plan. By about mid-2001 the results will be made available to all union members and supervisors. At that time employees and supervisors will be able to apply for reconsideration if they have more information or don't agree with the results. Once the results are finalized the Bargaining Committees will negotiate pay adjustments.

The bundle containing your Job Fact Sheet will also be used to prepare provincial job descriptions.

Q When will I receive a pay increase?

A Not everyone will receive a pay increase. Only those that are in jobs that require an equity adjustment. Funding for equity adjustments is effective April 1, 2001. Your Bargaining Committee will decide how the adjustments will be phased in. The Bargaining Committee will not have the project information until mid 2001 therefore adjustments will not be made until after that time.

Q Will I get my Job Fact Sheet back?

A No the Job Fact Sheets will become part of the permanent project record. You will however receive a rating form and specific information about the provincial job you are in.

Q Will job descriptions be written?

A Yes, provincial job descriptions are an important product of this process. They will be ready by the completion of this project and made available to employees and employers.

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.