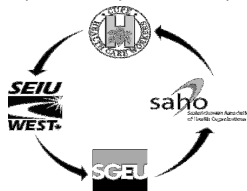


Job Evaluation Rating Documentation

CUPE, SEIU, SGEU, SAHO 	Job Title <u>Seamstress</u> Date <u>October, 2000</u> Revised Date <u>2004</u> Revised Date _____	Code <u>068</u>
--	--	---------------------------

Decision Making Follows prescribed practices such as issuing linen, removing non-repairable linen from inventory, labelling items, and sewing, altering, reproducing, creating and modifying articles when requested.	Degree <u>2.0</u>
Education Grade 10.	<u>1.0</u>
Experience Six (6) months previous experience with demonstrated sewing skills to reproduce, create, alter and mend articles. Three (3) months on the job to become familiar with region/facility/department policies and procedures.	<u>3.0</u>
Independent Judgement Uses established methods in dealing with sewing linens/clothing issues. Minor operating decisions are made when reproducing/creating/altering special requested articles, sorting and discarding linen.	<u>2.5</u>
Working Relationships Requires two-way communication with staff and clients/patients/residents when discussing alterations, mending, and design of articles.	<u>2.0</u>

Impact of Action	Degree
Sews, mends, reproduces, creates and alters facility and personal linen and clothing to meet quality and service requirements. Lost articles may cause work of others to trace. Damage to sewing equipment and personal items may cause a small monetary loss.	<u>1.0</u>
Leadership and/or Supervision May show others how to perform tasks or duties by familiarizing new employees with the work area and processes.	<u>1.0</u>
Physical Demands Regular effort required with hand-eye and hand-foot coordination utilized when sewing, mending, pressing and labeling of articles with sustained periods of accurate coordination causing fatigue.	<u>2.5</u>
Sensory Demands Regular sensory effort sewing, mending, pressing and labeling.	<u>2.0</u>
Environment Regular exposure to minor conditions such as dust/lint and interruptions. Occasional exposure to major hazards such as sharps and equipment operation.	<u>3.0</u>