


Job Evaluation Rating Document

<p>CUPE, SEIU, SGEU, SAHO</p> 	<p>Job Title <u>Information Technology Technician</u></p> <p>Date <u>October 2000</u></p> <p>Revised Date <u>2004</u></p> <p>Revised Date <u>June 16, 2022</u></p>	<p>Code</p> <p style="text-align: center;"><u>057</u></p>
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<p>Decision Making</p> <p>Provides solutions where there are no manuals or guidelines. Certifies applications. Coordinates installation and configuration of computers. Transfers data between computers and configures hard drive.</p>	<p>Degree</p> <p style="text-align: center;"><u>3.5</u></p>
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<p>Education</p> <p>Grade 12. Computer Systems Technology diploma (Saskatchewan Polytechnic 2085 hours).</p>	<p>Degree</p> <p style="text-align: center;"><u>4.5</u></p>
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<p>Experience</p> <p>No previous experience. Twelve (12) months on the job to develop an understanding of information, applications and operations and become familiar with department policies and procedures.</p>	<p>Degree</p> <p style="text-align: center;"><u>4.0</u></p>
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<p>Independent Judgement</p> <p>Computer support work is defined by standard practice. Desktop failures require analysis and troubleshooting to determine the cause of the problem and choosing the necessary action to achieve desired outcomes. Responsible for prioritizing requests for service.</p>	<p>Degree</p> <p style="text-align: center;"><u>3.5</u></p>
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<p>Working Relationships</p> <p>Provides technical support for all computer systems and network users. Contacts with staff can be difficult or emotional.</p>	<p>Degree</p> <p style="text-align: center;"><u>4.0</u></p>
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Job Title

Information Technology Technician

Code

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<p>Impact of Action</p> <p>Misjudgment in prioritization of work may result in delays in service. Improper configuration of computer equipment may result in substantial delays of the work of others.</p>	<p>Degree</p> <p>2.5</p>
<p>Leadership and/or Supervision</p> <p>Provides occasional functional guidance to students and provides advice on computer hardware and software to operating personnel. Provides training for staff.</p>	<p>Degree</p> <p>2.0</p>
<p>Physical Demands</p> <p>Regular physical effort such as standing and lifting with fine movements associated with computer operation.</p>	<p>Degree</p> <p>2.0</p>
<p>Sensory Demands</p> <p>Regular effort with reading, report writing, training, research and analysis with competing multiple sensory demands.</p>	<p>Degree</p> <p>2.5</p>
<p>Environment</p> <p>Occasional minor hazards such as chemicals, interruptions and multiple demands.</p>	<p>Degree</p> <p>2.0</p>