


Job Evaluation Rating Document

<p>CUPE, SEIU, SGEU, SAHO</p> 	<p>Job Title <u>Liaison Worker</u></p> <p>Date <u>October, 2000</u></p> <p>Revised Date <u>2004</u></p> <p>Revised Date <u>October 16, 2018</u></p>	<p>Code</p> <p><u>065</u></p>
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<p>Decision Making</p> <p>Follows clearly prescribed practices when arranging transportation services for clients/patients/residents. Written and verbal instructions are translated to Dene, Cree or English.</p>	<p>Degree</p> <p><u>2.0</u></p>
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<p>Education</p> <p>Grade 12.</p>	<p>Degree</p> <p><u>2.0</u></p>
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<p>Experience</p> <p>No previous experience. Six (6) months on the job to become familiar with outside agencies, services and outpost clinics, computer programs and department policies and procedures.</p>	<p>Degree</p> <p><u>2.0</u></p>
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<p>Independent Judgement</p> <p>Uses established methods to arrange transportation and coordinate appointments. Resolves minor operating problems regarding seasonal transportation arrangements for clients/patients/residents.</p>	<p>Degree</p> <p><u>2.5</u></p>
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<p>Working Relationships</p> <p>Requires tact to discuss and settle transportation problems. Has regular contact with clients/patients/residents when translating medical treatment/transportation options often requiring comforting/nurturing skills due to the specialized nature of the contacts.</p>	<p>Degree</p> <p><u>3.5</u></p>
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Liaison Worker

Code

065

<p>Impact of Action</p> <p>Provides translation/transportation services to clients/patients/residents to meet quality and service requirements. Misunderstood translations may cause delays in service resulting in small monetary losses.</p>	<p>Degree</p> <p>1.0</p>
<p>Leadership and/or Supervision</p> <p>May show others how to perform tasks or duties by familiarizing new employees with the work area and processes.</p>	<p>Degree</p> <p>1.0</p>
<p>Physical Demands</p> <p>Occasional physical effort escorting clients/patients/residents throughout the facility.</p>	<p>Degree</p> <p>1.0</p>
<p>Sensory Demands</p> <p>Occasional sensory effort listening to medical practitioners, clients/patients/residents, family and staff with periods of intense listening concentration while translating.</p>	<p>Degree</p> <p>1.5</p>
<p>Environment</p> <p>Occasional exposure to major hazards such as infectious disease, blood/body fluids and abusive clients/patients/residents/family members.</p>	<p>Degree</p> <p>3.0</p>