


Job Evaluation Rating Document

<p>CUPE, SEIU, SGEU, SAHO</p> 	<p>Job Title <u>Safety Assistant</u></p> <p>Date <u>2004</u></p> <p>Revised Date <u>January 25, 2012</u></p> <p>Revised Date <u>September 16, 2020</u></p>	<p>Code</p> <hr/> <p style="text-align: center;">313</p>
--	--	---

<p>Decision Making</p> <p>Follows Occupational Health and Safety regulations. Has choice of action when preparing and delivering training programs.</p>	<p>Degree</p> <hr/> <p style="text-align: center;">2.5</p>
--	---

<p>Education</p> <p>Grade 12. Occupational Health and Safety certificate (Sask Polytech 906 hours).</p>	<p>Degree</p> <hr/> <p style="text-align: center;">3.0</p>
--	---

<p>Experience</p> <p>No previous experience. Twelve (12) months on-the-job to gain working knowledge of regulations, become familiar with various products and audit processes and become familiar with department policies and procedures.</p>	<p>Degree</p> <hr/> <p style="text-align: center;">4.0</p>
--	---

<p>Independent Judgement</p> <p>Performs virtually all tasks in accordance with OH&S regulations. Minor operating problems associated with product spills are resolved with limited analysis.</p>	<p>Degree</p> <hr/> <p style="text-align: center;">3.0</p>
--	---

<p>Working Relationships</p> <p>Has regular contact with other employees when dealing with safety related issues. Requires tact to discuss and submit audit reports and make recommendations to improve safety procedures.</p>	<p>Degree</p> <hr/> <p style="text-align: center;">3.0</p>
---	---

Job Title

Safety Assistant

Code

313

<p>Impact of Action</p> <p>Misjudgement in maintaining MSDS manuals may result in an inappropriate response to a chemical spill which may result in minor injuries to others.</p>	<p>Degree</p> <p>2.0</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. Provides functional guidance regarding safe work practices to employees.</p>	<p>Degree</p> <p>1.5</p>
<p>Physical Demands</p> <p>Occasional physical effort standing, walking with periods of computer work.</p>	<p>Degree</p> <p>1.5</p>
<p>Sensory Demands</p> <p>Regular sensory effort reading, writing, conducting audits and report writing.</p>	<p>Degree</p> <p>2.0</p>
<p>Environment</p> <p>Occasional exposure to major conditions such as hazardous chemicals and obnoxious odours.</p>	<p>Degree</p> <p>3.0</p>